



AGTS

Doctor of Ministry

**Participant
Handbook**

Spring 2020 Edition

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This version of the participant handbook replaces and supersedes all previous versions of this document.

This publication is accurate at printing, though not comprehensive, in the policy statements which it includes. The provisions of this publication are not to be regarded as irrevocable terms of the contract between administrators, faculty, and staff of AGTS. Changes are effected periodically in general regulations and in academic requirements. There are established procedures for making changes—procedures which protect the interest and welfare of individual administrators, faculty and staff, students, and the Seminary’s integrity.

The latest version of this document is always available in D.Min. Central in CANVAS. For topics not covered in this document, please contact the Doctor of Ministry Office.

A Word from the Doctor of Ministry Leadership Team...

Welcome!

We are pleased to have you as a part of the AGTS Doctor of Ministry program. You are a part of the growing number of Christian leaders who desire to develop their ministry gifts and understandings by pursuing doctoral studies while remaining in their ministry context. The Doctor of Ministry program exists to equip servant leaders with knowledge, skill, and passion to revitalize the church and evangelize the world in the power of the Spirit. It is our prayer that this program will renew minds...revitalize souls...and revolutionize leaders.

This Participant Handbook has been prepared especially for you by the Doctor of Ministry office. It is designed to provide information about Seminary policies, procedures, and services specifically related to the Doctor of Ministry program. We trust that this will answer many of your questions as you work through your degree. All participants are encouraged to read the handbook and retain a copy for their reference.

If you have any questions regarding the handbook, or any other matter that may arise related to your program, please feel free to contact the Doctor of Ministry office (417-865-2815 ext. 8882 or dmin@agts.edu).

We look forward to working together with you. It is our desire that the Doctor of Ministry program will produce "leaders worth following."

In His service,



John Battaglia, D.Min.
Doctor of Ministry Program Director



Geneva Heiskell
Doctor of Ministry Student Support Specialist



Cory Shipley, D.Min.
Doctor of Ministry Project Coordinator

AGTS Profile

Purpose

The purpose of the Assemblies of God Theological Seminary is to train men and women to fulfill the mission of the Church as taught in Scripture. As a graduate-level educational institution within the evangelical and Pentecostal tradition, AGTS affirms the Bible as God's written Word, the inspired, infallible and authoritative rule for faith and conduct.

Accreditation

The Assemblies of God Theological Seminary is accredited by the *Association of Theological Schools of the United States and Canada*. The Seminary is also accredited by the *Higher Learning Commission of the North Central Association of Colleges and Schools*, the regional accrediting agency of the North Central states.

Affiliation

AGTS is affiliated with the General Council of the Assemblies of God. The Seminary's doctrinal commitment is found in the Statement of Faith (see *catalog*).

Faculty

Each member of the AGTS faculty and administration is positioned within the Pentecostal-Charismatic tradition in belief and practice. This background and heritage enables them to present biblical and theological truths, educational and missiological strategies and methods, and counseling principles within the context of the Pentecostal ministry.

Library Facilities

The [Cordas C. Burnett Library](#) (at AGTS) and the [Klaude Kendrick Library](#) (at Evangel University) are the major information resource centers for AGTS doctoral participants. The libraries' extensive holdings are designed to support doctoral course offerings and research. Students at AGTS can take advantage of the abundant resources in the Seminary's library or through interlibrary loan programs. In addition, AGTS students enjoy library privileges at several other colleges and universities in the greater Springfield area, and they can also gain a wealth of information from the nearby AG Archives (Flower Pentecostal Heritage Center: see ifphc.org).

Campus

The AGTS campus is located in the northern section of Springfield, Missouri's third largest city. The Seminary community enjoys a 58,000 sq. ft. academic building that houses state-of-the-art classrooms, library, computer lab, Veterans Center, William J. Seymour Chapel, World Prayer Center, and administrative offices.

AGTS is an embedded seminary within Evangel University, adjacent to the seminary campus on North Glenstone Avenue. Springfield is also the home of the General Council of the Assemblies of God.

Mission Statement and Pentecostal Distinctives

Mission Statement

Shaping servant leaders to revitalize the Church and evangelize the world in the power of the Spirit.

In order to accomplish its purpose as a center for instruction and spiritual formation, the Seminary seeks to achieve the following objectives:

1. To lead every participant into a growing knowledge of God, based upon the redemptive work of Christ and the baptizing power of the Holy Spirit.
2. To perpetuate the distinctive Pentecostal proclamation of the supernatural power of the Holy Spirit to restore God's people to the biblical model of vitality and witness.
3. To create an environment in which individuals, called and gifted for Christian service, may be nurtured as servant-leaders of sterling Christian character.
4. To seek excellence in all of its programs, believing that a rigorous quest for truth, effectiveness and relevance should characterize theological reflection and professional training.
5. To provide training in the professional skills necessary for the practice of ministry in a changing world, focusing on the preparation of pastors, missionaries, evangelists, military and institutional chaplains, educators, counselors and others.

6. To foster an evangelistic and missionary emphasis with a global and multi-cultural perspective in order to equip men and women to proclaim the gospel of Jesus Christ at home and abroad.
7. To encourage constructive engagement with society guided by the prophetic and redemptive words and deeds of Jesus Christ.
8. To serve as a scholarly resource for the Assemblies of God, Pentecostal-Charismatic communities worldwide, and the larger body of Christ.
9. To utilize technology and distance-education methodologies in the extension of its educational mission to Christian leaders unable to attend a resident campus.

Pentecostal Distinctives

The commitment to the Pentecostal dimension of Christianity is what distinguishes the Assemblies of God from other groups within Evangelical Christianity. Since AGTS is the denominational Seminary for the Assemblies of God, the Pentecostal distinctives are central to each of its degrees and course offerings.

The Doctor of Ministry Degree

Program Overview

The Doctor of Ministry program is a professional program intended for men and women actively engaged in full-time Christian ministry. The primary purpose of the program is to enhance the participants' professional competence in the particular area of their gifts and calling. Practical in nature while at the same time maintaining the highest academic standards for theological reflection on the practice of ministry, the program seeks to integrate learning into the context of each participant's ministry and can be shaped to meet individual needs.

Opportunities for personal and spiritual growth are woven into the fabric of the entire program. One dynamic element of the program is involvement in a Doctor of Ministry cohort. Each cohort is comprised of select individuals from a variety of ministry backgrounds. The cohort remains together for the core phase of the program allowing deep and meaningful relationships to be formed. "As iron sharpens iron" the cohort provides a challenging and motivating peer learning environment.

This program focuses on developing strong Pentecostal scholar-practitioners. Today's vital and growing ministries demand Spirit-anointed, effective leadership. If leaders expect to remain on the cutting edge of complex, demanding and ever-changing ministry, they must prepare themselves now. The D.Min. program is designed to expand the influence of its participants by equipping them to be "leaders worth following."

Program Learning Outcomes

Upon completion of the D.Min. Program, participants will be able to expand their influence by growing into ministers who:

1. Grow in Spiritual Maturity

- a. Appreciating the historical and theological contributions of the Pentecostal-Charismatic tradition, leading to a growing personal spirituality
- b. Cultivating disciplines of self-leadership, which produce holistic health and integrity as a leader
- c. Communicating the role of Spirit-empowered ministry for effective leadership
- d. Integrating Pentecostal spirituality into the practice of the leadership arts

2. Demonstrate Leadership Competency

- a. Integrating missional leadership into their ministries through strategically implementing purpose, vision, and values
- b. Acquiring and effectively applying new knowledge and skills to the practice of ministry
- c. Developing leaders worth following—catalysts for transformation in individuals, organizations, and communities
- d. Creating an expanded awareness of the implications of globalization within the overall ministry of the Church

3. Exhibit Scholarly Integration

- a. Integrating insights of both biblical and practical theology, as well as the social and behavioral sciences within their ministry context
- b. Writing high-quality academic papers that demonstrate the ability to integrate scholarship with the practice of ministry
- c. Developing professional research and writing skills in order to provide an enduring service to the larger Church through the publication of a Professional Project, and further written contributions to the scholarly world

4. Utilize Ministry Networks

- a. Developing relational health through mutually beneficial long-term personal connections with other ministry professionals, creating support systems for sustained impact
- b. Connecting with resources for ongoing ministry enhancement

Curricular Design

The Doctor of Ministry curriculum has three primary components:

- *Core Phase*: core courses establish and enrich the participant's foundation for effective ministry.
- *Elective Phase*: elective courses offer in-depth training in specific areas relevant to the practice of ministry. Participants may select a specific area of interest or may opt for a self-design track of study. The program features courses in:
 - Leadership Studies
 - Biblical Preaching
 - Islamic Studies
 - Contextual Theology and Ministry
 - Pentecostal Spiritual Formation
 - Women in Leadership

For qualifying military chaplains, we also have a Military Chaplaincy track. (Note: Participants in a specialized/focused cohort will follow a prescribed track of study for the duration of the program.)

- *Project Phase*: the participant's ministry context will be the subject of a professional project at the conclusion of the elective phase. A Project Design course prepares the participant to write a professional project integrating and applying significant program learning in a ministry context. Participants must normally complete *all core and elective* courses before taking the Project Design class. Exceptions must be approved by the program director. The project enriches the larger Church through publication on the ProQuest Internet database.

Program Schedule

The Doctor of Ministry is an in-service degree, meaning that it is completed while participants remain active in ministry. The program is designed around one-week modules offered three times per year—February, June, and October. (New cohorts generally begin each October). These five-day modules are

preceded by personal reading/preparation followed by written projects that apply course materials to participants' ministry context. (Class will normally convene Monday 1:00 p.m.-5:00 p.m., Tuesday through Thursday 8:00 a.m.-5:00 p.m., and Friday 8:00 a.m.-12:00 noon.) Once a participant has reached the elective phase of the program, modules may be taken back-to-back. A select number of electives are delivered fully online. The 30-hour program consists of nine modules, as well as additional time to complete the D.Min. project. Thus, in its entirety, the degree will take approximately four years to complete.

Academic Policies and Procedures

Academic Integrity

It is assumed that students at AGTS will endeavor to be honest and of high integrity in all matters pertaining to Seminary life. A lack of respect and integrity is evidenced by cheating, fabricating, plagiarizing, misusing facilities, removing books and other property not one's own, and disrupting classes. Cheating is defined as intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise. It is assumed that whatever is submitted by a student is the work of that student and is new work for that course. Fabrication is intentional and unauthorized falsification or invention of any information or citation in an academic exercise or form. Plagiarism is intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise. One who facilitates any of the above is equally responsible with the primary violator. Penalties may include restitution, an "F" on an individual paper, exam, or course; disciplinary probation; and suspension.

Academic Probation

A participant is placed on academic probation at the conclusion of any course in which his or her grade point average falls below the required minimum (3.0) necessary to maintain satisfactory academic progress in the degree program. Participants who fail to raise their grades to the required level or higher by the end of two courses on academic probation are subject to dismissal from the program.

Academic Records

The AGTS Records Office maintains official records for each participant enrolled in the Doctor of Ministry program. This file includes the participant's application file, processed requests for advanced standing, processed grades and transcripts, and graduation arrangements. In accordance with Public Law 93-380, Family Educational Rights and Privacy Law 1074 (frequently referred to as

the Buckley Amendment), participants have the right to inspect their own records.

Academic Status

Participants will remain in good academic standing in the D.Min. program as long as they maintain at least a 3.0 grade point average, meet all financial obligations to the Seminary, and conduct their personal lives with spiritual, moral, and professional integrity. The administration reserves the right to dismiss any participant whose integrity in any of these areas is unacceptable.

Cancellation of Courses

AGTS reserves the right to cancel any D.Min. course when enrollment falls below five persons.

Technology Use in Classrooms

It is assumed that the use of technology during class time will be limited to activities specifically relevant to the class in session. **Laptops:** To receive maximum benefit of this program, all participants are encouraged to have a laptop computer. Rooms are equipped with power-surge protection plug-in strips and wireless Internet access. Classroom table configurations are designed to facilitate peer interaction. **Cell Phones:** Out of courtesy to the professor and others in the classroom, participants are requested to please turn cell phones off while in class.

Concurrent Enrollment

Doctor of Ministry participants interested in concurrent enrollment at another seminary or graduate school for the purpose of transferring hours back into the AGTS Doctor of Ministry program must secure approval in advance from the Director of the Doctor of Ministry program. Credits must be in compliance with advanced standing/transfer credit policy. *Note:* The transfer of concurrent credits does not waive or change the comprehensive program fee established at the start of the program.

