

# Your Right to Know

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Published October 2013

## Annual Security and Fire Safety Report

2010, 2011, 2012 Calendar Years

Virginia State University Department of Police and Public Safety

**"YOUR RIGHT TO KNOW"**  
**Virginia State University**  
**Department of Public Safety**  
**Annual Security Report**  
**October 1, 2013**

Safety on the university campus is a natural source of concern for parents, students and university employees. Education - the business of Virginia State University - can take place only in an environment in which each student and employee feels safe and secure. VSU recognizes this and employs a number of security measures to protect the members of its community.

Although the area, with its small-town feel and neighborly attitude, is perceived to have a relatively low crime rate, crime prevention remains a high priority among residents. VSU does its part to ensure the safety of its students and employees. The professionally trained police force, the well-trained residence life staff, and the students/employees share in the responsibility of making the VSU campus a safe place to study, work and live.

**Policy on Reporting the Annual Disclosure of Crime Statistics**

The safety and well-being of all members of our community are of great concern to Virginia State University. Many departments and employees are dedicated to making the campus a safer place to live and work. A safe environment depends on the cooperation and involvement of individuals, like you, in safeguarding themselves and others. We encourage you and all members of the VSU community to use this report as a guide for safe practices on and off campus.

The Virginia State University Department of Police and Public Safety (DPPS) prepares this report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*. The full text of this report can be located on our website at <http://www.vsu.edu/police/annual-security-report.php>. You will also be able to connect to our site via the VSU Home page at <http://www.vsu.edu/>. DPPS works with several university offices and public agencies, such as the Office of the Dean of Students, Housing and Dining Programs, Office of Student Affairs, Residence Life, Health and Counseling Services and local law enforcement agencies. Each entity provides updated information on their educational efforts and programs to comply with the act.

Campus crime, arrest and referral statistics include those reported to DPPS, designated campus officials (including but not limited to directors, deans, department heads, designated Residence Life staff, Judicial Affairs, advisors to students and student organizations, athletic administrators), and local law

enforcement agencies. These statistics may also include crimes that have occurred in private residences or business and is not required by law. Virginia law (Virginia, Va. Code Ann. § 54.1-2967) requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners (such as those at Student Health Services) when they provide medical services to a person they know or reasonably suspects is suffering from wounds inflicted by a firearm or is a result of assaultive or abusive conduct. The Counseling and Student Health Centers staff informs their clients of the procedures to report crime to the University Police on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to capture crime statistics disclosed confidentially during such a session anonymously.

This publication contains information to aid in the cooperative effort of creating a safer campus. It contains specific information on safety and security, crime prevention, patrol operations and breadth of authority, policies relating to reporting crime, campus disciplinary procedures, and crime statistics for the three previous calendar years. These statistics reflect reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Virginia State University, and on public property that is immediately adjacent to and accessible from the campus.

Each year, an e-mail notification is made to all enrolled students, faculty and staff that provide the website to access this report. Current or prospective faculty, staff and students may also obtain a copy of the report at the Department of Police and Public Safety Headquarters located at 21012 Service Road, by calling (804) 524-5510, by visiting Human Resources, or by writing to:

ATTN: Records Management  
Annual Security Report Request  
Department of Police & Public Safety  
Virginia State University  
P.O. Box 9405  
Petersburg, VA 23806

Additional information concerning security, crime prevention programs and crime statistics is also available by contacting Public Safety at 804-524-5360.

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## **Police Service and Authority**

Virginia State University (VSU) provides full-service police protection to the campus community through its Department of Police and Public Safety (DPPS).

Officer authority, responsibility and training are the same as required of any police officer in Virginia. University police have the authority to enforce all regulations of the University and laws of the Commonwealth of Virginia within their jurisdiction, which includes all university-owned, -leased or -controlled property and the adjacent streets and sidewalks.

VSU police officers are certified by the Virginia Department of Criminal Justice Services (DCJS) as sworn police officers and are trained in all phases of law enforcement, including the use of firearms (Virginia, Va. Code Ann. § 23-234 – 23-234.1). Officers carry standard issue or approved firearms at all times and must maintain firearms proficiency through semiannual classroom training, qualification and certification at a local firing range.

VSU police officers are all graduates of a state-affiliated regional criminal justice training academy with training required by DCJS. They have completed the 480-hour police basic performance-based training program and are required to complete 40 hours of in-service training bi-annually.

VSU Police work closely with and receives assistance from the Chesterfield County Police Department (CPD), Colonial Heights Police, the Petersburg Bureau of Police and the local contingent of the Virginia State Police on investigations of alleged criminal offenses that occur off campus involving VSU students, staff and faculty.

VSU Police have complete police authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. If a University student commits minor offenses involving University rules and regulations, the campus police may also refer the individual to the disciplinary division of Student Affairs.

Major offenses such as rape, murder, aggravated assault, robbery and auto theft may be reported to VSU Police or the local police, and joint investigative efforts are deployed to solve these serious felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted in the courts of Chesterfield County.

By mutual agreement with state and federal agencies, the VSU Police Department maintains an NLETS terminal (National Law Enforcement Telecommunications Network). Through this system, police personnel can access the National Crime Information Computer system as well as the Virginia Criminal Information Network (VCIN). These computer databases are used for accessing criminal history data,

nationwide police records, driver/vehicle identification information, as well as other local, state and federal law enforcement information.

Any criminal activity engaged in by students of student organizations at off-campus locations will be monitored and recorded through coordination with local law enforcement agencies. This information is provided to the Office of Student Affairs for any action or follow-up that may be required

### **Working Relationships with Other Law Enforcement Agencies**

The University recognizes that laws and rules are necessary for society to function, and supports both the enforcement of law by government agencies and rules by officials of the University. All persons on the campus are subject to these laws and rules at all times. While the University is private property, and the Constitutional protections apply, law enforcement officers may enter the campus to conduct business as needed. Additionally, the officers may be invited to patrol the campus to assist VSU Police in deterring crime. All law enforcement agencies are expected to check with DPPS when on campus. DPPS is recognized by the State of Virginia as a law enforcement agency.

Safety officers are expected to render all possible assistance provided such assistance could be given without significantly endangering the officer or others not involved in the crime.

As previously noted, DPPS maintains a close working relationship with Chesterfield County Police Department, Colonial Heights Police, Petersburg Bureau of Police and Petersburg Sheriff's Office. The University relies on the telephone or two-way radio to contact the county emergency dispatch center for fire and emergency medical needs. The University Police Department is a part of the Chesterfield County 911 Emergency System, and the Chesterfield County Fire and Rescue Unit provide response to fire and medical emergencies. The officers of DPPS and CPD communicate regularly at the scene of incidents that occur in and around the campus area. The VSU Police Investigators work closely with the investigative staff of CPD when incidents arise that require joint investigative efforts, resources, crime related reports and exchange of information.

### **Reporting Procedures**

#### General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety-related incidents to DPPS in a timely manner.

To report a crime or an emergency on the Virginia State University campus, call DPPS at extension x-5411 or, from outside the University phone system, (804) 524-

5411. A crime may also be reported by using the Emergency Call Boxes located near residence halls, parking lots or other campus buildings. To report a non-emergency, security or public safety-related matter, call DPPS at extension x-5360 or, from outside the University phone system, (804) 524-5360. For any crimes, non-emergency or public safety-related matters committed off-campus, please contact the appropriate local law enforcement agency.

Dispatchers are available at these respective telephone numbers 24 hours a day to answer your calls. In response to a call, dispatchers will take the required action, by either dispatching an officer to the caller's location or asking the caller to report to DPPS to file an incident report.

You may also report a crime to the following areas:

Vice-President for Student Affairs	804-524-5350 Memorial Hall, 307
Director, Counseling Services	804-524-5939 Memorial Hall, 409
Director, Student Health Center	804-524-5711 Memorial Hall, 104
Director, Human Resource	804-524-5090 Virginia Hall, 101
Director, Housing and Residential Life	804-524-5011 Memorial Hall, 303

\* Please check the latest VSU phone directory for any address, phone additions or changes.

All DPPS incident reports are forwarded to the Vice President of Student Affairs for review and referral to the Office of Student Judicial Services for potential action, as appropriate. DPPS Investigators will investigate a report when it is deemed appropriate. Additional information obtained via any investigation will also be forwarded to the Office of Judicial Affairs.

If assistance is required from the Chesterfield County Police or Fire Departments, DPPS will contact the appropriate unit. If a sexual assault or rape should occur on campus, staff on the scene, including DPPS, will offer the victim a wide variety of services.

This publication contains information about on- and off-campus resources and is made available to the VSU community. That information is made available to provide VSU community members with specific information about the resources



that are available in the event that they become the victim of a crime. The information regarding “resources” is not provided to infer that those resources are “reporting entities” for VSU.

Crimes should be reported to the VSU Police Department to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For example, a crime that was reported only to the VA Rape Crisis Center would not be included with VSU’s crime statistics.

University Counselors, professional or otherwise, and pastoral counselors are requested to inform the persons they are counseling, if they deem appropriate, of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

### Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still consider making a confidential report. With your permission, a VSU Police officer can file a report as to the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure your future safety and the safety of others. With such information, the University can keep an accurate record of the number of incidents involving students, employees and visitors, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University.

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines counselors as:

#### *Pastoral Counselor*

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

#### *Professional Counselor*

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

For those wishing to make a report of a criminal incident, be they victim, witness, or third party, reports may be made in confidence to the following offices where further options will be discussed with the reporting party.

