



**2016**

**Delta State University**

**Annual Safety and Security Report**

**Annual Fire Safety Report**

## **Table of Contents**

<b>INTRODUCTION.....</b>	<b>2</b>
<b>UNIVERSITY POLICE DEPARTMENT.....</b>	<b>2</b>
<b>ANNUAL REPORTING OF CRIME STATISTICS.....</b>	<b>3</b>
<b>WHOM TO CALL IN AN EMERGENCY.....</b>	<b>4</b>
<b>REPORTING A CRIME.....</b>	<b>4</b>
<b>DOMESTIC VIOLENCE AND SEXUAL ASSUALT.....</b>	<b>10</b>
<b>EMERGENCY RESPONSE.....</b>	<b>14</b>
<b>EVACUATION PROCEDURES.....</b>	<b>15</b>
<b>CRIME PREVENTION, HEALTH AND SAFETY EDUCATION FOR THE COMMUNITY.....</b>	<b>22</b>
<b>CAMPUS SAFETY TIPS.....</b>	<b>23</b>
<b>STUDENT COUNSELING SERVICES.....</b>	<b>23</b>
<b>POLICIES AND PROCEDURES FOR THE CAMPUS COMMUNITY.....</b>	<b>24</b>
<b>DEFINITIONS OF REPORTABLE CRIMES.....</b>	<b>30</b>
<b>CRIME SUMMARY.....</b>	<b>34</b>
<b>ANNUAL FIRE SAFETY REPORT.....</b>	<b>40</b>
<b>FIRE LOG.....</b>	<b>40</b>
<b>FIRE SAFETY SYSTEMS.....</b>	<b>40</b>
<b>STUDENT HOUSING POLICIES AND PROCEDURES.....</b>	<b>42</b>
<b>DISTRIBUTION OF THE ANNUAL SAFETY &amp; SECURITY REPORT.....</b>	<b>42</b>

## **INTRODUCTION**

Delta State University is a public institution located in Cleveland, Mississippi in the heart of the Mississippi Delta. Founded in 1924, Delta State provides a comprehensive undergraduate and graduate curriculum to more than 3,500 students representing the all States and more than 20 countries. Dozens of degree programs on the undergraduate level provide educational opportunities in the Colleges of Arts and Sciences, Business, and Education and in the Robert E. Smith School of Nursing. Graduate programs on the master's, educational specialist, and doctoral levels provide advanced training in a broad range of disciplines.

Delta State's main campus in Cleveland sits on more than 300 acres. Seven residence halls house more than 1,000 students. Many noteworthy buildings include the Bologna Performing Arts Center, Whitfield Hall (Delta Music Institute), Roberts-LaForge Library, Nowell Student Union, and the Dorgan Center.

## **DELTA STATE UNIVERSITY POLICE DEPARTMENT**

The Delta State University Police Department (UPD) maintains order and safety for the students, employees, residents and visitors of Delta State University. UPD employs Law Enforcement Officers, Communications Officers, and administrative staff, and includes the following sections: Patrol, Investigations, and Special Operations.

UPD officers are armed, have arrest powers and authority on all property owned or governed by the Institutes of Higher Learning. All police officers meet the professional criteria as established by the Board on Law Enforcement Officers Standards and Training, and are certified by attending a law enforcement training academy. Officers also regularly attend advanced and in-service training programs.

UPD officers are on duty 24 hours a day, 7 days a week, including holidays. Police officer functions include, but are not limited to the following:

- Patrols of the campus to ensure the safety of persons and property.
- Responding to and investigates reports of crime on University property.
- Assisting other local, state, and federal law enforcement agencies.
- Providing motorist assistance, unlocking vehicles or providing vehicle boosts on campus and providing escorts after hours.
- Responding to calls for service.
- Enforcing state laws and university regulations.
- Educating the DSU community on methods to keep themselves and their property safe.

Our goal is to protect life and property, to understand and serve the needs of the campus community, and to improve the quality of life by building capacities to maintain order, resolve problems, and apprehend criminals in a manner consistent with the law and reflective of shared University values.

# Policy for Reporting the Annual Disclosure of Crime Statistics

The University Police prepares the Combined Annual Security and Fire Safety Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act. The full text of this report can be located on our website at <http://www.deltastate.edu/student-life/police/> .

This report is prepared in cooperation with law enforcement agencies surrounding our campus, the Office of Housing and Residence Life, the Office of Human Resources, the Admissions Office, Student Health Services, Student Counseling Services and numerous other university departments. 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 UPD, designated campus security authorities, and local law enforcement agencies. These statistics may also include crimes that have occurred adjacent to university-owned properties. All students and employees are notified annually via email, the university website and in certain circumstances via U.S. mail of the availability of the Annual Security and Fire Safety Report on the university website. All prospective employees and students are advised of the availability and location of this report via Human Resources or the Admissions Office through the application processes. Copies of the Annual Security and Fire Safety Report may also be obtained at the University Police Department located in Bailey Hall, Suite 108.

## CAMPUS FACILITIES ACCESS & SECURITY

During non-operating hours, academic buildings are secured by University Police. Once a building has been secured, access may be gained by authorized persons with Delta State University issued identification cards using magnetic tape strips or keys or by contacting the University Police. Residence halls are locked using numeric combination locks and electronic access on exterior doors and standard lock and dead bolts on the individual room doors. Access is granted to those with the numeric combination and to those with residence hall specific authorization on their DSU ID cards. Child Development locations also have exterior electronic access and authorization is granted by the Director and support staff of the Child Development Center.

Most residence halls have video surveillance systems, as do several non-residential buildings. These systems are monitored by the University Police Department Dispatch Center and the building manager or housing supervisor as appropriate.

During any construction or maintenance phase of on-campus facilities, crime prevention through environmental design practices are always considered.

# REPORTING A CRIME

## Reporting Emergencies

Police, fire, and medical emergencies should be reported by calling the University Police Department at ext. 4155 on the campus phone system, by dialing (662) 846-4155 or 911 from a cell or off campus phone. The University Police Department will dispatch units to the scene as quickly as possible. Additional law enforcement agencies and/or Fire/EMS will be called as needed.

The University Police Officers are on duty 24 hours a day, including all holidays, to assist the University community. The UPD encourages all members of the community to store the UPD phone number in their cellular phones for easy access.

## Reporting Non-Emergencies

Any member of the University community who is the victim of a crime on campus, or who witnesses a crime on campus, is encouraged to report all suspicious or criminal activity to the UPD for investigation immediately at ext. 4155 or (662) 846-4155.

If a crime occurs off campus it should be reported to the law enforcement agency having legal jurisdiction of that area. If you are unsure which department has legal jurisdiction, contact University Police for assistance. When reporting an offense or incident to the University Police try to be as detailed as possible and consider the following information:

- Name, location, and phone number of caller
- Nature of offense/incident
- Location of offense/incident
- Description of any person(s) or vehicle(s) involved

## Confidential Reporting

Delta State University recognizes that there may be students, faculty, and staff that may be hesitant about reporting crimes to the police; therefore, we have provided a confidential crime reporting form on the campus website at <http://www.deltastate.edu/student-life/campus-police/>. Simply click the “C.A.R.T. Incident Reporting” button; type your information in the box and click submit. **You do not have to provide your name or email when you submit this form.** Your information may lead to the arrest of a violator which will also be used in our annual crime report statistics.

The purpose of this confidential reporting tool is to comply with your wish to keep your involvement in the matter confidential. With such information, the University can keep an accurate record of the number of incidents or crimes on campus, determine if there is a pattern of crime, and also alert the campus community to any potential danger.

