



Alabama A&M University  
Department of Public Safety



# 2019 Annual Security & Fire Report

2016 - 2018 Campus Crime and Fire Statistics

## Table of Contents

|  |    |
|--|----|
| AAMU Department of Public Safety.....                        | 4  |
| Reporting Policies and Procedures .....                      | 5  |
| Contacting the Alabama A&M Department of Public Safety ..... | 5  |
| Reporting Crime or Suspicious Activity .....                 | 6  |
| Response of DPS to Reported Incidents .....                  | 7  |
| Timely Warning Notices & Campus Safety Alerts .....          | 8  |
| Timely Warnings.....   | 8  |
| Daily Crime and Fire Log .....                               | 8  |
| Missing Student Notification Policy.....                     | 8  |
| Drug Policy and Program .....                                | 9  |
| Sex Crimes Statement and Policies .....                      | 10 |
| Dangerous Weapons and Firearms Policy .....                  | 12 |
| Crime Prevention and Safety Awareness .....                  | 12 |
| Personal Safety Tips.....                                    | 13 |
| Office Safety Tips.....                                      | 13 |
| Building Security & Access .....                             | 14 |
| Dawg Defense (Self-Defense Training Class).....              | 14 |
| Crime Prevention and Safety Education/Training.....          | 15 |
| Emergency Response Procedures and Policies.....              | 16 |
| Important Phone Numbers .....                                | 18 |
| Fire Safety Report .....                                     | 19 |
| Evacuation Procedures For Campus Building .....              | 19 |
| Residence Hall .....   | 20 |
| Residential Emergency Evacuation Assembly Areas .....        | 21 |
| Policy on Electrical Appliances & Open Flames .....          | 22 |
| Smoking.....   | 22 |
| Electrical Appliances.....                                   | 22 |
| Fire Life Education .....                                    | 22 |
| Clery Crime Report.....                                      | 24 |

This Annual Security and Fire Safety Report is prepared by Alabama A&M University (AAMU) Department of Public Safety (DPS) to comply with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA) of the Higher Education Act of 1965. This report combines the AAMU Annual Security Report and Annual Fire Safety Report into one report, as permitted by the Clery Act. The statistical data in this report are obtained from the AAMU Department of Public Safety, Office of Student Affairs, Residential Life, Judicial Affairs and the Huntsville Police Department.

This Annual Report is distributed via email in electronic format to all current students and employees each year. The report is also posted on the AAMU Department of Public Safety webpage at [www.aamu.edu/dps](http://www.aamu.edu/dps) and a hardcopy of this report is available upon request to the Department of Public Safety.

The Clery Act requires this Annual Report be published in October of each year and also requires:

- Disclosure of the following campus statistics for a three year period:
  - Reported crimes of murder, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, and arson.
  - Reported Hate Crimes resulting in murder, forcible/non-forcible sexual offenses, assault, robbery, burglary, motor vehicle theft, theft, arson, intimidation, vandalism of property, and any other crime involving bodily injury.
  - Judicial referrals and arrests for narcotics, weapons and liquor law violations.
- These statistics pertain to incidents:
  - On AAMU campus
  - In campus residential facilities
  - In any non-campus building and properties owned or controlled by AAMU
  - Public property adjacent to the AAMU campus
- Publication of information about campus safety, security policies and preventative programming at AAMU.
- Maintenance of a public crime log listing any crime on campus that is reported to AAMU Department of Public Safety.
- Disclosure of any agreements with state or local law enforcement.
- Publication of information regarding emergency preparedness including emergency notification and timely warning policy and procedures.
- Publication of information regarding fire safety and fire related statistics for a three year period concerning campus residential facilities.

This information has been prepared to increase your safety and awareness while here at AAMU. Please review this report and contact us if you desire further information, explanation, or a hardcopy of this report. We also invite you to visit our website for additional safety information at: [www.aamu.edu/dps](http://www.aamu.edu/dps).

Thank You,

Department of Public Safety

## **Annual Security and Fire Report**

### **AAMU DEPARTMENT OF PUBLIC SAFETY**

The mission of the Alabama A&M University Department of Public Safety (DPS), is to maintain the safety and security of students, faculty, employees, and visitors of the University. We strive to provide an environment conducive to learning and advancement. Although DPS is the primary department charged with creating a safe and secure environment, we cannot do this alone. We can only accomplish this mission through partnership and collaboration with the entire University community.



#### **DPS Authority**

The Department is a full service police department employing police officers, security officers, dispatchers, and other administrative personnel. Our police officers are certified by the State of Alabama (Code 16-47-10) with the same enforcement and arrest powers as the police officers in the City of Huntsville and in your hometown.

The Department's main enforcement focus is on crimes occurring on University property. However, AAMU Police Officers have the authority to investigate, apprehend, and arrest anyone involved in illegal acts or criminal activity both on and off campus.

The Department has primary jurisdiction over all crimes occurring on University property. We have no written memorandums of understanding or contracts with any other law enforcement agencies. However, we maintain an excellent working relationship with the Huntsville Police Department and when incidents require joint investigation or response, we coordinate efforts, resources, and exchange of information. DPS staff also cooperates and works with other law enforcement agencies including the FBI, Madison County Sheriff's Office, and local police departments. Any campus crime reported to these law enforcement agencies will be included in our annual crime statistics.

DPS is responsible for the coordination of all security and law enforcement personnel serving on campus with respect to the enforcement of AAMU policies, as well as applicable federal, state and local laws. Any campus events that will require personnel for security purposes must be scheduled through DPS, as no external police or security agencies are permitted to work events on campus without permission of and coordination with the Executive Director of Public Safety.

#### **DPS Core Services**

Core services offered by the Department include:

- Responding to criminal incidents.
- Investigation of illegal activity.
- Securing campus buildings.
- Emergency preparedness and education.
- Responding to disturbances; suspicious activity.
- Providing Dawg Defense Self Defense Training.

- Filing reports for lost, found or stolen property.
- Parking & traffic enforcement.
- State accident reports/investigations.
- Vehicle registration.
- Responding to alarms.
- Jump starting vehicles.
- Providing safety & crime prevention information.
- Victim Services Assistance.

In addition to these services, upon request, DPS will conduct crime prevention and safety seminars to small and large campus groups. Officers attend all new student orientations including SOARS and Graduate School Orientation to discuss campus safety with students and parents. We provide annual safety training to Office of Residential Life employees including all resident advisors. Officers are also regularly park their squads and walk the campus to initiate more informal contacts and opportunities to discuss safety with students, faculty, and staff. The campus is divided into four geographic sectors and DPS teams are assigned to each sector. Because they are assigned to these smaller areas, officers are better able to monitor activities, detect trends, and build relationships.

## **REPORTING POLICIES and PROCEDURES**

### **Contacting the Alabama A&M Department of Public Safety**

#### **Campus Location:**

##### Physical Address

University Services Building - 453 Buchanan Way (across from Foster Complex)

##### Mailing Address

P.O. Box 264 Normal, AL 35762

##### Contact Phone Numbers

256-372-5555

256-372-8336 Fax

##### Email

Public.safety@aamu.edu



**Open 24 hours a day 7 days per week.**

## **Reporting Crime or Suspicious Activity**

It is imperative that all crime and suspicious activity be promptly reported to DPS. If you witness a crime or suspicious activity, call 911 or (256) 372-5555 immediately! By working together, we can prevent and reduce crime on our campus. You may report criminal activities or other emergencies in several different ways at AAMU.

### Reporting to the Department of Public Safety

Any member of the University community, who wishes to file an incident report or criminal complaint, can always contact DPS at (256) 372-5555 or visit the department headquarters in the University Services Building across from Foster Complex. The officers' primary concern will always be the safety of the victim. Reporting the incident to the Public Safety Department does not necessarily mean the victim must file criminal charges.