Course Attendance

Due to the accelerated pace of each course, regular and punctual attendance is expected of each participant for all course activities. Because attendance is such a crucial element of the cohort peer-learning process, **a participant cannot be absent for more than four hours of class and still receive credit. If a participant misses any time up to four hours, the professor will assign additional coursework to make up for missed class time.**

Course Grading

The final course grades are determined according to the following 4.0 scale:

Grade points per semester hour

A	Superior	4.0
A-		3.7
B+		3.3
B	Satisfactory	3.0
B-		2.7
C+		2.3
C	Poor	2.0
C-		1.7*
F	Failure	0.0*,**
IP	In Process	0.0
I	Incomplete	0.0**
W	Withdrawn	0.0

* *Impacts eligibility for graduation*

** *Affects grade point average (GPA)*

Course Evaluations

All Doctor of Ministry courses and faculty are evaluated by participants on the last day of each course. Responses are collected anonymously. The professor will receive a summary of these evaluations with participant comments following the session.

Transfer Credit for Military Chaplains

Qualified chaplains endorsed for U.S. military service may receive up to twelve hours of transfer credit for approved specialized chaplain training (see the Veterans Center representative for details). Chaplain participants who have already transferred in 12 credits for their military work may not transfer in additional elective credits for additional military classes or other doctoral work completed.

Course Workload

The combination of pre-session, session, and post-session work for a three-credit module course should normally require a minimum of 2,000 pages of assigned reading and approximately 30-35 pages in written assignments. Normally the page requirement on written assignments will not exceed fifty pages. Course assignments shall be due a minimum of sixty days and maximum of ninety days from the last day of class, unless otherwise specified by the professor.

Directed Research Courses

A participant may opt to take an independent study course by 'Directed Research.' Participants work with an adviser to conduct a focused study on a given aspect of ministry. A person may take up to two Directed Research (DR) courses. An additional fee of \$500 will be charged per Directed Research course. Participants are not allowed to take more than two courses with any one professor. **Note: DR fee subject to change.**

Doctoral Titles

After completing all D.Min. courses (27 hours), and with an approved prospectus in hand, participants may use the designation "D.Min. (cand.)" on their resume and other documents. One may start using "D.Min." and the title, "Doctor" once the degree has been recorded on their official transcript.

Graduation Requirements

To satisfy graduation requirements for the D.Min. degree, the participant must:

1. Satisfactorily complete all Doctor of Ministry program requirements. This includes the completion of 30 semester hours of course work (12 from Core courses, 12 from Elective courses, 3 from Project Design course and 3 from project completion). Participants in the extended program will have additional credit requirements, as specified in their degree audits.
2. Maintain a minimum cumulative grade point average of at least 3.0, and have no more than one "C" on his or her transcript. (A participant cannot graduate with a C- on their transcript. A participant must retake the course, at his or her expense, in order to earn a grade higher than C-.)
3. Be in good standing at the Seminary (see Academic Status).
4. Complete an acceptable and approved Doctor of Ministry project.
5. Receive approval to graduate from the Doctor of Ministry Committee, Academic Affairs Committee, and Faculty.
6. Apply to graduate. A participant who wishes to graduate in the spring semester must submit his or her graduation application to the AGTS Records Office by January 30 of the same year.
7. Make an acceptable oral presentation of the D.Min. project at the Project symposium and attend the commencement exercises.

Incomplete Grades

Participants are expected to complete all course work in a timely fashion as specified by the instructor in the course syllabus. A grade of "IP" (In Process) will be issued if the professor's due date falls after the AGTS semester ending date. Due dates of doctoral modular courses are at the discretion of the professor but will be considered IP until the first day of the next module or set of modules. A grade of failure may be issued if the work is not submitted by the first day of the next module(s) unless the participant has requested an extension. If the participant requests additional time, an incomplete "I" grade may be given at the discretion of the instructor for a 90-day extension.

In the event the instructor grants a grade of incomplete, he or she will have the option of lowering the final grade for the course one letter grade lower than it would have been had the work been submitted on time. A grade of failure may be issued if the work is not submitted by the end of the 90-day extension.

[Exception: Doctoral participants in the Project phase.] No participant will be permitted to begin credit courses in a new semester if carrying more than two IP or I courses.

Ministry Requirement

It is assumed that each participant will remain involved in full-time ministry throughout the duration of the program. Any participant who leaves the ministry for any reason while pursuing the D.Min. degree must petition the D.Min. Committee for continuation in the program.

Participant Grievance Procedure

Fair and prompt resolution of legitimate participant grievances is a vital part of the Seminary's professional and ethical commitment to its participants. Contact the Doctor of Ministry Office for a complete copy of the grievance procedure.

Professional Project and Project Design Class

The professional project is the culmination of the D.Min. experience in which the ideas and applications of the program are measured and evaluated. A Project Design course prepares the participant to complete the project. Participants must normally complete *all core and elective* courses before taking the Project Design class. Exceptions must be approved by the program director. For further information on the project guidelines contact the D.Min. Office.

Note: Participants shall be designated in the "project phase" on the first day of the semester following the term when they took the Project Design course. The duration of the project phase shall normally be eighteen months to two years.

Professional Project Team

Participants will be a part of a project team. The team will include a project adviser, a biblical adviser, a project editor, and the AGTS D.Min. Project Coordinator. All project team members (except the editor) must have earned a CHEA/ATS doctorate, unless an exception is made by the Doctor of Ministry Committee. Team members are recommended by the participant in consultation with the Doctor of Ministry Office and approved by the Doctor of Ministry Project Committee. Biblical advisers and project advisers will receive a stipend from AGTS for their respective services.

Adviser Change Fee. If a participant in the project phase initiates and receives a change in either biblical adviser or project adviser for personal reasons, any expense incurred for the stipend owed to the adviser shall be paid for by the participant requesting the change. The D.Min. Project Coordinator, in consultation with the Director, will assess the level of work already completed by the adviser to determine a fair percentage of the total stipend owed to the adviser.

Program Duration

The degree, including the project, will normally require four years to complete. This schedule is set to avoid unnecessary pressure on the participant's responsibilities to family and ministry. Participants are required to complete the degree within six years beginning from the date of the participant's first attendance in a doctoral course. In some cases an extension may be granted (example: for those on overseas assignment).

Program Extensions

The program is designed to normally be completed in four years. There is a maximum time limit of six years. For participants extending beyond the fourth year:

- 5th year: extension automatically granted; a continuation fee will apply.
- 6th year: extension automatically granted; a continuation fee will apply.
- 7th year: Participants desiring an extension beyond the six-year program limit must submit a written appeal to the Doctor of Ministry Committee. This request must include detailed projections (plan and timeframe) for the completion of their project. Any extensions will be granted by approval of the D.Min. Committee and a non-refundable extension fee will apply.
- 8th year: Participants desiring to extend into their eighth year must submit a written appeal to the Doctor of Ministry Committee (see above). If

approved, the participant will be required to take two additional courses at his or her expense, as well as be charged a non-refundable additional extension fee. (See “Financial Policies” below.)

Extensions beyond the eighth year will not be granted. (See page 13 for current program extension fees. *Note: Fees are subject to change.* Participants in the extended D.Min. program may have a slightly modified fee schedule.

Specialized Cohorts

AGTS is pleased to offer a variety of elective courses specializing in a specific ministry focus. These courses are designed to address the ministry needs of a particular ministry area. While AGTS attempts to work with the specific interests of a given cohort, ultimately, all academic, financial, and programmatic policies are at the discretion of AGTS.

Transfer Credits

An individual may transfer in a total of 6 doctoral credits. Individual appeals for transfer credits will be evaluated based upon the following considerations:

1. Transfer credits must be from ATS/CHEA accredited institutions or those recognized by an approved foreign accrediting body.
2. Student must have earned a passing grade of “B” or higher.
3. Transfer credits must be relevant to the D.Min. degree.
4. Recent time frame of courses taken will be reviewed. Extenuating circumstances of the participant will be considered (e.g. missionary in a situation that makes it difficult to take courses in a timely fashion).

AGTS will accept up to 6 doctoral credits for valid/supervised clinical pastoral education provided the CPE units were not used to fulfill the requirements of M.Div. Equivalency, or any other graduate degree. The institution and credit must be recognized by the Association for Clinical Pastoral Education, Inc. accreditation commission.

To request transfer credit, official transcripts must be received by the AGTS Records Office before consideration for doctoral credit will be given. (Any exceptions to the standard policy must be recommended by the D.Min. Committee and approved by the Academic Affairs Committee.)

Note: The transfer of credits does not waive/change the comprehensive program fee.

Unclassified Doctoral Level Students

A limited number of non-degree, post-Master of Divinity persons may be allowed to take elective courses if they satisfy admission requirements for the Doctor of Ministry program. Normally, there will be a two-course limit on the number of D.Min. courses that can be taken prior to formal admission to the program. Contact the Doctor of Ministry Office for further information.

Withdrawal from Courses

A participant who desires to withdraw from any course after the session has met must make written request to the Doctor of Ministry Office. Refunds will not be made nor will financial commitments be nullified (see current AGTS catalog). Grades for official withdrawal will be changed to W. Participants must make-up the replacement course at their own expense.

Alumni Audit Policy

Graduates of AGTS doctoral programs are eligible for one free masters or doctoral-level audit (3-4 credits) per academic year, on a space-available basis. Upcoming course schedules and syllabi can be obtained on the AGTS D.Min. Web page.

Financial Policies

Comprehensive Program Fee

The cost of the D.Min. is paid as a Comprehensive Program Fee rather than in the form of tuition per credit hour. The current fee is \$18,900 and covers tuition for 30 credit hours, project fees, and graduation fees. This fee does not cover the application fee of \$75, textbooks, cost of travel, housing and meals incurred while on campus, editing, professional resource fees, directed research fees, late project fees, continuation fees, extension fees, or tuition for courses taken at other institutions. Qualifying participants in the Military Chaplaincy track pay a reduced program fee.

**Applicable for the 2019-2020 academic year and subject to change each year thereafter for new participants.*

Comprehensive Program Fee Payments

The program fee is typically payable in a series of payments. (AGTS accepts cash, checks, Visa, MasterCard and Discover as payment.) The first installment is due on the first day of class. All subsequent installments are due on the first day of the months of regularly scheduled courses (February, June and October). The fees are non-refundable.

Directed Research Fee

A \$500 fee will be assessed to your student account for each Directed Research course you take. Since fees are subject to change, please confirm current rate with the D.Min. Program Coordinator.

Grants and Scholarships

Grants and scholarships for Doctor of Ministry study are normally not available. However, the program does qualify for VA benefits, and private student loans are available. Furthermore, participants are eligible for loan deferment. Contact the Financial Aid Office for further information.

Lodging, Meals, Transportation

It is up to participants to make their own travel and living arrangements for their stay in Springfield.

Program Extension Fees

The program is designed to be completed in four years, with a maximum time limit of six years. (See “Program Extensions” in Academic Policies section for further details.) If a participant extends beyond the fourth year, the following non-refundable fees will apply:

year 5 (continuation fee)	\$500
year 6 (continuation fee)	\$1000
year 7 (extension fee)	\$1500
year 8 (extension fee)	\$1500 + 2 additional classes (at participant's expense)

The tuition rate for each extra class will be determined by the then-current comprehensive fee divided by 11.

Extensions will not be granted past the eighth year.

Participants in the extended D.Min. program may have a slightly modified fee schedule.

Note: Fees are subject to change.

Continuation and Extension Fees at Point of Project Completion

If you are due for a fifth-year continuation, sixth-year continuation, or seventh-year extension in the fall that you are finishing the project, the D.Min. project coordinator will notify the business office to assess half of that fee by October 1.

If all your project components are not editor- and adviser-approved (and to the Project Coordinator) by November 1, you will then move to a graduation date of the following year. At that juncture, the D.Min. project coordinator will notify the business office to assess the second half of the appropriate continuation or extension fee.

If all project components are editor- and adviser-approved and to the project coordinator by November 1, the second half of the continuation or extension fee will be waived.

Promissory Note

Participants are required to sign a promissory note at their initial registration indicating their anticipation of paying program tuition, fees, etc. This is a standard procedure required of all AGTS participants and guarantees that your program price will not increase over the course of your program. The promissory note will outline the installment due dates for the participant. The installments outlined are to be paid consecutively and are still due at the assigned date, even if the participant for any reason skips a course. (Conversely, if a participant happens to take two courses during a given session, they will still only be charged for the one payment, according to the schedule outlined in their promissory note).

Readmission Financial Policy

If a participant withdraws from the program and later desires to return, his or her financial obligations will be as follows:

- The program fee current at the time of readmission will apply, for which the participant will sign a new promissory note.
- All payments made under the previous promissory note will be applied toward the current program fee. Participants will be required to pay the difference between the current program fee and what they actually paid under the previous program fee.

Unclassified Student Course Fee

The fee for doctoral participants from outside the AGTS program taking our elective classes will be 115% of the current single fee payment.

Alumni D.Min. Course Audit Fee

Graduates of the AGTS D.Min. program are eligible for one free masters or doctoral level audit (3-4 credits) per academic year, on a space-available basis.