VSU Dept. of Police & Public Safety 21012 Service Road, Petersburg, VA 23806	(804) 524-5360
VSU Health Center Memorial Hall, 104	(804) 524-5711
VSU Counseling Services Memorial Hall, 411	(804) 524-5939
VSU Office of Judicial Affairs Foster Hall, 300	(804) 524-5866

**Emergency Telephone Numbers**

The on-campus emergency number (524-5411) connects directly to the University Police Department and should be used when fire, police or medical response is required. This number is also published in the University telephone directory as well as the Petersburg Tri-cities directory. From the University Police Department, a network of speed-dialed lines provide direct access to Chesterfield County Emergency Services for local and state law enforcement, fire and rescue services.

For information concerning on-campus escort services and other non-emergencies, students and employees should dial 524-5360. The on-campus number for parking concerns is 524-6813.

In addition to a telephone in each student's room, there are numerous emergency call boxes located throughout campus that are highly visible and white in color, which provide one-button speed dial for instant communication with VSU Police.

- Campus Emergencies.....524-5411**
- Information and non-emergencies.....524-5360**
- Parking Services/General Inquiries.....524-5223**

**Police Log Information**

The University community is kept aware of reported incidents on campus and in the nearby community by viewing the police log at the Department of Police and

Public Safety. The University Police make the crime log for the most recent 60-day period open to public inspection during normal business hours, Monday through Friday, except holidays and closure of school. Any portion of the log beyond 60 days, if not immediately available, will be made accessible within two business days of a request for public inspection.

A daily crime log is available for review 24 hours a day on the VSU police department's website <http://www.vsu.edu/files/docs/campus-police-safety/criminal-information-log.pdf> or in the lobby of VSU Police headquarters at 21012 Service Road, from 8 a.m.–5 p.m. Monday through Friday, excluding holidays. The information in the crime log typically includes the case number, classification, date reported, date occurred, time occurred, general location, and disposition of each crime.

In the event that a situation arises, either on- or off-campus, that, in the judgment of the Chief of University Police, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college e-mail system to students and faculty.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Department of Police and Public Safety may also post a notice on the campus-wide electronic bulletin board on the University website at: <http://www.vsu.edu/>, providing the university community with more immediate notification. In such instances, a copy of the notice is posted in each residence hall.

### **General Security Procedures**

The VSU campus is well lit and further improvements in campus lighting are continually being made, including the placement of high-intensity metal halide or sodium vapor lights on buildings, in parking lots, in areas with heavy landscaping and along sidewalks and pathways frequently traveled by students.

Lighting and shrubbery checks are conducted periodically during the year by representatives from all segments of the campus community, including student government representatives, staff from Student Affairs, Facilities Management, the crime prevention specialist and Public Safety. Safety and security concerns are identified and recommendations for improvements are made. In addition, the University Safety Officer makes regular safety and health inspections, serves as a liaison with public health and safety officials, schedules regular safety lectures and follows up on recommendations with the Locksmith and Facilities Management personnel.

VSU students, faculty and staff have access to academic, recreational and administrative facilities on campus. The public may attend cultural and

recreational events on campus, with access limited to the facilities in which these events are scheduled.

The University's trespass policy, enforced by University police and posted in all University housing, is as follows: Only those persons having legitimate business with Virginia State University, members of the university community and their invited guests, are permitted in this building. The university reserves the right to exclude all persons not conforming to acceptable behavior from these premises. Those who disregard this warning are to be considered in violation of criminal trespass (under cited Virginia code provisions) and are liable for prosecution.

University police officers may serve verbal or written trespass notices on nonmembers of the University community present on campus and may make immediate arrests of persons in secure areas for which they have no legitimate business. If a person served with a prior trespass notice reappears on campus, or if a person is found in a posted facility with no legitimate purpose in that building, he or she is subject to immediate arrest.

Firearms and dangerous weapons of any type are not permitted in the residence halls or other university facilities, except when carried by certified law enforcement officers within their jurisdictions. Intentional use, possession or sale of firearms or other dangerous weapons by students is strictly forbidden and is a violation of University policy as stated in the *Student Handbook*.

### **Security in University Housing Complexes**

More than 50% of VSU undergraduate students reside in 14 residence halls on the VSU campus. Freshmen are required to live on campus, with the exception of day student commuters. Upper-class students select residence hall assignments depending upon availability.

## **Residential living at VSU:**

### Females

Branch Hall

Byrd Hall

Eggleston Hall

\*\*Howard Hall

### Males

Puryear Hall

Williams Hall

### Co-Ed

\*Gateway II

Langston Hall

Moore Hall

Quad I

\*Quad II

Seward Hall

University Apartments

Whiting

\*Residence hall erected in the 2012 calendar year

\*\* Residence hall demolished in the 2012 calendar year

Housing is provided for students at the University Apartments at Ettrick (UAE). These apartments consist of a clubhouse and six buildings housing close to 500 students. The University provides co-educational housing in several residence halls. Each residence hall has established visitation hours. A hall resident must escort guests at all times. Overnight guests in the residence halls must be of the same sex.

During business hours, the campus (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests and invitees. During non-business hours, access to all campus facilities is by key, if issued, or by admittance via the Department of Police and Public Safety or Residence Life staff.

Residence halls are secured 24 hours a day. All residence halls are closed during holidays and vacations. During low occupancy periods, such as the summer terms, students remaining on campus are moved into one concentrated area of the residence life complex to enhance security effectiveness.

Access to on-campus housing by University employees is on an "as needed" basis and incorporates strict key control procedures during hours of restricted access. All repair and maintenance personnel wear distinctive uniforms or wear a VSU photo ID to allow for easy identification.

### Residence Hall Staff

- *Each Residence Hall is staffed with an Educator and/or a Graduate Assistant.*
- *In addition to the staff, there is a student Resident Assistant (RA) assigned to each floor.*
- *Residence Hall staff is responsible for administering and enforcing University policies and regulations, while acting as a listener, mediator, and resource person.*
- *Each resident is encouraged to get to know the staff and Resident Assistants.*

At the beginning of each semester, floor meetings are held with the residents to discuss safety issues. The Residence Hall Handbook is given to each resident along with the police department conducting safety and educational sessions.

A Resident Educator, Assistant, Graduate Assistant or Night Manager is on duty each evening in the office at the main entrance of each hall from 8 p.m. to 12 midnight Sunday through Thursday and from 8 p.m. to 2 a.m. the following morning Friday and Saturday. This individual has immediate access to University Police by way of telephone, if necessary. Following this desk assignment detail, the person on duty remains on call, with the office phone transferred to his or her room.

A committee of representatives from Residence Life, Facilities Management, Locksmith's shop and Public Safety conducts inspections surveying the security integrity of University housing periodically. In addition, a committee of students meet monthly to discuss security concerns and to provide feedback to the Residence Life staff. Repairs are made promptly, locks are quickly replaced when keys are lost or stolen, and reports of potential safety hazards, such as broken windows, receive immediate response.

### **Security Awareness Programs for Students and Employees**

During orientation sessions at the beginning of each semester, students, faculty and staff are informed of services offered by the VSU Police. These sessions outline ways to maintain personal safety and residence hall security. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees. Crime prevention programs and sexual assault prevention programs are offered on a continual basis.

Periodically during the academic year, the VSU Police, in cooperation with other University organizations and departments, present crime prevention awareness sessions on sexual assault (rape and acquaintance rape), drug abuse, theft and vandalism, as well as educational sessions on personal safety and residence hall security.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, displays, videos, articles and advertisements in the student newspaper.

When time permits, information is released to the University community through security alerts posted prominently throughout campus, through University e-mail messages and through the University broadcasting system.

### **Prevention Efforts**

Through a cooperative effort between DPPS, Residence Life, the campus Health Center, the sexual assault education coordinator, the counseling center, and the School of Health and Human Services, programs on personal safety and security, rape prevention and response, date rape, substance abuse, self-defense and resistance to burglary, larceny and vandalism are conducted regularly throughout the school year.

Each fall, the Public Safety's Crime Prevention Coordinator and the Safety Officer from Residence Life conduct a safety and security campaign, distributing safety literature to students and persuade all residents to attend hall meetings on personal safety. Resident Assistants in each hall are required to offer a number of programs throughout the year to students in their areas on various topics of personal safety. At least one lock check per semester is conducted late at night in each residence hall to ensure that dorm room doors are properly secured. Operation ID, a program that provides engraving and registration services for valuable personal property, is conducted once each semester in residence halls and is available on an ongoing basis through DPPS.

In addition to programming throughout the year, the University annually sponsors Alcohol Awareness Week and Drug Awareness Week, two weeks devoted specifically to alcohol and substance abuse prevention.

Through these comprehensive awareness programs, members of the University community learn more about the university's efforts to enhance their safety and become aware of their own personal risk and that of others.

### **Crime Prevention Services/Education Programs**

#### Escort Service

This service is provided to on-campus students, staff and faculty of VSU by the Department of Police and Public Safety. Security personnel provide after-hours safety escorts between campus locations upon request. This service is provided from 6:00 p.m. – 2:00 a.m.

### Sending a Tip

TipSoft SMS is a Text-a-Tip application that allows tipsters to submit information anonymously to our participating law enforcement agencies, schools, universities and corporations. Many of these agencies are utilizing this application through their Crime Stoppers Program, which is an excellent deployment choice, although not required. This secure application allows the tipster and the investigator to have two-way dialog while keeping the tipster's identity completely anonymous.

If you have information on a crime, you can submit your information online anonymously through the TipSoft website. Tips submitted through this website are encrypted, entirely confidential, completely anonymous and are immediately and securely transferred directly to the law enforcement agencies which use our TipSoft - Tip Management application.