The University has installed emergency two-way blue light phones throughout the campus. By pressing the small silver button on the station, users can communicate directly with the Department of Public Safety's Communications Center. The location of the station will be automatically conveyed to the dispatcher answering the phone. These phones are routinely checked and tested by DPS. Repair requests are forwarded to University Physical Facilities.

### Reporting to Campus Security Authorities

Crimes and information regarding criminal activities can also be reported to University officials designated by the federal Clery Act as Campus Security Authorities. A Campus Security Authority (CSA), also known as a Clery Reporter, is any University employee who has significant responsibility for students and campus activities, or has been identified as someone students may disclose experiences of crime victimization. CSAs are critical in assisting the University in creating a safer campus community through reporting crime that is disclosed to them/their staff and providing effective support and referrals to aid in the healing and retention of student victims of crime.

CSAs are mandated under the Clery Act to report the following crimes to the AAMU Police Department:

- Criminal homicide, manslaughter, sexual assault (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse, weapons violations, and hate crimes.

A CSA does not need to determine whether or not a crime actually occurred on the campus to report it, all crimes should be immediately reported, regardless of where they took place. If an individual reporting an incident needs assistance, a CSA should explain how to get help. The CSA should always advise a victim that help is available even if he or she does not want an investigation conducted. In case of emergency such as a physical assault, however, the CSA should contact the campus police or call 911, as appropriate. If a victim doesn't want the report to go any further than the CSA, the CSA should explain that he or she is still required to report the incident for statistical purposes, but it can be reported without identifying the victim.

University officials designated as Campus Security Authorities include the following:

- Directors
- Deans
- Department Heads
- Judicial Affairs Officers
- Advisors to Students
- Advisors to Student Organizations
- Athletic Coaches/Trainers
- Residential Life Staff

### Confidential Reporting

There are many ways to confidentially report crime and suspicious activity. If you desire to remain anonymous we encourage you to still report all incidents so we can determine if there is a pattern of crime or activities that may warrant us to alert others on campus.

- Crime and other serious concerns can be reported confidentially by contacting a DPS Investigator at (256)372-7109
- AAMU has an online tip sheet "Red Flag" that can be submitted anonymously and confidentially by visiting the AAMU home webpage at [www.aamu.edu](http://www.aamu.edu)
- The AAMU Counseling and Health Center provides confidential reporting and can assist individuals in identifying options to address their concerns. They can be reached at (256) 372-5601.



Confidential reports are counted and disclosed (without revealing victim's identity) in AAMU's annual crimes statistics report filed with the Department of Education.

### **Response of DPS to Reported Incidents**

DPS will take all reports of alleged criminal activity. Depending upon the nature and seriousness of the alleged offense, an officer will either come to the scene immediately or the case will be assigned to an investigator for follow-up. Priority responses are given to crimes against persons and personal injuries. Responses may include, but are not limited to:

- Immediate response to the scene of the criminal activity by one or more DPS officers.
- Investigation of alleged criminal activity in accordance with AAMU and DPS policies and procedures
- Depending on the circumstances involved; detaining suspects, filing appropriate reports to pursue prosecution or other appropriate action with the Madison County District Attorney's Office.
- Filing Student Conduct Reports to refer alleged student offenders to the Vice President of Student Affairs for a determination of whether disciplinary action is appropriate.

## **Campus Safety Alerts**

### **Timely Warnings**

In the event that a serious crime or incident occurs on or near campus and is considered by DPS to represent a continuing threat to students and employees, the Executive Director of Public Safety or designee will authorize the issuance of a Campus Safety Alert Notice to inform members of the AAMU community about the incident. DPS initiates a layered notification process which can provide:

- Visual Alert notices of emergency/criminal activity.
- SMS system that gives specific notice and instructions of how to respond and/or avoid emergency/criminal activity.
- AAMU Urgent e-mail.
- AAMU Web page.
- DPS Twitter and Facebook accounts.

Updates about the incident resulting in the Alert will be distributed via an email blast and may be posted on the DPS webpage. Campus Safety Alert Notices may also be posted in campus buildings, including residence halls.



Anyone with information about any incident which may warrant a need for alerting others on campus, is encouraged to report the circumstances to DPS as soon as possible so that appropriate action is taken.

### **Daily Crime and Fire Log**

DPS maintains a Daily Crime Log that records (by the date incident was reported), all crimes and other serious incidents that occur on campus; in a non-campus building or property owned or operated by the University; on public property within, adjacent to, or immediately accessible from the campus.

This daily crime log is available for public inspection at DPS headquarters. The Department posts incidents in the Daily Crime Log within two business days of receiving a report of an incident and may exclude incidents from the log in certain circumstances, particularly those in which inclusion may compromise an investigation. We also include arson and fire incidents that occur in campus housing.

### **Missing Student Notification Policy**



Pursuant to Section 488, of the Higher Education Opportunity Act of 2008, the Missing Student Notification Policy, must allow that in addition to registering an emergency contact, students residing in on-campus housing, have the option to also confidentially identify an individual to be contacted by the University in the event the student is determined to be missing for more than 24 hours. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement when appropriate. Students should contact their respective RA regarding registering an emergency contact or the Office of Residential Life at (256)372-5797.

Any person, who has reason to believe that any student is missing, should **immediately** notify DPS at (256) 372-5555. The on-duty DPS supervisor will immediately generate a missing person's report and initiate an investigation.

Should the department determine that the student is missing and has been missing for more than 24 hours, DPS will notify the student's emergency contact, or confidentially identified contact individual. If the missing student is under the age of 18 and is not an emancipated minor, DPS will notify the student's parent or legal guardian immediately after making the determination that the student is missing. DPS will also alert the Huntsville Police Department of any student reported as missing.

### Drug Policy and Program

**Policy:** Alabama A&M University is committed to providing employees and students a smoke-free, drug-free and alcohol-free environment

The unlawful manufacture, distribution, dispensing, sale, possession or use of any controlled substance (as defined by Al. Criminal Code), by students, employees, or visitors on the campus or as part of any University sponsored activities is prohibited. Students and employees in violation of this policy may be jeopardizing their own well-being as well as the well-being of the AAMU community. Therefore, all violators are subject to disciplinary and criminal actions.

The use, consumption, distribution, storage, or sale of any alcoholic beverages, or possession of sealed or unsealed containers of alcoholic beverages on any property owned or leased by the University, without proper authorization, is strictly prohibited. Violators are subject to disciplinary action up to and including suspension, expulsion, or termination. Visitors are subject to immediate removal from the premises.

Consumption of alcohol by anyone less than 21 years of age is a violation of Alabama state law. Students at Alabama A&M University are expected to be acquainted with and abide by the laws of the State of Alabama and University regulations regarding alcohol and drugs and to be aware of the social, physiological, and psychological consequences of excessive drinking in order to make responsible and informed decisions about the serving and consumption of alcohol.



To facilitate the "drug-free campus" policy, a program has been

devised consisting of four major thrusts: 1) increasing the awareness of the debilitating effects of drug abuse; 2) mandatory student education, counseling, rehabilitation, assistance; 3) application of University regulations and sanctions against alcohol and drug abuse; and 4) application of local, state, and federal laws against unlawful possession, use, or distribution of illicit drugs and alcohol.