## Limited Voluntary/Confidential Reporting

Police reports are public records under state law; however, the UPD can hold certain aspects of the report of a crime in confidence until the investigation of such report is concluded.

Professional and pastoral counselors are exempt from reporting requirements. However, Delta State University encourages pastoral, professional, and mental health counselors as well as clergy to inform those they counsel of the procedures for reporting crimes on a voluntary basis. These inclusions will add to the crime statistics as well as expedite due process. Delta State University encourages anyone who is a victim or witness to any crime to promptly report the incident to the police.

### **Campus Security Authorities**

The Clery Act mandates that universities disclose statistics for crimes reported to the UPD, other police agencies, and Campus Security Authorities (CSAs). While we implore our campus community to report all criminal incidents to the University Police, we understand that sometimes students, faculty, and staff may be inclined to report incidents to someone other than law enforcement. Therefore, the University designates certain individuals as Campus Security Authorities, as defined by the Clery Act.

A Campus Security Authority, or CSA, can include: those responsible for monitoring entrance into school property or facilities, athletic personnel, any official of the school who has significant responsibility for students and campus activities including, but not limited to, student housing and student discipline. All members of the UPD are also considered CSAs.

Campus Security Authorities are trained annually on how to report crimes or incidents involving murder/non-negligent manslaughter, negligent manslaughter, sex offenses, sexual assault, domestic violence, dating violence, stalking, robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations, and weapons violations.

When a report of a disciplinary complaint has been submitted to a CSA, they must complete the Campus Security Authority Reporting Form and submit it to the University Police. The disciplinary complaint will then be submitted to the Vice President for Student Affairs or the Disciplinary Committee Chair for review and determination of validity and for possible investigation. An individual may file a disciplinary complaint by filing a police incident report, a Housing & Residence Life incident report, a Human Resources incident report or by contacting a Campus Security Authority.

Reports of crimes may be reported to the following:

- University Police Officers
- Vice President for Student Affairs
- Title IX Coordinator
- Director of Student Life
- Director, Asst. Director, or Coordinator of Housing and Residence Life
- Residence Hall Directors or their Assistant(s)
- Resident Assistants
- Desk Assistants
- Student Organization Faculty/Staff Advisors
- Athletic Director, Assoc. Athletic Directors, Head Coaches, Coaches, Assistant Coaches
- Director of Human Resources

## **Disciplinary Process**

Article IX, Section 5 of the By-laws and Policies of the Board of Trustees of State Institutions of Higher Learning states that the President of Delta State University is charged with the responsibility of maintaining appropriate standards of student conduct and is authorized to expel, dismiss, suspend, and place limitations on continued attendance and to levy penalties for disciplinary violations subject to procedures of due process.

The disciplinary process has been delegated by the President to the Vice President for Student Affairs (VPSA). The VPSA will assign a Disciplinary Committee and Disciplinary Officers, who will receive annual training. In cases of sexual assault, domestic violence, dating violence and stalking crimes, disciplinary proceedings will be conducted by officials who at a minimum will receive annual training on issues relating to sexual assault, domestic violence, dating violence and stalking crimes, and how to conduct investigative and hearing processes that protect the safety of victims and promotes accountability.

Violation of local, state, or federal law can also be assigned to local law enforcement authorities. Disciplinary hearings are utilized in order to arrive at decisions regarding student conduct. These decisions affect the student and his/her relationship with the University. The administration of discipline is an educational process. Such procedures will give full cognizance to tests of fairness, justice, truth, and the requirements of due process. The requirements for due process will include notice of charges, a fair and timely hearing, and an opportunity to appeal. All disciplinary proceedings will be prompt, fair, and impartial from the point of report to the final determination by the University.

An individual may file a disciplinary complaint by filing a police incident report, a Housing & Residence Life incident report, a Human Resources incident report or by contacting a Campus Security Authority. The disciplinary complaint will be submitted to the VPSA or the Disciplinary Committee Chair for review and determination of validity and for possible investigation. If it is determined that the complaint is valid and needs action, the complaint will be submitted to the University Police Captain of Investigations, who will conduct a full investigation. (Note: Because of expertise in the area of investigations, the University Police Department assists with investigating disciplinary complaints even if a criminal complaint has not been filed.) Once the investigation is complete, the complaint and investigative findings will be submitted to the Disciplinary Committee for adjudication. The Disciplinary Committee will review the documents, and then interview the accuser, accused and any witnesses. The Disciplinary Committee will then deliberate to determine responsibility and recommend disciplinary actions. Absent extenuating circumstances, the University will strive to conduct a full investigation of a complaint and adjudicate the complaint within thirty calendar days.

Delta State University expects that all members of the University community – students, faculty, and staff – should be able to pursue their work and education in a safe environment, free from acts of intimidation, sexual assault, or hate violence. To this end, the University is committed to maintain a working and learning environment free of sexual misconduct. All forms of sexual assault, relationship violence, and stalking are regarded as serious offenses which are likely to result in suspension or

expulsion as well as criminal prosecution. The prosecution of students, faculty, and staff for crimes they commit, whether by state or federal prosecutors, is independent of and could be in addition to the charges and actions taken under university regulations and disciplinary procedures. The University aims to eradicate sexual misconduct through education, training, clear policies, and serious consequences for violations of these acts.

Disciplinary hearings are conducted uniformly for all types of cases. However, in cases that involve Title IX violations, the Title IX Coordinator's investigation and process may be involved. The University's disciplinary process is consistent with the institution's policies and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. The accuser and the accused are entitled to the same opportunities to have no more than two non-participating advisors present at any hearing or any meeting related to the investigation or adjudication. Both parties will be notified in writing of their rights, the process and procedure of the hearing and what is allowed. Additionally, the accuser and the accused shall be simultaneously informed, in writing, of the outcome of any institutional disciplinary proceeding which will include procedures for appeal and any changes as a result of the appeal process.

Both the accuser and the accused shall be informed in writing of the outcome of any campus disciplinary proceeding brought alleging sexual assault. This does not constitute a violation of FERPA.

The hearing process further involves both parties presenting their case to the Disciplinary Committee. The standard of evidence will be the "preponderance of evidence" presented to the committee. Sanctions for offenses range from censure, social probation, community service, educational/counseling consultation, restitution, levy of fines, no-contact directive, revocation of the residence contract, or suspension or expulsion from the University. In cases where a person has been found guilty of crimes of sexual assault, domestic violence, dating violence, and/or stalking, the sanctions may include the following: censure, social probation, community service, educational/counseling consultation, restitution, and levy of fines, no-contact directive, revocation of the residence contract, or suspension or expulsion from the University.

The disciplinary committee's determination is only the University's determination; and the alleged suspect can still face criminal prosecution.

The accuser and accused must have the same opportunity to have others present.

Both parties shall be informed of the outcome of any disciplinary proceeding.

The complainant shall be informed of the following:

1. His or her option to notify law enforcement.
2. Availability of on-campus and off-campus counseling services.
3. Available assistance, if reasonable, in changing academic, working, and/or living situations.
4. Available options, if possible and reasonable, for transportation.

At the discretion of the VPSA, cases may be assigned to the Disciplinary Committee or a Disciplinary



Officer, based on the type of violation, location of the violation, and/or the student's current disciplinary status. If a determination of sanctions is appealed, the case will be heard by the VPSA. The VPSA has the right to immediately suspend a student from any or all university property or activity, pending a hearing, if the circumstances and/or seriousness of the alleged violations warrant such action. The VPSA serves as the final appeal, prior to the President of the University, unless the VPSA is otherwise excessively involved in a lower decision. The VPSA may also interject his authority in a judicial matter (before or after a decision has been rendered) if he determines the safety and/or welfare of the complainant, accused, and/or University population is threatened.