Library and Research Information

The Cordas C. Burnett Library is the major information resource center of AGTS, incorporating both a physical resource center along with an increasingly vast array of digital resources that can be made available to students throughout the world. The two-level physical facility provides students with a pleasant, quiet atmosphere and a wealth of resources for the pursuit of serious graduate study. The library has a 135,000-volume capacity and its holdings currently consist of 127,726 bound volumes, 80,312 microforms, 5,561 audiovisuals, approximately 160 current periodical subscriptions, and a significant number of indexing and full text online databases that are collectively licensed by the Evangel University libraries. These collections include extensive biblical, theological and missiological materials, augmented by the Flower Pentecostal Heritage Center located at the National Leadership and Resource Center of the Assemblies of God in Springfield, as well as a collection of counseling resources.

The facility includes a computer center that provides access to productivity software, library resources and the Internet. The computer center is equipped with computers and a copy machine/printer. AGTS students may use the library's copy machine to scan and save copies of documents, either using USB drives or their personal email accounts, and for color printing. A wireless network is accessible throughout the facilities and students can send their laptop or home computer print jobs to the library's copy machine/printer.

The AGTS Cordas C. Burnett Library is part of the Evangel University Library System that includes the collections of the Klaude Kendrick Library (main campus) and the James River Leadership Campus Library. The materials from the various collections are integrated into one common online catalog and can be searched simultaneously.

Evangel University libraries provide students and faculty access to a number of online databases and publisher back files that significantly enhance the library's collection, serving as periodical indexing tools while also providing full-text access to a wide range of electronic resources, including journals and eBooks. Available databases include: full-text databases available through EBSCOhost (the ATLA Religion Database with ATLASerials, Old and New Testament Abstracts, Educational Resources Information Center – ERIC, Jewish Studies Source, Humanities International Complete and EBSCO databases such as Academic Search Complete and the EBSCO eBook Collection); eHRAF (Electronic Human Relations Area Files for cross-cultural and intercultural studies); Pro Quest Research Library, including the Pro Quest Dissertations & Theses Full Text database. The library provides a “Discovery” search option through EBSCO

which enables students to search most of these databases and the online catalog of the EU/AGTS libraries holdings simultaneously. Students can do this by using the “Search Everything” search box on the EU Libraries homepage (<https://library.evangel.edu>).

See below for instructions to access the online research databases licensed by the EU libraries *from off-campus*:

1. Submit a search using the “Search Everything” search box provided on the libraries’ home page (<https://library.evangel.edu>) or click on any of the individual database links provided on the library’s [A-Z Databases page](#).
2. If this is the first time you have tried to connect to an EU library database during your browsing session, you will need to perform the following steps as well.
3. A Login page will open. Enter in the following information in the spaces provided: **Please Note: This is the same login that you would use to place MOBIUS or SWAN book requests or to access your library account.**

a. **Your Name**

- b. **Library ID.** Your library ID will be your Evangel student number (the number that appears in your student card’s barcode), followed by the letters “EU” (all caps).

For instance, your ID may look something like this: **10002345678EU**

The number should be very similar to what appears in your student portal login but with some extra zeros inserted to bring the total number of digits to 11. As a general principle, it will likely be three additional zeros inserted immediately after the initial number.

However, some may need to add a larger total of zeros.

If you need to verify your student number, the home page of your student portal account will have the full number listed near the top of the screen.

- c. **Password.** If you have not already created a password, you can do so by entering a sequence of letters/numbers and clicking on “Submit.” *You will be responsible for creating and remembering your own password. Please keep in mind that this is a separate password from what you create for your student portal account,*

although you are free to use the same sequence of letters and numbers. If you forget your password, you can create a new one by selecting the “Forget your password?” option or by contacting the library’s Circulation Desk for help.

d. Click Submit.

The AGTS library can provide further access to print materials beyond those housed in the Evangel University libraries by virtue of EU's status as a member of the MOBIUS consortium. MOBIUS creates a virtual collection of the more than 29 million items contained in the libraries of its member institutions and creates a single user interface that allows faculty and students to request library materials using any personal computer in any location with access to the Internet. Requested materials may be delivered to the AGTS library within as few as one or two days of being requested by the MOBIUS Delivery System. Local libraries that participate in MOBIUS include Baptist Bible College, Cottey College, Crowder College, Drury University, Missouri Southern State University, Missouri State University, Ozark Christian College, Ozarks Technical Community College and Southwest Baptist University. The library also offers computer-assisted interlibrary loan services through OCLC that enable patrons to borrow books from other non-Consortium libraries throughout the country.

These resources enable AGTS students to deal effectively and efficiently with their information needs. As students grow in their experience and skill, the library can offer virtually unlimited access to resources through the library's online catalog, MOBIUS, OCLC, the Internet and Interlibrary Loan.

Distance students may borrow books from the Evangel University Libraries' circulating collections. Library staff will normally ship available books within 24 hours. Scanned copies of articles from the libraries' journal or magazine collections may be requested as well and will be emailed to the student's account. The standard cost for photocopies is 10 cents per page. Unless the student requests a direct invoice, the cost for copies will be billed to the individual's account in the Business Office. Students may request materials directly from EU libraries via email (library@agts.edu) or phone (800-467-AGTS or 417-268-1059). In addition, many resources for theological study are often available online or through local libraries or local interlibrary loan programs. *For lists of library resources and complete library policies, please consult the library's web page at <https://evangel.library.edu>.*

Information Technology Resources

In addition to online Library resources, Doctor of Ministry participants have access to the D.Min. Information Technology Resource Guide located in the Course Information module in D.Min. Central in CANVAS. This document provides an informational overview of IT procedures and resources that are available to you as an AGTS student and would include instructions on how to:

1. Connect to the WiFi when you're on campus.
2. Print remotely using PaperCut's Web Print.
3. Reset your password.
4. Access and use Canvas Course Commons. (See "Course Commons Student Orientation" in CANVAS.)

As a D.Min. participant, this guide will be a valuable tool for online IT resources.

Course Descriptions

I. Core Courses: (12 hours)

Core 1 - Renewing the Spiritual Leader (3 hours)

Developing into a leader worth following is considered in the context of self-leadership, other-leadership, and Pentecostal spirituality. A critical appraisal of leadership models is presented as the class develops a synthetic model of Christian leadership considered from a Pentecostal perspective, and based on foundations of personal development and integrity.

Core 2 - Biblical Theology of Ministry (3 hours)

This course gives special attention to developing the skills and methods of biblical theology for the study of Scripture and equips the participant to successfully complete the biblical-theological component of the D.Min. Project. The course also explores the role of biblical-theological reflection in leadership, ministry development, and preaching.

Core 3 - Pentecostal Ministry in the 21st Century (3 hours)

This course will explore emerging contours of 21st century ministry with emphasis on Pentecostal identity and spirituality, whole-life discipleship, empowered and envisioned leadership and the globalization of the church and her mission. We will go "back to the future" and examine some key events, insights, and leaders of the global

Pentecostal/Charismatic movements of 20th century that offer context and insights for the future. From this backdrop we will then examine important practical issues impacting the future of Pentecostalism including Spirit-baptism and the public expression of manifestations, the evidences and outcomes of Spirit-empowered discipleship and the sociocultural and economic impact of mature Pentecostal ministry on communities and nations.

Core 4 - Leading Christian Organizations (3 hours)

Leadership of the contemporary church or ministry with special consideration given to the integration of biblical values, contemporary leadership theory, contemporary organizational theory, and the participant's context of ministry.

Note: The core courses are taken consecutively with the same cohort.

II. Elective Courses (12 hours)

Following completion of the Core courses, participants will enter into the Elective phase of the program. Various elective courses will be offered each term. Participants may select electives to meet their unique ministry needs and interest. A participant with a specialized ministry interest may work with the D.Min. Team to construct a combination of courses, directed research, and other experiences to produce an educational framework that is a precise fit to his or her specialty and context.

Participants can obtain upcoming course schedules and syllabi on the AGTS D.Min. Web page. (Note: Participants within a designated cohort will follow a prescribed track of study for the duration of the program.)

III. Professional Project (6 hours)

PTH 906 Project Design (3 hours)

A course designed to prepare the participant for presentation of an acceptable project prospectus to the D.Min. Project Committee. Components of a prospectus, research methodologies, statistical analysis techniques, and writing strategies are explored and applied. Note: Participant must have completed *all core and elective* courses before he or she is eligible to take this course. Exceptions must be approved by the program director.

PTH 999 Project Development and Presentation (3 hours)

This course entails composition and oral presentation of an acceptable written project that integrates theory and praxis and makes a meaningful contribution to the practice of ministry. All participants working on the project phase will maintain a continued registration in the program.

IV. Field Research Courses (0 hours)

PTH 000 Doctoral Field Research

This is a non-credit, no-fee tracking record system that simply enables us to identify participants who are still active in the program, but who have not yet entered the project research and writing phase. This system is necessary for some participants who need active status for loan deferrals, VA benefits, etc.

Participants will fill out their initial registration form for this non-credit option when they first begin their studies at the Seminary and will be automatically registered for PTH 000 each semester they are unable to attend a class.

RES 000 Project Field Research

This is a non-credit, no-fee tracking option that simply enables us to identify participants as being still actively engaged in the project phase of the D.Min. program even though they may be finished taking classes. This system is necessary for some participants who need active status for loan deferrals, VA benefits, etc.

Participants will fill out their initial registration form for this non-credit option during the week of their Project Design class and will be automatically registered for RES 000 each successive semester until they either graduate or notify us that they are not completing the program. (This does not affect/nullify the existing continuation or extension fees for participants who extend beyond the fourth year of their programs).

Program Administration and Faculty

For a complete listing of the AGTS administration and Doctor of Ministry leadership team and faculty, see the AGTS online catalog.

University Services and Standards

CAMPUS SERVICES AND HELPFUL INFORMATION

Anonymous Reporting: Anonymous reports can be made by victims and/or third parties using online reporting posted at <https://www.evangel.edu/offices/student-development/public-safety/>. Anonymous reports may prompt a need for the institution to investigate; however, the university may be limited in the investigation and outcome of such reports.

Assistance Animals: The University recognizes that assistance animals may be an effective accommodation for certain qualified students with disabilities. The term "assistance animal" is the overarching term that refers to both service animals as well as support animals. Therefore, an assistance animal is an animal that either (1) works, provides assistance, or performs tasks for the benefit of a person with a disability; or (2) provides emotional or other type of support that alleviates one or more identified symptoms or effects of a person's disability. For detailed information on assistance animals, refer to the [Assistance Animal Policy](#).

ATM: If you want money (and you have money in your debit account), just go to the ATM inside the southeast entrance to the Cantrell Student Union or the ATM inside the West entrance of Riggs Hall.

Bookstore: Just in case you wondered, you **do** need to get (and read) your textbooks! [The Evangel University Bookstore](#) serves Evangel and upon request, the helpful folks at the bookstore will pre-package your textbooks for pick-up prior to the start of each semester (they also price match Amazon's prices—just ask them). Click the link above for hours of operation or to shop online.

Cashier: You can make payments and cash checks (\$200 daily limit) at the cashier's window. The window is located in Riggs Hall, 204. It is open from 8:30 a.m.-3:30 p.m. weekdays except during chapel.

Churches in the area: Springfield is not just the home of Springfield Cashew Chicken, we also have over 400 churches. We encourage you to find a church where you can grow and serve.

Class Cancellation Notification: Believe it or not, Evangel actually cancels classes when the weather is really bad. Classes will be cancelled if weather conditions are such that driving to campus is not feasible or if campus streets and parking lots are not usable. To verify classes are canceled due to severe weather and/or snow, check the [EU website](#), or call (417) 865-2815, ext. 7669 (S-N-O-W).

Course Commons: Evangel uses Canvas as its online learning management system (LMS) for coursework. It is accessible through [Course Commons](#). Log in using your

Evangel username and password. For smartphone users, download the Canvas app for access to your courses. We do not, however, encourage students to rely on this app for completion of coursework.

Computer Labs, Internet, and Intranet access: Don't panic if you didn't bring a MAC or PC, we have eight main computer labs. If you do have a computer, wireless is available throughout the campus (but don't use it during class unless your professor assigns it!). If you need help accessing your student portal or have other IT problems, you can submit a [Help Desk](#) ticket. Students also have free access to Microsoft Office.

Counseling Services: College life can be stressful and we all need a little help now and then. Our center is staffed by licensed professional counselors, providing confidential Christ-centered counseling. To make appointments, call 417-865-2815, ext. 7222 or visit the Wellness Center from 9 a.m. - 5 p.m. weekdays. Some evening appointments are available. Services are free to enrolled graduate students, paying General Student Fees. Counseling services offered on campus are limited and intended only for short-term care. Adult Studies students seeking counseling may obtain a list of local counseling services from their advisor.