## Sex Crimes and Interpersonal Violence Policies and Programs



Sexual Assault is a Crime! All forms of sexual assault and misconduct are regarded as serious offenses in violation of the AAMU Code of Conduct and can result in disciplinary sanctions including suspension, expulsion, disciplinary probation, loss of campus housing privileges, and/or other educational sanctions deemed appropriate. Alabama State Laws and University policy seek to protect victims of rape, sexual assault and other sex related offenses and strongly encourage the reporting of all such crimes to University officials. These officials include: The Title IX Coordinator (The Director of Human Resources), Residential Life Staff, Human Resources Office,

Counseling and Health Services Staff, any University counselor, and DPS. Reporting a sexual assault to DPS may help to prevent another assault. Reporting the incident does not mean the victim must proceed with prosecution.

### If you are the victim of a sexual assault on or off campus:

1. Make sure you are in a safe location. Then call the police immediately! You can call 911 to report the assault to the police department where the assault occurred or you call DPS at (256) 372-5555 and we will assist you with proper reporting procedures and victim assistance services. Reporting the assault does not commit you to prosecuting the assailant, but it does keep your options open. Reporting is the first step in stopping the perpetrator from hurting someone else.
2. Evidence is short lived; remember not to bathe/shower, don't use the bathroom but if you must, use a clean container and retain for the police, this will be needed as evidence. Do not drink or eat anything. Do not change clothes as this could destroy evidence.
3. Seek medical attention immediately whether or not you decide to report the incident to the police. DPS can transport you to a hospital where you can see a SANE (Sexual Assault Nurse Examiner) Nurse who is specially trained for sensitive crime exams.
4. Remember the majority of sexual assaults on college and university campuses are date or acquaintance rapes. Some factors in these assaults include alcohol or drugs as well as gender communication issues. However, it is NEVER the victim's fault that the assault occurred. Perpetrators are 100% responsible for their actions.

### You have a right to:

1. If the perpetrator is an AAMU affiliate, file a complaint under the applicable AAMU disciplinary procedure. DPS, The Office of Student Affairs, Title IX Coordinator (Director of Human Resources) can provide guidance.
2. Assistance with changing an academic and/ or living situation as a result of an assault. DPS, Judicial Affairs, Title IX Coordinator, Counseling and Health Center, and Office of Student Affairs will assist you with this process.
3. If you file a Judicial Affairs complaint, both you and the perpetrator are allowed to have others present during all campus disciplinary proceedings.
4. Be informed of the outcome of all related University disciplinary proceedings. If the alleged victim is deceased, as a result of the crime or offense, and if requested, results of the disciplinary hearing will be provided to the victim's next of kin.
5. **On- Campus Victim Services**-The AAMU Counseling and Health Center offers free, 24 hour, confidential and professional services to victims of sexual assault. Please contact them at (256) 372-5601.



6. **Community Victim Services**-Services in the Huntsville area are available at the **Crisis Services of North Alabama** where victims can receive 24 hour free and confidential services. Please contact them at (246) 705-6770.

**Additional information regarding University disciplinary proceedings are detailed in "The Hill", the AAMU Student Handbook.**

### **Sexual Assault/Interpersonal Violence Prevention Programs**



All new students and employees receive information regarding sexual assault, domestic violence, dating violence, and stalking through mandatory orientation sessions. Students receive additional information and programming through Life Skills 101, a mandatory course for all new and transfer students. These programs provide information about the criminal definitions of sex crimes, domestic violence, stalking, and harassment in the State of Alabama, information about common situations experienced by students and employees, campus and community resources, bystander resources, and how to assist someone close to you who is experiencing interpersonal violence.

During annual orientation sessions (SOARS) informational presentations are also made to parents regarding resources on campus for students who experience sexual assault or interpersonal violence.

This year as part of a campus-wide comprehensive prevention program, all students, faculty, and staff will complete a mandatory on-line course entitled "Understanding Sexual Assault".

Additional campus educational activities include: leaflet and poster campaigns, public service announcements through the University radio and television stations, workshops designed to provide information about sexual assault and interpersonal violence, and information disseminated to the campus through lectures, programs, booths at health fairs, and web and social networking sites.

**Sex Offender Registry and Access to Related Information**-The Federal Campus Sex Crimes Prevention Act, requires institutions of higher education to advise the campus community where state law enforcement information, concerning registered sex offenders, may be obtained. It also requires sex offenders, already required to register in a state, to provide that registration requirement information to each institution of higher education where he/she is employed, carries on a vocation, volunteers, or is a student. Information regarding registered sex offenders in the State of Alabama can be found at:



[http://www.communitynotification.com/cap\\_main.php?office=54247](http://www.communitynotification.com/cap_main.php?office=54247)

## Dangerous Weapons and Firearms Policy

In an effort to maintain a safe environment, Alabama A&M University prohibits the possession and use of any dangerous or potentially dangerous weapon(s) or instruments, including but not limited to those described below, on all University properties except as required by law or approved by the University President or Executive Director of Public Safety.

Examples of prohibited dangerous weapons:

- Firearms- shotgun, rifle, pistol, revolver or other shoulder gun including ammunition. This also includes starter guns, the frame or receiver of any such weapon; any firearm muffler or silencer; or any machine gun.
- Any non-culinary knife fixed or lock blade (e.g., Bowie knife, knife, or instrument of like kind or description), except common pocket knife or legitimate tools appropriately used in authorized work on campus.
- Air gun (e.g., air or gas powered rifle or pistol)
- Bow and arrow (e.g., archery equipment)
- Slingshots (including throwing weapons)
- Swords
- Crossbows
- Brass knuckles
- Fireworks or explosive devices
- Stun Gun, Taser or instrument of like kind or description



**NO WEAPONS ALLOWED**



## Crime Prevention and Safety Awareness

PLEASE REMEMBER CRIME AND OTHER PROBLEMS CAN OCCUR HERE JUST AS THEY DO IN COMMUNITIES OUTSIDE THE GATES OF THE UNIVERSITY. Security doesn't begin and end with the University police. It takes the entire University community to make our campus a safe and secure place. The number one thing you can do to help is to always practice safety and awareness precautions.

**SOCIAL MEDIA AWARENESS-** Electronic network communities can be a great resource to express yourself and connect with your peers however, please remember there are always some risks. Bad things that happen in actual relationships, such as harassment and stalking, can

also occur online. Be selective in the information you share in social media formats, it is never a good idea to put personal information (date of birth, address, or Social Security number) or photos on sites for everyone to view. Be selective and keep accounts containing this information closed to the general public.

## Personal Safety Tips

- LOCK YOUR CAR DOORS & NEVER LEAVE VALUABLES IN PLAIN SIGHT.
- KEEP YOUR ROOM DOOR LOCKED EVEN WHEN LEAVING YOUR ROOM FOR A MOMENT.
- KNOW WHERE THE CAMPUS BLUE LIGHT PHONES ARE LOCATED.
- USE THE BULLDOG TRANSIT SYSTEM.
- SECURE YOUR VALUABLES BEFORE YOU LEAVE YOUR ROOM.
- WALK WITH A FRIEND AT NIGHT OR REQUEST AN ESCORT FROM DPS.
- ENGRAVE YOUR LAP TOP AND OTHER ITEMS WITH YOUR DRIVERS LICENSE NUMBER OR BANNER ID.
- RECORD SERIAL NUMBERS FOR ALL ELECTRONIC ITEMS AND STORE INFORMATION IN A SAFE PLACE.
- MARK YOUR BOOKS AND DO NOT LEAVE THEM ATTENDED.
- TAKE ALL VALUABLES WITH YOU WHEN TAKING BREAKS IN STUDY OR DINING AREAS.
- WHEN YOU ARE SUSPICIOUS OR NERVOUS TRUST YOUR FEELINGS AND GO TO A SAFE PLACE IMMEDIATELY.
- TELL SOMEONE WHERE YOU ARE GOING AND WHEN YOU PLAN TO RETURN BUT NEVER LEAVE NOTES INDICATING YOUR ABSENCE.
- REMEMBER TO KEEP YOUR BANNER INFORMATION UPDATED SO YOU RECEIVE BULLDOG ALERTS.



