

**OZARK CHRISTIAN COLLEGE**  
**SEXUAL HARASSMENT & SEXUAL MISCONDUCT RESOURCE GUIDE**

*A reference for those who may have witnessed, experienced  
or been involved in sexual harassment or sexual misconduct.*

## **SEXUAL HARASSMENT & SEXUAL MISCONDUCT**

Ozark Christian College (OCC) is committed to providing care and support to individuals who have experienced sexual harassment or sexual misconduct. "Sexual harassment" is an umbrella category that includes *quid pro quo* harassment, hostile environment harassment, sexual assault, domestic violence, dating violence, and stalking. Federal laws (i.e., Title IX of the Education Amendments of 1972) require the College to take appropriate steps upon receiving reports of sexual harassment or sexual misconduct.

This brochure is for educational and informational purposes only. For more information, refer to the College's Title IX Sexual Harassment Policies and Procedures ([LINK HERE](#)).

## **EMERGENCY SERVICES & IMMEDIATE CARE**

The first priority is your personal safety and well-being. In an emergency situation, you should **seek immediate assistance from a medical facility or the Joplin Police Department by calling 911**. This is the best way to address immediate safety concerns and an investigative response. If you have experienced sexual misconduct, including sexual assault:

- **Preserve all evidence of the sexual assault or sexual misconduct.**
  - Do not bathe, change or dispose of clothing, use the restroom, wash hands, brush teeth, or eat.
  - If you are still at the location of the incident, do not clean anything.
  - Write down all the details you can recall about the incident and the perpetrator including any information related to previous behavior or history. Retain any text messages, records of phone calls, voice mails, emails, pictures, notes, and gifts..
  
- **In cases of sexual assault, seek medical care as soon as possible.**
  - Even if you do not have any visible injuries, you may be at risk of acquiring a sexually transmitted disease.
  - Ask a health care professional to conduct a Sexual Assault Forensic Exam.
  - If you suspect you were drugged, request collection of a urine or blood sample.

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## **REPORTING AN INCIDENT**

If you witness or experience sexual harassment or sexual misconduct, you have several reporting options. It is your decision whether to participate in the criminal process and/or the College process.

### **Report to the Police**

Sexual assault and other forms of sexual misconduct are not only College policy violations but may also be crimes. You are strongly encouraged, but not required, to report these crimes to the police. If you choose, College officials will help you contact the police. The phone number for the **Joplin Police Department** is **417-623-3131** or **911 in case of emergency**.

### **Report to the College**

Sexual harassment and sexual misconduct are prohibited by Ozark Christian College policies. You must file a report with one of the following employees to initiate a response by the College.

- **Title IX Coordinator**  
**Monte Shoemake, Senior Director of Community Standards and Campus Safety**  
Casteel Administration Building - AC166, **417-626-1208**, [shoemake.monte@occ.edu](mailto:shoemake.monte@occ.edu)
  
- **Title IX Deputy Coordinator**

**Sara Wood, Director of Student Health**

Richardson Health Center - MC11, 417-626-1213, [wood.sara@occ.edu](mailto:wood.sara@occ.edu)

**Evening or weekend assistance** is available by calling **Campus Security** at **417-626-1200**.

### **Online Anonymous Reporting**

The OCC Anonymous Crime Reporting form is located at <https://occ.edu/anonymous-reporting>. The anonymous reporting form should not be used for emergency or crisis situations in an emergency. Sexual harassment or sexual misconduct anonymously reported may limit the College's ability to initiate a response process.

### **Orders of Protection**

Depending on the nature of the incident, the College may issue a no contact order to prevent contact between two individuals. To request a no contact order from the College, please contact one of the Title IX Coordinators. In addition, you may request an Order of Protection from the State of Missouri at the Jasper County Courts Building, 601 S. Pearl, Room 300, Joplin, Missouri.

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## **SEXUAL HARASSMENT & SEXUAL MISCONDUCT - WHAT ARE THEY?**

Sexual harassment and sexual misconduct include a wide range of non-consensual behavior, which are not tolerated in our College community. Sexual harassment is an umbrella category that includes quid pro quo harassment, hostile environment harassment, sexual assault, domestic violence, dating violence, and stalking. Please refer to the full definitions in the College's Title IX Sexual Harassment Policies and Procedures ([LINK HERE](#)).