Dining Information: Crusader Dining Hall and The Joust are located in Crusader Hall, and provide dining options to all students.

Block Meal Plans

45-block plan: \$300

75-block plan: \$475

Block meal plans expire at the end of the semester. However, a second block plan purchased in the fall semester will roll over for students returning in the spring semester.

Crusader Dining Hall Meal Hours

Meal	Monday—Friday	Saturday	Sunday
Breakfast	7:15—8:45 a.m.	Not served	8:30—9:30 a.m.
Brunch		10:30 a.m. - 12:00 p.m.	
Continental Breakfast	8:45—10:00 a.m.	Not served	Not served
Lunch	11:00 a.m.—1:30 p.m.		11:45 a.m.—1:30 p.m.
Dinner	4:30—6:30 p.m.	4:45—6:00 p.m.	4:45 - 6 p.m.

The Barracks Coffee Shop is located in Cantrell Student Union and proudly serves Starbucks Coffee.

E-Mail Communication System: Add your Evangel email to your cell phone for daily access to important information. Feel free to forward your student email to a personal email you use daily. University e-mail is the official means of daily communication between faculty, staff, and students.

Emergency Medical Assistance on Campus: For serious/life threatening illness or injury, call 911 (not 9-911) on a campus phone or 417-865-2815, ext. 7000, the university's Public Safety Department. They will direct EMS personnel to the exact location of the emergency. This is really important when seconds and minutes count! They can also contact other trained personnel to respond until the ambulance arrives.

Health Services: Enrolled graduate students, paying General Student Fees, may schedule free appointments with our licensed Family Nurse Practitioner (FNP) who can diagnose and treat most common (nonemergency) health conditions. Nominal fees are charged for immunizations, laboratory tests, medications and some procedures, which are the responsibility of the student--no billing, credit, or insurance claims are filed. The FNP may refer patients to off-campus physicians, specialists, and emergency departments as needed, at the student's (or insurance) expense. Office hours for Health Services are 8 am-4 pm weekdays. In emergencies, students should call 911 from a campus phone (see *Emergency Medical Assistance on Campus*). This is really important because we can't help if we don't know!

Identification Cards: ID cards are made by Public Safety after completion of the initial registration. You must have your card with you at all times when on campus. Your ID card provides access to campus buildings, the Adult and Graduate Studies Lounge (ZM 212), athletic events, and computer labs. Replacement cost is free (one time) for a lost, stolen, or damaged ID card. After that, replacement cost is \$25.

Libraries: Kendrick Library is on the northeast end of campus and the Burnett Library is located within the seminary building. You also can access [online professional databases](#). A copier and scanners are available for student use in the libraries. Standard hours are (may be adjusted during breaks, holidays): Kendrick--Mon-Thurs (7:30 am to 11:45 pm); Fri (7:30 am to 4 pm); Sat. (closed); Sun. (4 pm to 11:45 pm) Burnett-- Mon-Friday (9 am to 9:30 pm); Sat. (10 am to 6 pm); Sun. (closed)

Mail and Print Services: Our mail and print services department is located at the west entrance of Riggs Hall and is open from 8 am-4:30 pm weekdays. Outgoing mail is picked up at 3 p.m. Campus mail/print services are for the EU community only. We are a UPS drop-off site and ship USPS and FedEx. Feel free to purchase stamps, drop off mail, and have your projects printed for class, all in one stop!

Pregnant and Parenting Students: Pregnant students qualify for accommodations for temporary medical conditions. The coordinator for disability services (Riggs 208, 417-865-2815, x8271) can assist with academic/campus accommodations, such as medically required absences due to pregnancy or childbirth, tutoring, medical leave, and/or spaces for nursing mothers. If temporary disability parking is needed, contact Public Safety. For questions, contact the Title IX Coordinator. NOTE: In general, babies or children are not allowed in classrooms or lab facilities.

Public Safety: These staff are here to protect you, as well as all property owned or operated by the University. They oversee the access control and fire monitoring systems, vehicle registration, parking/restricted areas enforcement, SHARP training, investigations, and emergencies. An officer will accompany students across campus and provide jump-starting assistance for vehicles, when requested. Public Safety publishes the annual campus crime statistics (Annual Security Report), as required by federal law. Emergency calls requiring response by Springfield authorities (fire, police or ambulance) should be made to Public Safety by calling on-campus 911 (not 9-911). Dispatchers monitor phones, camera systems, and emergency systems 24/7.

Recreational Facilities: You've read research about fitness and well-being, right? You can get fit, relieve stress, or just have fun using the Mabee Student Fitness Center (side-by-side basketball courts, a jogging track, racquetball courts, aerobics room, and exercise equipment--fixed and free weights, treadmills, and stationary bikes). NOTE: Football, baseball and softball fields are not for general use.

Reporting Assault or Other Crime: If you have witnessed or been subject to a crime, the Department of Public Safety can assist in providing campus support personnel or local law enforcement responses. For sex-based offenses, students are encouraged to contact the Title IX Coordinator ([Dr. Phillips](#)) or Deputy Coordinator ([Gina Rentschler](#)) to initiate a report. Evangel University has a zero tolerance policy for sex-based offenses and will not tolerate retaliation (threatened, attempted, or actual) against any individual for making a complaint in good faith. When an allegation of a sex-based offense is brought to an appropriate administrator's attention, protective and other remedial measures will be used to reasonably ensure that such conduct ends, is not repeated, and the effects on the victim and community are remedied, including serious sanctions when a responding party is found in violation. Contact the Department of Public Safety at 417-864-2815, ext. 7000.

Spiritual Life Coordinator: Do you need someone to pray with you or provide spiritual counsel? You can meet with our Spiritual Life Coordinator by scheduling an appointment through the Adult & Graduate Studies office. Spiritual life activities throughout the year include Bible/book studies, relationship seminars, prayer retreats, and online devotions through our Canvas LMS.

StrengthsQuest: Do you know your strengths yet? Evangel University is a strengths-based university, offering students an understanding of their unique strengths and how they can use their strengths in academics, relationships, leadership, and career. Each Adult Studies student takes the assessment during their Adult Studies Seminar course. The office for Dr. Jon Spence, coordinator for the Strengths and Leadership program, is located in the Social Sciences Department (ZM 208).

Student Success: Want help with study strategies, tutoring, academic accommodations, or time management? These people are great and are there to help you get on track for a successful semester! Located in Zimmerman Hall, Suite 208.

Career Services: Need a job? This is the place to go for help. All students and alumni are eligible to access services. Resources include: career-related workshops, individual career counseling, career and strengths assessments, career fairs, on-campus recruitment opportunities, student job service, resume writing assistance, graduate school assistance, and career resources.

Disability Services: Services are provided to students with documented disabilities, under federal laws (Section 504 of the 1973 Rehabilitation Act, 1990 Americans with Disabilities Act). Contact the Disability Services Coordinator (ext. 8271) for special needs related to academic life.

Vehicle Registration: Any vehicles operated by members of the Evangel community (employees and/or students) must be registered annually with the Department of Public Safety and must correctly display the registration decal within 72 hours. See [Motor Vehicle Regulations](#) for full information.

Vending Machines: Are you hungry between classes or late at night? Vending machines are in lobbies of each academic building. If you have a problem with a machine, see an assistant in the Adult and Graduate Studies Office for a refund.

Veterans Center: Evangel is designated by the US Department of Veteran Affairs as a [Yellow Ribbon School](#). The [center](#), located inside the west door of the Seminary, provides a full service office (one-stop entry point). Contact the Veterans Center at varep@agts.edu or 417-268-1041.

Voter Registration: Students desiring to register to vote in the State of Missouri, Greene County and the City of Springfield may register to vote by contacting the Librarian in the Kendrick Library.

SAFETY STANDARDS

The Department of Public Safety offers guidance and assistance for the Evangel community, 24/7. Their office is in Riggs 208; phone 417-865-2815, ext. 7000 (or call 911 on a campus phone).

Access Control System: Evangel's buildings are access-controlled through the Public Safety Office and cameras throughout the campus help to promote a safe environment. The residence halls (resident students' access cards open their hall only) and Mabee Fitness Center are secured 24/7; Crusader Dining Hall and academic buildings are secured after 5 pm. Keep the buildings safe for everyone by not misusing, tampering with or trying to bypass the access system (i.e. propping or forcing a door, interrupting or attempting to interrupt the electrical power supply, or any campus security video monitoring system).

Access/Identification Cards: Your ID card is kind of like the best friend you never want to be without! The Department of Public Safety issues your ID Card which is for access to

campus buildings and services (cafeteria/Joust, check cashing, and activities). Damaged, lost or stolen ID Cards should be reported to the Department of Public Safety immediately. If you find a card belonging to someone else, please bring it to the Public Safety Office. You can get one free ID Card per student per semester. There is a replacement fee of \$25 for each additional card. If you lose a card and have a new one made, the lost card will be deactivated.

Disaster Emergency Procedures: The emergency notification system will keep you informed of important things to protect your safety! Hopefully, we never have to use it this year, but we have it in case we need it. A Public Safety officer will communicate information through intercom, texts, emails, phone, and/or the website. If you change phone numbers while you are a student, just go to your student portal and follow the instructions to change your number. The system is updated each semester. Students and employees are required to follow all evacuation procedures from Public Safety and/or law enforcement officers.

Active Shooter: Public Safety officers will respond while local law enforcement is summoned. The focus of the public safety staff will be to end the violence as soon as possible. The emergency notification system will be activated as soon as practical alerting the community of the threat. For more information on how to respond to an active shooter event watch the following video at: <http://web.evangel.edu/community/?p=PublicSafety&i=1477&t=>

Bomb Threat: Public Safety personnel will search the area involved, assess appropriate evacuation precautions, and will notify necessary response teams. If you receive a bomb threat, obtain as much information from the caller as possible (location, type, time, details about caller, etc.), then contact Public Safety immediately.

Tornado Warning/Watch: A tornado watch means that conditions are favorable for a tornado. A tornado warning means that a tornado has been sighted in the area. In the event of a tornado warning, the Springfield warning alarms will sound and Department of Safety will send a notification alert through the PA system. Students in campus buildings should follow instructions of a faculty/staff member. Students are instructed to go to the lowest level until the warning is over. See [designated shelter](#) areas.

Fire Alarms and Fire Safety on Campus

Fire Alarms: All students MUST leave a campus building immediately when a fire alarm sounds.

Fire Doors: According to the City Fire Marshal stairwell doors must not be left open.

Fire Safety Systems: Misusing or committing pranks involving fire safety systems (e.g., building or floor fire/ smoke alarms, fire extinguishers and electrical panels) is prohibited and can result in suspension. Students violating this standard may be prosecuted also by the City of Springfield, as this is a violation of Springfield city ordinances. Municipal Ordinance #F109-3 provides that such a person may be issued a citation and a summons to appear in court. The penalty is six months in jail and/or up to \$1000 fine. If a fire truck responds to the false alarm, the penalty is six months in jail and a \$1000 fine. In addition, the Fire Marshal states that when the pulling of a fire alarm as a prank results in the evacuation of over ten persons from a building, it can be considered a "terrorist threat", a Class "C" Felony and, as a federal offense, would be turned over to the FBI for prosecution.

Fireworks (Possession or Use): Students may not possess, use or store fireworks on Evangel's property, including in automobiles. The Basic Fire Protection Code of Springfield Section F-2701.0 states, "No person shall store, offer for sale, expose for sale, sell, use or explode any fireworks, except as provided in the rules and regulations issued by the code official for the granting of permits for supervised public displays of fireworks by the City, fair associations, amusement parks and other organizations" (e.g. sparklers, firecrackers, tiki-torches).

Firearms/Explosive Devices (Possession or Use): Evangel University has a zero-tolerance policy regarding the use or possession of firearms or other explosive devices on campus (or in automobiles)--Includes, but is not limited to, black powder, ammunition and chemical bombs). Upon verification that a student is storing or possessing a firearm/ other explosive device on campus, student will be removed immediately from campus and subject to interim suspension by administrative action pending review. In addition, a student in possession of explosive devices may be prosecuted for any violation of law.

Restricted Areas on Campus (out of bounds): Generally, include all roofs and walls (no climbing, skateboarding, etc.) and residence halls.

Restricted Parking/Driving Areas: Restricted areas behind the residence halls should be respected and kept clear at all times for safety reasons (in the event that emergency vehicles must obtain access behind and between the residence halls) and to enable the Physical Plant Department to keep the dumpsters emptied regularly. See complete guidelines for [Motor Vehicle Regulations](#).