You can also download and use the free mobile “TipSoft” app on your iPhone or Android phone. Just search for "TipSoft" or "TipSubmit" on the Apple App Store or Android Market.

Detailed steps for sending a text tip, submitting a web tip and downloading the smartphone app can be found on the VSU website:

<http://www.vsu.edu/police/send-a-tip.php>.

### Operation Identification Program

This program serves as a crime prevention effort aimed at theft of personal property. Equipment is provided, thru the Police Department, to mark personal property with some form of identification (i.e. name, driver's license number or other identifiable marking). Such markings may deter possible theft and aide in police recovery efforts.

### Rape Aggression Defense (R.A.D)

DPSS offers R.A.D. to our students and the VSU community. These offerings provide a truly holistic approach to self-defense education, supporting the necessity of continuous learning in order to provide realistic options for each population as they go through life. Each of these programs include educational components comprised of lecture, discussion and physical resistive strategies, all of which are facilitated by certified R.A.D. Instructors supported by a network of dedicated



professionals who honor one another's student through our unique Lifetime Return and Practice Policy.

### Adopt-A-Cop

Each residence hall is assigned a police officer who assists Residence Life staff in conducting safety and security programs, seminars, classes and events for student residents.

### Emergency Call Boxes

The Police Department monitors and responds to emergency call boxes located throughout the campus that are highly visible and white in color. In emergencies, any call box activates police response by one-button speed dial.

### Zero Tolerance Program

The University supports zero tolerance of fighting, possession of drugs or alcohol, and weapons. University policy absolutely forbids the possession of alcohol, illegal drugs, firearms or weapons of any kind on campus or in the possession of students. Weapons are defined as firearms, crafted weapons, knives, box cutters, razors, zip guns, paint ball guns or any other item capable of producing a projectile or sustaining a wound or cut.

### Emergency Alert System

The University has established an emergency communications system to alert the entire campus of any immediate safety threat, man-made or natural. Should a threat occur, an outdoor siren will sound and verbal information will be given via campus wide loud speakers, University e-mail, campus broadcast system and University text messages. Students are strongly encouraged to register to receive text messaging through the RAVE ALERT program. Instructions for registering for RAVE ALERT will be made available through the University e-mail system.

### **The Individual's Responsibility**

Although VSU works hard to ensure the safety of all individuals within its community, students and employees must take responsibility for their own personal safety and that of their personal belongings. Simple common sense precautions are the most effective means of maintaining personal security. For example, although the VSU campus is well lit and may appear safe, all members and guests of the University community walking across campus or to/from parking lots at night, whether male or female, should utilize police escort services. Students living in residence halls should keep their room doors locked at all times and

should never prop open external doors. A resident should escort all guests in the halls at all times.

All valuable personal property should be engraved with the owner's vehicle operator's permit number, using equipment provided through Residence Life or DPPS. Bicycles should be registered with University Police and secured with a good lock. Cars should be locked and parked in well-lit areas with all valuable items locked in the trunk. Students and employees should notify University Police or Residence Life staff of any individual present in a building or on campus who appears to have no legitimate business there or who arouses suspicion in any way.

### **Criminal Activity Off-Campus**

When a VSU student is involved in an off-campus offense, police officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Local police routinely work and communicate with campus officers on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. VSU operates no off-campus student organization facilities. However, many students live in the neighborhoods surrounding VSU. While local police have primary jurisdiction in all areas off campus, VSU Police Officers can and do respond to student-related incidents that occur in close proximity to campus. VSU officers have direct radio communications with the local police, fire department, and ambulance services to facilitate rapid response in any emergency.

### **Alcohol and Drug Policy/Substance Abuse Education**

VSU is committed to working against the illicit use of drugs and alcohol among students and employees. University police officers enforce all federal and state laws and University policies concerning the purchase, possession, consumption, sale and storage of alcoholic beverages and drugs, including the following:

- Virginia State University has a Zero Tolerance policy regarding the possession and/or use of alcoholic beverages on its campus and property.
- Alcoholic beverages may not be possessed, distributed or consumed at events on campus, except when specific written approval has been obtained for the event in advance. Sponsors are responsible for assuring that all persons in attendance at an event comply with state alcohol law and University alcohol policy.
- No student shall possess or distribute an illegal drug, as defined by Virginia's Drug Control Act. Such possession or distribution is prohibited in any building or on any property owned or operated by the University. Possession is defined to include any area or property for which the student is responsible.

- Alcoholic beverages may not be sold or furnished to any person, who at the time of sale or exchange, is visibly under the influence of alcohol.
- Falsely representing one's age for the purpose of purchasing or possessing alcohol is against state law.
- Law prohibits drunkenness and possession of open containers of alcohol in public areas.
- The unlawful or unauthorized manufacture, distribution, dispensation, possession or use of alcohol and other drugs in the work place is prohibited.
- Impairment in the work place from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes) is prohibited.

Convictions for violations of these laws could result in fines, loss of driver's license and imprisonment. University sanctions could include penalties ranging from fines to suspension from the University.

Many physical and psychological health risks are associated with the abuse of alcohol and other substances, including the following:

- Difficulty with attention and learning
- Physical and psychological dependence
- Damage to the brain, liver and heart
- Unwanted sexual activity
- Accidents due to impaired judgment and coordination

Staff members at the VSU Health Center and the VSU Counseling and Student Development Center can provide additional information about these concerns. Complete information on VSU's Substance Abuse Policy can be found in the section on "University Policies."

The school counselors and Student Activities is available for students with gambling or other addictive or problematic habits to help these students assess their concerns, identify relevant goals and interventions, and to assist with finding appropriate treatment and/or support resources. Depending on the assessment of a licensed professional, interventions may include sending the student to a clinician with specialty in gambling addictions or to a twelve-step program. Peer mentoring is always available where and when appropriate.

An overview of National Collegiate Athletic Association (NCAA) rules applied and enforced by the Virginia State University Athletics Compliance Office are as follows: NCAA rules prohibit sports gambling of any kind. In addition to student-athletes, this rule applies to:

- Coaches
- Support Staff
- Equipment Managers

- Student
- Athletic Administrators
- Athletic Trainers
- Student Trainers
- Secretaries

What does this mean? None of the aforementioned people may place any bet of any sort on ANY COLLEGE OR PROFESSIONAL SPORTING EVENT. They may not give information to anyone who does place bets on college or professional sports.

- No wagers on ANY professional or college sports event, even those that do not involve Virginia State University.
- No participation in any activity that involves predictions of athletics contests (radio, television, newspaper, etc.).
- No sports "pools", even those run by friends.
- No Internet gambling on sports events.
- No sports wagering using "800" numbers.
- No exchange of information about your team with ANYONE who gambles. This means no information about injuries, new plays, team morale, discipline problems or anything else.

The consequences for violation of these rules are that the Student-Athlete will be declared ineligible to compete in college sports. The VSU Student-Athletes are informed that if they place bets of any kind on any college or professional sport or if they give information to anyone who uses that information to make a bet, they are at risk of being:

- Removed from their team
- Expelled from college
- Turned down for future jobs
- Sent to jail

Furthermore, they are forewarned that sports wagering can destroy any future plans, dreams, or hopes for themselves. Strong words, but ones based on reality. For this reason, college athletes, college athletic administrators, college athletic staff members and conference staff officials may not gamble on college or professional sporting events.

VSU, in conjunction with the Virginia Department of Human Resource Management, offers assistance for Drug and Alcohol problems experienced by employees. This assistance can be obtained through the Employee Assistance Program (EAP). All health plans offered to state employees and their dependents have employee assistance programs (EAPs). Included are up to four sessions at no charge for such services as mental health, alcohol or drug abuse assessment, child or elder care, grief counseling and legal or financial services. EAP counselors are

available to assist employees with problems related to Drugs and Alcohol. When an intervention is needed due to an employee with a drug or alcohol problem, employers can refer employees to EAP or employees can go on their own.

### **Alcohol and Drug/Substance Abuse Programs**

#### The Freshman “F.O.C.U.S”: First-year Options for College and University Students Education/Orientation Sessions

The process of integrating new students into college offers opportunities for enhancing students’ personal growth, learning, and transition to college. Presentations and discussions on transition issues can be particularly valuable for student learning and for promoting an enhanced student life environment. As students transition to college, the orientation period is useful in helping students achieve competence at performing developmental tasks and managing the daily demands of college life. It is also a time for students to understand other critical issues facing students and the consequences associated with high-risk behaviors such as substance abuse and sexual misconduct. The activities are varied in type and in presentation format because of the breadth of the issues to be addressed and the learning styles, attitudes, and experiences that students bring to the institution.

#### Alcohol Responsibility On-line Course

The on-line course is primarily designed for *student alcohol policy violations*. However, other students are eligible to take the course. The course, developed by the Bacchus and Gamma Peer Education Network, is delivered individually to students online in a computer lab, counseling center, or judicial office setting. The course has four main sections – each having its own set of objectives. The sections are:

1. The Health Aspects of Alcohol: Information, Attitudes and Misperceptions
2. Alcohol and High Risk Behavior: Lowering Your Risks
3. A Weekend Walk-Through: An Interactive Choices Program
4. Learning and Linking to Your Campus and Community Resources

#### Marijuana 101 On-line Course

The on-line course is primarily designed for *student drug policy violations*. However, other students are eligible to take the course. The course, developed by the 3<sup>rd</sup> Millennium Classrooms, is delivered individually to students online in a computer lab or counseling center. Students must complete three modules and obtain a passing score set by the University Administrator.

