

Missing Student Protocol

I. Introduction

For the purposes of this protocol, a student may be considered to be a “missing person,” regardless of age, if the student’s absence from campus is contrary to his or her usual pattern of behavior and the university has reasonable belief that the unusual circumstances may have caused the absence. Such circumstances may include a report or suspicion that the student may be a victim of foul play; the student has expressed suicidal thoughts, is drug dependent or in a life threatening situation; or the student is overdue returning to campus and is not heard from after giving a specific return time to friends or family.

II. Protocol

If a member of the university community has reason to believe that a student is missing, whether or not the student resides on campus, that individual should contact the BSU Police Department.

Police Investigation Policy

The BSU Police Department complies with Public Law 108-21, Title II, Section 204, which is more commonly known as "Suzanne's Law." The law provides that there should be no waiting period before a law enforcement agency initiates an investigation of a missing person under the age of 21 and enters the missing person’s information into the National Crime Information Center computer network (NCIC) of the U.S. Department of Justice. Previously, police were only mandated to enter missing persons under the age of 18 into NCIC.

The BSU Police Department will enter missing persons who are under 21 (and also over 21) into NCIC. Concomitantly, BSU Police will immediately initiate steps to find a missing person (e.g., talking with friends, calling significant others, checking their classes, etc.) to make sure they are not in danger.

Action to be Taken if a Missing Student Cannot be Located

If a student is reported missing and cannot be located, his or her parents or guardians will be notified within 24 hours (after BSUPD receives the initial missing person report) to determine whether they know the student’s whereabouts.

Designation of Emergency Contact Information

Students will be given an opportunity to designate an individual to be contacted by the university if the student is determined to be missing. The designation will remain in effect until changed or revoked by the student. Students are advised that their contact information will be registered confidentially, will be accessible only to authorized

university officials, and will not be disclosed to any third party except to law enforcement personnel in furtherance of a missing person investigation.

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MISSING STUDENT PROTOCOL CHECKLIST

A STUDENT'S ABSENCE HAS BEEN NOTICED.

THE ABSENCE HAS BEEN DEEMED TO MEET "MISSING PERSON" CRITERIA.

BSU POLICE HAVE BEEN NOTIFIED.

POLICE HAVE CONTACTED PARENTS OR GUARDIANS.

POLICE WILL CONTACT INDIVIDUALS DESIGNATED IN ADVANCE BY STUDENT.

MISSING STUDENT CHECKLIST