Vehicle Search: Student automobiles (located on EU property) may be searched with cause. Searches are typically conducted by a public safety officer, with authorization from the Director of the College of Adult and Graduate Studies or VP for Student Development. Any items found to be inconsistent with university standards/policies may be subject to confiscation. If an illegal substance is found, the university policy is to call Springfield Police and ask them to remove item/s from campus.

Theft/Vandalism: Taking, assisting in the removal of, or willfully destructing tangible or intellectual property without permission of the owner is prohibited. This also includes

Internet downloading of copyrighted material (see Copyright Laws). Report all thefts and/or vandalism to the Department of Public Safety.

Weapons: Students may not possess or store weapons on University property, including vehicles parked on Evangel's property. Anyone aware of weapons on campus must immediately report it to Public Safety. Weapons include, but are not limited to BB guns, pellet guns, stun guns, blow guns, paintball guns, air-soft guns, knives with a blade of more than three inches, brass knuckles, crossbows, slingshots and/or any object that is brandished or used as a weapon. Students violating this policy through possession, use or storage are subject to probation, up to and including dismissal [see also Firearms standards above].

UNIVERSITY POLICIES

ALCOHOL AND OTHER DRUGS

Maintaining our personal health and mental well-being is an essential part of our commitment at Evangel University to serve Christ. As a demonstration of that commitment, we expect everyone in the Evangel University community (including employees, resident students, commuter students and graduate/adult studies students), while on or off University property, to refrain from the manufacture, possession, use or distribution of illegal drugs, synthetic drugs (K2 and other synthetic cannabinoids, bath salts, or products used in a similar manner), alcoholic beverages and tobacco products and to avoid the abuse of prescription or nonprescription drugs. Providing, purchasing, attempting to purchase, or facilitating the purchase of alcoholic beverages is likewise prohibited. "Use" includes consumption by any means. Students are considered "in possession" and responsible for alcoholic beverages that have been determined to be on their person or in their residence or vehicle. Consistent with Missouri law, the University prohibits the use or possession of an alcohol beverage vaporizer. The University reserves the right to check for compliance with this alcohol policy by various means, including active and passive alcohol sensors.

We offer support services to students and employees who may be struggling with this area of their commitment to a Christian lifestyle. They can seek professional Christian counseling services and health services at the Student Union Wellness Center (865-2815 ext. 7280). There is no charge for these short-term counseling and health services, and confidentiality is guarded carefully. No information is shared with anyone without the client's permission. Students or employees needing long-term therapy are referred to professionals off campus at their own expense. The campus pastor is available for pastoral counseling. Students are encouraged also to seek prayer, guidance and encouragement from members of the faculty and Student Development staff.

Those who violate University standards, city ordinances or state or federal statutes regarding (a) the manufacture, possession, use or distribution of illegal drugs, synthetic drugs (K2 and other synthetic cannabinoids, bath salts, or products used in a similar

manner), alcoholic beverages or tobacco products or (b) the abuse of medications will be subject to disciplinary action, including discharge for employees and Dismissal for students.

If found to be in violation of University standards but permitted to continue as a part of the community on probationary status, the student may be subject to mandatory counseling (on or off campus), periodic inspections and/or supervised, random drug tests at a medical facility over a given period of time. The student will be responsible solely for costs of the drug screens and off-campus counseling.

Any member of the Evangel University community who refuses to take a field sobriety test, Breathalyzer test, or drug test, and/or refuses to provide consent for Evangel to be apprised of the testing results, shall be considered to be in violation of the University's *Alcohol and Other Drug Policy*. "Reasonable cause" for alcohol tests may include the odor of alcohol on a person's breath, slurred speech, glassy eyes, being unsteady or unstable on a person's feet and/or similar observations. Reasonable grounds for drug testing may include, but are not limited to: incoherent, erratic or violent behavior; repeated tardiness and/or absenteeism; drug-related odors on person, clothing, room or vehicle; sudden unexplainable drop in academic or work performance; possession of drug paraphernalia; previous positive drug screen results; being cited for substance abuse violations by University or municipal authorities; a report that is provided by a reliable and credible source regarding use of illegal substance.

CAMPUS SAFETY AND CRIME STATISTICS

Though located on a main thoroughfare in a moderately-sized Midwestern city, Evangel University enjoys relative safety that is enhanced by professionally trained and equipped officers who maintain surveillance of the campus 24 hours per day, every day. Personal self-defense classes are offered to students periodically.

In compliance with the Jeanne Clery Disclosure of Campus Public Safety Policy and Campus Crime Statistics Act, Evangel's annual campus crime statistics reports for the two most recent calendar years are from the Public Safety Department upon request and online at <http://ope.ed.gov/security/>.

In cases of criminal activity (including but not limited to burglary, unlawful possession of a firearm, physical assault, etc.) committed by a student, the student may be removed immediately from the campus and subject to interim suspension by administrative action pending Community Accountability Program review.

Crime Reporting: Evangel University encourages and expects victims and witnesses of crimes to report crimes to the Springfield Police Department and to the EU Public Safety Department (417-865-2815, ext. 7000), even if the victims do not want to pursue action within Evangel University's Community Accountability Program or through the local or state criminal justice system. With such information, the Public Safety Department can keep an accurate record of the number of such incidents; determine where there is a

pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Suspicious Person or Activity: If you see a person who acts or looks suspicious, DO NOT approach but immediately call the Department of Public Safety (417-864-2815, ext. 7000) and they will investigate.

Timely Warning: A “Timely Warning” is provided to heighten awareness and to provide students and employees notification of crimes (robbery; aggravated assault; burglary; motor vehicle theft; arson; criminal homicide—murder and non-negligent manslaughter and negligent manslaughter; sex offenses; domestic/dating violence; and stalking) considered to represent a serious or ongoing threat to the campus community. The warning will provide pertinent information related to the crime and available suspect information.

The Director of Public Safety or designee is responsible for preparing and issuing timely warnings. The Director of Public Safety will make the decision to issue a timely warning on a case-by-case basis considering the facts surrounding a crime, including continuing danger to the campus community and the possible risk of compromising law enforcement efforts.

When a Timely Warning is issued, it is through the university email to students, faculty, and staff. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Public Safety Department may activate the Emergency Management System, Valcom Intercom System, or other means of communication, providing the community with more immediate notification. In such instances, a copy of the notice will be posted in each residence hall and updates regarding the situation will follow as more information becomes available.

Anyone with information warranting a timely warning should report the circumstances to the Public Safety Department, by phone (417-865-2815 ext. 7000) or in person at the Public Safety Office in Riggs Hall 208.

COMPUTER NETWORK USE

With the freedom of access provided by the Evangel University computing network (EUBYOD) comes the responsibility of good citizenship and good stewardship. In connecting with the Internet, all students must use the EU network and may not use modems. View the details of Evangel's Computer Network information on your student portal.

Crimes related to computer use are violations of federal and state laws. The University deems any violation to be a breach of community standards and will conduct investigations of individuals involved who have knowingly altered or used computers or

computer systems in any way to destroy systems or for the purpose of defrauding the institution.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act affords students certain rights with respect to their education records. Student information may be used by university administrators, faculty, directors, and staff, who are considered to be "school officials with legitimate educational interest" as outlined in the model for the consolidated Evangel University. For more information about FERPA, contact the office of [Student Development](#).

FUND RAISING

Fund raising is permitted for officially recognized student organizations, but must receive prior approval from the Student Activities Office. Solicitation by non-recognized and/or off-campus groups is prohibited without prior permission from the Director of the College of Adult & Graduate Studies. Fund raising endeavors should not employ raffles (i.e. selling multiple chances to a prize), lotteries, or other games of chance that could be likened to gambling. Fund raising projects involving food sales must be approved by the Director of Food Service to ensure that standards of safe food preparation and handling are met. As with all posters, flyers promoting fund raising activities must be approved by the Student Development Office prior to posting. Selling products door-to-door, conducting sales meetings inside the residence halls or advertising products via student mailboxes is prohibited. However, Residence Directors may permit students to utilize residence hall bulletin boards to advertise products and announce meetings conducted outside the hall. To achieve maximum potential for fund raising for student organizations and the University as a whole, it is important to coordinate off-campus fundraising efforts. Before contacting any company or major corporation for donations, please contact the Vice President for Institutional Advancement (ext. 7290) for prior approval.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

The Evangel University Wellness Center has adopted a Health Information Physical Security Policy that complies with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Department of Health and Human Services (DHHS) security and privacy regulations' requirement to protect the security of health information, as well as our duty to protect the confidentiality and integrity of confidential information as required by law, professional ethics, and accreditation requirements. Any questions about this confidentiality and privacy program may be directed to the Director of Counseling Services or the Director of Health Services. The Evangel University Privacy Practices Policy can be obtained from the Wellness Center. Each student is eligible to receive Wellness Center service and will be supplied with this policy upon receiving his/her confidential Student Information Form.

MULTICULTURALISM

Evangel University encourages students to understand and appreciate ethnic and cultural differences. Recognizing the principles of Scripture and the rich contribution

that each culture can make to campus life, the University supports the biblical concept of multiculturalism (Galatians 3:28, Revelation 7:9) in which all people participate equally in the Kingdom of God regardless of race, gender, ethnicity, age or socioeconomic status.

NONDISCRIMINATION

Evangel University does not discriminate based on race, color, national origin, sex, disability, age, veteran status, or any other protected legal status in matters of admissions, employment, housing, educational programs or activities. We operate in compliance with federal nondiscrimination laws (Title IX of the Education Amendments of 1972, Title VI and Title IX of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975). As a religious institution, the university is exempted from certain provisions and retains the right to make legitimate employment, admission, and educational decisions on the basis of religious tenets, consistent with applicable laws (Title IX statute, 1st Amendment, and Religious Freedom Restoration Act).

SECTION 540 OF THE REHABILITATION ACT OF 1973

Evangel University does not discriminate on the basis of handicap, in the recruitment and admission of students, the recruitment and employment of faculty and staff and the operation of any of its programs and activities, as specified by federal laws and regulations. The act states that "no person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." USC 1232g(i)

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972

Evangel University is operating in compliance with the Federal Regulation of TITLE IX of the Education amendments of 1972, which prohibits sex discrimination in federally assisted programs. The relevant language in Section 901 (a) reads as follows: "No person in the United States, on the basis of sex, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." Evangel University, as a religious institution, has received exemptions from compliance with certain TITLE IX regulations that are not consistent with its religious tenets. See also [Sexual Misconduct Policy](#).

THE AMERICANS WITH DISABILITIES ACT OF 1990 (PUBLIC LAW 101-336)

Evangel University is operating in compliance with this law, the purpose of which is to afford the disabled equal opportunity and full participation in life activities and to prohibit discrimination based on disability in employment, public service, public accommodations, telecommunications or transportation. The Center for Student Success provides services for students with documented disabilities. See the [Disabilities and Academic Accommodations Handbook](#).

COMPLIANCE OFFICERS

The university's Title IX Coordinator oversees compliance of [the sex-based offenses policy](#). The Coordinator reports directly to the President of the University. Questions about this policy or anyone wishing to make a report relating to a sex-based offense may do so by contacting the Title IX Coordinator (or deputy coordinator). The coordinator may designate other appropriately trained individuals to receive and investigate reports complaints, as is appropriate.

Title IX Coordinator: Dr. Sheri Phillips, VP for Student Development, Office: Riggs Hall, 304, 1111 N. Glenstone, Springfield, MO 65802, Phone: (417) 865-2815, ext. 7316, phillipss@evangel.edu

Title IX Deputy Coordinator (for employees): Samantha Tyler, Director of Human Resources, Office: Riggs Hall, 309, Phone: (417) 865-2815, ext. 7311, tylers@evangel.edu.

Title IX Deputy Coordinator (for students): Gina Rentschler, Director of Community Life, Office: Cantrell Student Union 203, (417) 865-2815, ext. 7317, rentschlerg@evangel.edu

Two coordinators oversee gender equity in athletics and disability accommodations:

Athletic Compliance Coordinator: Steven Gause, Assistant Basketball Coach, Office: Ashcroft Center, Phone: (417) 865-2815, ext. 7409, gauses@evangel.edu

Section 504 Compliance Coordinator: Stephen Houseknecht, Director of Academic Success, Office: Zimmerman 214, Phone: (417) 865-2815, ext. 8273, houseknechts@evangel.edu

Immediate assistance is available 24/7 by calling the Evangel University Office of Public Safety at (417) 865-2815 ext. 7000, (on campus phone 911) or coming in person to Riggs Hall 208. An officer can assist in facilitating medical treatment, contacting a victim's advocate, support person, Title IX Coordinator, and/or campus pastor, as well as reporting the crime to local law enforcement (if requested).

PAROLE OR COURT-ORDERED PROBATION

Students admitted to Evangel University while on probation, parole, or suspended imposition of sentence from a federal, state or municipal court or correctional system, as well as students who are placed on probation, parole, or suspended imposition of sentence by a federal, state or municipal court or correctional system during their enrollment at Evangel University, for the commission of a felony, shall be placed on Probation Level 3 at Evangel University for a corresponding time frame and shall be provided appropriate mentoring and counseling support.