#### Brief Assessment, Screening and Intervention for College Students (B.A.S.I.C.S.)

A science based harm reduction approach and preventive intervention for college students 18-24. It is aimed at students who drink alcohol and have experienced or are at risk for alcohol related problems i.e. poor class attendance, missed assignments, sexual misconduct, and violence. BASICS is designed to:

- Reduce alcohol consumption and its adverse consequences
- Promote healthier choices among young adults
- Provide important information and coping skills for risk reduction

### Screening, Assessment, Information and Referral

Students may be referred for treatment and counseling off campus based on the nature and the extent of the problem.

### **Prohibition of Hazing Activities**

State Law on Hazing

Section 18.2-56 Hazing unlawful: civil and criminal liability, duty of school, etc., officials Fraternity/Sorority and Student Organizations are prohibited from engaging in hazing.

Hazing - includes actions by fraternity/sorority individuals or organizations that mistreat individual(s) in such a way as to cause or could cause bodily harm. Hazing activities that jeopardize the health of students are subject to criminal prosecution in Virginia and University disciplinary action, even though the action may not be severe enough to warrant criminal prosecution.

Additional Definition of Hazing: Any act that causes or is likely to cause serious physical or mental harm, or which tends to or actually injures, frightens, demeans, or disgraces any person; to annoy any student by playing abusive or ridiculous tricks upon them, endangering his/her life, frightening, scolding, beating, or harassing them, or subjecting them to personal indignity.

### **Crime Statistics**

The Virginia State University Police Department's crime statistics include offenses that were reported to the University police, law enforcement agencies and other University officials of Virginia State University who have significant responsibilities for students and campus activities. All criminal incidents are categorized in accordance with the Federal Bureau of Investigation (FBI) Uniform Crime Reporting/Incident Based Reporting System (UCR/NIBRS) as guidelines and in accordance with the provisions of the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

The following definitions are used to report crimes listed in accordance with the FBI UCR guidelines and training guide for hate crime data collection. The definitions for murder and non-negligent manslaughter, negligent manslaughter, robbery, aggravated assault, burglary, motor vehicle theft, arson, illegal weapons possession violations, drug abuse violations, and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook or the UCR Reporting Handbook: NIBRS EDITION.

### Reportable Crimes

*Murder and Non-negligent Manslaughter* – The willful (non-negligent) killing of one human being by another.

*Negligent Manslaughter* – The killing of another person through negligence.

*Sexual Offenses, Forcible* -Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- *Forcible Rape* – The carnal knowledge of a person, forcibly and/or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- *Forcible Sodomy* – Oral or anal sexual intercourse with another person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- *Sexual Assault With An Object* – To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- *Forcible Fondling* – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

*Sex Offenses, Non-forcible* – Unlawful, non-forcible sexual intercourse.

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

*Aggravated Assault* – An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

*Simple Assault* – unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

*Robbery* – The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

*Burglary/Breaking and Entering* – The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

*Larceny/Theft Offenses* – The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

*Motor vehicle Theft* – The theft of a motor vehicle.

*Arson* – To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.

*Destruction/Damage/Vandalism of Property* – willfully or maliciously destroys, damages, defaces, or otherwise injures real or personal property without the consent of the owner or the person having custody or control of it.

*Intimidation* – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

*Liquor Law Violations* - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

*Weapon Law Violations* – The violation of laws or ordinances prohibiting the manufacture, sale purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.



*Drug Abuse Violations* are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

### Hate Crime

A **hate crime** is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. **Bias** is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.

For *Clery* purposes, Virginia State University must report hate crimes which include any offense in the following two groups that is motivated by bias:

#### Group A

- Murder and Non-negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson

#### Group B

- Larceny-theft
- Simple assault
- Intimidation
- Destruction/damage/ vandalism of property

The offenses in Group A include all of the *Clery Act* offenses listed above (with the exception of Negligent Manslaughter and Weapons: Carrying, Possessing, Etc., Drug Abuse Violations, and Liquor Law Violations which cannot be classified as hate crimes). In addition to those offenses, the Group B offenses, i.e., larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property, are only included in the *Clery* statistics if they are hate crimes.

### **Response to Sexual Assault**

Prevention, intervention and education programs specifically addressing rape, acquaintance rape and other sexual offenses are regularly sponsored by a variety of

organizations at VSU. The VSU Health Center, Sexual Assault Education Coordinator, and Counseling services conduct Programs on sexual assault that occur at least once each semester in all residence halls and the topic is addressed at freshman orientation.

If a sexual offense should occur, the victim should take the following actions:

- Call the campus police if the incident occurred on campus by dialing (804) 524-5411. The police will then contact the on-call counselor from the University Counseling Center. If a student requests assistance, University personnel *will* assist the student in notifying these authorities. Call the local police if it occurred off campus by dialing 911.
- Go to the hospital emergency room to receive prompt medical attention. If requested, the police will transport you.
- Do not shower, bathe, douche or straighten up the area of assault.
- Do not urinate, if possible.
- Do not eat, drink liquids, smoke or brush teeth if oral contact took place.
- Keep the clothes worn during the offense. If clothes are changed, place clothes in a paper bag (evidence deteriorates in plastic).
- Do not destroy the physical evidence that may be found near the crime. If the crime occurred in the victim's home, the victim should not clean or straighten until the police have had an opportunity to collect evidence.
- Write down all details remembered as soon as possible.
- Contact a friend or family member. Tell someone all details remembered about the assault and ask them to call one of the numbers listed below. You do not have to go alone.

<p style="text-align: center;"><b>VSU Sexual Assault Services</b> On-campus Counseling, advocacy, &amp; resources 804-524-5939 Monday – Friday 8:00 – 5:00 or 804-481-5738 for the 24-hr on-call counselor</p>	<p style="text-align: center;"><b>St. Mary’s Hospital or VCU Medical Center</b> PREFERRED MEDICAL FACILITIES 24-hr forensic nurse exam. Exams are free of charge. 804-281-8184 or 804-828-5250</p>
<p style="text-align: center;"><b>The James House 24-hr Hotline</b> Off-campus counseling 804-458-2840</p>	<p style="text-align: center;"><b>Southside Regional Medical Center</b> Medical treatment and evidence collection 804-765-5000</p>
<p style="text-align: center;"><b>EOE/Title IX Coordinator</b> Ensures that VSU appropriately responds to sexual assaults. 804-524-1007</p>	<p style="text-align: center;"><b>VSU Student Health Services</b> On-campus medical treatment (if not filing charges) 804-524-5711 Monday – Friday</p>

<p><b>Chesterfield County Domestic &amp; Sexual Violence Resource Center</b>  Off-campus counseling and resources  804-318-8265</p>	<p><b>University Taxi Voucher</b>  A taxi voucher is available. See RAs or Night Manager.</p>
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Once an incident is reported to the University Counseling Center, a professional staff member will be assigned to work with the victim in deciding whether to pursue legal action in connecting with local programs and agencies, such as The James House, the Victim/Witness Assistance Program and local law enforcement. The treating professional will also assist the victim in making any necessary changes in academic program or living situation after an alleged sex offense. These changes are readily available.

Following an incident, victims are encouraged to make a report to campus or local police. This action does not obligate prosecution, but it does make legal action possible if the decision to prosecute is made at a later date. The earlier an incident is reported, the easier it is to collect valuable evidence. Victims have the option of keeping their report of sexual assault in complete confidence, protecting their right to anonymity, when making a report through the University Counseling Center.

University judicial action, criminal prosecution and civil suits are all options available to victims of sexual assault. To begin university judicial action, the counselor, police or victim should contact the University judicial officer. During campus judicial proceedings, both the victim and the accused may be present and may have a counselor, attorney and/or adviser present to provide support and advice.

**Preventing and Responding to Sex Offenses**

The University educates the student community about sexual assaults and date rape through mandatory freshman orientation each semester. The Police Department and the University Counseling Center offer sexual assault education and information programs to University students and employees upon request. Literature on date rape education and risk reduction is available through the Office of Substance Abuse and Sexual Assault Prevention Services.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The VSU Police Department strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the University police. Filing a police report with the police will not obligate the victim to prosecute.

Filing a police report will:

(a) ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;

(b) provide the opportunity for collection of evidence helpful in prosecution, which might not be obtained later (ideally, a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);

(c) assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the University Office of Judicial Affairs, or only the latter. A University representative from the Police Department and or the Counseling Center will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available to students existing on- and off- campus from the University through the Sexual Assault Prevention Program, Student Health Center, United Campus Ministries, the Employee Assistance Program, and the Counseling Center. Counseling and support services outside the University system can be obtained through The James House or Chesterfield Domestic and Sexual Violence Resource Center.

### **Sexual Offenses/Judicial Procedures**

The Vice President for Student Affairs shall schedule special training for Hearing Officers once every year, covering the University's policies governing sexual assault, and the special needs of the accuser and the accused in these cases.

Upon notification of an alleged violation, the accused shall not initiate any contact, directly or indirectly, with the accuser. Retaliation against the accuser or against any witness involved in the case by the accused or others acting on behalf of the accused shall be considered violation of the Code of Student Conduct.

University disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct, are detailed in the *VSU Student Handbook*. The *Handbook* provides, in part, that the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing.

### **Sexual Offenses/Disciplinary Proceeding**

*Both the accuser and the accused are entitled to the same opportunities to have other persons present during the campus disciplinary proceedings.*

VSU will, upon written request, disclose to both the alleged victim and perpetrator of a crime of violence (as that term is defined in Section 16 of Title 18, United States

Code) or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution. If the alleged victim is deceased because of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

A student found guilty of violating the University sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the University.

### **Sex Offender Registry and Access to Related Information**

Incarceration may remove a sex offender from the streets, but it does nothing to prevent the offender from committing another crime when released.

