

## **Missing Student Protocol**

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### **PURPOSE:**

The purpose of this policy is to set forth University policy with regard to responding to reports of missing students, as required under the Higher Education Opportunity Act of 2008 (20 U.S.C.S. §1092; 42 U.S.C.S. §5579).

### **PREAMBLE:**

The safety of students at the University of Tennessee is of paramount concern to University Administration. Those with concerns about the immediate safety of a student should contact the University Police Department at 865.974.3111. Those with comments or concerns regarding the University's safety policy and efforts should contact the Dean of Students office at 865.974.3179.

### **POLICY STATEMENT:**

1. \*This policy only applies to students who reside in on-campus residential facilities operated by University Housing or in Greek residential facilities owned and/or controlled by the University of Tennessee, Knoxville.
2. Upon checking into on-campus housing, all students will have the opportunity to identify and provide confidential emergency contact information for the University's use when the University has officially determined that a student is missing.
3. Upon contracting with the University to live in Greek Housing, all students will have the opportunity to identify and provide confidential emergency contact information for the University's use when the University has officially determined that a student is missing.
4. Unless there is evidence to the contrary, a student living on-campus will not necessarily be considered missing if the student provided information about his/her intended whereabouts or if the student is absent during recognized University holidays or breaks.
5. If a University official reasonably believes a student has been missing for more than twenty-four (24) hours, the official will immediately report his/her belief to the University of Tennessee Police Department ("UTPD"), the Executive Director of Housing (or his/her designee), and the Dean of Students (or his/her designee). Those individuals will contact other University officials who have a need to know about the missing student report. (Please note that University officials may report a student missing at any time, there is no requirement for the official to wait until they believe the student has been missing for more than twenty-four (24) hours.)

6. The UTPD will investigate a University official's report that a student is believed to be missing. If the UTPD officially determines that the student has, in fact, been missing for more than twenty-four (24) hours and the UTPD is unable to locate the student, the UTPD will contact the following individuals within the next twenty-four (24) hours:

**For a Student Who Is:**

**The UTPD Will Contact:\*\***

\*\*\*Under 18 years old and not emancipated

Student's parent or guardian and the student's emergency contact (if the student has requested the University to contact someone in addition to his/her parent or guardian)

\*\*\*Under 18 years old and emancipated

Student's emergency contact

18 years old or older

Student's emergency contact

7. The Vice Chancellor for Student Affairs (or his/her designee) is responsible for making the provisions of this policy known to students who live in the aforementioned residential facilities.

\*The University does not own property or control either Farm House or the Phi Delta Theta facilities. The University owns the property of Kappa Sigma, but does not own the house or control the facility.

\*\*The UTPD will obtain the emergency contact information from University Housing or Dean of Students personnel. If the student has not provided the University with emergency contact information, then, if appropriate, the UTPD may contact other law enforcement agencies.

\*\*\*The determination as to whether a student is emancipated will be based upon the information available and the University official's knowledge at the time the contact is required.

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