## Office Safety Tips

- LOCK YOUR OFFICE WHENEVER YOU LEAVE, EVEN IF YOU WILL ONLY BE GONE FOR A MINUTE. **IT ONLY TAKES A FEW SECONDS FOR A THEFT TO OCCUR!**
- KEEP YOUR PURSE, WALLET AND OTHER VALUABLES IN A SECURE LOCATION SUCH AS A LOCKED DESK OR FILING CABINET.
- DO NOT BRING EXCESSIVE AMOUNTS OF CASH TO WORK.
- PROTECT YOUR PROPERTY BY MARKING YOUR VALUABLES WITH YOUR DRIVERS LICENSE NUMBER OR BANNER ID NUMBER.
- IF YOU ARE ENTRUSTED WITH KEYS TO SECURE AREAS, NEVER LEND YOUR KEYS TO ANYONE. FILE A REPORT IMMEDIATELY IF YOUR KEYS ARE MISSING OR STOLEN.
- REPORT ANY SUSPICIOUS PERSON OR SUSPICIOUS/CRIMINAL ACTIVITY TO THE DEPARTMENT OF PUBLIC SAFETY (DPS) IMMEDIATELY.
- ASSIGN A BUILDING EMERGENCY COORDINATOR TO SERVE AS A CONTACT PERSON WITH DPS IN YOUR BUILDING OR WORK AREA IN THE EVENT OF AN EMERGENCY.
- PRINT AND REVIEW A COPY OF THE AAMMU EMERGENCY PROCEDURES HANDBOOK AVAILABLE ON THE DPS WEBPAGE.
- REPORT THE LOSS OR THEFT OF KEYS, EQUIPMENT, OR VALUABLES IMMEDIATELY TO DPS.

## Building Security & Access



The Department of Public Safety staff charged with making routine checks to ensure that all University buildings remain safe and secure. During normal business and classroom hours there is open access to academic and administrative buildings, with the exception of University Wellness Center and other recreation facilities at which users must present membership and/or University identification cards. All facility maintenance is conducted by approved contractors.

Academic and administrative buildings are secured after normal hours and access is granted only with proper authorization. Students, faculty, and staff who have access to administrative or academic buildings after normal hours must lock all exterior doors behind them when they enter. The propping open of doors is strongly discouraged and everyone is encouraged to follow all personal safety precautions. If you are using an academic or administrative building after normal business hours please notify the Department of Public Safety.

Residence halls are open to guest during visitation hours of noon to Midnight daily unless residents are notified otherwise. Each resident is provided a handbook ("Guide to Campus Living") that includes safety, security, and conduct information. There is a staff office located in the lobby of each residence hall/complex which is staffed 24/7 days a week. Resident Assistants patrol the buildings to ensure they remain safe and secure.



### Dawg Defense Self Defense Training Class

The Dawg Defense Self Defense training class taught by the Department of Public Safety certified instructors empowers students, faculty, and staff to combat various types of assaults by providing them with realistic self-defense tactics and techniques. This empowerment is taught through four basic principles: education, dependency on self, making one's own decisions, and realization of one's own power. The objective is to develop and enhance self-defense options. The course begins with awareness, prevention, risk education and risk avoidance, while progressing on to the basics of hands-on defense training. The classes provide participants with effective options by teaching them to take an active role in their own self-defense and psychological well-being.



For more information about Dawg Defense Self Defense training, to arrange a group course, or for dates of the next scheduled course, please contact the DPS Training Coordinator at ext. 5555.

## Crime Prevention and Safety Education/Training

**Theft Prevention-** in the United States 1 out of 10 laptops are stolen annually. You are encouraged to record your laptop serial number to discourage thefts and increase your chances of recovery if lost or stolen



You can also bring the serial numbers and identifying information on your electronic items to DPS and we will store this information in a secure database. If your items are lost or stolen this information will assist us in returning recovered items.



DPS will conduct crime prevention seminars and training to small and large campus groups upon request. Officers attend all new student orientations including SOARS and Graduate School Orientation to discuss campus safety with students and parents. We provide annual safety training to Residential Life Office employees including all resident advisors. Officers are also encouraged to park their squads and walk the campus to initiate more informal

contacts and opportunities to discuss safety with students, faculty, and staff. The campus is divided into four geographic sectors and DPS teams are assigned to each sector. Because they are assigned to these smaller areas officers are better able to monitor activities, detect trends, and build relationships.

**Safety Literature/Brochures** - Are provided and available from DPS and other community resources on the subject of crime prevention, personal safety, sexual assault, domestic violence, dating violence, and stalking by calling DPS or visiting our headquarters. DPS and AAMU Counseling and Health Services will also provide educational seminars to your residence hall/floor, organization or event upon request.

**Domestic Violence Awareness Month & Sexual Assault Awareness Month** - AAMU supports several campus sponsored activities and events to increase awareness of these serious issues during October and April. We encourage you to participate in these activities and events which are posted on the AAMU homepage events calendar and in the Bulldog Bottom Line.



## **EMERGENCY RESPONSE PROCEDURES AND POLICIES**



**Emergency Response-** As part of an on-going effort, to inform our community on how to respond in the event of an emergency, Alabama A&M University has developed an Emergency Management Plan. Part of this plan is to inform our community of how to respond in the event of an emergency. Knowing what to do in an emergency situation will help keep our community safe and secure. The Emergency Action Procedures Handbook is intended for use by faculty, staff, and students for immediate reference during emergency conditions on campus. During an emergency, proper action saves lives. For your safety, please familiarize yourself with the information in this handbook located at:

**[www.aamu.edu/dps](http://www.aamu.edu/dps)**

**Emergency Notification-** Using the various media and Blackboard Connect Emergency Notification System ("Bulldog Alerts") AAMU will distribute emergency notification warnings of any immediate danger or threat via AAMU Homepage, blast emails, text message, phone calls, voicemail, and Twitter, to the campus community upon confirmation of an emergency or dangerous situation on campus.

Parents, neighbors, and University supporters are encouraged to monitor our homepage and local media for information on campus emergencies. Emergency notifications and follow-up information may include, but are not limited to:



- Bomb threats or other imminent violent threats
- Fire alarms, natural gas leaks and hazardous conditions affecting the entire campus
- Severe Weather
- Natural disasters
- Power outages and utility failures
- Campus closure
- Building evacuations and lock downs

In order to receive this important information via personal cell phone, you must ensure your contact information in Banner is current

## **Bulldog Alerts:**

1. Go to the AAMU homepage: [www.aamu.edu](http://www.aamu.edu)
2. Login to [Self-Service Banner](#)
3. Click on the Personal Information Tab after you login to **Banner Self-Service**
4. Click on the Update Addresses and Phones menu item
5. Under **Mailing Address** – click on the word Current to update your personal information (mailing address & phone information)
6. In the field **Primary Phone Number for this address** - enter the phone number that is used as your home phone number. This can be a land line or mobile phone.
7. Under Phone Type - select **Cell Phone** from the drop down menu and enter your cell number
8. Faculty & Staff -- Under Phone Type - also select Campus and enter your office telephone number – **REQUIRED**



A number of preformatted messages have been entered into the Bulldog Alert system to facilitate immediate notification. New or additional messages can also be created and entered by trained DPS personnel. The emergency notification system is tested annually by IT and DPS. The campus community is notified before testing and the results are reported.

