

Your Right to Know



# Annual Security and Fire Safety Report

Published September 2024

**Virginia State University  
Police Department**

2021 - 2023 Calendar Years

## A Message from the Chief of Police



*“The mission of the Virginia State University Police Department (VSUPD) focuses on excellence, to provide leadership through innovation and creativity in a dynamic, diverse, and professional organization. We will strive to create a safe and secure learning environment by dedicating ourselves to raising the level of professionalism, customer service, and preparedness to meet the campus community's needs. We will ensure a safe environment for living, learning, teaching, and fellowship through these means. By providing proactive service, multilayered community integration, we will accomplish our mission in accordance with the University's vision of excellence”.*

**David Bragg**

**Associate Vice President for Public Safety/Chief of Police**

## Our Values

- **Student-Centered** – Promoting students' intellectual, physical, social, and emotional development in all facets of University life.
- **Integrity** – Displaying the highest degree of ethical commitment in the pursuit of knowledge.
- **Engagement** – Developing civically engaged citizens who value all persons and demonstrate the desire to impact their immediate surroundings, nation, and the world positively.
- **Customer Service** – Creating an atmosphere of respect, collegiality, and responsiveness to provide excellent service to our internal and external constituents.
- **Excellence** – Utilizing a balanced approach to create a high expectation of achievement, awareness, and intellectual development among our students, faculty, and staff.
- **Scholarly Research** – Conducting scholarly activity at the forefront of our disciplines and applying translational discoveries and intellectual pursuits to benefit the community.
- **Global** – Preparing globally aware citizens who respect and appreciate the cultural differences of all people through service and disseminating knowledge to the world.
- **Teaching** – Providing learning environments and activities consistent with best educational practices to create a framework where scholarship is intentional, and transformational, and deepens understanding in preparing future leaders.
- **Diversity** – Fostering a community that identifies, values, and respects all people's differences by creating a positive experience for students, faculty, staff, and the community.

**"YOUR RIGHT TO KNOW"**  
Virginia State University  
Police Department  
Annual Security Report  
October 1, 2024



**Greater Happens Here**  
VSU Police Department



## TABLE OF CONTENTS

<b>POLICE SERVICES &amp; AUTHORITY .....</b>	<b>9</b>
<b>WORKING RELATIONSHIPS WITH OTHER AGENCIES.....</b>	<b>10</b>
<b>SUPPORT SERVICES.....</b>	<b>11</b>
<b>POLICY ON REPORTING ANNUAL DISCLOSURE CRIME STATISTICS .....</b>	<b>11</b>
<b>REPORTING PROCEDURES .....</b>	<b>12</b>
<i>GENERAL PROCEDURES FOR REPORTING A CRIME OR EMERGENCY REPORTING TO THE VIRGINIA STATE UNIVERSITY POLICE DEPARTMENT CONFIDENTIAL REPORTING PROCEDURES PASTORAL COUNSELOR PROFESSIONAL COUNSELOR CAMPUS EMERGENCY TELEPHONE NUMBERS</i>	
<b>DAILY CRIME LOG.....</b>	<b>15</b>
<b>EMERGENCY RESPONSE &amp; EVACUATION PROCEDURES .....</b>	<b>16</b>
<i>EVACUATION DRILLS ACTIVE SHOOTER TRAINING</i>	
<b>EMERGENCY NOTIFICATIONS .....</b>	<b>17</b>
<b>TIMELY WARNINGS.....</b>	<b>18</b>
<b>GENERAL SECURITY PROCEDURES .....</b>	<b>19</b>
<i>SAFETY MAINTENANCE</i>	
<b>CAMPUS SECURITY AND ACCESS .....</b>	<b>20</b>
<i>ACADEMIC &amp; ADMINISTRATIVE BUILDING UNIVERSITY HOUSING COMPLEXES</i>	
<b>RESIDENTIAL LIVING AT VSU .....</b>	<b>20</b>
<i>RESIDENCE HALL STAFF</i>	
<b>CRIME STATISTICS.....</b>	<b>23</b>
<i>GATHERING CRIME STATISTICS</i>	
<b>DEFINITION OF CATEGORIES .....</b>	<b>24</b>
<b>TITLE IX &amp; VIOLENCE AGAINST WOMEN.....</b>	<b>24</b>
<b>GEOGRAPHICAL CATEGORIES.....</b>	<b>27</b>
<i>ON-CAMPUS NON-CAMPUS  PUBLIC PROPERTY</i>	