Failure of a student to disclose such probation, parole, or suspended imposition of sentence status to University officials may result in denial of admission or suspension from the University.

SEXUALITY AND GENDER IDENTITY

As a community of believers in Christ, we have faith in the redeeming and sanctifying work of God in all areas of our lives. Evangel University is affiliated with the General Council of the Assemblies of God, rooted in Evangelical, Holiness, and Pentecostal traditions, and we align with our parent organization regarding interpretation of Scripture and doctrinal beliefs. Our ultimate goal is to recognize our true identity is in Christ and our daily thoughts and actions give us opportunity to live out our redeemed identity. We believe as we commit our lives to God, we are empowered by the Holy Spirit to grow in our faith, compassionately care for and lead others to Christ, and be good stewards of all of our resources, including sexuality. We believe God created humans to love and worship Him above all else (Deut. 6:5) so that everything we are and everything we do falls under His Lordship. We are His people. So, as we consider our human sexuality, we strive to honor and serve Him, above our own desires. Our sex and sexuality is not an end in itself but is something God created for His purpose. We understand our beliefs may be contrary to other worldviews and we do not seek to antagonize or disrespect those whose views differ from our interpretation. Since Evangel is a Christian university, guided by the above principles, members of this community are expected to live congruently with the Scriptural teachings of our heritage. We further expect this community of believers to extend grace and care as we strive to honor God in all we do and say. We believe God created two distinct sexes, male and female (Genesis 1:27; Matt. 19:4-5), and our sexuality is a gift from God reflecting who we are as humans, designed for His purpose to do the good work He has called us to do. We regard sex at birth as the identification of a person's biological sex and do not support attempts to alter one's birth sex in favor of an opposite psychological gender. This statement is not meant to reflect those rare situations concerning congenital disorders of sex development. We believe God designed sexual intimacy to be expressed solely within a marriage between a male and female (I Cor. 6:9, 16-20) and sexual intimacy outside of that marital relationship, as recorded in Scripture, violates the will of God. We do not support acts of sexual behavior (opposite-sex or same-sex) outside of marriage between a male and female. Our commitment is to live in ways that guide us towards holiness, whether we are unmarried or married. Our sexuality, expressed through sexual purity for single persons and sexual faithfulness in marriage, allows us to bring honor and glory to God. We do not support behavior whereby personal desire, satisfaction, and/or dominance (such as pornography, lust, exhibitionism, sexting, sex trafficking, etc.) supersedes care for others and service to God. Persons in our community may have had experiences that cause them to question their biological sex or psychological gender, maintain sexual purity or faithfulness, and/or have same-sex attractions. These experiences may have led to internal conflict and external behavior that is incongruent with biblical standards. But this is not the end of the story. We serve a God who redeems our sexuality and who invites us to trust Him with our whole beings. For those whose beliefs align with these Christian teachings and 55 community standards, Evangel can be a place of healing and restoration. We seek to care for persons in ways that convey respect, concern, support, and accountability. Therefore, EU reserves the right to question or dismiss any student whose conduct, public or discreet, in relation to their relationship status disrupts the aims and objectives of an EU educational community.

SEXUAL MISCONDUCT

This policy applies to all University employees, students, or visitors to the University, as well as anyone participating in a University sponsored activity. As a university, Evangel is not a court of law and, as such, sexual misconduct is a policy offense that is determined by college administrators to have been more likely than not to have occurred (preponderance of the evidence). Offenses under this policy include, but are not limited to sexual harassment, non-consensual sexual intercourse, non-consensual sexual contact, intimate partner violence, sexual exploitation, and stalking.

Evangel University has a zero tolerance policy for sex-based offenses and will not tolerate retaliation (threatened, attempted, or actual) against any individual for making a complaint under this policy. When an allegation of a sex-based offense is brought to an appropriate administrator's attention, protective and other remedial measures will be used to reasonably ensure that such conduct ends, is not repeated, and the effects on the victim and community are remedied, including serious sanctions when a responding party is found to have violated this policy. This policy is developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. The [full policy](#) is housed in the [Student Portal](#) for easy access to our community members. It includes complete information on Title IX officers, definition of terms, prohibited offenses, sanctions, confidential and mandated reporters, how to report an offense, resolution procedures, advisors, rights, investigative steps, and appeals. Please review it so that we can help keep our community members safe.

To report a sexual misconduct offense, contact the Title IX Coordinator, Deputy Coordinator, or Office of Public Safety.

Additionally, anonymous reports can be made by victims and/or third parties using online reporting posted at <https://www.evangel.edu/offices/student-development/public-safety/>. Anonymous reports may prompt a need for the institution to investigate; however, the university may be limited in investigation/outcome of such reports.

A. Sexual Misconduct Offenses

Sexual misconduct offenses are determined based on policy violations. Further information concerning legal descriptions and statutes of sex offenses, according to Missouri law, can be found in Appendix 1 of the full Sexual Misconduct Policy in the Student Portal. Specific offenses under the university's sexual misconduct policy include sexual harassment, non-consensual sexual contact (or attempts to commit same), nonconsensual sexual intercourse (or attempts to commit same), intimate partner violence, sexual exploitation, and stalking.

1. Sexual Harassment

Sexual harassment is: unwelcome; sex-based; and verbal, written, online, and/or physical conduct. It is a form of sex discrimination covered by Title IX and takes three forms: *Hostile Environment*, *Quid Pro Quo*, and/or *Retaliatory*.

A **Hostile Environment** is created when sexual harassment is:

- Severe, or
- Persistent or pervasive, and
- Objectively offensive, such that it unreasonably interferes with, denies, or limits someone's ability to participate in or benefit from the university's education or employment programs.

Examples may include: a student repeatedly sending sexually oriented jokes, even when asked to stop, causing one student to avoid the other; a professor engages in discussions with students about past sexual experiences, irrelevant to course material, and requires student to respond even though they are uncomfortable and hesitant; an "ex" spreads false stories about sex life with former partner to the clear discomfort of the other.

A hostile environment can be created by persistent/pervasive conduct or by a single severe episode. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment.

Quid Pro Quo Harassment is:

- Unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature, and
- By a person having power or authority over another, and
- When submission to such sexual conduct is made either explicitly or implicitly a term or condition of rating, evaluating, or providing a benefit to an individual's educational or employment progress, development, or performance.

Examples: attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject person to egregious, unwelcome sexual attention; to punish a refusal to comply with a sexual request; to condition a benefit on submitting to sexual advances.

Often, sexual harassment involves relationships of unequal physical power or unequal power of authority, and, therefore, can contain elements of coercion and threat. Consequently, it is University policy to strongly discourage any consensual relationship involving a subordinate employee or student that could lead to alleged or actual sexual harassment.

Retaliatory Harassment is any adverse action taken against a person participating in a protected activity because of their participation in that protected activity.

Example: a student alleges sexual misconduct by another student and the institution begins an investigation. The responding party is angry at reporting party and while the investigation is ongoing, the responding party spreads inappropriate rumors and pictures of the reporting party on social media. This action likely constitutes both hostile environment and retaliatory harassment.

2. Intimate Partner Violence

A pattern of abusive behavior used by an intimate partner to gain or maintain power and control over the other intimate partner.

- Violence can be physical, economic, emotional, psychological, and/or sexual, or threats of actions influencing another person
- Any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound a person who is or was in a social relationship of a romantic or intimate nature with the victim. Existence of relationship will be determined based on the reporting party's statement and with consideration of: length of the relationship, type of relationship, and frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse/violence or the threat of such abuse/violence.

3. Nonconsensual Sexual Contact

- Any intentional sexual touching,
- However slight,
- With any object (or body part),
- By a person upon another person,
- Without consent and/or by force (physical violence, threats, intimidation, coercion, or incapacitation).

Examples: intentional contact with breasts, buttock, groin, or genitals; touching another with any of these body parts; making another touch you or themselves with/on any of these body parts; or any other intentional bodily contact in a sexual manner.

4. Nonconsensual Sexual Intercourse

- Any sexual intercourse,
- However slight,
- With any object (or body part),
- By a person upon another person,
- Without consent and/or by force (physical violence, threats, intimidation, coercion, or incapacitation).

Examples may include: vaginal or anal penetration by a penis, object, tongue or finger, and oral copulation (mouth to genital contact), no matter how slight the penetration.

5. Sexual Exploitation

Occurs when one person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of sexual exploitation include, but not limited to:

- Invasion of sexual privacy or engaging in voyeurism;
- Prostituting another person;
- Unauthorized sharing/distributing digital, video or audio recording of nudity or sexual activity;
- Exceeding boundaries of consent to sexual activity;
- Knowingly exposing someone to or transmitting an STI, STD, or HIV to another person;
- Intentionally or recklessly exposing one's genitals in nonconsensual circumstances; inducing another to expose their genitals.
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation.

6. Stalking

A pattern of conduct which may include communication by any means, with no legitimate purpose that puts another person reasonably in fear for his or her safety or would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed. May include:

- Nonconsensual communication including, in-person communication, telephone calls, voice messages, text messages, email messages, social networking site postings, instant messages, postings of pictures or information on websites, written letters or notes, gifts, or any other communications that are undesired and/or place another person in fear;
- Following, pursuing, waiting, or showing up uninvited at a workplace, place of residence, classroom, or other locations frequented by the person being targeted by the behaviors;
- Surveillance and other types of observation, whether by physical proximity or electronic means;
- Trespassing or vandalism;
- Non-consensual touching;
- Direct physical and/or verbal threats against a person being targeted or that person's friends, family members, or animals;
- Gathering information about another from that person's family, friends, co-workers, or classmates;
- Manipulating and controlling behaviors such as threats to harm oneself or threats to harm someone close to the target of the behaviors; and/or
- Defamation and slander of the person being targeted.

7. Other Misconduct Offenses

Any other University policies may fall within the Sexual Misconduct Policy when a violation is motivated by the actual or perceived membership of the reporting party's sex, including, but not limited to:

- **Bullying**--repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control or diminish another person, physically or mentally;
- **Discriminatory Behavior**—actions that deprive other community members of educational or employment access, benefits or opportunities on the basis of sex (See also Nondiscrimination Policy). Discrimination may also be seen in unwelcome verbal or physical conduct, such as:
 - epithets, slurs, denigrating jokes or negative stereotyping;
 - threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers health or safety;
 - written or graphic material that degrades or shows hostility or aversion;
 - pranks or horseplay intended to embarrass or humiliate;
 - imposing submission to unwelcome verbal or physical conduct;
- **Hazing**—acts likely to cause physical or psychological harm or social ostracism to any person within the university community, when related to the admission, initiation, pledging, joining, or any other group-affiliation activity (See also Hazing Policy);
- **Intimidation**--implied threats or acts, whereby someone uses power or influence to place another person in reasonable fear of harm through threatening words and/or other conduct.
- **Retaliation**--An individual's adverse action against another person because that person has filed a complaint or participated in providing relevant information an investigation.
- **Threat**—A direct threat of bodily injury that causes someone to do something they would not have done absent the threat.

B. Sanctioning for Sexual Misconduct

Any person found responsible for a **sexual discrimination, sexual harassment, or sexual exploitation** offense will likely receive a recommended sanction ranging from a warning to dismissal (for students) or warning to termination (for employees), depending on the severity of an incident, and previous disciplinary violations.**

Any person found responsible for a **non-consensual sexual contact, or interpersonal violence** offense will likely receive a recommended sanction ranging from probation to dismissal (students) or suspension to termination (employees), depending on severity of an incident, and previous disciplinary violations.**

Any person found responsible for a **non-consensual sexual intercourse** offense will likely receive a recommended sanction ranging from suspension to dismissal (students) or

suspension to termination (employees), depending on severity of an incident, and previous disciplinary violations**

***The decision-making body reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior. Neither the initial hearing officer nor any appeals officer will deviate from the range of recommended sanctions unless compelling justification exists to do so.*

C. Compliance Coordinators

See compliance coordinators, under **University Policies: Nondiscrimination**

D. Assistance for Students and Employees

1. Confidential, Emergency, and Formal Reporting. Generally, when university employees are told of sexual misconduct, they are expected to immediately report allegations of suspected sex-based discrimination, harassment, or misconduct to appropriate officials, with some limited exceptions. On campus, some resources may maintain confidentiality – meaning they are not required to report to appropriate university officials - thereby offering options and advice without any obligation to inform an outside agency or individual unless a victim has requested information to be shared. Other resources exist for an individual to report crimes and policy violations and to expect action taken. The following options are available:

Confidential Reporting. If an individual would like to talk with someone but wants details of an incident to be kept confidential, there are resources on-campus and off campus. On-campus resources are:

- a) Licensed professional counselors and staff (the Wellness Center, Student Union 108)
- b) Nurse practitioner and staff (the Wellness Center, Student Union 108)
- c) Support advocates (the Wellness Center, Student Union 108; during evening hours, contact a Public Safety Officer, who can immediately contact an advocate/counselor)
- d) Campus pastor (Spence Chapel; during evening hours, contact the Public Safety Office, 417-865-2815, ext. 7000, who can immediately contact the pastor)
- e) Athletic trainer (Mabee Fitness Center)

These employees will maintain confidentiality, according to their licensure, except in extreme cases of immediate threat or danger, or abuse of a minor. These employees will submit anonymous, aggregate statistical information for Clery Act purposes unless they believe it to be harmful to a specific person. Off-campus (this list includes some, but not all) confidential resources available:

The Victim Center: 819 N Boonville Ave, Springfield, 417-863-7273; 417-864-7233 (24/7 rape crisis line). The Center will provide a **victim's advocate** (and go to a hospital, at the request of the victim) and a number of additional resources.