The following individuals are authorized to approve notification of emergency events through the University Emergency Notification System:

- President or designee
- Executive Vice President
- Vice President of Student Affairs
- Vice President of Marketing, Communications and Advancement
- Associate Vice President of Student Affairs
- Chief Information Officer
- Executive Director of Public Safety

## IMPORTANT PHONE NUMBERS

|   |                |
|---|----------------|
| EMERGENCY .....                           | 911            |
| AAMU DEPARTMENT OF PUBLIC SAFETY .....    | (256)372-5555  |
| HUNTSVILLE POLICE DEPARTMENT .....        | (256)722-7100  |
| MADISON COUNTY SHERIFF'S DEPARTMENT ..... | (256)532-3416  |
| ALABAMA STATE TROOPERS .....              | (256) 539-0681 |
| HUNTSVILLE HOPSITAL .....                 | (256)265-1000  |
| OFFICE OF STUDENT AFFAIRS .....           | (256)372-8165  |
| AAMU COUNSELING &HEALTH SERVICES .....    | (256)372-5601  |
| CRISIS SERVICES OF NORTH ALABAMA .....    | (256)716-1000  |
| TITLE IX COORDINATOR .....                | (256)372-5835  |
| JUDICIAL AFFAIRS .....                    | (256)372-5616  |
| ALT DEPARTMENT OF PUBLIC SAFETY .....     | (256)746-1686  |

Emergency Line in case of Campus Power & Telephone Outages

## **FIRE SAFETY REPORT**

Fire-Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire Emergencies-In the event of a fire on or off campus, sound the nearest fire alarm in the building. Immediately exit the building, and then call 911.

Reporting Fire- If you discover a fire or smell smoke, sound the building fire alarm by pulling the manual pull station and evacuate the building. Know the locations of the manual fire alarm stations and how they operate. Never attempt to fight a fire due to the hazards associated with the products of combustion and the threat of a fire spreading.

**ENTERING FALSE FIRE ALARMS OR BOMB THREATS AND/OR TAMPERING WITH EXTINGUISHERS, ALARMS, OR OTHER SAFETY EQUIPMENT ARE ALL SERIOUS VIOLATIONS OF THE UNIVERSITY REGULATIONS AND STATE LAWS AND WILL BE HANDLED ACCORDINGLY. THE UNIVERSITY WILL TAKE DISCIPLINARY ACTION AGAINST ANY STUDENT/EMPLOYEE FOUND GUILTY UP TO AND INCLUDING SUSPENSION, EXPULSION, TERMINATION, AND CRIMINAL PROSECUTION.**

Fire Drills-drills are conducted twice a year in all occupied residential halls and annually in other campus buildings.

Sprinklers-Sprinkler systems found in our residence halls are for your protection. It is a violation to touch them, tamper with them, or hang anything from them.

Smoke Detectors-Individual room detectors provide layered protection to you. It is a violation to remove, cover, or tamper with smoke detectors. All malfunctions or damage must be reported to Residential Life immediately.



### **Evacuation Procedures for Campus Academic/Business Buildings**

- Upon hearing a building fire alarm signal, which could be a bell, alarm, horn, or voice message immediately begin evacuation. Close doors behind you. Use the nearest safe exit, DO NOT use elevators. Full evacuation of the building is required upon activation of the fire alarm system. Once you have evacuated the building, re-entry is permitted only after approval from emergency responders.
- Know the location of all exits from your building. All exits in University facilities are properly marked with EXIT signs.
- In most emergency situations, you will be required to immediately evacuate the building. In circumstances where immediate evacuation may not be warranted, you will be notified of what actions are necessary. This may be through emergency responders on the scene, 911 dispatcher, your supervisor or instructor, Bulldog Alerts, electronic billboard messages, radio, television, or public address announcement.
- If caught in smoke or heat, stay low where air is better and attempt to reach a safe exit or area of refuge. If you are unable to leave your room or office due to heat, heavy smoke in the hallway, or physical disability, call DPS or 911 and give your exact location and room number so the firefighters can be directed to you.

- Leave the building and assemble in an area established by the specific evacuation plan for your building or at least 100 feet from the main entrance of the building to ensure safe ingress of emergency responders and safety equipment.
- Upon arrival at the assembly point, a survey of staff members/students/visitors shall be immediately conducted to determine if anyone failed to evacuate the building. If anyone is discovered missing, immediately report that information to emergency responders.

Evacuation Assistance-Any employee needing help in evacuating a building should contact their Building Coordinator or DPS at 5555 to be put on the emergency evacuation assistance list maintained by DPS.

## Residence Hall Evacuation Procedures

**Fire Drills**-Fire Drills are held once a semester for each residence hall. The drills are scheduled with Residential Life staff and the Department of Public Safety. Fire drills are mandatory supervised evacuations of a building for a fire. All students **MUST** participate in these drills. Students who fail to leave the building during a fire drill will be counseled and the violation will be documented on a Student Conduct Report and forwarded to the Vice President of Student Affairs and Director of Residential Life for disciplinary action.

**Evacuation Procedures** - When you have been alerted by an alarm, a shouted warning, or have received the sensation of smoke or fire, immediately evacuate the residence hall.

Please remember:

- If there is smoke in the room, keep low to the floor.
- Before passing through any door, feel the door. If it is hot, do not open the door.
- Before opening a door, brace yourself against the door and open it slightly. If heat or smoke is present, close the door and stay in the room.
- If you can proceed, safely evacuate the building promptly.
- If you are trapped and cannot leave the room, open the window and hang an object out from the window to attract the fire department's attention. Do not attempt to jump from the window! If there is a phone in your room, call Public Safety and report you are trapped; give the room number and specific location.
- If you can leave a room, close all doors behind you as you exit.
- Go to the nearest exit or stairwell-DO NOT use elevators.
- If the nearest exit is blocked by fire, heat or smoke, go to an alternate exit.
- If all exits from a floor are blocked, go back to your room, open the windows, wave something out the window and shout for help.
- After evacuating a building, move well away from it and report to your pre-determined emergency evacuation assembly area.
- Take a roll call immediately to determine if anyone failed to evacuate the building. If anyone is discovered missing, immediately report that information to the fire, police, or hall personnel.
- Never re-enter building always remain at the assembly and await further instruction. Emergency personnel will be maneuvering around the building.
- Follow the directions of fire, police, and hall personnel.



Evacuation Assistance-any resident needing help in evacuating a building should contact the Residential Life Office, Hall Director, or DPS to be put on the evacuation assistance list maintained by DPS.