The federal *Campus Sex Crimes Prevention Act* was enacted on October 28, 2000. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information concerning registered sex offenders may be obtained from the State. It also requires sex offenders to register in a State where the State, as required under law, must provide notice to each institution of higher education to which the person is employed, carries on a vocation, or is a student.

In the Commonwealth of Virginia, convicted sex offenders must register with the *Sex Offender and Crimes Against Minors Registry*. The Registry was established pursuant to § 19.2-390.1 of the Commonwealth's Crimes Code. Every person convicted on or after July 1, 1997, including juveniles tried and convicted in the circuit courts pursuant to § 16.1-269.1, whether sentenced as adults or juveniles, of an offense for which registration is required shall be required as a part of the sentence imposed upon conviction to register and reregister with the Commonwealth's Department of State Police as provided in this section.

In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Police Registry within ten days of establishing a residence within the Commonwealth. Any person required to register shall also be required to re-register within ten days following any change of residence, whether within or without the Commonwealth.

Nonresident offenders entering the Commonwealth for employment, to carry on a vocation, or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of the Commonwealth shall, within ten days of accepting employment or enrolling in school in the Commonwealth, be required to register and reregister pursuant to this section. For purposes of this section "student" means a person who is enrolled on a

full-time or part-time basis, in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

Information concerning offenders registered with the *Sex Offender and Crimes Against Minors Registry* may be disclosed to any person requesting information on a specific individual in accordance with the law. Information regarding a specific person requested pursuant to the law shall be disseminated upon receipt of an official request form, which may be submitted directly to the Commonwealth's Department of State Police or to the State Police through a local law-enforcement agency. The Department of State Police shall make Registry information available, upon request, to criminal justice agencies including local law-enforcement agencies through the Virginia Criminal Information Network (VCIN). Registry information provided under this section shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers or otherwise for the protection of the public in general and children in particular. Use of the information for purposes not authorized by this section is prohibited and a willful violation of this section with the intent to harass or intimidate another shall be punished as a Class 1 misdemeanor.

The Commonwealth's State Police maintains a system for making certain Registry information on violent sex offenders publicly available by means of the Internet. The information made available includes the offender's name; all aliases which he has used or under which he may have been known; the date and locality of the conviction and a brief description of the offense; his date of birth, current address and photograph; and such other information as the State Police may from time to time determine is necessary to preserve public safety. The system is secure and is not capable of being altered except by or through the State Police. The system is updated each business day with newly received registrations and re-registrations.

Pertinent website addresses for securing related information are:

<http://sex-offender.vsp.state.va.us/cool-ICE/>

<http://sex-offender.vsp.state.va.us/Static/Search.htm>

<http://sex-offender.vsp.state.va.us/Static/Background.htm>

<http://sex-offender.vsp.state.va.us/Static/Statutes.htm>

The VSU Office of Residence Life Housing contract provides for the cancellation of the housing contract of a sex offender, or any other convicted person, who is disruptive to the educational environment of the residence hall.

### **Date Rape Drugs**

Date rape drugs can be placed in any drink, not just alcohol. Effects may range from a feeling of well-being and short-term memory loss to an apparent aphrodisiac and intoxication effect. Serious adverse effects can occur such as seizures, insomnia, anxiety, nausea, dizziness, hallucinations, coma, and even death. Common side effects of these drugs include a drunken appearance, drowsiness, light-headedness, staggering, confusion, muscle relaxation and amnesia that last up to 24 hours.

If one suspects they or someone they know has been drugged and/or assaulted, they should first, go to a safe place and call the university police (or local police if off campus), go to the University Health Center or the local hospital's emergency room for immediate treatment of any injuries, plus urine, blood, pregnancy, sexually transmitted disease (STD) testing, and call the University Office of Substance Abuse and Sexual Assault Prevention.

### **Domestic Violence**

Domestic violence is any violent or controlling behavior by a person toward a spouse or partner. Although the partner is the primary target, domestic abuse also affects the children in the household, extended family members, and even the community at large. If anyone has ever been hit or abused by their spouse, domestic partner, or boy/girlfriend and they want to report it as a crime, they should immediately call the police. The victim or the police officer will need to go to the Magistrate to see about getting an arrest warrant and/or restraining order. If a warrant is issued, the offending spouse or friend will be arrested. An arrest warrant charges someone with committing a crime, usually assault and battery. If you are a student or employee victim, please inform the University Police of any such warrant or restraining order.

### **Dating Violence**

Virginia State University is committed to providing on-campus security, education, training, and victim services to combat violence against all persons. "Dating violence" is defined as violence committed by a person "who is or has been in a social relationship of a romantic or intimate nature with the victim;" and "where the existence of such a relationship shall be determined based on a consideration of... the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship" 20 U.S.C. 1152(f) (1). VSU offers support and counseling for individuals who have experienced dating violence. That support may be through individual or group counseling. Counseling is also available for friends and partners of people who have experienced this kind of violence.

Additionally, VSU offers psycho-educational programs for students on issues of relationships (this includes such topics as avoiding "toxic" relationships and violence to oneself by a dating partner). Call 524-5360.

Likewise, the Office of Substance Abuse and Sexual Assault Prevention does not strictly limit its services to those who are victims of sexual assault. Rather it is committed to enhancing the development of students by supporting, educating, and collaborating with them as they learn to make healthy choices. It is ready and able to extend its services to those who are victims of dating violence. Call 524-5939.

A student victim of dating violence has the right, in addition to filing charges through the criminal justice system, to file a complaint with the University Office of Judicial Affairs, relative acts of violence toward them or another committed by VSU student(s). Whether the act of violence occurred on- or off-campus is irrelevant, since the University reserves the right to hold students accountable for certain types of off-campus behavior. Disciplinary action will result if a student's behavior jeopardizes the educational atmosphere or mission of the institution. Examples of such off-campus behavior would include but not be limited to crimes of violence, sexual assault and/or alcohol or drug violations. Judicial response to a referral(s) related to an act(s) of dating violence can result in a charge of "Violence to Persons" (Section 8 Student Handbook) against the accused; "no student shall engage or attempt to engage in any form of violence directed toward another person or group of people."

Campus resources for dealing with dating violence are:

- Student Health Center, Memorial Hall, (804) 524-5674
- VSU Dept. of Police and Safety, 21012 Service Rd, (804) 524-5360
- Office of Judicial Affairs, Foster Hall, (804) 524-5866 Victim, Witness, Domestic & Dating Violence Resource and Assistance:

Chesterfield County Victim/Witness Program	(804) 796-7087
Victim/Witness e-mail address is	victim-witness@rica.net
VSU Department of Police and Public Safety	(804) 524-5360
VSU Counseling Center	(804) 524-5674
VSU Sexual Assault Education Center	(804) 524-5674
Chesterfield County Police Department	(804) 748-1251
Petersburg Bureau of Police	(804) 732-4222
Magistrate's Office	(804) 733-2311
Mental Health counseling, outpatient treatment for alcohol and drug problems, and 24-hour crisis services.	(804) 862-8000



**Emergencies Involving Students**

For emergencies involving students, the campus police call on the Student Affairs staff to include the VSU Counseling Center, the Sexual Assault Education Coordinator and the local Victim/Witness Assistance Program where appropriate. The Victim/Witness Assistance Program, established through a cooperative effort between the Commonwealth's Attorney's Office, the campus police, Chesterfield County law enforcement agencies, state police, and the Chesterfield County Community Services Board, is designed to lessen the impact of criminal acts on the victims and witnesses of crimes and to ensure that such individuals receive fair treatment while participating in the criminal justice system. The campus police can arrange assistance through the victim/witness coordinator as well as information to assist in criminal justice procedures.

**Support Organizations**

The Office of Substance Abuse and Sexual Assault Prevention, (804) 524-5939, was established to serve Virginia State University students by Virginia State University students, thus creating an environment that offers compassion and support for sexual assault survivors. A free and confidential support system is offered for victims. Prevention and education are primary focuses of the Office of Substance Sexual Assault Outreach Center (804) 458-2704 (office) - (804) 458-2840 (hotline).

SANE, is a program set up specifically to gather forensic evidence from victims of sexual assault. SANE nurses are on call for duties to be performed at both the St. Mary's Hospital or VCU Medical Center. As a routine, police investigators suggest that victims receive an exam by a SANE nurse if they are interested in pressing charges, though SANE exams are administered to walk-in victims. If a SANE nurse is unavailable, a qualified Emergency Room physician will administer the recovery of forensic evidence utilizing the PERK kit. The Mt. Mary's Hospital is located at 5801 Bremono Road in Richmond and the VCU Medical Center is located at 1250 E. Marshall Street in Richmond.

SANE nurses are trained in examination techniques, forensic practice, how to collaborate with law enforcement officers, and how to present evidence as an expert witness in the courtroom. The SANE exam is an evidentiary exam, not a diagnostic one. If the victim does not wish to support a police investigation or declines a forensic exam, she/he will be referred to the Emergency Room Physician. There is a SANE nurse available 24/7 and exams are done for both adult and pediatric victims.

For the exam, the SANE nurse obtains a brief medical history and may ask some details about the assault that will help him or her to know what areas of physical

examination are most important for a thorough collection of forensic evidence. Blood, hair and specific body fluids will be collected and packaged in a manner prescribed by the Virginia State Crime Lab (located in the Roanoke region, which is about two hours distant). Specimens are labeled in detail and then sealed in a box that is remitted to law enforcement, following the rules of chain-of-custody. The investigating agency is then responsible for carrying the sealed evidence to the crime lab.

At the completion of the exam, the victim is offered prophylaxis for sexually transmitted diseases (STD's) and pregnancy and is given follow-up instructions depending on any findings during the exam. Follow-up can be through a private physician, University Health Center, and/or the Public Health Department.