Christian Counseling Clinics—

McGuire Counseling; 3101 S. Kimbrough, Suite C, Springfield, MO, 417-866-7773 (4.8 miles)

Christian Counseling Services; 1525 E Republic Rd, Springfield, MO, 417-881-9800 (5.0 miles)

The Relationship Center; 2131 S. Eastgate Ave, Springfield, MO, 855-593-4357 (5.2 miles)

Eaglecrest Counseling; 636 W. Republic, Bldg. G 100, Springfield, MO, 417-862-8282 (7.7 miles)

All Things New Counseling; 1851 N. Commerce Drive, Nixa, MO; 417-848-5574 (11.4 miles)

Community Counseling Clinics—

Ozarks Counseling; 614 South Avenue, Springfield, MO; 417-869-9011 (sliding fees) (2.1 miles)

Emergency Reporting. Immediate assistance is available 24/7 by calling the Evangel University Office of Public Safety at (417) 865-2815 ext. 7000, (on campus phone 911) or coming in person to Riggs Hall 208. An officer can assist in facilitating medical treatment, contacting a victim's advocate, support person, Title IX Coordinator, and/or campus pastor, as well as reporting the crime to local law enforcement (if requested).

Off-campus emergency resources are:

- Police Department: Springfield PD--321 E Chestnut Expressway, Springfield, MO, 417-864-1810
- Hospitals—all provide sexual assault exams for victims (TO PRESERVE EVIDENCE:
<https://www.rainn.org/>
Cox South: 3801 S. National Ave., Springfield, MO, 417-269-6000
Cox North: 1423 N. Jefferson, Springfield, MO, 417-269-3000
Mercy: 1235 E Cherokee St, Springfield, MO, 417-820-2000

Formal Reporting. Individuals who report sexual misconduct to employees (other than to confidential reporters) can expect action to be taken by the [Title IX Coordinator and/or Deputy Coordinator](#). If a person reports an offense but does not wish for his or her name to be shared, an investigation to take place, or a resolution to be pursued, the reporting party may make such a request to the Title IX Coordinator or Deputy

Coordinator, who will evaluate that request in light of the duty to ensure the safety of the campus and comply with federal law. In cases indicating pattern, predatory behavior, threat, weapons and/or violence, the University will likely be unable to honor a request for confidentiality. In cases where the victim requests confidentiality and the circumstances allow the University to honor that request, the University will offer interim actions to the victim and the community, but will not otherwise pursue formal action.

Formal reporting still affords privacy to the reporting party, and only a small group of officials who need to know will be told. The reporting party will be notified as to who, if anyone would be told. Information will be shared as necessary with investigators, witnesses and the responding party. The circle of people with this knowledge will be kept as tight as possible to preserve a reporting party's rights and privacy. Reports can be made via email, phone or in person to the Title IX Coordinator or Deputy Coordinator.

The university encourages victims of sex-based offenses, or third-party witnesses, to report the incident to the Title IX Coordinator (or Deputy Coordinator), Office of Public Safety, and/or appropriate law enforcement officials (if desired). We will take appropriate action when informed of an allegation. To provide support, the reporting party and responding party may have an advisor present during reporting, investigative, and resolution procedures.

2. Academic Accommodations and Interim Measures:

A Title IX officer may provide interim measures to address the short-term effects of a sex-based offense, and/or retaliation, while an inquiry, investigation, and/or resolution is in process. Interim measures, if needed and are appropriate, are designed to redress harm to the alleged victim and the community and to prevent further violations. The university will keep interim measures and actions as private as possible. These measures, may include, but are not limited to:

1. Referral to counseling and/or health services (students) or to HR (employees)
2. Education for the campus community
3. Altering housing situation of responding party or reporting party (resident students)
4. Altering work arrangements for students or employees
5. Providing campus escorts through the University's Public Safety Office
6. Implementing contact limitations between the parties
7. Offering adjustments to academic deadlines and schedules, chapel attendance, etc. (students)
8. Interim suspension

The university may interim suspend an individual's pending completion of an investigation and resolution, particularly when, in the judgment of the Title IX officer, the safety or well-being of any member(s) of the campus community may be jeopardized

by the presence on-campus of the responding party or the ongoing activity of a student organization whose behavior is in question.

When an interim suspension is imposed, the individual/s will be given opportunity to meet with a Title IX officer prior to imposition, or as soon thereafter as reasonably possible, to show cause why the suspension should not be implemented. The Title IX officer has sole discretion to implement or stay an interim suspension under this policy on and to determine its conditions and duration. Violation of an interim suspension is grounds for dismissal (students) or termination (employees).

During an interim suspension, an individual/s may be denied access to university housing, campus email, intranet, facilities, activities, and/or events for which the individual might otherwise be eligible. At the discretion of the Title IX officer, alternative coursework or other options may be pursued to ensure as minimal an impact as possible on the responding party. The institution will maintain as confidential any accommodations or protective measures, provided confidentiality does not impair the institution's ability to provide those accommodations or measures.

E. Synopsis of Reporting, Investigation, and Proceedings Timeline.

The university utilizes a civil rights single investigator model, not a hearing panel, to resolve allegations of sex-based offenses. The process is intended to be equitable for all parties involved. If, at any time, it is determined that "reasonable cause" does not exist to move forward in the process, the case will be closed. The full policy is housed in the Student Portal. In general, the parties can expect the following:

1. **Initial report.** Can be received by any employee and will be forwarded to a Title IX officer (Coordinator or Deputy Coordinator) to identify any necessary interim measures.
2. **Preliminary inquiry and finding.** Title IX officers review the report and determine if there is reasonable cause to proceed (typically 1-3 days in duration). Based on the preliminary finding, deputy coordinator may initiate an informal resolution or formal investigation.
3. **Informal Resolution.** For allegations that do not involve sexual violence, the Deputy Coordinator may facilitate conversations among the reporting party and the responding party to try and resolve the conflict, if both parties are willing. If informal resolution fails, is not appropriate, or if an allegation involves sexual violence, an investigator is appointed.
4. **Formal investigation.** Title IX coordinator assigns an investigator to meet with all parties (ranges from days to weeks, depending on complexity of allegations, typically 10-14 days). The reporting party and responding party are regularly apprised of the status of the investigation as it unfolds.

5. **Investigation summary.** The investigator will document statements from reporting party, responding party, and any applicable witnesses to produce a timeline of the evidence. Both parties will have opportunity to review the summary and add additional information or clarification, prior to a formal resolution.
 6. **Formal Resolution.** After input from both parties, the investigator will finalize the investigative summary, make a determination as to preponderance of the evidence, and forward it to the deputy coordinator (typically completed 10-14 days from the end of the investigation barring necessary extensions).
 7. **Finding/Sanction.** Deputy coordinator (and/or designees) determines appropriate sanctions according to the policy, will share the findings and explain sanctions to both parties at approximately the same time in writing, typically within 7 days.
 8. **Appeal, if desired.** Appeals may be requested, within a three-day window to file once a formal determination is reached, a three-day window to grant or deny the appeal request, and another 7-10 days for a final resolution to be reached.
-

F. Participation of Advisors in the Resolution Process

The reporting party and responding party are entitled to an advisor (support person) of their choosing to guide and accompany them throughout the process. The advisor may be a friend, mentor, family member, attorney or any other supporter a party chooses who is both eligible and available. Certain individuals are disqualified from serving as an advisor, including witnesses, administrators involved in the process or who supervise one of the parties, anyone who may be strategically chosen to deprive another party of their likely advisor, etc. At the request of either party, the university can offer suggestions of campus advisors who could be available.

The parties are entitled to be accompanied by their advisor in all meetings and interviews at which the party is entitled to be present, including intake, interviews, resolution, and/or appeal. Advisors should help their advisees prepare for each meeting, and are expected to advise ethically, with integrity and in good faith. The university cannot guarantee equal advisory rights, meaning that if one party selects an advisor who is an attorney, but the other party does not, or cannot afford an attorney, the university is not obligated to provide one. The university does not provide funds for advisors. The following links are offered for information and are not recommendations.

Reporting parties may wish to contact organizations such as:

The Victim Center (<http://www.thevictimcenter.org>);

The Greene County Prosecuting Attorney's Office/Victim Witness Program (<http://www.greencountymo.org>);

The National Center for Victims of Crime (<http://www.victimsofcrime.org>), which maintains the Crime Victim's Bar Association.

Responding parties may wish to contact organizations such as: FACE-Families Advocating for Campus Equality (<http://www.facecampusequality.org>);

SAVE-Stop Abusive and Violent Environments (<http://www.saveservices.org>).

Advisors are subject to the same campus rules, whether attorneys, faculty members, staff, students, parents, etc. The university expects an advisor to adjust his or her schedule for attendance at scheduled university meetings. The university does not typically change scheduled meetings to accommodate an advisor's inability to attend but will work with a party to identify a time conducive to meeting, within reason. A party may elect to change advisors, and is not locked into using the same advisor throughout.

The parties must advise the investigator or Title IX Coordinator of the identity of their advisors prior to the first meeting. The parties must provide subsequent notice to the investigators if they change advisors at any time. No personal audio or video recording of any kind other than as required by university procedure is permitted during meetings with campus officials.

Advisors may not present on behalf of their advisee in a meeting or interview and should request or wait for a break in the proceeding if they wish to interact with campus officials. Advisors may confer quietly with their advisees as necessary, as long as they do not disrupt the process. For longer or more involved discussions, the parties and their advisors should ask for breaks or step out of meetings to allow for private conversation. Advisors will typically be given a timely opportunity to meet in advance of any interview with the investigator conducting that interview or meeting. This pre-meeting will allow advisors to clarify questions and allows the university an opportunity to clarify the advisor's role.

Advisors are to refrain from interference with the university investigation and resolution. If the advisor disrupts or otherwise fails to respect the limits of the advisor role, the advisor will be asked to leave the meeting. When an advisor is removed from a meeting, that meeting will typically continue without the advisor present. Subsequently, a Title IX officer will determine whether the advisor may be reinstated, replaced by a different one, or whether the party will forfeit an advisor for the remainder of the process.

If the parties wish to review the investigative summary with their advisors, the university provides a consent form that authorizes such sharing. The parties must complete this form before the university is able to share records with an advisor. The parties may view

the investigative summary in the presence of a Title IX Coordinator, Deputy Coordinator, or Investigator only and may not make copies or photos of the record. Advisors are expected to maintain privacy of records shared with them by the university. These records may not be used for purposes not explicitly authorized by the university.

G. Requesting an Appeal

Sanctions imposed from the formal resolution process can be appealed by any part. All sanctions imposed will be in effect during an appeal unless a specific request is made to the Title IX Coordinator (or designee) to delay implementation, but the presumptive stance is that sanctions will go into effect immediately. Graduation, study abroad, internships, conferences, etc. do NOT in and of themselves constitute exigent circumstances, and individuals may not be able to participate in those activities during their appeal. In cases where an appeal results in resumption of privileges or reinstatement to the university, all reasonable attempts will be made to restore the individual to his/her prior status, recognizing that some opportunities lost may be irreparable.

All parties may seek review of a decision in a sex-based offense case by making an appeal to the appropriate appeals officer.

For **students**: the appeals officer is the Vice President for Student Development

For **staff**: the appeals officer is the Vice President for Business and Finance.

For **faculty**: the appeals officer is the Vice President for Academic Affairs.

Grounds for appeal.

- A procedural [or substantive] error occurred that significantly impacted the outcome of the hearing (e.g. substantiated bias, material deviation from established procedures, etc.); To consider new evidence, unavailable during the original hearing or investigation, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included; and/or
- The sanctions imposed fall outside the range of sanctions designated for this offense and the cumulative conduct history of the responding party.

Criteria for Appeal.