## Emergency Evacuation Assembly Areas

| RESIDENTIAL HALL   | Evacuation Assembly Areas   |
|--|---|
| COUNCIL HALL   | GRASS LOT AT BUCHANAN HALL  |
| FOSTER COMPLEX   | EAST GRASS LOT AT CHASE RD & BACK GATE  |
| FOSTER COMPLEX W   | EAST GRASS LOT SOUTH OF STEPHENS HALL   |
| GRAYSON HALL   | ON HILL WEST OF GRAYSON   |
| HOPKINS HALL   | WALKER WOOD PARKING LOT   |
| KNIGHT COMPLEX   | EAST GRASS LOT NEXT TO MERIDIAN STREET  |
| KNIGHT COMPLEX   | WEST TM ELMORE BUILDING   |
| MORRIS HALL  | GRASS LOT AT SOUTH OF MORRIS AT SILO  |
| PALMER HALL  | GRASS LOT AT BUCHANAN HALL  |
| STEPHENS HALL  | GRASS LOT SOUTH OF STEPHENS HALL  |
| TERRY HALL   | TENNIS COURT AT REAR OF TERRY   |
| THIGPEN HALL   | GRASS LOT SOUTH OF THIGPEN  |
| NEW RESIDENCE HALL   | GRASS AREA IN FRONT OF CRUMP BUILDING   |
| Building   | Evacuation Assembly Areas   |
| AGRIBITION CENTER  | GRASS FIELD NORTHWEST OF BUILDING   |
| AGRICULTURAL RESEARCH CENTER (ARC)   | GRASS FIELD EAST OF BUILDING  |
| ALUMNI AFFAIRS/PATTON HOUSE  | GRASS FIELD WEST OF ARTHUR J. BOND BUILDING   |
| ARTHUR J. BOND ENGINEERING BUILDING  | GRASS FIELD WEST OF BUILDING  |
| BIBB GRAVES  | QUADRANGLE AREA SOUTH OF CHAMBERS BUILDING  |
| BUCHANAN HALL  | PARKER DRIVE AND PATIO NORTH OF LRC   |
| CARNEGIE HALL  | PARKER DRIVE AND LRC NORTH PATIO  |
| CARTER HALL  | QUADRANGLE AREA SOUTH OF CHAMBERS BUILDING.   |
| CARVER COMPLEX   | QUADRANGLE AREA SOUTH OF CHAMBERS BUILDING  |
| CHAMBERS BUILDING  | QUADRANGLE AREA SOUTH OF BUILDING.  |
| COUNCIL FEDERAL CREDIT UNION   | UNIVERSITY SERVICES NORTH PARKING LOT.  |
| DAWSON BUILDING  | PATIO AT ARTHUR J. BOND BUILDING  |
| DRAKE HALL   | PARKER DRIVE AND LRC NORTH PATIO  |
| ELMORE GYMNASIUM BUILDING  | GRASS FIELD EAST OF BUILDING BETWEEN KNIGHT COMPLEX AND TENNIS COURT  |
| EUGENE KENDRICK MAINTENANCE FACILITY   | GRASS FIELD EAST OF FOSTER COMPLEX  |
| FRANK LOUIS GYM  | WALKER WOOD HALL PARKING LOT AND GRASS FIELD SOUTH OF PARKING LOT   |
| HESTER HOUSE   | PARKING LOT EAST OF FRANK LOUIS GYM   |
| HONORS CENTER  | WILSON HALL, (STATE BLACK ARCHIVES), EAST PARKING LOT   |
| HUMAN RESOURCES BLD.   | BAND PRACTICE FIELD.  |
| IRRADIATION CENTER   | QUADRANGLE AREA SOUTH OF CHAMBERS BUILDING  |
| J.F. DRAKE MEMORIAL (LRC)  | QUADRANGLE AREA SOUTH OF CHAMBERS BUILDING  |
| JOHN & ELLA BYRD MCCAIN HEALTH & COUNSELING CENTER                             | GRASS FIELD WEST OF BUILDING  |
| LIONEL L. CRUMP BUILDING.  | BAND PRACTICE FIELD   |
| LOUIS CREWS STADIUM  | HOME SIDE- BASEBALL & SOFTBALL FIELDS SOUTH EAST OF STADIUM<br>VISITOR'S SIDE-FOOTBALL PRACTICE FIELD NORTH EAST OF STADIUM |
| MORRISON FINE ARTS BUILDING  | GRASS FIELD AREA OF LEGACY LAKE   |
| NORMAL POST OFFICE   | STATUE AREA NORTH OF POST OFFICE  |
| NORMAL HILLS APARTMENTS  | BUILDINGS 1-5 TENNIS COURT AREA<br>BUILDINGS 6-9 AND MAIN OFFICE BUILDING PICNIC AND GAZEBO AREA.                           |
| OLD DEPARTMENT OF PUBLIC SAFETY  | QUADRANGLE AREA SOUTH OF CHAMBERS BLD.  |
| PATTON HALL  | LEGACY LAKE AREA.   |
| POPE COTTAGE   | UNIVERSITY SERVICES NORTH PARKING LOT.  |
| POULTRY SCIENCE BLD.   | GRASS FIELD EAST OF FOSTER COMPLEX PARKING LOT.   |
| RALPH LEE STUDENT CENTER   | QUADRANGLE AREA SOUTH OF CHAMBERS BUILDING.   |
| REGIONAL IN-SERVICE EDUCATION CENTER   | BAND PRACTICE FIELD   |
| ROTC BUILDING  | BAND PRACTICE FIELD.  |
| SCHOOL OF BUSINESS   | GRASS FIELD PAST SOUTH PARKING LOT.   |
| STUDENT HEALTH AND WELLNESS CENTER   | GRASS FIELD WEST OF PARKING LOT   |
| THOMAS HALL (TRIO SPECIAL PROGRAMS<br>AND OFFICE OF RETENTION AND PERSISTENCE) | SOUTHEAST PARKING LOT AND ACCESS ROAD.  |
| T.R. PARKER 1 & 2  | GRASS FIELD EAST OF BUILDINGS   |
| UNIVERSITY SERVICES  | GRASS FIELD EAST OF FOSTER COMPLEX  |
| VIRGINIA MCCORMICK BLD.  | WILSON HALL, (STATE BLACK ARCHIVES), EAST PARKING LOT.  |
| WILSON HALL  | PATIO AREA STUDENT CENTER   |

For the protection of all residents, obey all fire regulations. Failure to evacuate when an alarm sounds represents grounds for disciplinary action. University officials and emergency responders reserve the right to enter all areas and rooms to locate the source of any potential fire or smoke hazard, and to ensure that everyone has evacuated the building.

## RESIDENCE HALL FIRE POLICIES

### Smoking

AAMU is now a non-smoking campus. Smoking is prohibited on all university property including residence halls.



### *Candles/Incense/Open Flame/Heat Source*



Candles, incense and any item with an open flame or exposed heat source are potential fire hazards, and thus are prohibited within all residence halls. No candles, including candles that have never been burned, are permitted in the residence halls. Candles incense, and any item with an open flame or exposed heat source will be confiscated.

### Electrical Appliances

General safety, fire codes and insurance standards require that certain restrictions be placed on the use of electrical appliances in the residence hall. Any electrical appliance that has an open heating element may not be used in the resident's room/suite. This includes such items as: hot air popcorn poppers, hot plates, grills, electric skillets, toasters and toaster ovens. Please note this list is not all inclusive. No cooking is permissible in a resident's room with the exception of the provided microwave oven in Knight and Foster Complex. Under no circumstances are sun lamps, dehumidifiers, space heaters and gas appliances allowed. Violators of this policy may have appliance confiscated and will be subject to disciplinary action.

### *Fire Life Education*

All students residing in campus housing are provided and expected to be familiar with **The Alabama A&M University Guide to Campus Living**, which contains fire safety rules and regulations. Resident Advisors are trained and provided with fire safety awareness information including:

- Who to contact in an emergency
- Critical information needed by first responders (DPS, Fire Department, Medical) to an emergency
- How to respond to fire emergencies
- How to conduct fire drills and evacuations
- Use of Fire Extinguishers

### Residential Fire Safety Systems

| Residential Hall        | Alarm Monitoring | Partial Sprinkler System | Full Sprinkler System | Smoke Detection | Fire Extinguishers | Number of Fire Drills per year |
|-------------------------|------------------|--------------------------|-----------------------|-----------------|--------------------|--------------------------------|
| Foster                  | Yes              |                          | Yes                   | Yes             | Yes                | 2                              |
| Hopkins                 | Yes              | No                       |                       | Yes             | Yes                | 2                              |
| Knight                  | Yes              |                          | Yes                   | Yes             | Yes                | 2                              |
| Morris                  | Yes              | No                       |                       | Yes             | Yes                | 2                              |
| Palmer                  | Yes              | No                       |                       | Yes             | Yes                | 2                              |
| Stephens                | Yes              | No                       |                       | Yes             | Yes                | 2                              |
| Terry                   | Yes              | No                       |                       | Yes             | Yes                | 2                              |
| Normal Hills Apartments | Yes              |                          | Yes                   | Yes             | Yes                | 2                              |
| New Residence Hall      | Yes              |                          | Yes                   | Yes             | Yes                | 2                              |