A student found guilty of any violation of University regulations has the right of appeal. For original adjudication cases, he/she has five days in which to accept or appeal the decision rendered in the case. If after five (5) days, the accused has not accepted or rejected the proposed sanctions, it will automatically go into effect. After original adjudication, the limit of time in which to appeal will be established by the VPSA. The decision to appeal must be communicated to the Disciplinary Officer, or Chair of the Disciplinary Committee, whoever heard the original case. The VPSA may refuse to allow an appeal after the original adjudication, if it is determined that there is no merit in the case. Such a decision may be appealed to the President of the University.

#### **Police Daily Crime Log**

A log of all criminal incidents reported to the university police, which occurs within the reporting area defined by the Clery Act, is maintained by the UPD on its web page. The log is available for public inspection twenty-four hours a day online. Log entries are recorded after the information has become available to the UPD or after the report has been finalized.

The UPD may withhold information from the daily crime log if the release of such information would jeopardize an on-going criminal investigation, the safety of an individual, cause a suspect to evade detection, flee, and/or result in the destruction of evidence.

If any new information about an entry into a log becomes available, the new information will be recorded in the log not later than two business days after the information becomes available.

Requests for crime data greater than 90 days from the current date will be available within three (3) business days.

## **SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING**

Delta State University is committed to creating and maintaining an environment in which students, faculty, and staff can work together in an atmosphere free of the threat of sexual assault, domestic violence, dating violence, and stalking.

Delta State University views any form of sexual assault (as defined in the following section), domestic violence, dating violence, and stalking as a serious offense, and such behavior is prohibited by state law and by University policy. It is the intention of the University to take whatever action is needed to prevent, correct, and if necessary, discipline behavior that violates this policy. Prosecution of students for crimes they commit, whether by state or federal prosecutors, is independent of and in addition to the charges or disciplinary proceedings instituted by the University.

### **DEFINITIONS**

**Dating Violence** – 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 following factors:

- The length of the relationship
- The type of relationship
- The frequency of interaction between the persons involved in the relationship

**Domestic Violence** – A pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors/actions that intimidate, manipulate, humiliate, isolate, and/or frighten.

**Sexual Assault** – Any sexual act perpetrated upon a person without her or his consent, where the assailant uses physical force, threat, coercion, or intimidation to overpower or control the survivor; where the survivor fears that she or he or another person will be injured or otherwise harmed if she or he does not submit; where the survivor is prevented from resisting due to the influence of alcohol or other drugs; or where consent is otherwise not freely given.

**Stalking** – Any person who purposefully engages in a course of conduct directed at a specific person, or who makes a credible threat, and who knows or should know that the conduct would cause a reasonable person to fear for his or her own safety, to fear for the safety of another person, or to fear damage or destruction of his or her property, is guilty of the crime of stalking.

**Consent** – Clear and unmistakable agreement, expressed in mutually understandable words or actions, to engage in a particular activity. Consent can be withdrawn by either party at any point. Consent must be voluntarily given and may not be valid if a person is being subjected to actions or behaviors that elicit emotional or psychological pressure, intimidation, or fear. Consent to engage in one sexual activity, or

past agreement to engage in a particular sexual activity, cannot be presumed to constitute consent to engage in a different sexual activity or to engage again in a sexual activity. Consent cannot be validly given by a person who is under the influence of alcohol and/or drugs.

## **REPORTING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING**

The following information provides steps to follow should an incident of sexual assault, domestic violence, dating violence, or stalking occur:

- Get to a safe place as soon as possible!
- In cases of sexual assault:
  - Try to preserve all physical evidence. The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until he or she has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department.
  - Get medical attention as soon as possible. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for six to eight hours after ingestion.
- If the crime occurs on campus, it is strongly recommended that a report be made directly to the University Police. However, you may also report the incident to a Campus Security Authority (as defined in the annual security report) and he/she can assist you.
- If the crime occurs off campus, you can report it directly to local law enforcement or the University Police can assist you with making the report if you wish. Even though the incident may have occurred off campus, it is still recommended that you report it to the University Police or a Campus Security Authority, or the Title IX Coordinator, so that you can be provided resources and discuss other on-campus options.
- It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the prosecuting attorney. **NOTE:** In the State of Mississippi, if law enforcement is summoned to an incident of domestic violence, as described by state law, and can determine that evidence of violence exists as well as a primary aggressor, the law enforcement officer is required to make an arrest of the primary aggressor(s).
- Consider talking to a counselor. Seeing a counselor may be important in helping the victim understand her/his feelings and begin the process of recovery.
- Professional counselors, pastoral persons and other professionals are reminded of their statutory duty to report certain crimes to University Police or the appropriate law enforcement agency.

Whether an incident occurs on or off campus, it is strongly recommended that a victim of sexual assault, domestic violence, dating violence, or stalking make a report to the University Police Department or the Title IX Coordinator (Ms. Julie Jackson, Director of Housing and Residence Life). Even if an incident occurred off-campus, resources and assistance can still be provided. Also, a disciplinary complaint as well as a Title IX

complaint (See Title IX policy) may be filed.

Professional and pastoral counselors shall inform victims who are reluctant to report of the option to report anonymously via the University's CART system for investigation and inclusion in the Annual Security Report.

When a student or employee files a complaint concerning sexual assault, domestic violence, dating violence, and/or stalking, he or she will be provided with written document outlining their rights as a victim and possible accommodation options.

## **SUPPORT SERVICES**

The University will work with victims to provide a safe and secure environment after an allegation of sexual assault, domestic violence, dating violence, and/or stalking has been reported, regardless of whether or not the incident has been reported to law enforcement. The University will provide, as needed and if reasonable, options concerning changes in the following areas:

- Housing/Residential assignments
- Academic scheduling
- Transportation
- Working environment

The University Police Department, in cooperation with other members of the crisis team, will also assist a victim with creating a protection plan for implementation during the investigation and adjudication procedures.

The following agencies and outreach services are available for assistance and may be contacted directly or through assistance from a university representative if desired.

<b>Delta State University Resource Numbers</b>	
Counseling	662-846-4690
Health Services	662-846-4630
Office Housing & Residence Life	662-846-4151
University Police Department	662-846-4155
Student Affairs	662-846-4150
<b>Community and State Resource Numbers</b>	
Bolivar County District Attorney	662-843-8000
Bolivar County Health Department	662-843-2706
Bolivar County Sheriff	662-843-5378
Bolivar Medical Center	662-846-0061
Cleveland Police Department	662-843-3611
Delta Community Mental Health Services	662-846-7556
MS Domestic Violence Hotline	800-898-3234
MS Sexual Assault Hotline	800-656-4673
Our House Inc. (Greenville, MS)	662-332-5683

## **BYSTANDER INTERVENTION**

Bystanders play a critical role in the prevention of sexual and relationship violence. Bystanders are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.

Delta State University seeks to promote community accountability where bystanders are actively engaged in the prevention of violence without causing further harm.

### **If you or someone is in danger:**

**Dial (662) 846-4155 (if on campus) or 911.** The immediate danger could be when a person is yelling at or being physically abusive toward another and it is not safe to interrupt.