When the victim is a student from a local college/university, the SANE nurse will call a professional counselor from that school to let them know of the assault. The SANE nurses are bound by the limits of confidentiality, however, and may be able to only let the counselor know that an assault occurred on a student, but be unable to name that student if the victim wishes not to be named. The SANE nurses' experience has been that students rarely decline their school's counseling services.

**Resources for Support and Assistance**

VSU Office of Substance Abuse and Sexual Assault Prevention/ University Counseling Center	524-5939
Residence Life Staff	524-5862
VSU Health Center	524-5711
VSU Department of Police and Public Safety	Emergency 524-5411 Non-Emergency 524-5360
VSU Judicial Officer	524-5866
Chesterfield County Police Department	Emergency 911 Business 748-1251
Petersburg Bureau of Police	Business 732-4222

**Crime Victim and Witness Rights**

As a victim or witness of a crime, individuals have certain rights under Virginia's Crime Victim and Witness Rights Act. Virginia State University's Police are active participants in the Chesterfield county Victim/Witness Program, telephone number (804) 796-7087.

There are specific steps one needs to take in order to receive these rights. The victim/witness program at the Commonwealth Attorney's Office has been implemented for the benefits of victims and witnesses of crime.

A victim is defined as a person who has suffered physical, psychological, or economic harm as a direct result of a crime.

As a victim, one may be entitled to information about:

- Financial Assistance and Social Services
- Address and telephone confidentiality
- Closed preliminary hearing or use of closed-circuit television, if one was the victim of a sexual offense
- Separate waiting area during court proceedings
- The right to remain in the courtroom during a criminal trial or proceeding

As a victim, one may also be entitled to assistance in:

- Obtaining protection from further harm or threats of harm
- Obtaining property obtained by law enforcement agencies
- Obtaining financial assistance from the Criminal Injuries Compensation Fund
- Intercession services with one's employer and/or school
- Obtaining advanced notice of court proceedings
- Receive the services of an interpreter
- Preparing a victim impact statement prior to the defendant's sentencing
- Seeking restitution for damages or loss

As a victim, one may also be entitled to notification of:

- Case status information
- Changes in court date
- Changes in the status of the defendant and release information

As the witness to a crime, one may be entitled to information about:

- Protection from harm or threats of harm
- Address and telephone number confidentiality
- A separate waiting area during court proceedings

As a witness, one may also be entitled to assistance with:

- Receiving intercession services with one's employer or school
- Receiving the services of an interpreter

A crime victim or witness is subject to receiving a subpoena, which is a court document requiring them to be present in court at the time and place stated.

Steps one takes to receive confidentiality, notification, or release of information if one becomes a crime victim:

*Confidentiality:* To request confidentiality, the crime victim must file a Request for Confidentiality by Crime Victim Form (DC-301) with the Magistrate, court, commonwealth's attorney, or law enforcement agency in the locality where the crime occurred.

*Court Dates:* A crime victim must give the Commonwealth's Attorney their current name, address, and phone number, in writing, if they wish to be notified in advance of the scheduled court dates in their case.

*Information about release or status of defendant:* The crime victim must give the sheriff, jail superintendent, or Department of Corrections their current name, address, telephone number and defendant name, in writing, if they wish to be notified about the changes in the status of the defendant or inmate.

## **Emergency Response and Evacuation Procedures**

General information about the emergency response and evacuation procedures for VSU is posted throughout campus and are publicized as part of the institution's *Clery Act* compliance efforts, and is available on the DPPS website (<http://www.vsu.edu/police/>). Detailed information about and updates to emergency response and evacuation procedures are found on the University's Emergency Operations Plan and the University and Departmental Contingency and Continuity Plans which are located at the DPPS headquarters building. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts several emergency response exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems and the evacuation procedures on campus. These tests are monitored and documented, and are designed to assess and evaluate the emergency plans and capabilities of the institution. VSU police officers and supervisors have received training in incident command and responding to critical incidents on campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually VSU Police and the local Fire and Emergency Medical Services. They typically respond and work together to manage the incident. Depending on the nature of the incident, other departments and other local or federal agencies could also be involved in responding.

### Notification to the VSU Community about an Immediate Threat

DPPS receives information from various offices/departments on campus. If DPPS confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the VSU community, DPPS will collaborate with the Office of the President and the Office of Student Affairs to determine the content of the message and will use some or all of the systems described below to communicate the threat to the entire VSU community or to the appropriate segment, depending on if the threat is limited to a particular building or subdivision of the population. DPPS and the Office of Student Affairs will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to DPPS, local police and/or the local Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the VSU community occurs, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the VSU campus. These methods of communication include the Early Warning System (an outdoor siren will sound and verbal information will be given via campus-wide loud speakers) network emails and televisions, emergency text messages that can be sent to a phone or PDA (individuals can register for this service through the RAVE ALERT system at <http://www.getrave.com/login/vsu>). The content of the notification will be based on the nature of the emergency or threat. DPPS and the Office of Student Affairs have created prescribed notifications, which can be modified, to ensure timely notification to the VSU community. The University will post updates during a critical incident on the VSU website.

All members of the VSU Community are notified on an annual basis that they are required to *notify* DPPS of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. DPPS has the responsibility of responding to, summoning the necessary resources, mitigating, investigating and documenting any situation that may cause a significant emergency or dangerous situation. In addition, DPPS has a responsibility to respond to such incidents, to determine if the situation does in fact pose a threat to the community. If that is the case, federal law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation. DPPS will rely on supporting agencies with disseminating emergency and evacuation procedures the larger community.

#### Evacuation Procedures

Announced and unannounced evacuation (fire) drills are coordinated by the DPPS Safety Officer and the Office of Residence Life each semester for all residential facilities. With the guidance of the Safety Officer, various DPPS staff and University Building Managers coordinate evacuation drills for various campus buildings. Students and staff learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. They are not told in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both short-term and long-term building evacuations, DPPS, Residence Life staff and Building Managers on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in the case of a fire or other emergency. Evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the University an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored and documented by DPPS and the Office of Residence Life to evaluate egress and behavioral patterns. Students receive information about evacuation and shelter-in-place procedures during their hall floor meetings and during other educational sessions that they participate in throughout the year. The Residence Life Staff members are trained in these procedures as well, and act as an on-going resource for the students living in residential facilities.

### **Timely Warnings**

The University is required to alert to the VSU community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. The intent of a warning regarding a criminal incident(s) is to enable the community to protect themselves; therefore a warning will be issued as soon as the pertinent information is available.

Anyone with information warranting a timely warning should report the circumstances to the Department of Police and Public Safety, by phone (524-5411), in person, or to the nearest University official /administrator. The official or administrator receiving the information will notify VSU Police. The VSU Department of Police and Public and the Office of Student Affairs, upon determining the content

and validity of the information will initiate the timely warning process, by using part or all of the University's Emergency Notification system, via the University's email, phone and text messages and posting information around campus. Campus police will carry out the notification process and solicit the assistance of other support units as required.

The University tests its outdoor siren and speaker system on a regular basis and conducts an emergency exercise involving response and evacuation procedures at least once per semester.

### **Missing Students**

It is the policy of the University that anyone receiving a missing student report should *immediately* bring it to the attention of the Department of Police and Public Safety, who will then investigate. DPPS will investigate any report of a missing person filed with the office by someone with credible knowledge of the student missing or otherwise not where he or she is expected.

Students living in on-campus housing have the option to register a confidential contact person, during registration, to be notified in case the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. If a student does not register a contact person, local law enforcement will be notified that the student is missing.

All possible efforts are made to locate the student to determine his or her state of health and well-being through the collaboration of the University Police and the Office of Student Affairs. If the student is an on-campus resident and has been missing for 24 hours, the University Police will secure authorization from Student Affairs officials to make a welfare entry into the student's room. If the person of concern is an off-campus student, the University Police will informally enlist the aid of the neighboring police agency that has jurisdiction. Concurrently, University officials will endeavor to determine the student's whereabouts through contact with friends, associates, and/or employers of the student. It will be established whether the student has been attending classes, labs, recitals, scheduled organizational meetings, academic meetings, or appearing for scheduled work shifts. If located, verification of the student's state of health and intention of returning to the campus is made. When appropriate, a referral will be made to the Office of Counseling and Student Development and/or the University Health Center.

Should DPPS not be able to locate a person reported missing within 24 hours of being reported missing, persons designated by the student via registration information as emergency contacts will be notified.

If a missing student is not located within 24 hours of receiving the initial report, a designated contact person (if the student opted for one) will be notified in hopes they know of the missing student's whereabouts. If the student is an off-campus resident, appropriate family members or associates are encouraged to make an official missing person report to the law enforcement agency with jurisdiction. The University Police will cooperate, aid, and assist the primary investigative agency in all ways prescribed by law. If the student is an on-campus resident, the University Police will open an official investigation and may retain status as the primary investigative unit.

Within 24 hours of receiving the initial report, all pertinent law enforcement agencies, be they neighboring municipal, county, or state, those located along suspected travel corridors, or place of original domicile, will be notified and requested to render assistance, through direct telephone contact or in person contact, Virginia Crime Information Network (VCIN) message, and/or radio transmission with a comprehensive BOL message based on the totality of up-to date information. Upon closure of the investigation, all parties previously contacted will be advised of the status of the case.

For students under the age of 18 who are not emancipated, the University must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. This notification may be made earlier in situations in which the missing person is believed to be endangered. The University will notify local law enforcement within 24 hours of the determination that a student is missing, unless the local law enforcement was the entity that made the determination.

