

## Mid-Atlantic Christian University Student Life Policy #12

SUBJECT: Student Residents Missing Persons

DATE: August 2011

REVISED:

REVIEWED: April 2020

NEXT SCHEDULED REVIEW: This policy will be reviewed in February of odd numbered years;  
February 2021

APPROVED BY BOARD OF TRUSTEES: October 18, 2013

Policy for: Mid-Atlantic Christian University Administration and Students

Procedure for: Student Life Employees

Authorized by: Vice President for Student Life

Issued by: Board of Trustees

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### I. Purpose

The health and safety of MACU's students is a primary concern of the institution. It is this priority that underlies MACU's commitment to and compliance with the Higher Education Opportunity Act's requirement for colleges and universities to establish a missing person policy for its residents and to inform students of the policy.

### II. Policy

For purposes of this policy, a student resident may be considered a "*missing person*" if the person's absence is contrary to his/her usual pattern of behavior and/or if it is suspected that unusual circumstances may have caused the absence. Such circumstances could include, but are not limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is in a life-threatening situation, or has been with persons who may endanger the student's welfare.

If, when based on facts and circumstances, it is determined that a student resident is missing, the following individuals will be notified: 1) the appropriate University officials, 2) law enforcement, and 3) the student's parents/guardians and/or other persons designated as emergency contacts by the student.

The Higher Education Act requires institutions of higher education to provide students the option of designating a confidential contact person who is not necessarily a parent or legal guardian. The institution may contact this person if the student is deemed missing. If no contact person is designated, the institution will contact parents or a legal guardian. In addition, whether or not a student identifies a contact person, the Higher Education Act requires Mid-Atlantic Christian University to notify local law enforcement no later than 24 hours after the time the student is deemed missing.

### III. Procedure

When a student enrolls as a resident student at MACU, he/she will provide emergency contact information on a form provided by the institution. The contact person(s) designated by the student will become the primary contact(s) during a missing person's investigation.

If a member of the MACU community believes a student resident is missing, he/she should notify the Resident Hall Director, Resident Assistant, or the Vice President for Student Life immediately and provide as much information as possible. These offices will undertake an immediate investigation and make efforts to contact the student, his/her friends, acquaintances, and professors in an attempt to locate the student.

If it is determined that a student is indeed missing, the Vice President for Student Life will begin calling the person designated as the emergency contact by the student and/or the student's custodial parent or guardian of a non-emancipated minor. If these calls do not resolve the situation or locate the missing student, local law enforcement/911 will be notified immediately. These notifications (to the student's emergency contact or custodial parent/guardian and local law enforcement) will be made no later than 24 hours after the time the student is deemed missing.

### IV. Published: Student Handbook and Safety and Security Manual

### V. Reason for Revision:

### VI. Appendices: None