<b>SPECIFIC INFORMATION ABOUT CLASSIFYING CRIME STATISTICS.....</b>	<b>28</b>
<i>2021-2023 VSU CRIME STATISTICS</i>	
<i>2021-2023 VSU CRIME STATISTICS (ARRESTS AND REFERRALS)</i>	
<b>HATE CRIMES.....</b>	<b>33</b>
<i>GROUP A AND B OFFENSES</i>	
<b>CRIME PREVENTION SERVICES/ EDUCATION PROGRAMS.....</b>	<b>34</b>
<b>THE INDIVIDUAL'S RESPONSIBILITY.....</b>	<b>36</b>
<b>CRIMINAL ACTIVITY OFF-CAMPUS.....</b>	<b>36</b>
<b>NOTIFICATION OF MISSING STUDENTS.....</b>	<b>37</b>
<i>IMPORTANT ON AND OFF-CAMPUS TELEPHONE NUMBERS</i>	
<i>EMERGENCIES INVOLVING STUDENTS</i>	
<b>AMERICANS WITH DISABILITIES ACT (ADA).....</b>	<b>38</b>
<b>ZERO TOLERANCE FOR VIOLENCE AND THREATS.....</b>	<b>39</b>
<i>REPORTING VIOLENCE AND THREATS</i>	
<i>AVAILABLE SERVICES FOR VICTIMS</i>	
<i>VOLUNTARY CONFIDENTIALITY REPORTING</i>	
<i>TITLE IX REPORTING</i>	
<b>RESPONSE TO SEXUAL VIOLENCE.....</b>	<b>44</b>
<i>AVAILABLE SERVICES, SUPPORT, AND ASSISTANCE</i>	
<i>ON-CAMPUS RESOURCES FOR SUPPORT AND ASSISTANCE</i>	
<i>CRIME VICTIM AND WITNESS RIGHTS</i>	
<b>PREVENTION AND AWARENESS TIPS.....</b>	<b>48</b>
<i>FILING A POLICE REPORT</i>	
<i>TITLE IX REPORTING</i>	
<b>SEXUAL OFFENSES / JUDICIAL PROCEDURES.....</b>	<b>49</b>
<b>SEXUAL OFFENSES / DISCIPLINARY PROCEEDINGS.....</b>	<b>50</b>
<b>SEX OFFENDER REGISTRY.....</b>	<b>51</b>
<i>ACCESS TO RELATED INFORMATION</i>	
<b>ALCOHOL &amp; DRUG POLICY.....</b>	<b>52</b>
<i>SUBSTANCE ABUSE EDUCATION</i>	
<i>SUBSTANCE ABUSE PROGRAMS</i>	
<i>ALCOHOL RESPONSIBILITY ONLINE COURSE</i>	
<i>MARIJUANA 101 ONLINE COURSE</i>	
<i>BRIEF ASSESSMENT, SCREENING, AND INTERVENTION FOR COLLEGE STUDENTS (B.A.S.I.C.S)</i>	
<i>SCREENING, ASSESSMENT, INFORMATION, AND REFERRAL</i>	
<b>GAMBLING POLICY.....</b>	<b>55</b>
<i>GAMBLING ADDICTION EDUCATION AND TREATMENT</i>	
<b>FIREARMS AND WEAPONS POLICIES.....</b>	<b>56</b>
<b>FIRE SAFETY REPORT.....</b>	<b>57</b>
<i>PROCEDURE FOR STUDENT HOUSING EVACUATION</i>	
<i>FIRE SAFETY EDUCATION AND TRAINING PROGRAMS</i>	

*REPORTING FIRES*  
*FUTURE PLANS*

**FIRE SAFETY SYSTEMS IN VSU RESIDENTIAL FACILITIES ..... 59**

*2021-2023 FIRE STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES*

**VSU Campus Map Key**

- 66 Academic Commons Building\*
- 67 Agriculture Engineering Shop
- 68 Alumni Residence
- 1 Appearance Overlook
- 20 Athletic Department
- 65 Athletic Storage Building
- 62 Baseball Courts
- 59 Bookstore
- 14 Branch Hall
- 47 Center Hall
- 60 Collier Randall Hall
- 7 Cohen Hall
- 48 David Operations
- 49 Davis Hall
- 26 Engineering Technology Building
- 56 Foundry Hall
- 54 Foster Hall
- 27 Gandy Hall
- 38 Gateway Dining Hall
- 39 Gateway III Hall
- 45 Gateway IV Theater/Admission Building
- 23 Guest House
- 30 Hensley House
- 3 Hinson House
- 69 Hinson/McDonald Building
- 24 Institutional Efficiency
- 52 Jackson Place Cottage #1
- 25 Jackson Place Cottage #2
- 25 Jackson Place Cottage #3
- 46 Jane B. Bell Hall
- 20 Johnston Jackson Hall
- 20 Johnston Memorial Library
- 30 Jones Dining Hall
- 30 L. Douglas Wilcox Building
- 11 Langston Hall
- 4 Lindsay-McIntyre Building
- 15 Lockhart Hall
- 30 Luzzetta Campbell Hall
- 8 Luke Johnson Hall
- 46 M. T. Carter Annex Building\*
- 34 Memorial Hall - Student Health Services
- 24 Moore Hall
- 46 Multipurpose Center
- 27 Orelia Howard Hall
- 34 Owens Hall
- 34 Physical Plant Administration
- 30 Police and Public Safety
- 24 Post Office
- 4 Freshman Residence
- 34 Quad I Hall
- 39 Quad II Hall
- 24 Rogers Southton
- 37 Rowers St. Development Center
- 24 Steward Hall
- 42 Singleton Hall
- 46 Suddell Hall
- 46 Sumner Hall
- 3 Shuman Hall
- 66 Surracoma Building
- 39 Tinsley Courts
- 30 Tinsley Courts
- 30 University College
- 24 UTS
- 4 Virginia Hall
- 46 Hospitality Management Building
- 39 VSU Castle Union Building
- 70 Water Tower
- 67 Williams Center & Institutional Advancement\*
- 15 Whiting Hall
- 20 Wilkins Hall

\* Future buildings to be constructed





## POLICE SERVICES AND AUTHORITY



Virginia State University (VSU) provides full-service police protection to the campus community through the Virginia State University Police Department (VSUPD). The Virginia State University Police Department is a full-time law enforcement agency recognized by the Commonwealth of Virginia. Officer authority, responsibility, and training are the same as required of any police officer in Virginia. University police have the authority to enforce all university regulations and laws of the Commonwealth of Virginia within their jurisdiction, including all university-owned, leased, or controlled property and the adjacent streets and sidewalks. VSU police officers are certified by the Virginia Department of Criminal Justice Services (DCJS) as sworn police officers and are trained in all phases of law enforcement, including the use of firearms (Virginia, Va. Code Ann. § 23-234 – 23-234.1). Officers carry standard-issue or approved firearms at all times and must maintain firearms proficiency through semiannual classroom training, qualification, and certification at a local firing range.