Report missing persons to:

VSU Department of Police and Public Safety 21012 Service Road,	(804) 524-5411
Office of the Vice President , Student Affairs Memorial Hall, 307	(804) 524-5350
Director, Residence Life Memorial Hall, 303	(804) 524-5011

**Americans with Disabilities Act (ADA)**

It is the policy and practice of Virginia State University to comply with the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and state and local requirements regarding students with disabilities. Under these laws, no qualified individual with a disability shall be denied access to or participation in services or programs at Virginia State University.



Further information about campus safety can be obtained from the director of Public Safety at (804) 524-5360 as well as the Public Safety website:

<http://www.vsu.edu/police/>

(1) From page 59063, Federal Register/Vol. 64, No. 210/Monday, November 1, 1999/ (Final) Rules and Regulations: "For example, a dean of students who oversees student housing, a student center, or student extra-curricular activities, has significant responsibility for student and campus activities. Similarly, a director of athletics, team coach, and faculty advisor to a student group also has significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activity, except when serving as an advisor to a student group. A physician in a campus health center or a counselor in a counseling center whose only responsibility is to provide care to students is unlikely to have significant responsibility for student and campus activities."

The Office of Public Safety collects and compiles pertinent information to be disclosed to the public from on and off campus sources, those described above as well as law enforcement agencies with concurrent and neighboring jurisdiction for publishing on an annual basis.

Virginia State University does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation or disability (in compliance with the Americans With Disabilities Act) with respect to employment or admissions, or in connection with its programs or activities. Inquiries or requests for reasonable accommodations may be directed to the activity coordinator, the appropriate university office, or the:

EEO  
Tel. (804) 524-5088  
Virginia State University  
Petersburg, VA 23806

## **Gathering Crime Statistics**

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: the Department of Police and Public Safety (DPPS), the Chesterfield County Police Department (CPD), and non-police officials (as defined below). For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law) and to all University Deans, Directors, and Department Heads. Statistical information is requested and provided to DPPS by the employees at the University Counseling Center and the Student Health Center, even though they are not required by law to provide statistics for the compliance document. Members of the Violence Prevention/Threat Assessment Team also provide statistics to DPPS about cases they have dealt with where the victim chose not to report the incident to the police.

All statistics are gathered, compiled and reported to the University community via this report, entitled "Annual Security and Fire Safety Report," which is published by DPPS. DPPS submits the annual crime statistics published in this brochure to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website.

DPPS sends an e-mail to every enrolled student and current employee on an annual basis. The e-mail includes a brief summary of the contents of this report. The e-mail also includes the address for the DPPS website where the report can be found on-line (<http://www.vsu.edu/police/annual-security-report.php>) and a physical copy may be obtained by making a request to DPPS (804-524-5510).

## **Specific Information about Classifying Crime Statistics**

The statistics in this brochure are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal law (the *Clery Act*).

The number of victims involved in a particular incident is indicated in the statistics column for the following crime classifications: Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Forcible and Non-Forcible Sex Offenses, and Aggravated Assault. For example, if an aggravated assault occurs and there are three victims, this would be counted as three aggravated assaults in the crime statistics chart.

The number reflected in the statistics for the following crime categories includes one offense per distinct operation: Robbery, Burglary, Larceny, Vandalism, and

Arson. For example, if five students are walking across campus together and they are robbed, this would count as one instance of robbery in the crime statistics chart.

In cases of Motor Vehicle Theft, each vehicle stolen is counted as a statistic. In cases involving Liquor Law, Drug Law, and Illegal Weapons violations, each person who was arrested is indicated in the arrest statistics.

The statistics captured under the “Referred for Disciplinary Action” section for Liquor Law, Drug Law, and Illegal Weapons violations indicates the number of people referred to the Office of Student Judicial Affairs for disciplinary action for violations of those specific laws.

### **Geographical Categories**

Crime Statistics must be reported by location:

- On-campus owned, contiguous, educational or student used
- In Dormitories or other student residences within the “on-campus” area
- Non-campus buildings or property; fraternity/sorority houses, non-continuous owned and student used
- Public property, streets, sidewalks, lots adjacent to “campus”

#### On-Campus

- Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of or in manner related to, the institution’s educational purposes, including residence halls.
- Any building or property within the same reasonably contiguous geographic area of the institution that is owned by the university.

#### Student Residences

- A subset of “on-campus” crimes, that were reported to have occurred in dormitories or other residential facilities for students, on campus.

#### Non-Campus Buildings or Property

- Any building or property owned or controlled by a student organization officially recognized by the institution.

- Any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support, of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

#### Public Property

- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent or accessible from the campus.

## 2010-2012 Virginia State University Crime Statistics

Reportable Crime Categories	Year	On Campus	Residence Halls	Non-Campus Buildings	Public Property*
Murder Non-Negligent Manslaughter	2010	0	0	0	0
	2011	0	0	0	0
	2012	0	0	0	0
Negligent Manslaughter	2010	0	0	0	0
	2011	0	0	0	0
	2012	0	0	0	0
Sex Offense - Forcible	2010	1	1	0	0
	2011	1	1	0	0
	2012	1	1	0	0
Sex Offense – Non-forcible (Incest or Statutory Rape)	2010	0	0	0	0
	2011	0	0	0	0
	2012	0	0	0	0
Robbery	2010	3	0	0	0
	2011	2	1	0	0
	2012	3	1	0	0
Aggravated Assault	2010	3	1	0	0
	2011	6	2	0	0
	2012	7	2	0	0
Burglary	2010	0	0	0	0
	2011	7	6	0	0
	2012	4	4	0	0
Motor Vehicle Theft	2010	4	0	0	0
	2011	5	0	0	0
	2012	4	0	0	0
Arson	2010	0	0	0	0
	2011	0	0	0	0
	2012	1	1	0	0

\*These incidents/arrests occurred on public property adjacent to campus and may have been handled surrounding local police.

There were no reported hate crimes for the years 2010 or 2012.

2011: One on-campus aggravated assault incident characterized by racial bias.

Statistics were requested from local law enforcement but were not available in a usable format for *Clery* reporting.

## 2010-2012 Virginia State University Crime Statistics

Arrests & Referrals for Disciplinary Action	Year	On Campus	Residence Halls	Non-Campus Buildings	Public Property*
Illegal Weapons Possession (Arrest)	2010	0	0	0	0
	2011	1	1	0	0
	2012	0	0	0	0
Drug Violations (Arrest)	2010	5	1	0	0
	2011	21	11	2	0
	2012	24	11	0	4
Liquor Law Violations (Arrest)	2010	3	3	0	0
	2011	13	1	0	0
	2012	7	4	0	0
Illegal Weapons Possession (Disciplinary Referral)	2010	0	0	0	0
	2011	1	1	0	0
	2012	2	0	0	2
Drug Violations (Disciplinary Referral)	2010	6	1	0	0
	2011	16	4	2	0
	2012	31	29	0	0
Liquor Law Violations (Disciplinary Referral)	2010	3	2	0	0
	2011	4	2	0	0
	2012	8	7	0	0

\*These incidents/arrests occurred on public property adjacent to campus and may have been handled surrounding local police.

There were no reported hate crimes for the years 2010 or 2012.

2011: One on-campus aggravated assault incident characterized by racial bias.

Statistics were requested from local law enforcement but were not available in a usable format for *Clery* reporting.

## **Fire Safety Report**

For the purposes of fire safety reporting, a fire is, “*Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.*”

The safety and well-being of our students is of utmost importance. The University insists that all students who live in the Residence Hall comply with all FIRE SAFETY RULES and REGULATIONS:

- Fire extinguishers, fire alarms, smoke detectors, and other fire prevention equipment are provided in each residential hall as a safeguard for students and their property. Tampering with fire safety equipment is prohibited and false fire alarms will result in disciplinary action.
- Overloaded electrical circuits are hazardous. The University does not permit the use of electrical appliances, other cooking devices, and sun and halogen lamps.
- No smoking is allowed in any state owned buildings; this includes all buildings on VSU campus.
- Under the direction of the Residence Hall Director, fire drills are scheduled.
- Residents will be given detailed instructions on regulations and procedures for fire drills in their living areas. Failure to respond to, or in any way inhibit, a fire drill will result in severe disciplinary action.
- All fire alarms are considered fire alerts; the building must be evacuated immediately. Participation in fire drills is mandatory.

### **Procedures for Student Housing Evacuation in the Case of a Fire**

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the Department of Police and Public Safety. Students and/or staff are informed where to relocate to by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, College policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity as this is inherently dangerous and each community member’s only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

## **Fire Safety Education and Training Programs**

Fire safety education programs for all students living in on-campus student housing and all employees that have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the college's fire safety policies. Everyone is also provided with maps of each on-campus student housing facility that illustrate evacuation routes and fire alarm equipment locations. During these programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities are given the option to have a "buddy" assigned to them.

Fire safety education and training programs are taught by the university safety officer and local fire authorities, as well as Residence Life staff who are experienced in fire safety matters.

If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 for help. They are to remain in that location so that the director of Student Housing or someone from the Student Housing office has documented that the student has left the building. RAs are instructed to pull the fire alarm as they are leaving the building if they can do so without risking their safety.

## **Reporting Fires**

Per federal law, VSU is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Listed below are the non-emergency numbers to call to report fires that have already been extinguished in on-campus student housing. These are fires for which you are unsure whether DPPS may already be aware. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following:

The Department of Police and Public Safety (804) 524-5360  
Office of Residence Life (804) 524-5011

Callers should provide as much information as possible about the location, date, time and cause of the fire.