### **How to Help**

1. Watch out for others. If you see someone who looks like they could be in trouble or need help, ask if they are ok, if you don't feel safe interrupting, call police.
2. Confront people who seclude, "hit on", "make out with", or attempt to have sex with a person who is incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, relationship violence, or experience with stalking.
5. Refer people to on-campus or off-campus resources listed in this document.

## **RISK REDUCTION STRATEGIES**

1. Communicate clearly.
2. Understand and respect personal boundaries.
3. Don't make assumptions about consent, including whether or not someone is physically or mentally able to consent. If there is any question about whether or not you have someone's consent, ASSUME THAT YOU DO NOT.
4. Don't take advantage of someone's incapacitation due to the use of alcohol or drugs. Incapacitation means the person is unable to give valid consent.
5. Never use force, coercion, threats, intimidation, alcohol, or drugs to engage in sexual activity.

## **CAMPUS PREVENTION PROGRAM**

In conjunction with the training curriculum provided the Office of the Title IX Coordinator, education and prevention information concerning sexual assault, domestic violence, dating violence, and stalking is included in the University's online training module, which will be required training for students, staff, and faculty.

If necessary, protective measures will include: the assistance in changing academic and living situations of the victim, changes/adjustments to the work area/environment, and/or alternate transportation routes/methods after an alleged sexual assault incident if requested by the victim; and if these changes are reasonably available. In cases where it remains possible that the defendant and the victim are still on campus, a no-contact directive will be issued and enforced. The University strictly adheres to the FERPA Act in all matters where it is pertinent.

Counseling, mental health, and other services are available, both on campus and in the surrounding community for victims of sexual assault.

Written notification of available protective measures is provided to each victim of an alleged sexual assault incident. These accommodations will be available even if a police report was not filed.

## **EMERGENCY RESPONSE**

In the event of any campus wide emergency requiring a coordinated response by the University, there will be personnel assigned to perform certain critical tasks.

Evacuation of a specific building(s) or all buildings may be necessary in a major emergency. Groups in every building should agree in advance on an outdoor meeting place (collection point) away from the structure if evacuation is necessary. Depending on the type of emergency, groups in buildings may be advised to shelter-in-place. The areas used should be communicated to the building occupants by the building managers, floor marshals, and back-up floor marshals during training, drills and at the time of the emergency.

The building manager for a building is responsible for seeing that this plan is implemented and will appoint an adequate number of floor marshals to assure everyone is familiar with this plan. There should be at least one floor marshal per floor with back-ups who will assist in the implementation of this plan by knowing and communicating evacuation routes to occupants during emergency evacuation and report the status of the evacuation to the building manager.

All exits are labeled and operable.

Occupants should be sure their classrooms, offices, storage areas, etc. are arranged so that their equipment, furniture, etc. are not impeding access to exits, fire hoses, fire extinguishers, corridors or stairs.

Building managers are trained in their specific duties in what to do in case of an emergency.

Campus wide fire drills will be conducted annually in each building and are critiqued and documented by the building designee and submitted to University Police. Prior to holding a fire drill where the alarm is to be triggered, University Police, Facilities Management and the local fire inspector are to be notified. Along with at least one drill per year, a copy of the University's emergency response and evacuation procedures, as discussed in this document, will be distributed for review.

## **EVACUATION PROCEDURES**

During an evacuation, the building manager and safety coordinator ensure that every person on his/her floor has been notified and evacuation routes are clear. If possible, they will check that all doors are closed and be the last one out. Upon leaving the floor, they will report the status of floor evacuation to the building manager. Persons with disabilities (mobility, hearing, sight) who require assistance to evacuate are responsible for pre-arranging with someone in their immediate classroom/work area/residence hall to assist them during an evacuation. Anyone knowing of a person with disability or injury who was not able to evacuate will report this to a floor marshal, building manager or University Police immediately.

### **Bomb Threats**

If a bomb threat is received, all information must be carefully noted and immediately reported to University Police, (662) 846-4155. The decision to evacuate the building is determined by the University Police Department.

If an evacuation occurs as the result of a bomb threat, the building manager or occupants will report any observations or suspicious person(s) or package(s) seen in the work areas or along the evacuation route to the University Police department. Occupants will not attempt to inspect or move the suspicious package.

### **Demonstrations and Disorders**

Demonstrations are generally lawful. The United States Supreme Court adopted a standard which says that all conduct is permitted as long as it does not materially disrupt class work, or involve substantial disorder, or invade the rights of others. (The Vice President of Student Affairs is to be notified in advance of any and all group activities to be conducted on campus.)

Any demonstration on the campus that is unruly or interferes with normal activities is unlawful.

The following guidelines will be followed to assure the safety of students, staff and faculty.

- Notify University Police.
- All occupants should remain in their offices or classrooms.

### **Earthquake**

At the first feeling of a tremor, please take action. OKRA ALERT may be activated.

In a classroom or office:

1. Immediately take cover under desks or tables.
2. Turn their bodies away from windows.
3. During a drill, remain in the sheltered position at least 60 seconds.
4. Follow the lead of building managers and/or floor marshals.
5. Remain calm.

Outside:

1. Move to open space away from buildings or other structures (lamp posts, telephone poles, trees, etc.)
2. Lie down or crouch low.
3. Be aware of falling objects in the vicinity.

In a Vehicle:

1. Stop the vehicle away from power lines, bridges, overpasses, and buildings.
2. Remain in the vehicle.

After the Earthquake:

1. Evacuate the building as soon as possible using fire evacuation procedures.
2. Injured persons should NOT be moved unless the condition of the building is life threatening.
3. Anticipate after shock. It will come.
4. Take your cell phone with you, if possible.
5. Await further instruction from emergency personnel or University Police.

**Flooding**

If flooding occurs on campus, the following procedures should be followed.

1. Stay out of the area.
2. Make the appropriate notifications:
  - During business hours contact Facilities Management at (662) 846-4740 and University Police at (662) 846-4155.
  - After business hours contact University Police at (662) 846-4155 and the dispatcher will make the appropriate notifications to Facilities Management.
3. Each Building Manager or Floor Marshal will post someone at entrances to the flooded area to prevent entry by unauthorized persons.
4. University Police will respond to any reports of flooding to evaluate the situation.
5. Facilities Management will be responsible for containment and clean-up of the affected areas.
6. If the flooding is in residence halls, the staff of the Office of Housing and Residence Life will be responsible for determining temporary shelter areas for any residents affected.
7. Do not return to flooded areas until instructed to do so by Facilities Management or University Police.



### **Hazardous Materials Release**

Alert others in the immediate area and evacuate, if necessary. Call

University Police at (662) 846-4155.

### **Power Outage Procedures**

Remain Calm. Stay inside until areas are secured unless evacuation is necessary for reasons of safety. Contact University Police – (662) 846-4155. Identify any individuals with disability that may need assistance evacuating an area. Check elevators for trapped people.

### **Smoke/Fire**

Report a fire or emergency by calling the University Police at (662) 846-4155, giving the exact location of the fire, your name, building name, room number and floor. State exactly what is burning, smoking or smells like a fire to you.

In each building, occupants will be notified of fire by alarm, Okra alert, paging system, word of mouth, etc.

Occupants should:

1. Know at least two exits from the building.
2. Be familiar with the evacuation route.

When notified to evacuate, do so in a calm and orderly fashion; walk don't run; keep conversation level down; close all doors behind you, use the stairs not elevators and assist others in need of assistance.

### **Tornadoes**

#### **Tornado Watch**

A tornado watch means that weather conditions are favorable for the formation of a tornado. Faculty, staff, and students will be alerted to impending dangerous either through the OKRA ALERT system via text and email.