- Appeals must be in writing and submitted to the Office of Student Development (Title IX Coordinator) for processing, during regular business hours (Monday - Friday, 8 a.m. to 4:30 p.m.) within three (3) business days of the decision. After this time, the decision is final.

- Clear error or compelling justification must be shown, as findings/sanctions are presumed to have been decided reasonably and appropriately during the original hearing. It is not enough to simply assert one of the grounds for appeal. The written appeal must provide information that specifically supports grounds upon which the individual bases the appeal. If an appeal does not contain sufficient information to support the grounds upon which the appeal is based, review of the appeal will be denied.
- Only one request for an appeal may be submitted by either party.

Based on written requests/responses or on interviews as necessary, the appeals officer will send a letter of outcome for the appeal to all parties. In response to a request, the appeals officer can take one of three possible actions: 1) the officer may dismiss an appeal request as untimely or ineligible, 2) grant an appeal and remand the finding and/or sanction for further investigation or reconsideration at the hearing level, or 3) modify a sanction.

A written decision concerning the appeal will be provided in person and/or mailed to the mailing address of the respective party as indicated in university records and emailed to the parties' university-issued email accounts. Once received in person, mailed or emailed, the notice of decision will be deemed presumptively delivered.

The procedures governing the hearing of appeals include the following:

- All parties should be timely informed of the status of requests for appeal, the status of the appeal consideration, and the results of the appeal decision;
- Every opportunity to return the appeal to the original hearing body for reconsideration (remand) should be pursued;
- Appeals are not intended to be full re-hearings of the allegation (de novo). In most cases, appeals are confined to a review of the written documentation or record of the original hearing, and pertinent documentation regarding the grounds for appeal;
- Appeals decisions are to be deferential to the original hearing body, making changes to the finding only where there is clear error and to the sanction only if there is a compelling justification to do so;
- An appeal is not an opportunity for appeals officers to substitute their judgment for that of the original hearing body merely because they disagree with its finding and/or sanctions.
- The appeals officer will typically render a written decision on the appeal to all parties within five (5) business days from hearing of the appeal. The appeals officer decision to deny an appeal request is final.

H. Rights of the Students Involved.

Students involved in a sex-based offense have rights. These are delineated below.

1. An individual reporting a sex-based offense (reporting party) has the right to:

- Investigation and appropriate resolution of all credible reports or notice of sex-based offenses made in good faith to university officials;
- Notification in advance, when possible, of any public release of information regarding incident;
- Have no personally identifiable information released to the public, without his or her consent;
- Respectful treatment by university officials;
- Be fully informed and have university policies/procedures followed without material deviation;
- Formal resolution of any reported misconduct involving violence;
- Support from university officials in reporting sex-based offenses;
- Be informed of options to notify law enforcement authorities (and for assistance by campus authorities to notify such authorities), or to not to report, if desired;
- Notification of services (counseling, advisory, health, assistance, etc.—on or off campus);
- Notification of possible interim measures to redress violence, such as: a change in campus housing; work assignment rescheduling; academic accommodations, no contact order;
- Maintain interim measures for as long as is necessary, and to remain as confidential as possible;
- Ask investigator to question relevant witnesses and be aware of witnesses questioned, except in cases where a witness' identity will not be revealed to the responding party for compelling safety reasons (excludes name of the alleged victim/reporting party, who is always revealed);
- Review the investigative summary regarding the allegation, subject to the privacy limitations imposed by state and federal law, prior to findings;
- Not have irrelevant prior sexual history admitted as evidence in a campus hearing;
- Regular updates on the status of the investigation and/or resolution;
- Have report heard by Title IX officers who have received annual sex-based offenses training;
- Preservation of privacy, to the extent possible and permitted by law;
- Meetings and interviews that are closed to the public;
- Bring an advisor of the reporting party's choosing to all phases of investigation and resolution;
- Make or provide an impact statement in person or in writing to be included in the investigation summary following any determination of responsibility, but prior to sanctioning;

- Be informed of outcome of the resolution process in writing, without undue delay between the notifications to the parties, and usually within 7 business days of the end of the process;
- Be informed in writing: when a decision of the university is final; any changes to a sanction (in case of appeal); appeal a finding/sanction of resolution process, and procedures for doing so.

2. The individual accused of a sex-based offense (responding party) has the right to:

- Investigation and appropriate resolution of all credible reports of sex-based offenses made in good faith to university officials;
- Notification in advance, when possible, of any public release of information regarding report.
- Respectful treatment by university officials;
- Be fully informed and have university policies/procedures followed without material deviation;
- Notification of services (counseling, advisory, health, assistance, etc.—on or off campus);
- Notification of possible interim measures to redress alleged violence, such as: a change in campus housing; work assignment rescheduling; academic accommodations, no contact order;
- Maintain interim measures for as long as is necessary, and to remain as confidential as possible;
- Ask investigator to question relevant witnesses and be aware of witnesses questioned, except in cases where a witness' identity will not be revealed to the responding party for compelling safety reasons (excludes name of the alleged victim/reporting party, who is always revealed);
- Be fully informed of the nature of the reported violation and possible sanctions, policies and procedures of the campus resolution process, and timely written notice of all alleged violations;
- Review the investigative summary regarding the allegation, subject to the privacy limitations imposed by state and federal law, prior to findings;
- Not have irrelevant prior sexual history admitted as evidence in a campus hearing;
- Have reports heard by Title IX officers who have received annual sex-based offenses training;
- Meetings, interviews and hearings that are closed to the public;
- Bring an advisor of the responding party's choosing to all phases of investigation and resolution;
- A fundamentally fair resolution, as defined in the sex-based offenses policy and procedures;
- Make or provide an impact statement in person or in writing to be included in the investigation summary following any determination of responsibility, but prior to sanctioning;

- A decision based solely on evidence presented during the resolution process. Such evidence shall be credible, relevant, based in fact, and without prejudice;
 - Be informed of outcome of the resolution process in writing, without undue delay between the notifications to the parties, and usually within 7 business days of the end of the process;
 - Be informed in writing: when a decision of the university is final; any changes to a sanction (in case of appeal); appeal a finding/sanction of resolution process, and procedures for doing so.
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I. Special Resolution Process Provisions.

Amnesty for Reporting Party. Sometimes, individuals are hesitant to report to university officials or participate in resolution processes because they fear that they themselves may be accused of policy violations, such as drinking at the time of the incident. To encourage reporting, the university offers victims (and witnesses) of sexual violence amnesty from policy violations related to the incident. The university may provide educational and/or supportive options to those who offer their assistance to others in need.

Attempted Violations. In most circumstances, university will treat attempts to commit any of the violations listed in the sex-based offenses policy as if those attempts had been completed.

Conflicts of Interest and Bias. The university is committed to ensuring that its resolution processes are free from actual or perceived bias or conflicts of interest that would materially impact the outcome. Any party who feels that there is bias or conflict of interest that would materially impact the outcome may submit a written petition to the TIX Coordinator for the person's removal from the process.

False Reports. The university will not tolerate intentional false reporting of incidents. It is a violation of the code of student conduct to make an intentionally false report of any policy violation, and it may also violate state criminal statutes/civil defamation laws.

Notification of Outcomes. Outcomes in a resolution process is part of an education record of the responding party and is protected from release under a federal law, FERPA. However, the university observes certain legal exceptions:

- a. Parties in sex-based offense proceedings have an absolute right to be informed of outcomes, essential findings/rationale, and sanctions that may result, in writing, without condition or limitation, and without substantial delay between notifications.
- b. The university may release publicly the name, nature of the violation and sanction for any person found in violation of a university policy that is a "crime

of violence," including: arson; burglary; robbery; criminal homicide; sexually violent offenses; assault; destruction, damage, vandalism of property; intimate partner violence; stalking; and kidnapping / abduction. Any information that could lead to the identification of the reporting party will not be released.

Notification of Parents (for traditional undergraduate students). The university reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, change in student status, or violation of this sex-based offenses policy. Where a student is non-dependent, the university may contact parents/guardians to inform them of situations in which there is a significant and articulable health and/or safety risk. The university also reserves the right to designate which university officials have a need to know about individual conduct reports pursuant to Family Educational Rights and Privacy Act.

Past Sexual History/Character. Past sexual history/character of a party will not be admissible by the other party in the proceedings unless such information is highly relevant, (such as, pertaining to past or subsequent interactions between the parties that offer context, establishing a pattern of behavior, and/or predatory conduct).

Recordkeeping. In implementing these procedures, records of all allegations, investigations, and resolutions will be kept by the Title IX Coordinator indefinitely in the electronic Title IX Coordinator database.

Training for those Implementing these Procedures. Personnel tasked with implementing these procedures, e.g.: Title IX Coordinator, Deputy Coordinators, investigators, etc., are trained at least annually. This training will include, but is not limited to: how to appropriately remedy, investigate, render findings and determine appropriate sanctions in reference to this sex-based offenses policy and procedures, confidentiality and privacy; and applicable laws, regulations and federal regulatory guidance.

University-Initiated Proceedings. As necessary, university reserves the right to initiate a report and to initiate resolution proceedings without a formal report or participation by the victim of sex-based offenses.

Witness Participation in an Investigation. Witnesses are expected to cooperate with and participate in the university's investigation. Any witness who declines to participate in or cooperate with an investigation will not be permitted to offer evidence or testimony later in a hearing. Witnesses may provide written statements in lieu of interviews during the investigation and may be interviewed remotely by phone, Skype (or similar technology), if they can't be interviewed in person. Parties who do not participate in the investigation may have the opportunity to offer evidence during the appeal stages of the process, though failure to offer evidence prior to an appeal does not constitute grounds for appeal on the basis of new evidence.

SEXUAL VIOLENCE PREVENTION EDUCATION

The university takes measures to provide a safe campus environment for its students and employees. We offer prevention and awareness programs involving sexual violence education. Ongoing annual training is also presented and monitored to encourage participation. The programs include:

- A review of the Evangel University Sex-Based Offenses Policy which prohibits sexual violence, discrimination, and harassment, as stated in the student and employee handbooks;
- Title IX compliance training
- Bystander intervention training
- Sexual Harassment and Rape Prevention (SHARP) training
- Understanding healthy relationships
- Recognizing signs of abusive behavior
- Alcohol and drug abuse prevention

SOCIAL MEDIA AND INTERNET STANDARDS POLICY

As followers of Christ, the Evangel community sets a higher standard when it comes to interactions online. We seek to present ourselves in a Christ-like manner, act and speak decently, listen and consider other views respectfully, and treat all interactions with common courtesy:

Harassment: The use of social media or any technological tool for stalking, bullying, trolling, or any other similar use is not permitted. Any instance of harassment deemed "Sexual Harassment" will be specifically acted upon according to the Sex-Based Offenses Policy.

Identity Theft: The act of identity theft (wrongful gathering or use of another person's personal information, typically for profit) is prohibited. Additionally, false portrayal of oneself, particularly for the intent to mislead, harm, or profit from another, is not permitted.

Inappropriate Material: Students should abide by standards outlined in the Community Covenant and refrain from using technology for the purpose of creating, viewing, or distributing obscene, pornographic, vulgar, violent, or otherwise morally disturbing material.

Protection of Privacy: Members of the Evangel community shall not distribute personal or sensitive information (credit card numbers, financial information, intellectual property, confidential information, etc.) of other students, faculty, the university, or an employer without permission and proper procedure. Additionally, the use of technology to capture photos, videos, recordings, or any other media of people without their consent, especially if in compromising positions, is not allowed.

Verbal Attacks: Online discourse should be that which is polite, life-affirming, and considerate of the character and opinions of others. Any statements, messages, posts, comments, or other forms of online communication in which another person's character or reputation is maligned, misrepresented, or attacked are not permitted.

SUICIDE THREAT/ATTEMPT

Evangel want to assist students who are struggling with thoughts or behaviors that may lead to a suicide attempt. If you know of a student, or are a student who is struggling and/or in danger, contact the University counseling center (or Public Safety, after business hours) for assistance. Please know that there is help available! If the University knows of a student in danger, we will take steps to care for the student's health and life. This may include contacting a local medical center for professional mental health evaluation and/or treatment and notifying a spouse, parent, or other designated contact as soon as possible. Students who are a danger to themselves or others may need to consider withdrawing from the University in order to focus on their health and treatment. Students who need to withdrawal should contact their advisor immediately. Evangel University participates in the [Ask Listen Refer Suicide Prevention Training Program](#), designed to help faculty, staff, and students prevent suicide by teaching you to: 1) identify people at risk for suicide; 2) recognize the risk factors, protective factors, and warning signs of suicide; and 3) respond to and get help for people at risk. Suicide threats or attempts should always be taken seriously. Do not leave suicidal person unattended or allow him or her to leave the building. Call Campus Public Safety (417-865-2815, ext. 7000) who will notify appropriate emergency personnel to assist.