VSU Police Officers are all graduates of a state-affiliated regional criminal justice training academy with the training required by DCJS. They have completed the 480-hour police basic performance-based training program and must complete 40 hours of in-service training bi-annually. The Department's police officers enforce all state laws and University regulations and prevent, detect, and investigate any criminal activity on campus and the surrounding area. In addition, the Department employs Campus Security Officers (CSO) who are certified through the Virginia Department of Criminal Justice Services. The University contracts with RMC Events, Richmond, Virginia, to provide security and crowd control for special events or activities on campus.

VSU Police Officers have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and in areas immediately adjacent to the campus. If a University student commits minor offenses involving University rules and regulations, VSU Police Officers may also refer the individual to the disciplinary division of Student Affairs. Major offenses such as rape, murder, aggravated assault, robbery, and auto theft can be reported to VSUPD or the local police. There are joint investigative efforts to solve these serious felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted in Chesterfield County courts. By mutual agreement with state and federal agencies, VSUPD maintains an NLETS terminal (National Law Enforcement Telecommunications Network). Through this system, police personnel can access the National Crime Information Computer system and the Virginia Criminal Information Network (VCIN). These computer databases can access criminal history data, nationwide police records, driver/vehicle identification information, and other local, state, and federal law enforcement information. Any illegal activity engaged in by individual students or members of student organizations at off-campus locations is monitored and recorded through coordination with local law enforcement agencies. VSU Police then provides information to the Office of Student Affairs for any action or follow-up that may be required.

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

The University recognizes that laws and rules are necessary for society to function and support law enforcement agencies and regulations by the university's officials. All persons on campus are subject to these laws and rules at all times. While the University is private property, and Constitutional protections apply, law enforcement officers may enter the campus to conduct business as needed.

The VSU Police Department works cooperatively with the Chesterfield Police Department, the jurisdiction where the University is located. In addition, the Department works with the Federal Bureau of Investigation (FBI), the Virginia Department of Alcohol Beverage Control (ABC), the Bureau of Alcohol, Tobacco, Firearms, and Explosives, the Drug Enforcement Administration (DEA), the United States Secret Service, the Virginia State Police (VSP), and other surrounding campus and local police agencies. Formal meetings are held between the leaders of these agencies through the Virginia Chiefs of Police Association (VCPA), the Central Virginia Chief of Police Association (CVCPA), and the Virginia Association of Campus Law Enforcement Administrators (VACLEA).

The VSU Police Officers and the Chesterfield County Police Department communicate regularly on the scene of incidents that occur on and around the campus. Crime-related reports and information are shared between agencies as necessary. The University maintains mutual aid agreements with the Virginia Department of State Police, Chesterfield Police, Colonial Heights Police Department and the Petersburg Police Department to provide additional law enforcement services in an emergency.

## Support Services

In addition to offering full-time police services to the VSU community, the Virginia State University Police Department also has a Support Services that handles other services, such as fire safety, building security, parking enforcement, and records management. Our security officers patrol our residence halls and academic buildings, offer escort services for students, faculty, and staff, and enforce all parking regulations on campus. Our safety officers ensure that VSU complies with all fire and safety codes for the Commonwealth of Virginia. Our records management office handles all records generated by VSU Police, as well as our compliance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

### Support Services Telephone Numbers

Parking Office – (804) 524-6813

Safety Office – (804) 524-5612

Security – (804) 524-5360

Records – (804) 524-5599

## Policy on Reporting the Annual Disclosure of Crime Statistics

The Virginia State University Police Department prepares this report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*. The full text of this report can be located on our website at <http://www.vsu.edu/police/reports-policies/annual-security-report/index.php>. You will also be able to connect to our site via the VSU Home page at <http://www.vsu.edu/>. VSU Police works with several university offices and public agencies, such as the Office of the Dean of Students, Title IX Coordinator, Office of Student Affairs, Office of Residence Life, Office of Human Resources, Health and Counseling Services, and local law enforcement agencies.

Each entity provides updated information on its educational efforts and programs to comply with the act. Campus crime, arrest, and referral statistics include those reported to VSU Police, Campus Security Authorities (designated campus officials, including but not limited to directors, deans, department heads, designated Residence Life staff, Judicial Affairs staff, advisors to students and student organizations, athletic administrators and coaches), and local law enforcement agencies. These statistics may also include crimes in private residences or businesses and are not required by law.

Virginia law (Virginia, Va. Code Ann. § 54.1-2967) requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners (such as those at Student Health Services) when they provide medical services to a person they know or reasonably

suspect is suffering from wounds inflicted by a firearm or is a result of assaultive or abusive conduct.

The VSU Counseling and Student Health Centers staff inform their clients of the procedures to report a crime to the University Police on a voluntary or confidential basis, should they feel it is in the best interest of the client. A reporting system is in place to capture crime statistics disclosed confidentially during such a session anonymously.

This publication contains information to aid in the cooperative effort of creating a safer campus. It includes specific information on safety and security, crime prevention, patrol operations and breadth of authority, policies relating to reporting crime, campus disciplinary procedures, and crime statistics for the three previous calendar years.