#### **Tornado Warning**

A tornado warning is issued when a tornado has actually been sighted in the surrounding area. Faculty, staff, and students will be alerted to impending dangerous weather through the OKRA ALERT via text and email. Storm Warning Sirens in the city will be activated.

Tornado sirens are tested on Saturdays at noon by the City of Cleveland. The tests last for thirty seconds. In the event that the sirens sound for longer than thirty seconds, you should follow tornado protection procedures. Tests are not conducted during severe weather.

### **Tornado Protection Procedures:**

OKRA ALERT messages will notify personnel and students when a tornado warning is in effect. Weather radios should then be monitored in administrative offices.

Go to a designated tornado safety area. If there is no designated shelter, a first floor interior hallway, room or closet away from windows and exterior doors shall serve as a shelter area.

Keep hallways clear by standing against the wall. When a tornado approaches, all individuals should

assume kneeling position facing the wall with heads bent down.

Stay away from doors and windows.

Laboratories should be secured. Shut off gas burners or other laboratory equipment which could cause additional health and safety concerns.

The following areas should be considered “off-limits” during a tornado warning:

- Near outside doors or windows (any exterior glass)
- Any location on an upper floor of buildings
- Any outside area

Do not leave the shelter area until the “all clear” is given via OkraAlert.

### **Inclement Weather Procedures**

When inclement weather threatens the DSU community, the President or his designee, may declare an emergency closing. This could mean a “full” or “partial” closing of all or some University operations.

The following units are considered essential services and are never closed under this policy.

- University Police
- Emergency Maintenance Operations

### **Work Place Violence or Individual with Weapon (Active Shooter)**

Should an individual with a weapon enter the building or an act of violence occurs:

1. Immediately notify University Police (662) 846-4155. Provide as much information as you can and stay on the phone until told to hang up.
2. Immediate instruction from University Police will be disseminated campus wide through OKRA ALERT and multiple media sources.
3. Alert others if you can without endangering yourself.
4. In a lockdown, secure doors and windows as quickly as possible and barricade as many items between you and the threat.
5. Keep away from the windows.
6. Do not attempt to make contact with the individual(s) responsible for the threat unless no other option is available.
7. Once in a secure location, do not open the door for anyone but law enforcement officials.

## EMERGENCY NOTIFICATIONS

Delta State University utilizes a mass communication system that allows for emergency related messages to be distributed to students and employees through text messaging, email, and phone calls. This system, known locally as the Okra Alert, is used when there has been confirmation of a life-threatening situation or other significant emergency that could pose a threat to the health or safety of the campus community.

The University will, without delay, and taking into account the safety of the community, determine the appropriate content for notifications and initiate the Okra Alert system, unless in the professional judgment of the law enforcement commander or responsible authority based on the incident, would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

An emergency text will be sent in cases of extreme weather, life-threatening incidents on campus, or important immediate changes that affect the entire University.

Beginning in the fall semester 2015, the Okra Alert system began to gather all students' cell phone numbers (if provided) upon enrollment. Anyone wishing to verify their enrollment in Okra Alert should go to:

- [DSU Online Services](#)
- login
- 'Personal Information'
- 'Enroll in OkraAlert (Emergency Text Message Notification)'

If anyone wishes to "OPT OUT" of the system, press X (delete) by the phone number. **YOU ARE ENCOURAGED NOT TO "OPT OUT"**.

All employees will be enroll into the system using the same procedures as listed above.

The system will allow only one cell phone number per person.

OkraAlert messages are sent to the entire campus population, community, local schools, local law enforcement agencies and local radio.

The University conducts Alert Warning Drills in February, June and October annually.

### **Role of Communications Personnel**

The University Police Dispatcher will initially execute warning messages to all parties in the emergency network or to police for investigation. The backup personnel are as follows: UPD Chief of Police, UPD Sr. Secretary, Director Communications and Marketing, Assistant Director Communications and Marketing.

The Director of Communications and Marketing will continue all ongoing messages.

All communication technologies operative on the DSU campus will be connected to the police dispatcher and Director of Communications and Marketing.

## **CRIME PREVENTION, HEALTH AND SAFETY EDUCATION FOR THE COMMUNITY**

The Delta State University Police Department has an active crime prevention program which is dedicated to reducing criminal opportunities and encourages the members of the campus community to take responsibility for their own safety and security, and the safety and security of others. Crime prevention programs are available for all students, staff, and faculty. Some of the topics include, but are not limited to personal safety and property security, alcohol and DUI awareness, drug abuse awareness, fire safety, sexual assault/date rape prevention. The Crime Prevention Program also coordinates Operation I.D., which is a program to assist students in identifying and recording property in case of theft. A bicycle registration form is available to students who bring bicycles on campus.

Safety on a college campus is a genuine concern. Delta State offers services and crime prevention programs in an effort to improve safety in the university community.

Ultimately, each person is responsible for his/her own safety, but practice of preventive methods can help to reduce the probability of one becoming a victim of crime. During the year, the police department will offer workshops and presentations on crime prevention. You should take the opportunity to attend these programs. If you have any questions or comments concerning campus safety, please call us at (662) 846-4155 or send an email to [police@deltastate.edu](mailto:police@deltastate.edu).

### **Campus Safety/Education**

#### **(Crime Prevention and Security Awareness Programs) 34CFR 668.46(b)(6)**

The mission of the University Police Department is to provide a safe and supportive environment for the University community through professional law enforcement, prevention of crime, intervention with offenders, problem solving, and community participation.

The goal of crime prevention and security awareness programs is to eliminate or minimize criminal opportunities whenever possible and to encourage students, faculty and staff to be responsible for both their own safety and the safety of others.

**Crime Prevention and Security Awareness Information** is available on the police website at [www.deltastate.edu/student-life/campus-police/](http://www.deltastate.edu/student-life/campus-police/).

**Crime Prevention and Security Awareness Training** Student Affairs has taken a proactive role in obtaining the proper staff training and necessary training materials to comply with the current and on-going demands on the University's compliance requirements as it relates to Clery, VAWA, Title IX, and the Campus SaVE Act additions.

### **Primary Prevention Programs/Awareness Campaigns**

**New-Student Orientation** - The Delta State University Police addresses new students about the police department, its policies, procedures, campus safety, parking, community policing, the police section of the website, and university conduct.

**Residence Halls Programs (monthly)** – Residence halls directors and resident assistants are required to present “student-help” programs. Rape Aggression Defense tips have also been the topic of these

programs. These programs include Clery and VAWA mandated programs along with student-life skills, how-to discussions, and other awareness topics. Safety and Domestic violence prevention programs are scheduled for each semester in the dorms.

Additional prevention and awareness information concerning sexual assault, domestic violence, dating violence, and stalking will be presented yearly to students, staff, and faculty through the University's online training program.

**Panhellenic, Interfraternity and National Pan Hellenic Councils** – Alcohol abuse education and other pertinent crime prevention information will be presented yearly to the members of fraternities and sororities by representatives of the University Police Department or other qualified professionals.

## **CAMPUS SAFETY TIPS**

1. Be sure that entrances to your residence hall remain closed and locked. NEVER prop open an exterior door. If you see an open door, close it and report it to a Hall Director or RA.
2. Don't allow anyone that you do not know access to your residence hall.
3. Keep your room door locked at all times.
4. Keep your vehicle locked at all times.
5. Save the phone number to the University Police (662-846-4155) in your cell phone.
6. Do not walk alone at night. Go with a friend or request an escort from the University Police.
7. Make sure someone knows where you are at all times.
8. Stay alert and be attentive as you travel by watching your surroundings.
9. Keep an inventory of any valuables. Include the make, model, and serial numbers of items.
10. Do not leave valuables in plain sight in your vehicle or in your room. Secure Them!