### **Quid Pro Quo Harassment**

Unwelcome conduct of a college employee who conditions the provision of an aid, benefit, or service of the college on an individual's participation in unwelcome sexual conduct. Typically, sexual harassment involves relationships of unequal physical power or unequal power of authority, and, therefore, can contain elements of coercion and threat. As a result, the college strongly discourages any consensual relationship involving a subordinate employee or student that could lead to alleged or actual sexual harassment.

### **Hostile Environment Harassment**

Unwelcome conduct, determined by a reasonable person, to be so severe, and pervasive, and, objectively offensive, that it effectively denies a person equal access to college education program or activity.

### **Sexual Assault**

Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Title IX regulations have adopted the following types of sexual assault (consistent with Clery Act reporting):

- **Rape:** Penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling:** Touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Sodomy:** Oral or anal sexual intercourse with another person without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- **Sexual assault with an object:** Using an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. An

“object” or “instrument” is anything used by the perpetrator other than the perpetrator’s genitalia.

- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

### **Dating Violence**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the complainant’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

### **Domestic Violence**

A felony or misdemeanor crime of violence committed by:

- a current or former spouse or intimate partner of the complainant;
- a person with whom the complainant shares a child in common;
- a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner;
- a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- any other person against an adult or youth victim, protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

### **Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (i) fear for the person’s safety or the safety of others; or (ii) suffer substantial emotional distress.

### **Retaliation**

Retaliation is any adverse action against a person because they filed a complaint or provided relevant information in an investigation. Acts of alleged retaliation should be reported immediately to the Title IX Coordinator and will be promptly investigated.

### **Consent**

Consent is an affirmative agreement through clear actions or words to engage in intimate activity. A person who is incapacitated, unconscious, unaware, or otherwise helpless cannot consent to sexual activity. One who is coerced, a minor, incapacitated due to disability, intoxicated, under the influence of drugs, or asleep cannot consent. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Previous relationships or prior consent cannot imply consent to future sexual acts. Consent can be withdrawn once given if the withdrawal is clearly communicated.

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## **SUPPORTIVE MEASURES**

Supportive measures are intended to help those who may have experienced sexual harassment or sexual assault so they may participate in campus life at OCC and continue with their studies or work. Supportive measures may be implemented at any time and may include but are not limited to these examples:

- Course-related extensions and adjustments
- College-issued and enforced no contact orders
- Work and/or course schedule adjustments
- Changes in housing and seating
- Leaves of absence
- Increased monitoring of certain areas of the campus

The Title IX Coordinator works with students, faculty and staff to ensure that supportive measures are individually tailored to meet each individual's unique needs. It is not necessary to file a formal complaint with the Title IX Coordinator in order to receive supportive measures.

### Local Resources

- Lafayette House: 1809 S Connor Ave, Joplin, 800-416-1772. Lafayette House will provide a victim's advocate (go to hospital if requested by the victim) and other resources.
- Ozark Center Crisis Services: 3006 McClelland Blvd, Joplin, 800-247-0661, 417-347-7720 (24/7 crisis helpline).
- Freeman Hospital West: 1102 W 32nd St, Joplin Missouri, 417-347-1111
- Mercy Hospital: 100 Mercy Way, Joplin, Missouri 64804, 417-556-3729

### National Resources

- National Domestic Violence Hotline – 800-799-7233 – <https://www.thehotline.org/>
- National Center of Victims of Crime Stalking Resources – 202-467-8700 – <https://victimsofcrime.org/stalking-resource-center/>
- Rape, Abuse and Incest National Network (RAINN) – 800-656-HOPE (4673) – <https://www.rainn.org/>

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## YOUR RIGHTS UNDER COLLEGE POLICY

Ozark Christian College strives to provide members of the campus community with fair and equitable resolution processes that include both formal and informal options.