These statistics reflect reported crimes on campus, in certain off-campus buildings or property owned or controlled by Virginia State University, and on public property that is immediately adjacent to and accessible from the campus. Each year, VSU Police sends an e-mail notification to all enrolled students, faculty, and staff that provides the website to access this report. Current or prospective faculty, staff, and students may also obtain a copy of the report at the Virginia State University Police Department located at 21012 Service Road, by calling (804) 524-5599, or by writing to:

*ATTN: Records Coordinator  
Annual Security and Fire Safety Report Request  
Virginia State University Police Department  
P.O. Box 9405 Petersburg, VA 23806*

## **Reporting Procedures**

### General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to VSU Police accurately and timely. To report a crime or an emergency on the Virginia State University campus, call VSU Police at extension x-5411 or outside the University phone system, (804) 524-5411. Crimes can also be reported by using the Emergency Call Boxes located near residence halls, parking lots, or other campus buildings.

In addition to the VSU Police Department, crimes can be reported to designated campus officials known as Campus Security Authorities (CSA). These individuals come from different segments of the campus community. They are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act <https://www.clerycenter.org/the-clery-act> to receive yearly training on how to report crimes to VSU Police and local law

enforcement. If a crime is reported to a Campus Security Authority, that individual will fill out a short form highlighting the crime committed, along with the date and time. This information is forwarded to VSU Police and is used to keep statistics for the Jeanne Clery Act.

To report a non-emergency, security, or public safety-related matter, call VSU Police at extension x-5360 or outside the University phone system, (804) 524-5360. Please contact the appropriate local law enforcement agency for any crimes, non-emergency, or public safety-related matters committed off-campus.

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

**Campus Emergency Telephone Numbers:**

- Campus Emergencies..... 524-5411
- Information and non-emergencies .....524-5360
- Parking Services/General Inquiries .....524-6813

***You may also report a crime to the following Campus Security Authorities:***

AVP for Student Success and Engagement	804-524-5350 Memorial Hall, 307
Director, Counseling Services	804-524-5939 Memorial Hall, 409
Director, Student Health Center	804-524-5711 Memorial Hall, B-1
Director, Academic Affairs	804-524-5997 Virginia Hall, 203
Director, Housing and Residential Life	804-524-5011 Memorial Hall, 303
Title IX Coordinator	804-524-5371, Virginia Hall, 313

All VSU Police incident reports involving students are forwarded to the AVP for Public Safety/Chief of Police for review and referral to the Office of Student Conduct Services for

potential action, as appropriate. VSU Police Detectives will investigate a report when deemed appropriate. Any additional information obtained via investigation will be forwarded to the Office of Student Conduct. If assistance is required from the Chesterfield County Police or Fire Departments, VSU Police will contact the appropriate unit by calling (804) 748-1251. In response to a call for assistance, VSU Police will take the required action by either dispatching an officer to the caller's location or asking the caller to report to VSU Police to file an incident report. If a sexual assault or rape should occur on campus, staff on the scene, including VSU Police, will offer the victim a wide variety of services.

### Reporting to the Virginia State University Police Department

This publication contains information about on and off-campus resources and is available to the VSU community. This provides VSU community members with specific information about the available resources if they become victims of a crime. The information regarding "resources" does not infer that those resources are "reporting entities" for VSU.

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

### Confidential Reporting Procedures



If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still consider making a confidential report. With your permission, a VSU Police Officer can file a report as to the details of the incident without revealing the victim's identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure your future safety and the safety of others. With such information, the University can keep an

accurate record of the number of incidents involving students, employees, and visitors, determine where there is a crime pattern concerning a particular location, method, or assailant, and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University. When they involve allegations of sexual harassment (including sexual violence), reports are made available to the University's Title IX Coordinator.

You can call the VSU Police Department and ask that information remain confidential. You may also email information to [confidentialrptg@vsu.edu](mailto:confidentialrptg@vsu.edu). Confidential Reporting resulted from the negotiated rule-making process that followed the signing into law of the 1998 amendments to 20 U.S.C.

Section 1092(f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors,” when acting as such, are not considered a campus security authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if they deem it appropriate, to inform persons being counseled of the procedures to report crimes voluntarily for inclusion in the annual crime statistics. The rule-making committee defines counselors as:

***Pastoral Counselor***

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

***Professional Counselor***

A Professional Counselor is an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and functioning within the scope of his or her license certification. For those wishing to report a criminal incident, be the victim, witness, or third party, reports may be made in confidence to the following offices where further options will be discussed with the reporting party.

VSU Police Department 21012 Service Road, Petersburg, VA 23806	(804) 524-5360
VSU Health Center Memorial Hall, 104	(804) 524-5711
VSU Counseling Services Memorial Hall, 411	(804) 524-5939
VSU Campus Ministries Foster Hall, 311	(804) 524-5214

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

## **DAILY CRIME LOG**

The University community can take advantage of available information on reported incidents on campus and in the nearby community by viewing the VSU Police Department's Daily Crime Log. We make the crime log for the most recent 90-day period open to public inspection. Any portion of the log beyond 90 days, if not immediately available, will be available within two business days of a request for public review.

The Daily Crime Log is available for review 24 hours a day on the Virginia State University Police website [www.vsu.edu/police/](http://www.vsu.edu/police/) or in the lobby of VSU Police Headquarters at 21012 Service Road, Petersburg, VA 23808. The crime log information typically includes the case number, classification, date reported, date occurred, time occurred, general location, and disposition of each crime.

### Emergency Response and Evacuation Procedures

There is general information about emergency response and evacuation procedures for VSU posted throughout campus, and it is part of the institution's *Clery Act* compliance efforts. It is also available on the VSU Police Department website <http://www.vsu.edu/police/>. Detailed information about emergency response and evacuation procedures can be found on the University's Emergency Operations Plan, and the University and Departmental Contingency and Continuity Plans, both located at the VSU Police Headquarters building. This information is updated annually. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts several emergency response exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems and evacuation procedures on campus.