## **Campus Counseling Center**

The Campus Counseling Center provides university students with individual and group assistance in adapting to stressful situations while attending DSU. Examples such as adjusting to the university environment, relationship issues with roommate, professor, parents or significant other, choosing a vocation, selecting a major, and solving personal, social, and educational difficulties are common reasons students utilize counseling. The professional staff are also trained to help with clinical issues like depression, anxiety, grief, anger, trauma, alcohol and drug abuse. In a confidential relationship, the student may express his/her thoughts and feelings, and an experienced counselor helps the student gain insight into problems and explore possible solutions.

Additionally, with the assistance of the counselor a student may select tests to appraise abilities, interests, and personal characteristics. National standardized admission tests such as the CAAP, MAT are also given. Academic credit can be gained through the College Level Education Program (CLEP) administered in the office.

The Campus Counseling Center is open for service and FREE to students, faculty and staff, Monday through Friday from 8:00 a.m. to 5:00 p.m. Stress management, Counseling, American Disabilities Act consultation, Alcohol and Drug abuse appointments may be made in person or by calling the counseling center. Alcohol, and Chemical dependency information, brochures and treatment referrals can be found there as well. National standardized test information or computerized CLEP appointments can be obtained by calling (662) 846-4690 or visiting the Campus Counseling Center located in the O.W. Reily Health Center.

# **ALCOHOL AND DRUG ABUSE POLICIES AND PROCEDURES FOR THE CAMPUS COMMUNITY**

## **POLICY STATEMENT**

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989, Delta State University is committed to the elimination of alcohol and drug abuse.

## **DEFINITIONS**

**Student** – Includes all persons enrolled at the University whether full-time or part-time.

**Employee** – Includes all faculty and staff employed whether full-time or part-time.

**Illicit Drugs** – Defined in Section 202 of the Controlled Substance Act; and the Mississippi Uniform Controlled Substance Law, Mississippi Code Supplement (1989) and 21 USC 1308 of the Federal Code.

**Alcoholic beverages** – Defined in Sections 41-29-139, 142, 67-1-5, and 97-29-7 of the Mississippi Code Annotated.

## **POLICIES and RESPONSIBILITIES**

### **Standards of Conduct**

The unlawful possession, use or distribution of illicit drugs and alcohol by its students and employees on university premises is strictly prohibited and in violation of University policy. It shall be the personal responsibility of each student, faculty and staff employee to adhere to this policy as stated. Failure to do so will result in sanctions as stipulated in this policy.

### **Legal Sanctions**

As specified in Section, 37-105-9, 41-29-139, 41-29-142, and 97-29-47 of the Mississippi Code Annotated legal sanctions are applied to the following actions: possession of alcohol on University property; public drunkenness on University property; utilization of false ID to obtain alcohol; driving under the influence of alcohol; possession of illicit drugs; sale of illicit drugs; sale of illicit drugs near schools; possession of paraphernalia; and sale of paraphernalia. Sanctions range from fines of \$25 to \$1 million and jail sentences of 30 days in the county jail to 30 years in the state penitentiary.

The University strives to maintain campus communities, activities and worksites free from the illegal use, possession, or distribution of alcohol, illegal drugs or controlled substances as defined by state law and in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, as amended and by regulation at 21 Code of Federal Regulations section 1308. The University recognizes that the illegal and/or abusive use of alcohol or drugs by members of the University community can prevent the University from meeting its commitments and accomplishing its missions. Further, such use jeopardizes the safety and welfare of the individual, fellow employees and students, and the University community. The University Alcohol and Drug Policy prescribes standards of conduct expected of academic and staff employees, students and visitors to maintain alcohol and drug-free campus communities, activities and worksites, and contains provisions to ensure that the University is in compliance with federal and state statutes.

### **Sanctions**

Sanctions may be imposed upon employees and/or students who violate the University's alcohol and drug abuse policy as follows:

#### **Employees**

Suspension pending further investigation (with pay); satisfactory participation in a drug or alcohol abuse assistance or rehabilitation program; issuance of a formal warning; or termination.

#### **Students**

Probation for a minimum of six months up to the remainder of their tenure, and/or a fine of up to \$100 and/or work of 10 hours up to 50 hours, and/or specified number of hours of counseling; and/or suspension for a specified period of time or with sentence suspended, expulsion from the University or one of its residential units, or any combination of the above listed sanctions or other forms of creative sanctions which might be imposed. Further disciplinary procedures can be found in the Delta State University Student Handbook, a copy of which can be obtained online at [www.deltastate.edu](http://www.deltastate.edu).

### **Health Risks**

Delta State University recognizes that illicit drug use and alcohol abuse are both wrong and harmful. Medical research reveals that such behavior is a causative factor in heart, liver, and other diseases as well as in various cancers and brain damage. The abuse of alcohol and other drugs is not only destructive to the physical health, but it also erodes the self-discipline and motivation necessary for learning. Pervasive drug use and alcohol abuse create an environment that is destructive to learning and working. Closely tied to being truant and dropping out of school, they are associated with crime and misconduct that disrupt the maintenance of an orderly and safe university atmosphere conducive to learning and working.

### **Counseling Programs**

The University makes available to all its students and employees the services of the Counseling Center located in the O.W. Reily Health Center, (662) 846-4690. In addition to offering direct services to students and employees experiencing problems with alcohol or substance abuse, the Counseling Center provides referral services to several centers for alcohol and drug treatment and rehabilitation in the area. In addition, substance abuse programs are offered in the residence hall by the Counseling Center, and the Delta Community Mental Health Center. Further programs may be found on the Student affairs website: <http://www.deltastate.edu/student-life/>

## **SEX OFFENDER REGISTRATION POLICY**

The Mississippi Sex Offender Registry allows for the search of sex offenders by name, address and several other identifiers/methods. The registry also designates sexual offenders as Sexually Dangerous Predators and Absconders based on their histories and allows for searches in these categories as well. The link to the Mississippi Sex Offender Registry can be found at: <http://state.sor.dps.ms.gov/>

## **WEAPONS ON CAMPUS**

### **POLICY STATEMENT**

The Board of Trustees of Institutions of Higher Learning prohibits the possession of pistols, firearms or other weapons in any form by any student or employee other than duly authorized law enforcement officials on its institution's premises or at any of its institutions or student functions off campus, regardless of whether such person possesses a valid permit to carry such pistols, firearms, or weapons.

### **PROCEDURES and RESPONSIBILITIES**

Section 97-37-17 of the Mississippi Code makes it a felony for a student to possess or carry, whether openly or concealed, any firearm on University property.

## **MISSING STUDENT NOTIFICATION POLICY**

If a member of the DSU community has reason to believe that a student who resides in on-campus housing has been missing for at least 24 hours, he or she should promptly contact the Department of Housing and Resident Life at (662) 846-4151 and/or the DSU Police at (662) 846-4155.

Each DSU student who resides in on-campus housing, offered through the Department of Housing and Residence Life, has the option to identify an individual to be contacted by DSU within 24 hours after the student is determined to be missing in accordance with this policy. Each student who resides in on-campus housing may register contact information to be notified in the event the student is determined to be missing. Student contact information will be registered confidentially, and will be accessible only to authorized university officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. Information may be amended or supplemented by contacting the Department of Housing and Resident Life. For more information, call the Department of Housing at (662) 846-4151.