## **Future Plans**

All future construction and renovation projects at Virginia State University will add fire sprinklers and fire alarm systems to meet Virginia statewide fire prevention code and uniformed statewide building code.



## Fire Safety Systems in VSU Residential Facilities

Facility	Fire Alarm Monitoring Done on Site ( by DPPS)	Partial Sprinkler System**	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of fire drills each calendar year
<b>Branch Hall</b> , 3312 Hayden Street	X		X	X	X	7
<b>Byrd Hall</b> , 3200 Hayden Street	X		X	X	X	7
<b>Eggleston Hall</b> , 3218 Hayden Street	X		X	X	X	7
<b>*Gateway II</b> 2806 Martin Luther King.	X***	X	X	X	X	7
<b>**Howard Hall</b> , 21207-A Second Avenue	X		X	X	X	7
<b>Langston Hall</b> , 2807 Martin Luther King Drive	X		X	X	X	7
<b>Moore Hall</b> , 2800 Martin Luther King Drive	X***	X	X	X	X	7
<b>Puryear Hall</b> , 3300 Jackson Place	X		X	X	X	7
<b>Quad I</b> , 21207-B Second Avenue	X***	X	X	X	X	7
<b>*Quad II</b> , 3305 Boisseau Street	X***	X	X	X	X	7
<b>Seward Hall</b> , 21101 University Avenue	X		X	X	X	7
<b>University Apts</b> , 4010 J Mitchell Jones Drive	X***	X	X	X	X	4
<b>Whiting Hall</b> , 3309 Hayden Street	X		X	X	X	7
<b>Williams Hall</b> , 3012 Hayden Street	X		X	X	X	7

\*Residence hall erected in the 2012 calendar year.

\*\*Residence hall demolished in the 2012 calendar year.

\*\*\*Fire monitoring done by a third party company.

\*\*\*\*Partial Sprinkler System- defined as having 13R system in the common areas and individual rooms.

## Statistics and Related Information Regarding Fires in Residential Facilities (2010)

Facility	Total Fire in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by a Fire
<b>*Barrett Jackson Hall</b> , 2807 Martin Luther King Drive	1	1	Unintentional-smoking materials	0	0	\$0-99
<b>Byrd Hall</b> , 3200 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Eggleston Hall</b> , 3218 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>**Howard Hall</b> , 21207-A Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>Langston Hall</b> , 2807 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Moore Hall</b> , 2800 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>*Nicholas Hall</b> , 2808 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Puryear Hall</b> , 3300 Jackson Place	0	0	N/A	N/A	N/A	N/A
<b>Quad I</b> , 21207-B Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>Seward Hall</b> , 21101 University Avenue	0	0	N/A	N/A	N/A	N/A
<b>*Taylor-Williams Hall</b> , 2806 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>University Apts</b> , 4010 J Mitchell Jones Drive	0	0	N/A	N/A	N/A	N/A
<b>Whiting Hall</b> , 3309 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Williams Hall</b> , 3012 Hayden Street	2	1	Unintentional-smoking materials	0	0	\$100-999
		2	Unintentional-smoking materials	0	0	\$0-99

\*Residence hall demolished in the 2011 calendar year.

\*\*Residence hall demolished in the 2012 calendar year.

## Statistics and Related Information Regarding Fires in Residential Facilities (2011)

Facility	Total Fire in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by a Fire
<b>*Barrett Jackson Hall</b> , 2807 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Byrd Hall</b> , 3200 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Eggleston Hall</b> , 3218 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>**Howard Hall</b> , 21207-A Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>Langston Hall</b> , 2807 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Moore Hall</b> , 2800 Martin Luther King Drive	1	1	Unintentional-smoking materials	0	0	\$0-99
<b>*Nicholas Hall</b> , 2808 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Puryear Hall</b> , 3300 Jackson Place	0	0	N/A	N/A	N/A	N/A
<b>Quad I</b> , 21207-B Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>Seward Hall</b> , 21101 University Avenue	0	0	N/A	N/A	N/A	N/A
<b>*Taylor-Williams Hall</b> , 2806 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>University Apts</b> , 4010 J Mitchell Jones Drive	0	0	N/A	N/A	N/A	N/A
<b>Whiting Hall</b> , 3309 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Williams Hall</b> , 3012 Hayden Street	1	1	Undetermined	0	0	\$0-99

\*Residence hall demolished in the 2011 calendar year.

\*\*Residence hall demolished in the 2012 calendar year.

**Statistics and Related Information Regarding Fires in Residential Facilities  
(2012)**

<b>Facility</b>	<b>Total Fire in Each Building</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries That Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by a Fire</b>
<b>Branch Hall</b> , 3312 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Byrd Hall</b> , 3200 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Eggleston Hall</b> , 3218 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>*Gateway II</b> 2806 Martin Luther King.	0	0	N/A	N/A	N/A	N/A
<b>**Howard Hall</b> , 21207-A Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>Langston Hall</b> , 2807 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Moore Hall</b> , 2800 Martin Luther King Drive	1	1	Unintentional-microwave fire	0	0	\$100 – 999
<b>Puryear Hall</b> , 3300 Jackson Place	0	0	N/A	N/A	N/A	N/A
<b>Quad I</b> , 21207-B Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>*Quad II</b> , 3305 Boisseau Street	0	0	N/A	N/A	N/A	N/A
<b>Seward Hall</b> , 21101 University Avenue	0	0	N/A	N/A	N/A	N/A
<b>University Apts</b> , 4010 J Mitchell Jones Drive	1	1	Unintentional-Stove Fire	0	0	\$1000 – 9999
<b>Whiting Hall</b> , 3309 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Williams Hall</b> , 3012 Hayden Street	1	1	Intentional	0	0	\$1000 – 9999

\*Residence hall erected in the 2012 calendar year.

\*\* Residence hall demolished in the 2012 calendar year.

## **APPENDICES**

**Campus Security Authority Crime Report Form**

CSA \_\_\_\_\_

Date \_\_\_\_\_

Crime reported by: \_\_\_\_\_ Phone number: \_\_\_\_\_

Classification (see definitions below): \_\_\_\_\_ Date incident occurred: \_\_\_\_\_

Location of Incident (building name or address) \_\_\_\_\_

Brief description of the incident: \_\_\_\_\_

**Check the appropriate answer to the following questions:**

Did the crime occur in a building or on the street? Building: \_\_\_\_\_ Street: \_\_\_\_\_

Did the crime occur on school owned, controlled, or leased property? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Did the crime occur at a University-sponsored activity or event? Yes: \_\_\_\_\_ No: \_\_\_\_\_

***Murder/Non-Negligent Manslaughter:*** the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

***Negligent Manslaughter:*** the killing of another person through gross negligence.

***Robbery:*** the taking or attempting to take anything from value of the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

***Aggravated Assault:*** an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

***Burglary:*** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

***Motor Vehicle Theft:*** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned - including joy riding)

***Arson:*** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

***Weapon Law Violations:*** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

***Drug Abuse Violations:*** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

***Liquor Law Violations:*** The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkness and driving under the influence are not included in this definition.)

Please forward this completed form to: Chief of Police (Clery Act)  
P.O. Box 9405  
Virginia State University, VA 23806

TO REPORT HATE CRIMES

We are also required to report statistics for bias-related (hate) crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations and/or weapons: possessing carrying, etc. (see definitions on the front page) and larceny-theft, destruction/damage/vandalism of property, intimidation, and simple assault (see definitions below).

**Larceny:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Vandalism:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

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If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A bias-related (hate) crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim's race, sexual orientation, etc... the assault is then also classified as a hate crime.

If a bias-related (hate) crime was reported to you, please fill out the top section of Page 1 and then complete the following information about the type of bias involved in the crime.

Type of Crime (List classification as defined above): \_\_\_\_\_

Type of Bias (circle one):

Race

Religion

Ethnicity/National Origin

Gender

Sexual Orientation

Disability

**Campus Security Authority Sex Offenses Report Form**

CSA \_\_\_\_\_  
Date \_\_\_\_\_

Crime reported by: \_\_\_\_\_ Phone number: \_\_\_\_\_

Classification (see definitions below): \_\_\_\_\_ Date incident occurred: \_\_\_\_\_

Brief description of the incident: \_\_\_\_\_  
\_\_\_\_\_

**Check the appropriate answer to the following questions:**

Did the crime occur in a building or on the street? Building: \_\_\_\_\_ Street: \_\_\_\_\_

Did the crime occur on school owned, controlled, or leased property? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Did the crime occur at a University-sponsored activity or event? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Sex Offenses-Forcible**

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

**A. Forcible Rape**

The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**B. Forcible Sodomy**

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**C. Sexual Assault With An Object**

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**D. Forcible Fondling**

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Sex Offenses-Non-forcible**

Unlawful, non-forcible sexual intercourse.

**A. Incest**

Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**B. Statutory Rape**

Non-forcible sexual intercourse with a person who is under the statutory age of consent.

*Sex Offenses Definitions From the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program*

**Please forward this completed form to: Chief of Police (Clery Act)  
P.O. Box 9405  
Virginia State University, VA 23806**

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# Your Right to Know

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## 2013 Annual Security and Fire Safety Report 2010-2012 Calendar Years

Virginia State University Department of Police and Public Safety

Current or prospective faculty, staff and students may also obtain a copy of the report at the Department of Police and Public Safety Headquarters located at 21012 Service Road, by calling (804) 524-5510, by visiting Human Resources, or by writing to:

ATTN: Records Management  
Annual Security Report Request  
Department of Police & Public Safety  
Virginia State University  
P.O. Box 9405  
Petersburg, VA 23806

Additional information concerning security, crime prevention programs and crime statistics is also available by contacting Public Safety at 804-524-5360.