These tests are monitored and documented and designed to assess and evaluate the institution's emergency plans and capabilities. VSU police officers and supervisors have received training in incident command and responding to critical incidents on campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are the VSU Police Department and the local Fire and Emergency Medical Services. They typically respond and work together to manage the incident. Depending on the nature of the incident, other departments and other local or federal agencies could also be involved in responding.

### Evacuation Drills

Announced and unannounced evacuation (fire) drills are coordinated by the VSU Police Department Safety Officer and the Office of Residence Life each semester for all residential facilities. With the Safety Officer's guidance, various VSU Police Officers and University Building Managers coordinate evacuation drills for various campus buildings. Students and staff learn the locations of the emergency exits in the buildings. Staff members provide



guidance about the direction they should travel when exiting each facility for short-term building evacuation.

Participants are not told in advance about the designated locations for long-term evacuations because those decisions are affected by the time of day, the location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both short-term and long-term building evacuations, VSU Police, Residence Life staff, and Building Managers on the scene will communicate information to students, faculty, and staff regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in a fire or other emergency. Evacuation drills educate and train occupants on fire safety issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the fire alarm's sound.

In addition to educating occupants of each building about the evacuation procedures during the drills, the process also allows the University to test fire alarm system components' operation. VSU Police and the Office of Residence Life monitor and document evacuation drills to evaluate egress and behavioral patterns. Students receive information about evacuation and shelter-in-place procedures during their hall floor meetings and during other educational sessions that they participate in throughout the year.

### Active Shooter Training

In the wake of recent events around the country, the VSU Police Department has added Active Shooter Training for all campus community segments. VSU Police Officers and the VSU Safety Officer conduct training for students, faculty, and staff each semester. The concept of “run, hide, fight, and avoid” as per the US Department of Homeland Security is stressed. The VSU Police Department will be conducting drills based on this training in the future. Information on this training is available on the VSU Police Department website <http://www.vsu.edu/police/>.

### **Emergency Notifications**

The VSU Police Department receives information from various offices/departments on campus; however, any individual can report an emergency/serious incident by dialing (804) 524-5411. If VSU Police confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the VSU community, the Chief of Police will immediately collaborate with the Office of the President. Together, they will determine the message's content and use

some or all of the systems described to communicate the threat to the entire VSU community or the appropriate segment, depending on whether the threat is limited to a particular building subdivision of the population.

VSU Police will then, without delay and considering the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to VSU Police, local police and/or the local Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. In the event of a serious incident that poses an immediate threat to members of the VSU community, the University has various systems in place for communicating information quickly. Some or all of these communication methods can be activated in the event of an immediate threat to the VSU campus.

These methods of communication include the Early Warning System (an outdoor siren will sound and verbal information will be given via campus-wide loudspeakers), campus network emails, electronic message boards posted around campus, and emergency text and voice messages that can be sent to a phone or PDA (individuals can register for this service through the RAVE ALERT system at <http://www.getrave.com/login/vsu>). The content of the notification is based on the nature of the emergency or threat. VSU Police has created prescribed messages, which can be modified to ensure timely notice to the VSU community. The University will post updates during a critical incident on the VSU website.

All members of the VSU Community are notified via campus E-Mail on an annual basis of their requirement to *notify* VSU Police of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. VSU Police has the responsibility of responding to, summoning the necessary resources, mitigating, investigating, and documenting any situation that may cause a significant emergency or dangerous situation.

In addition, VSU Police has a responsibility to respond to such incidents to determine if the situation does pose a threat to the community. If that is the case, federal law requires that the institution immediately notify the campus community or the community's appropriate segments affected by the situation. VSU Police will rely on supporting agencies to disseminate emergency and evacuation procedures to the broader community.

### **Timely Warnings**

A Timely Warning Notification is an alert notice to inform the campus community about a "serious or continuing threat to students, faculty, staff, and guests." It is a warning that enables those individuals to protect themselves and will be issued as soon as the pertinent information is available. Timely warnings alert the community to threats related to or

arising from crimes specified in the Clery Act. The warning will always withhold any victim's name(s) or identifying information but may have identifying information for a possible suspect(s). Timely warnings are typically written by the Chief of Police or designee. They are generally distributed to the campus community via email to anyone with a vsu.edu address but may also go out as a text message when necessary. Timely warnings may also be posted on the VSU website. Anyone with information warranting a timely warning should report the circumstances to VSU Police by phone (524-5411), in person, or to the nearest Campus Security Authority. The Campus Security Authority, receiving the information, will notify the VSU Police.

Emergency Notification and Timely Warning Notification alerts are considered for the following Uniform Crime Reporting Program (UCR)/National Incident-Based Reporting System (NIBRS) classifications, including but not limited to murder, non-negligent manslaughter, manslaughter by negligence, sexual assault (rape, fondling, incest and statutory rape), robbery, burglary, aggravated assault, motor vehicle theft, and arson. The Chief of Police or designee may distribute timely Warning Notices for other crimes as determined necessary.

In addition to these Timely Warnings and Emergency Notifications, the University may issue a notification known as a "crime alert" to the community, typically via email or flyer, for any crime that is not specifically defined in the Clery Act but would be deemed as a potential threat to people or property. The Chief of Police or designee will authorize this notice. The Virginia State University Police Department also works closely with the Virginia Center for School and Campus Safety and the Virginia Fusion Center. All major incidents and those that may have connections or impacts with other communities, are reported to both centers. This includes Antisemitism and Anti-Religious Bigotry incidents on our campus.