The Director of Housing and Residence Life, or his/her designee, will immediately notify the Vice President for Student Life and the University Police Department (if not already notified) upon receipt of a missing student report. If a determination is made that a student is missing, emergency contact procedures will be initiated within 24 hours in accordance with the student's designation. In addition, the DSU Police Department will, if needed, contact any other appropriate law enforcement agencies for assistance.

If a missing student is under 18 years of age and is not emancipated, DSU is required to notify his or her custodial parent or guardian within 24 hours after the student is determined to be missing, in addition to notifying any additional contact person designated by the student.



## **TIMELY WARNING POLICY**

In the event that a situation arises, either on or off campus, that, in the judgment of the DSU Chief of Police, constitutes an ongoing or continuing serious threat, a campus wide “timely warning” will be issued. The warning will be issued through the college emergency alert system, which distributes information through voice, email, and short-message-service (SMS).

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the DSU Police Department will coordinate with the Office of Communications and may also post a notice on the DSU website and/or specifically on the DSU Police website at [www.deltastate.edu/student-affairs/campus-police/](http://www.deltastate.edu/student-affairs/campus-police/). In such instances, a copy of the notice will be posted in each residence hall.

Anyone with information warranting a timely warning should report the circumstances to the DSU Police by phone at (662) 846-4155, in person at the Police Department located in the Union Building, Room 202, or by email at [police@deltastate.edu](mailto:police@deltastate.edu).

## **FIRE DRILL POLICY**

Campus wide fire drills are conducted annually in each building and are critiqued and documented by the building designee and submitted to University Police. Prior to holding a fire drill where the alarm is to be triggered, the Facilities Management and the fire inspector are to be notified.

## **TOBACCO USE POLICY**

### **POLICY STATEMENT**

Delta State University implements this policy in consideration of the general health, safety and comfort of all Delta State University students, faculty, staff and visitors. Effective on September 7, 2010, Delta State University prohibits the use of all tobacco products on its campus. This policy applies to all students, faculty, staff and visitors on Delta State University property or in its facilities.

### **DEFINITIONS**

**Employee** – This generally includes faculty and staff employees who are working on paid appointments by the University. It generally excludes students or temporary employees. For specific information on who is considered an employee, contact the Human Resources Department.

**Supervisor** – An employee designated by management who exercises major supervisory functions over another employee or employees. These functions include hiring, evaluating, assigning work, and disciplining employees.

**Smoking** – inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any device used to transmit or convey tobacco smoke or related inhalant.

**Tobacco products** – cigarettes, chewing tobacco, pipes, cigars, snuff, or any device designed to transmit or convey tobacco smoke or related inhalant.

## **PROCEDURES**

Use of all tobacco products is prohibited in all owned, operated, leased, occupied, and controlled entitles of Delta State University including; buildings, grounds, parking areas, walkways, athletic fields, tennis courts, golf course, and any other recreational or public areas. When any person enters the grounds of the University, the use of any smoking material or tobacco product shall cease. The offending tobacco product shall be disposed of in an appropriate receptacle. Improper disposal of cigarette or cigar butts, or collateral litter of tobacco-product use, shall also be considered a violation of this policy.

## **RESPONSIBILITIES**

All of the members of the Delta State University community share responsibility for complying with this policy. Specific enforcement of this policy is primarily the authority of the Delta State University Police who are authorized to cite violators of this policy. Auxiliary enforcement of this policy is delegated to all University Chairs, Building Managers, Directors, Deans, and Supervisors. Auxiliary enforcement is an affirmative obligation to ensure that this policy is followed in all University academic and administrative units. Auxiliary enforcement includes making individuals aware of this University Policy as well as reporting violators to campus police.

- Violations of this policy should be addressed in a tactful, non-confrontational and compassionate manner.
- Violations should be reported to any University Chair, Director, Dean, Building Manager, Supervisor, or to the Campus Police.

## **PENALTIES**

### **Students**

Violators will be penalized according to the Student Code of Conduct. Students should take great care in addressing their peers who do not comply with this policy. Violators should be reminded of this policy in a tactful and compassionate manner.

- Multiple infractions may result in stiffer corrective actions under the Student Code of Conduct, including fines and/or community service.
- Further violations should be reported to campus police.

### **Faculty & Staff**

Violators of this policy should be advised in a tactful, non-confrontational and compassionate manner.

- Continued infractions by faculty and staff may result in corrective action under the Human Resources Policies and Procedures or other University regulations.
- Further violations should be reported to campus police.

### **Visitors**

Visitors who violate this policy should be advised in a tactful, non-confrontational and compassionate manner.

- Visitors refusing to comply with this policy may be asked to leave campus.
- Further violations should be reported to campus police.

## DEFINITIONS OF REPORTABLE CRIMES

### 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.

### Sex Offense – 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 that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This includes the forcible rape of both males and females.

*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 or her youth or because of his/her temporary or permanent mental or physical incapacity.

*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. An object or instrument is anything used by the offender other than the offender's genitalia.

*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.

### Robbery

The taking or attempting to take anything of value from 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. Note: 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 the 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 all 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.

### Hate Crimes

In addition to the offenses against persons and offenses against property listed above, where a victim is

intentionally selected because of their actual or perceived race, gender, religion, sexual orientation, gender identity, ethnicity, national origin, or disability, the following crimes shall be reported according to the category of bias evidenced.

#### Simple Assault

The 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.

#### 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.

#### Larceny-Theft

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

#### Larceny – Petit

The crime of taking the goods of another person valued under \$1000 without permission, with the intent of keeping them.

#### Larceny – Felony

The crime of taking the goods of another person valued at more than \$1000 without permission, with the intent of keeping them.

#### Destruction/Damage/Vandalism of Property

The willful or malicious destruction, damage, defacing, or other injury to real or personal property without consent of the owner, or the person having custody or control of it.

#### Weapon Law Violations

The violation of laws or ordinances dealing with weapons 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

Violation 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, methadones); and dangerous non-narcotic drugs (barbiturates; Benzedrine).

### Liquor Law Violations

The violation of laws or ordinances prohibiting; the manufacturing, sale, transporting, furnishing, possessing or 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.)

### Dating Violence

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 following factors: the length of the relationship; the type of relationship; the frequency of interaction between the persons involved in the relationship.

### Domestic Violence

A pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors/actions that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

### Stalking

Any person who purposefully engages in a course of conduct directed at a specific person, or who makes a credible threat, and who knows or should know that the conduct would cause a reasonable person to fear for his or her own safety, to fear for the safety of another person, or to fear damage or destruction of his or her property, is guilty of the crime of stalking.

## CRIME STATISTICS

In compliance with the Clery Act, the Delta State University Police Department has the responsibility to report certain crime statistics to the Department of Education. Additionally, the University Police Department must also comply with other State and Federal crime statistics reporting mandates. There is a vast difference in reporting requirements between the Clery report and other State and Federal crime reporting statistics. Clery reporting requires the reporting of student disciplinary referrals for certain crimes.

Additionally, the reauthorization of the Violence Against Women Act, VAWA which President Obama signed into law in 2013, called for reporting in three new categories: dating violence, domestic violence, and stalking.

In certain and rare instances under the directive of the Chief of Police, a case may be classified as unfounded and subsequently withheld from reporting. These instances must include that the report was made but there was no evidence to support the case; or the investigation of the case did not yield any evidence to support the case.

This report contains crime statistics that have been compiled from 2012 through 2014.