### Reporting

- Reporting individuals have the right to notify law enforcement of incidents and to receive assistance from campus personnel.
- Reporting individuals may decline to report to law enforcement.
- Reporting individuals have the right to have their report investigated and resolved internally by the College

### Fairness

- All members of the campus community have the right to have reported incidents addressed according to the published College policy and procedures.
- **Complainants and Respondents** have the right to have a support person of their choosing present throughout all resolution proceedings (including interviews, meetings, etc.). A support person can be a campus community member, family member, friend, attorney, etc.
  - **Complainant** refers to the individual(s) who may have experienced sexual harassment or sexual misconduct, regardless of whether that individual makes a report or seeks formal disciplinary action.
  - **Respondent** refers to the individual(s) who has been accused of sexual harassment or sexual misconduct.
- Certain individuals are entitled to written notice of the outcome of a formal investigation.
- Reporting parties and witnesses will receive amnesty for minor infractions (e.g., drug and alcohol violations that don't affect the safety of the greater campus community) that are secondary to incidents of sexual misconduct.
- All members of the campus community have the right to be free from retaliation for reporting sexual harassment or misconduct or participating in an investigation or resolution.
- Individuals have a right to be notified of the availability of counseling and health services.
- Individuals have a right to be notified of resources available both on and off-campus.
- All parties involved in sexual harassment or sexual misconduct allegations will receive the information and assistance needed to effectively participate in all proceedings.
- Parties have the right to seek orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by criminal or civil courts, and may seek the help of the Title IX Coordinators to request and enforce the same.

- The Title IX Coordinators will coordinate residential, academic, and other appropriate accommodations to assist students who have experienced sexual harassment or sexual misconduct.
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### **RISK REDUCTION FACTORS**

Risk reduction factors are steps individuals can take to minimize the possibility of sexual misconduct and increase safety and a sense of empowerment for themselves or others. There is no guaranteed way to avoid sexual misconduct. These risk reduction factors and safety ideas are a choice, not a responsibility. Whether someone chooses to use these ideas, sexual misconduct is not the fault of the person who experiences it. Remember that sexual activity is a choice, and all people, at any time, have free choice to choose whether or not to be sexually active.

- Trust your gut and intuition. If you feel threatened, yell or leave if you can do so safely.
  - Avoid people who don't listen to you, ignore personal space boundaries, etc.
  - Only attend gatherings with friends you trust and avoid alcohol and drugs.
  - Know your sexual intentions and limits and communicate those limits firmly and directly.
  - Honor your commitment to purity and save sex for marriage.
  - Be aware of predatory drugs.
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### **WHAT CAN I DO TO HELP END SEXUAL HARASSMENT & SEXUAL MISCONDUCT?**

#### **Be an Active Bystander:**

- Notice the situation and be aware of your surroundings.
- Interpret it as a problem. Ask yourself, "Do I believe someone needs help?"
- Feel responsible to act. Educate yourself on what to do.
- Intervene safely. Keeping yourself safe while taking action is key.

#### **If a Situation Presents, Intervene Safely:**

- Bring in others to help when the situation may be potentially dangerous.
- Ask the individual you are concerned about if they need help.
- Distract or redirect individuals in unsafe situations.
- Ask the individual if they want to leave.
- Call **Campus Security 417-626-1200** or the **Joplin Police Department 911**.

#### **Encourage Safety for Yourself and Others**

- Have a plan. Talk to your friends about your plans and intentions before you socialize.
  - Watch out for others. If you are concerned about someone, offer your support.
  - Diffuse situations. If you see a person coming on too strong to someone, interrupt, distract, or redirect the situation. If you do not feel comfortable doing so, get someone else to step in.
  - Trust your instincts. If a situation does not feel right to you, trust your instinct. If possible, remove yourself and others from the situation.
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### **FOR MORE INFORMATION OR IMMEDIATE ASSISTANCE CONTACT:**

#### **Title IX Coordinator**

**Monte Shoemake**, *Senior Director of Community Standards and Campus Safety*,  
Office: Casteel Administration Building, AC166, Phone: **417-626-1208**, [shoemake.monte@occ.edu](mailto:shoemake.monte@occ.edu)

#### **Title IX Deputy Coordinator**

**Sara Wood**, *Director of Student Health*,  
Office: Richardson Health Center, MC111, Phone: **417-626-1213**,  
[wood.sara@occ.edu](mailto:wood.sara@occ.edu)