## **General Security Procedures**

### Safety Maintenance

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

Lighting and shrubbery checks are conducted periodically during the year by representatives from all campus community segments, including student government representatives, staff from Student Affairs, Facilities Management, the Crime Prevention Specialist, and the Safety Officer. Safety and security concerns are identified and recommendations for improvements are made. The Safety Officer makes regular safety and health inspections as a liaison with public health and safety officials, schedules regular safety lectures for the campus community, and follows up on recommendations with Facilities Management personnel.

VSU students, faculty, and staff have access to academic, recreational, and administrative facilities. The public may attend cultural and recreational events on campus, with access limited to the facilities in which these events are scheduled.

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

VSU Police Officers may serve verbal or written trespass notices on non-members of the university community present on campus. They may make immediate arrests of persons in secure areas for which they have no legitimate business. If a person served with a prior trespass notice reappears on campus or is found in a posted facility with no legitimate purpose in that building, he or she is subject to immediate arrest.

## **Campus Security and Access**

### Academic and Administrative Buildings

In order to maintain the safety and security of the VSU community, access to campus is limited to our north and south gate entrances. All persons entering campus during business hours are screened at the entrance gates by VSU Security Officers. Each person in a vehicle must present his or her VSU ID or other photo identification upon request. In reference to academic and administrative buildings, most facilities have individual hours, and the hours may vary at different times of the year. In addition, some of these buildings have varying levels of access. VSU Security Officers patrol the academic and administrative buildings regularly. VSU Police Officers also conduct foot and mobile patrols throughout campus. For more information about the access protocol for a specific building, see the building manager, or a department head, or contact VSU Police at (804) 524-5360.

After business hours, all visitors to campus must have a VSU ID or be accompanied by a VSU student, faculty, or staff. Anyone found violating these security measures shall be detained and/or subject to arrest by VSU Police Officers.

## **Residential Living at VSU:**

### University Housing Complexes

Access to the residence halls is restricted to residents, their approved guests, and other authorized members of the University community. Residents gain entry by swiping their cards in the card access readers. Residents are cautioned against permitting strangers to enter the buildings and urged to require individuals seeking entry to use their access cards. VSU Police Officers actively patrol the residence halls regularly. Residence Life and Housing staff and Residence Coordinators also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. Residence Life and Housing staff and VSU Police Officers also conduct periodic educational sessions to prevent various crimes, including sexual assault, dating violence, and stalking.



More than 50% of VSU undergraduate students reside in 11 residence halls on the VSU campus. Students with 59 credits or less are required to live on campus, except for day student commuters. Upper-class students select residence hall assignments depending on availability. Off-campus housing is currently provided for students at three

locations; Richard Bland College in Petersburg, VA, where students are housed in two residence halls, University Apartments at Ettrick (UAE), Addison Apartments in Petersburg, and River Road Apartments in Petersburg.

The University provides co-educational housing in several residence halls. Each residence hall has established visitation hours. A hall resident must escort guests at all times. Overnight guests in the residence halls must be of the same sex. During business hours, the campus (excluding certain housing facilities) will be open to students, parents, employees, contractors,



guests, and invitees. During non-business hours, access to all campus facilities is by key, if issued, or by admittance via VSU Police or Residence Life and Housing staff. Residence halls are secured 24 hours a day. All residence halls are closed during holidays and vacations.

During low occupancy periods, such as the summer terms, students remaining on campus are moved into one concentrated area of the residence life complex to enhance security

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

### Residence Hall Staff

- *Each Residence Hall is staffed with a Residence Coordinator (RC) and/or a Graduate Assistant (GA).*
- *There is a student Resident Assistant (RA) assigned to each floor in addition to the staff.*
- *Residence Hall staff is responsible for administering and enforcing University policies and regulations while acting as a listener, mediator, and resource person.*
- *Each resident is encouraged to get to know the residence hall staff.*

All Residence Life staff members have been carefully chosen through a selection process established by the Office of Residence Life. The staff has the skills, knowledge, and information to help residents learn about and adjust to University community living environment. The Office of Residence Life conducts training for RAs in conjunction with various departments on and off Campus, including the VSU Police Department.

At the beginning of each semester, floor meetings are held with residents to discuss safety issues. The Community Living Guide is accessible to every resident and the police department conducts safety and educational sessions. A Residence Coordinator, Resident Assistant, Graduate Assistant, or Night Manager is on duty each evening in the office at the main entrance of each hall from 8 pm to 12 midnight Sunday through Thursday and from 8 pm to 2 am the following morning Friday and Saturday.

This individual has immediate access to VSU Police by way of telephone, if necessary. Following this desk assignment detail, the person on duty remains on call, with the office phone transferred to his or her room. A committee of representatives from Residence Life, Facilities Management, Locksmith's shop, and the Safety Officer conducts inspections surveying the security integrity of University housing periodically. A committee of students meets monthly to discuss security concerns and provide feedback to the Residence Life staff. Repairs are made promptly, locks are quickly replaced when keys are lost or stolen, and reports of potential safety hazards, such as broken windows, receive an immediate response.

## Crime Statistics

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

### Gathering Crime Statistics



The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: The Virginia State University Police Department, the Chesterfield County Police Department (CCPD), and non-police officials (as defined below).

For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law).

Statistical information is requested and provided to VSU Police by the University Counseling Center and the Student Health Center. They are not required by law to provide statistics for the Clery Act. Members of the Violence Prevention/Threat Assessment Team also provide statistics to VSU Police about cases they have dealt with where the victim chose not to report the incident to the police.