Delta State University does not monitor or record criminal activity which students are engaged in off campus locations unless the attending law enforcement agency involves the University Police Department. The university does not have "off-campus housed" student organizations that are officially recognized by the institution. In addition, DSU does not have any off-campus housing.

This information is also available at <http://www.deltastate.edu/student-life/campus-police/campus-safety/>.

<b>CRIMINAL OFFENSES - ON-CAMPUS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	1
Negligent manslaughter	0	0	0
Sex offenses – Forcible	1	0	1
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	1	0
Aggravated assault	0	0	0
Burglary	4	12	6
Motor vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	-	1	5
Dating Violence	-	0	0
Stalking	-	1	2



<b>CRIMINAL OFFENSES - ON-CAMPUS RESIDENCE HALLS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	1	0	1
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	1	0
Aggravated assault	0	0	0
Burglary	4	11	1
Motor vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	-	1	2
Dating Violence	-	0	0
Stalking	-	0	0

<b>CRIMINAL OFFENSES – NON-CAMPUS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	6	0	N/A
Negligent manslaughter	0	0	N/A
Sex offenses – Forcible	2	1	N/A
Sex offenses - Non-forcible (incest and statutory rape only)	N/A	N/A	N/A
Robbery	18	2	N/A
Aggravated assault	36	3	N/A
Burglary	130	19	N/A
Motor vehicle theft	12	4	N/A
Arson	N/A	N/A	N/A
Domestic Violence	-	-	N/A
Dating Violence	-	-	N/A
Stalking	-	-	N/A

<b>CRIMINAL OFFENSES – PUBLIC PROPERTY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	-	-	0
Dating Violence	-	-	0
Stalking	-	-	0

<b>CRIMINAL OFFENSES - ON-CAMPUS HATE CRIMES</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

<b>CRIMINAL OFFENSES - ON-CAMPUS RESIDENCE HALLS HATE CRIMES</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

<b>CRIMINAL OFFENSES - NON-CAMPUS HATE CRIMES</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

<b>CRIMINAL OFFENSES – PUBLIC PROPERTY HATE CRIMES</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

<b>ARRESTS - ON-CAMPUS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	0	0
Drug law violations	0	3	0
Liquor law violations	0	0	0

<b>ARRESTS - ON-CAMPUS RESIDENCE HALLS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	0	0
Drug law violations	0	3	0
Liquor law violations	0	0	0

<b>ARRESTS – NON-CAMPUS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

<b>ARRESTS – PUBLIC PROPERTY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

<b>DISCIPLINARY ACTIONS - ON-CAMPUS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	2	1
Drug law violations	0	0	0
Liquor law violations	0	0	10

<b>DISCIPLINARY ACTIONS - ON-CAMPUS RESIDENCE HALLS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	2	0
Drug law violations	0	0	0
Liquor law violations	0	0	10

<b>DISCIPLINARY ACTIONS – NON-CAMPUS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

<b>DISCIPLINARY ACTIONS – PUBLIC PROPERTY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

## ANNUAL FIRE SAFETY REPORT

Name of Facility	2013			2014			2015		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Cain-Tatum	0	0	0	0	0	0	0	0	0
Lawler-Harkins	0	0	0	0	0	0	0	0	0
Cleveland	0	0	0	0	0	0	0	0	0
Brumby-Castle	0	0	0	0	0	0	0	0	0
Court of Governors	0	0	0	0	0	0	0	0	0
Blansett	0	0	0	0	0	0	0	0	0
Foundation	0	0	0	0	0	0	0	0	0
Hill Apartment	0	0	0	1	0	0	0	0	0
<b>TOTALS</b>	0	0	0	1	0	0	0	0	0

## FIRE SAFETY SYSTEMS

All residence halls at Delta State University are equipped with electronic fire warning systems. Several of the systems can pinpoint the specific area that caused the alarm to sound, thereby reducing the response time of the Residence Hall Staff, Facilities Management Staff, and University Police.

Description of Student Housing Facility Fire Safety Systems

Residential Facilities	Alarm System	Sprinkled
Cain-Tatum	MIRCOM FX-2003-6DS	Yes
Lawler-Harkins	Simplex 4000 Series	Yes
Cleveland	Simplex 4010	Yes
Brumby-Castle	Simplex 4010	Yes
Court of Governors	Simplex ES & 4010	Yes
Blansett	Simplex 4005	Yes
Foundation	Simplex 4100 U	Yes
Hill Apartment	Simplex ES	Yes

## Smoke/Fire

Report a fire or emergency by calling the University Police at (662) 846-4155, giving the exact location of the fire, your name, building name, room number and floor. State exactly what is burning, smoking or smells like a fire to you.

In each building, occupants will be notified by means of an alarm system, Okra alert, electronic communication or oral communication, although this last method is not advisable for work areas with ten or more persons. The building manager must assure that there is an effective method to notify

occupants of an emergency. Occupants must be aware of whom to notify in the event the building manager is absent.

Occupants should know at least two exits from the building and be familiar with the evacuation route posted on your floor.

When notified to evacuate, do so in a calm and orderly fashion; walk don't run; keep conversation level down; close all doors behind you, use the stairs not elevators and assist others in need of assistance. During evacuation, floor marshals ensure that every person on his/her floor has been notified and evacuation routes are clear. If possible, the floor marshal will check that all doors are closed and be the last one out. Upon leaving the floor, the floor marshal will report the status of floor evacuation to the building manager. Persons with disabilities (mobility, hearing, sight) who require assistance to evacuate are responsible for pre-arranging with someone in their immediate work area/residence hall to assist them during the evacuation. Anyone knowing of a person with disability or injury who was not able to evacuate will report this to a floor marshal, building manager or University Police immediately.

The Dean, Director or Department Head shall designate a building manager with thorough understanding and appropriate knowledge of the plan and ensure that they are adequately instructed in their duties and responsibilities. There must be adequate alternates to assume responsibilities in the absence of the building manager or floor marshals. These designations should also be made in the pre- planning stages and names submitted to University Police for campus wide compilation. University Vice Presidents are responsible for ensuring the above are completed.

Campus wide fire evacuation drills are conducted annually in each building and are critiqued and documented by the building manager and submitted to University Police. Prior to holding a fire evacuation drill where the alarm is to be triggered, University Police, Facilities Management and the fire inspector are to be notified.

The University Police Department responds to all reports of fire on the campus and completes an incident report. The Fire Safety Log is maintained by the UPD and available for public inspection. The log will provide at a minimum the date the fire was reported, nature of the fire, date and time of the fire, and a general location.

## **STUDENT HOUSING POLICIES AND PROCEDURES**

### **Policies Related to Use Of Electrical Appliances and/or Open Flames**

Residents are not permitted to have any appliance with an open flame or exposed heating element in any residence hall. Cooking appliances are limited to microwaves, refrigerators, and coffee makers. These must be closely supervised by the user. After one violation, all privileges will be revoked. Evacuation procedures are explained and reviewed during hall meetings each semester in the residence halls.

For more Housing & Residence Life policies, please go to [www.deltastate.edu/student-life/housing-and-residence-life/housing-code/](http://www.deltastate.edu/student-life/housing-and-residence-life/housing-code/).

## **DISTRIBUTION OF THE ANNUAL SAFETY & SECURITY REPORT**

In October of each year, an electronic copy of the Annual Security Report will be sent to all students, faculty, and staff via their University email.

Printed copies of the report are available at the Delta State University Police Department.

To view the report online, please go to <http://www.deltastate.edu/student-life/campus-police/>.