# 2019 Campus Safety and Security Survey

Institution: Main Campus (100654001)  
User ID: C1006541

## Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

### 1. Does your institution provide On-Campus Student Housing Facilities?

|  |   |
|--|---|
| <input type="radio"/>                              | No.   |
| <input checked="" type="radio"/>                   | Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.) |
| Number of On-campus Student Housing Facilities: 10 |   |
| Last Year 10                                       |   |

### 2. Does your institution have any noncampus buildings or properties?

|                                  |     |                       |    |
|----------------------------------|-----|-----------------------|----|
| <input checked="" type="radio"/> | Yes | <input type="radio"/> | No |
|----------------------------------|-----|-----------------------|----|

### 3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

|                                  |   |
|----------------------------------|---|
| <input checked="" type="radio"/> | Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.  |
| <input type="radio"/>            | No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents. |
| <input type="radio"/>            | Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.  |
| <input type="radio"/>            | Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.   |

## Criminal Offenses - On campus

| For each of the following criminal offenses, enter the number reported to have occurred On Campus. |                             |      |      |   |
|--|-----------------------------|------|------|---|
| Criminal offense   | Total occurrences On campus |      |      |   |
|  | 2016                        | 2017 | 2018 |   |
| a. <u>Murder/Non-negligent manslaughter</u>  | 0                           | 0    | 0    | 0 |
| b. <u>Manslaughter by Negligence</u>   | 0                           | 0    | 0    | 0 |
| c. <u>Rape</u>   | 1                           | 3    |      | 2 |
| d. <u>Fondling</u>   | 0                           | 0    |      | 1 |
| e. <u>Incest</u>   | 0                           | 0    |      | 0 |
| f. <u>Statutory rape</u>   | 0                           | 0    |      | 0 |
| g. <u>Robbery</u>  | 1                           | 1    |      | 3 |
| h. <u>Aggravated assault</u>   | 0                           | 0    |      | 2 |
| i. <u>Burglary</u>   | 4                           | 6    |      | 9 |
| j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)                          | 0                           | 0    |      | 2 |
| k. <u>Arson</u>  | 0                           | 0    |      | 0 |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Criminal Offenses - On-campus Student Housing Facilities

Of those criminal offenses reported to have occurred On Campus, enter the number that occurred in On-campus Student Housing Facilities.

| Criminal offense  | Total occurrences in On-Campus Student Housing Facilities |      |      |
|---|---|------|------|
|   | 2016  | 2017 | 2018 |
| a. <u>Murder/Non-negligent manslaughter</u>                               | 0   | 0    | 0    |
| b. <u>Manslaughter by Negligence</u>                                      | 0   | 0    | 0    |
| c. <u>Rape</u>  | 0   | 3    | 2    |
| d. <u>Fondling</u>  | 0   | 0    | 1    |
| e. <u>Incest</u>  | 0   | 0    | 0    |
| f. <u>Statutory rape</u>  | 0   | 0    | 0    |
| g. <u>Robbery</u>   | 1   | 1    | 3    |
| h. <u>Aggravated assault</u>  | 0   | 0    | 2    |
| i. <u>Burglary</u>  | 3   | 6    | 8    |
| j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle) | 0   | 0    | 0    |
| k. <u>Arson</u>   | 0   | 0    | 0    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Criminal Offenses - Noncampus

For each of the following criminal offenses, enter the number reported to have occurred in or on Noncampus buildings or property.

| Criminal offense  | Total occurrences in or on<br>Noncampus buildings or property |      |      |
|---|---|------|------|
|   | 2016  | 2017 | 2018 |
| a. <u>Murder/Non-negligent manslaughter</u>                               |   |      | 0    |
| b. <u>Manslaughter by Negligence</u>                                      |   |      | 0    |
| c. <u>Rape</u>  |   |      | 1    |
| d. <u>Fondling</u>  |   |      | 0    |
| e. <u>Incest</u>  |   |      | 0    |
| f. <u>Statutory rape</u>  |   |      | 0    |
| g. <u>Robbery</u>   |   |      | 0    |
| h. <u>Aggravated assault</u>  |   |      | 0    |
| i. <u>Burglary</u>  |   |      | 1    |
| j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle) |   |      | 0    |
| k. <u>Arson</u>   |   |      | 0    |

**Caveat:**

# Criminal Offenses - Public Property

| For each of the following criminal offenses, enter the number reported to have occurred on Public Property. |                                      |      |      |   |
|---|--------------------------------------|------|------|---|
| Criminal offense  | Total occurrences on Public Property |      |      |   |
|   | 2016                                 | 2017 | 2018 |   |
| a. <u>Murder/Non-negligent manslaughter</u>   | 0                                    | 0    | 0    | 0 |
| b. <u>Manslaughter by Negligence</u>  | 0                                    | 0    | 0    | 0 |
| c. <u>Rape</u>  | 0                                    | 0    | 0    | 0 |
| d. <u>Fondling</u>  | 0                                    | 0    | 0    | 0 |
| e. <u>Incest</u>  | 0                                    | 0    | 0    | 0 |
| f. <u>Statutory rape</u>  | 0                                    | 0    | 0    | 0 |
| g. <u>Robbery</u>   | 0                                    | 0    | 0    | 0 |
| h. <u>Aggravated assault</u>  | 0                                    | 0    | 0    | 0 |
| i. <u>Burglary</u>  | 0                                    | 0    | 0    | 0 |
| j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)                                   | 0                                    | 0    | 0    | 0 |
| k. <u>Arson</u>   | 0                                    | 0    | 0    | 0 |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

[illegible][illegible][illegible]

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| i. <u>Burglary</u>                                      | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| j. <u>Motor vehicle theft</u>                           | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| k. <u>Arson</u>   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| l. <u>Simple assault</u>                                | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| m. <u>Larceny-theft</u>                                 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| n. <u>Intimidation</u>                                  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| o. <u>Destruction/damage/<br/>vandalism of property</u> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format:  
"For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Hate Crimes - On-campus Student Housing Facilities

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in On-Campus Student Housing Facilities. Then break down each total by category of bias (e.g., race, religion).

[illegible][illegible][illegible]

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| h. <u>Aggravated assault</u>                            | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| i. <u>Burglary</u>                                      | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| j. <u>Motor vehicle theft</u>                           | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| k. <u>Arson</u>   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| l. <u>Simple assault</u>                                | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| m. <u>Larceny-theft</u>                                 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| n. <u>Intimidation</u>                                  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| o. <u>Destruction/damage/<br/>vandalism of property</u> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Hate Crimes - Noncampus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in or on Noncampus buildings or property. Then break down each total by category of bias (e.g., race, religion).

| Criminal offense   | Occurrences of Hate crimes |      |      |  |          |                    |        |                 |            |           |                 |
|--|----------------------------|------|------|--|----------|--------------------|--------|-----------------|------------|-----------|-----------------|
|  | Total by year              |      |      | Category of Bias for crimes reported in 2018 |          |                    |        |                 |            |           |                 |
|  | 2016                       | 2017 | 2018 | Race   | Religion | Sexual orientation | Gender | Gender Identity | Disability | Ethnicity | National origin |
| a. <u>Murder/ Non-negligent manslaughter</u>                                 |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| c. <u>Rape</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| d. <u>Fondling</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| e. <u>Incest</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| f. <u>Statutory rape</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| g. <u>Robbery</u>  |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| h. <u>Aggravated assault</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| i. <u>Burglary</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| j. <u>Motor vehicle theft</u><br>(Do not include theft from a motor vehicle) |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| k. <u>Arson</u>  |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| l. <u>Simple assault</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| m. <u>Larceny-theft</u>  |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| n. <u>Intimidation</u>   |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |
| o. <u>Destruction/damage/ vandalism of property</u>                          |                            |      | 0    | 0  | 0        | 0                  | 0      | 0               | 0          | 0         | 0               |