All statistics are gathered, compiled, and reported to the University community via this report, entitled "Annual Security and Fire Safety Report," published by the VSU Police Department. VSU Police submits the annual crime statistics published in this brochure to The Department of Education (ED). The statistical information gathered by The Department of Education is available to the public through the ED website <https://ope.ed.gov/campussafety/#/>.

VSU Police sends an e-mail to every enrolled student and current employee on an annual basis. The e-mail includes a summary of the contents of this report. The e-mail also has the address for the VSU Police Department website where the report can be found online;

<https://www.vsu.edu/police/reports-policies/annual-security-report/index.php>. A physical copy may be obtained by making a request to the VSU Police Records Office (804-524-5599).

## Definition of Categories

### Clery Reportable

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

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

***Sexual Assault (Sex Offenses)*** -Any sexual act directed against another person without the victim's consent, including instances where the victim is incapable of giving consent.

- ❖ ***Rape*** – The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the victim's consent. The offense includes the rape of both males and females.
- ❖ ***Fondling*** – The touching of another person's private body parts for sexual gratification, without the victim's consent, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- ❖ ***Incest*** – Sexual intercourse between persons 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.

## Title IX and Violence Against Women

On March 7, 2013, President Obama signed a bill that reauthorized the Violence Against Women Act (VAWA). Strengthening Clery as part of the Campus Sexual Violence Elimination Act, or Campus SAVE Act (SAVE) VAWA addendum, the bill included amendments that afforded additional rights to sexual assault victims, domestic violence, dating violence, and stalking on university/college campuses. As it pertains to the Clery Act, Sex Offenses have been reauthorized as a Sexual Assault category.

- ❖ ***Consent***- requires words or actions indicating a freely given agreement to have sexual intercourse or engage in other sexual activities. The lack of verbal or physical resistance does not by itself constitute consent.



- ❖ **Sexual Assault**- an offense that meets the definition of rape, fondling, incest, or statutory rape used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the victim's consent, including instances where the victim is incapable of giving consent.
- ❖ **Rape** - is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- ❖ **Fondling** - is defined as the touching of the private parts of another person for sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- ❖ **Incest**- is defined as non-forcible sexual intercourse between persons related to each other within the degrees wherein marriage is prohibited by law.
- ❖ **Statutory Rape** - is defined as non-forcible sexual intercourse with a person under the statutory age of consent.
- ❖ **Domestic Violence** - A felony or misdemeanor crime of violence committed by **(a)** a current or former spouse or intimate partner of the reporting party; **(b)** a person with whom the reporting party shares a child in common; **(c)** a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; **(d)** a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or **(e)** by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- ❖ **Dating Violence** - Violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim. **(1)** The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. **(2)** For this definition-, **(a)** Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such misuse or, **(b)** Dating Violence does not include acts covered under the definition of domestic violence. And section 668.41, any incident meeting this definition is considered a crime for Clery Act reporting purposes.
- ❖ **Stalking** - **(1)** Engaging in the course of conduct directed at a specific person that would cause a reasonable person to- **(a)** fear for the person's safety or the safety of others; or **(b)** Suffer substantial emotional distress. **(2)** For this definition—**(a) Course of conduct** - means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property or, **(b) Substantial emotional distress** - means significant mental suffering or anguish

that may, but does not necessarily, require medical or other professional treatment or counseling or, (c) **Reasonable persons** - means a reasonable person under similar circumstances and with similar identities to the victim.<sup>1</sup>

- ❖ **Aggravated Assault** – An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- ❖ **Simple Assault** – unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- ❖ **Robbery** – The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.
- ❖ **Burglary/Breaking and Entering** – The unlawful entry into a building or other structure with the intent to commit a felony or a theft.
- ❖ **Larceny/Theft Offenses** – The unlawful taking, carrying, leading, or riding away of property from another person's possession, or constructive possession.
- ❖ **Motor Vehicle Theft** – The theft of a motor vehicle.
- ❖ **Arson** – To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.
- ❖ **Destruction/Damage/Vandalism of Property** – willfully or maliciously destroys, damages, defaces, or otherwise injures real or personal property without the owner's consent or the person having custody or control of it.
- ❖ **Intimidation** – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- ❖ **Liquor Law Violations** - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

- ❖ ***Weapons Law Violations*** – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.
- ❖ ***Drug Abuse Violations*** - are defined as the violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

## **Geographical Categories**

*Crime Statistics must be reported by location:*

### *On-Campus*

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

### *Student Residence Halls*

- ❖ *A subset of "on-campus" crimes reported in dormitories or other residential facilities for students on campus.*

**Note:** *Statistics for university housing facilities are recorded and included in the on-campus and residential-only categories.*

### *Non-Campus Buildings or Property*

- ❖ *Any building or property owned or controlled by the university; non-contiguous to the main campus, including a student organization officially recognized by the institution.*

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

### Public Property

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

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

The statistics in this brochure are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal law (the *Clery Act*). The number of victims involved in a particular incident is indicated in the statistics column for the following crime categories:

Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Rape, Fondling, Incest, and Aggravated Assault. For example, if an aggravated assault occurs and three victims, this would be counted as three aggravated assaults in the crime statistics chart.



The number reflected in the following crime categories statistics includes one offense per distinct operation: Robbery, Burglary, Larceny, Vandalism, and Arson. For example, if five students are walking across campus together and are robbed, this would count as one instance of robbery in the crime statistics chart. In cases of Motor Vehicle Theft, each vehicle stolen counts as a statistic.

In cases involving Liquor Law, Drug Law, and Illegal Weapons Violations, each person arrested is in the arrest statistics. The statistics captured under the "Referred for Disciplinary Action" section for Liquor Law, Drug Law, and Illegal Weapons violations indicate the number

of people referred to the Office of Student Judicial Affairs for disciplinary action of those specific laws.