Caveat:

## Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

[illegible][illegible][illegible]

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| h. <u>Aggravated assault</u>                            | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| i. <u>Burglary</u>                                      | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| j. <u>Motor vehicle theft</u>                           | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| k. <u>Arson</u>   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| l. <u>Simple assault</u>                                | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| m. <u>Larceny-theft</u>                                 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| n. <u>Intimidation</u>                                  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| o. <u>Destruction/damage/<br/>vandalism of property</u> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# VAWA Offenses - On Campus

| For each of the following crimes, enter the number reported to have occurred On Campus. |                             |      |      |    |
|---|-----------------------------|------|------|----|
| Crime   | Total occurrences On Campus |      |      |    |
|   | 2016                        | 2017 | 2018 |    |
| a. <u>Domestic violence</u>   | 12                          | 17   |      | 18 |
| b. <u>Dating violence</u>   | 0                           | 0    |      | 0  |
| c. <u>Stalking</u>  | 1                           | 1    |      | 0  |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# VAWA Offenses - On-campus Student Housing Facilities

| For each of the following crimes, enter the number reported to have occurred in On-campus Student Housing Facilities. |   |      |      |
|---|---|------|------|
| Crime   | Total occurrences in On-campus Student Housing Facilities |      |      |
|   | 2016  | 2017 | 2018 |
| a. <u>Domestic violence</u>   | 8   | 14   | 13   |
| b. <u>Dating violence</u>   | 0   | 0    | 0    |
| c. <u>Stalking</u>  | 1   | 1    | 0    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# VAWA Offenses - Noncampus

| For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property. |  |      |      |
|--|--|------|------|
| Crime  | Total occurrences in or on Noncampus buildings or property |      |      |
|  | 2016   | 2017 | 2018 |
| a. <u>Domestic violence</u>  |  |      | 5    |
| b. <u>Dating violence</u>  |  |      | 0    |
| c. <u>Stalking</u>   |  |      | 0    |

Caveat:

# VAWA Offenses - Public Property

| For each of the following crimes, enter the number reported to have occurred on Public Property. |                                      |      |      |   |
|--|--------------------------------------|------|------|---|
| Crime  | Total occurrences on Public Property |      |      |   |
|  | 2016                                 | 2017 | 2018 |   |
| a. <u>Domestic violence</u>  | 0                                    | 0    | 0    | 0 |
| b. <u>Dating violence</u>  | 0                                    | 0    | 0    | 0 |
| c. <u>Stalking</u>   | 0                                    | 0    | 0    | 0 |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - On campus

| Enter the number of Arrests for each of the following crimes that occurred On Campus. |                   |      |      |
|---|-------------------|------|------|
| Do NOT include drunkenness or driving under the influence in Liquor law violations.   |                   |      |      |
| Crime   | Number of Arrests |      |      |
|   | 2016              | 2017 | 2018 |
| a. <u>Weapons: carrying, possessing, etc.</u>   | 6                 | 0    | 8    |
| b. <u>Drug abuse violations</u>   | 22                | 23   | 30   |
| c. <u>Liquor law violations</u>   | 0                 | 0    | 1    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Arrests - On-campus Student Housing Facilities

Of those Arrests for crimes that occurred On Campus, enter the number of crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

| Crime                                  | Number of Arrests |      |      |
|--|-------------------|------|------|
|  | 2016              | 2017 | 2018 |
| a. Weapons: carrying, possessing, etc. | 0                 | 0    | 6    |
| b. Drug abuse violations               | 7                 | 11   | 23   |
| c. Liquor law violations               | 0                 | 0    | 0    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - Noncampus

Enter the number of Arrests for each of the following crimes that occurred in or on Noncampus buildings or property.  
**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

| Crime   | Number of Arrests |      |      |
|---|-------------------|------|------|
|   | 2016              | 2017 | 2018 |
| a. <u>Weapons: carrying, possessing, etc.</u> |                   |      | 2    |
| b. <u>Drug abuse violations</u>               |                   |      | 7    |
| c. <u>Liquor law violations</u>               |                   |      | 1    |

**Caveat:**

## Arrests - Public Property


| Enter the number of Arrests for each of the following crimes that occurred on Public Property. |                   |      |      |
|--|-------------------|------|------|
| Do NOT include drunkenness or driving under the influence in Liquor law violations.            |                   |      |      |
| Crime  | Number of Arrests |      |      |
|  | 2016              | 2017 | 2018 |
| a. <u>Weapons: carrying, possessing, etc.</u>  | 0                 | 0    | 0    |
| b. <u>Drug abuse violations</u>  | 0                 | 0    | 0    |
| c. <u>Liquor law violations</u>  | 0                 | 0    | 0    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**  
**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**  
**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

| Crime   | Number of persons referred for<br>Disciplinary Action |      |   |
|---|---|------|---|
|   | 2016  | 2017 | 2018  |
| a. <u>Weapons: carrying, possessing, etc.</u> | 2   | 1    | 4   |
| b. <u>Drug abuse violations</u>               | 92  | 67   |  159 |
| c. <u>Liquor law violations</u>               | 11  | 3    | 6   |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Disciplinary Actions - On-campus Student Housing Facilities

Enter the number of persons referred for disciplinary action for crimes that occurred in On-campus Student Housing Facilities for each of the following categories.  
Do not include disciplinary actions that were strictly for school policy violations.  
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.  
Do NOT include drunkenness or driving under the influence in Liquor law violations.

| Crime                                  | Number of persons referred for Disciplinary Action |      |      |
|--|--|------|------|
|  | 2016   | 2017 | 2018 |
| a. Weapons: carrying, possessing, etc. | 2  | 0    | 4    |
| b. Drug abuse violations               | 68   | 52   | 137  |
| c. Liquor law violations               | 7  | 2    | 4    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - Noncampus

Enter the number of persons referred for disciplinary action for crimes that occurred in or on Noncampus buildings or property for each of the following categories.  
**Do not include disciplinary actions that were strictly for school policy violations.**  
**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**  
**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

| Crime   | Number of persons referred for<br>Disciplinary Action |      |      |
|---|---|------|------|
|   | 2016  | 2017 | 2018 |
| a. <u>Weapons: carrying, possessing, etc.</u> |   |      | 1    |
| b. <u>Drug abuse violations</u>               |   |      | 16   |
| c. <u>Liquor law violations</u>               |   |      | 1    |

Caveat:

## Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.  
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.  
Do NOT include drunkenness or driving under the influence in Liquor law violations.

| Crime   | Number of persons referred for Disciplinary Action |      |      |
|---|--|------|------|
|   | 2016   | 2017 | 2018 |
| a. <u>Weapons: carrying, possessing, etc.</u> | 0  | 0    | 0    |
| b. <u>Drug abuse violations</u>               | 0  | 2    | 4    |
| c. <u>Liquor law violations</u>               | 0  | 0    | 0    |

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

|                                  | Number |      |      |
|----------------------------------|--------|------|------|
|                                  | 2016   | 2017 | 2018 |
| a. <u>Total unfounded crimes</u> | 0      | 0    | 4    |

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."