## 2021-2023 Virginia State University Crime Statistics

Reportable Crime Categories	Year	On-Campus	Residence Halls*	Non-Campus Buildings	Public Property**
Murder Non-Negligent Manslaughter	2021	1	1***	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Rape	2021	2	2	0	0
	2022	8	7	1	0
	2023	1	1	0	0
Fondling	2021	1	1	0	0
	2022	5	5	0	0
	2023	1	1	0	0
Incest	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Statutory Rape	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Burglary	2021	2	2	0	0
	2022	7	7	0	0
	2023	9	8	0	0
Aggravated Assault	2021	1	1	0	0
	2022	11	3	0	1
	2023	7	1	1	5
Robbery	2021	0	0	0	0
	2022	1	1	0	0
	2023	4	2	1	1
Motor Vehicle Theft	2021	0	0	0	0
	2022	2	0	0	2
	2023	4	0	0	3
Arson	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0

Domestic Violence	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Dating Violence	2021	14	12	0	0
	2022	15	13	0	2
	2023	25	17	2	5
Stalking	2021	0	0	0	0
	2022	0	0	0	0
	2023	4	0	0	1
Unfounded	2021	0	0	0	0
	2022	2	2	0	0
	2023	0	0	0	0

\*Residence Hall crime statistics are inclusive in the on-campus category (e.g. In 2021, there were 14 reported cases of dating violence, 12 of which occurred in residence halls). There were no reported hate crimes for the year 2021. There were 2 reported hate crimes for 2022 (1 on campus and 1 in a residence hall). There was 1 reported hate crime for 2023. All Residence Halls were closed to students due to the COVID-19 pandemic between March 17, 2020, and January 29, 2021 (The one exception was University Apartments, an off-campus university-leased apartment property. This property remained open during the aforementioned dates).

\*\* Some of these incidents/arrests occurred on public property immediately adjacent to campus and may have been handled by surrounding local police. Public Property crime statistics are also inclusive in the on-campus category. Statistics were requested from Petersburg Police, Colonial Heights Police, Chesterfield County Police, and Virginia State Police. Only the data available in a usable format for Clery reporting was included.

\*\*\* The incident took place at University Apartments at Ettrick, a VSU-leased residential apartment complex located one-half mile from the main campus.

## 2021-2023 Virginia State University Crime Statistics

Arrests & Referrals for Disciplinary Action	Year	On-Campus	Residence Halls	Non-Campus Buildings	Public Property**
Illegal Weapons Possession (Arrest)	2021	1	0	0	1
	2022	7	3	0	1
	2023	7	2	0	2
Drug Abuse Violations (Arrest)	2021	0	0	0	0
	2022	7	2	0	3
	2023	4	1	0	0

<b>Liquor Law Violations (Arrest)</b>	2021	0	0	0	0
	2022	2	0	1	0
	2023	5	1	0	0
<b>Illegal Weapons Possession (Disciplinary Referral)</b>	2021	0	0	0	0
	2022	1	1	0	0
	2023	3	3	0	0
<b>Drug Abuse Violations (Disciplinary Referral)</b>	2021	48	25	0	5
	2022	69	56	2	0
	2023	65	50	0	1
<b>Liquor Law Violations (Disciplinary Referral)</b>	2021	11	5	0	0
	2022	12	4	3	0
	2023	27	17	0	0

**\*\*Some of these incidents/arrests occurred on public property immediately adjacent to campus and may have been handled by surrounding local police. Public Property crime statistics are also inclusive in the on-campus category. Statistics were requested from Petersburg Police, Colonial Heights Police, Chesterfield County Police, and Virginia State Police. Only the data available in a usable format for Clery reporting was included.**



## Hate Crime

A ***hate crime*** is a criminal offense committed against a person or property, which is motivated, in whole or in part, by the offender's bias. ***Bias*** is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity/national origin, or gender identity.<sup>2</sup>

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

### **Group A**

- Murder and Non-Negligent Manslaughter
- Sexual Assault
- Robbery
- Aggravated assault
- Burglary
- Motor Vehicle Theft
- Arson

### **Group B**

- Larceny-Theft
- Simple Assault
- Intimidation
- Destruction/Damage/ Vandalism of Property

The offenses in Group A include all of the *Clery Act* offenses listed above (except for Negligent Manslaughter and Weapons: Carrying, Possessing, Etc., Drug Abuse Violations, and Liquor Law Violations, which cannot be classified as hate crimes). In addition to those offenses, the Group B offenses, i.e., Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property, are only included in the *Clery* statistics if they are hate crimes.

## Crime Prevention



Through a cooperative effort between VSU Police, Residence Life, the Campus Health Center, the Title IX Coordinator, the Counseling Center, and the School of Health and Human Services, programs on personal safety and security, rape prevention and response, date rape, substance abuse, self-defense and resistance to burglary, larceny, and vandalism are conducted regularly throughout the school year.

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

In addition to programming throughout the year, the University annually sponsors Alcohol Awareness Week and Drug Awareness Week, two weeks devoted specifically to alcohol and substance abuse prevention. Through these comprehensive awareness programs, members of the University community learn more about the university's efforts to enhance their safety and become aware of their own personal risk and that of others.

## Crime Prevention Services/Education Programs

### Escort and Walking Service

The VSU Police Department operates a Walking Security Escort Program. This program aims to provide the user with a safe mode of transportation to various on-campus locations. VSU Security Officers, as well as VSU Police Officers when available, will provide the escorts.

Students, employees, and all university community members are encouraged to call the Security Escort Service, operated by VSU Police, whenever the need arises.

To use these services, call (804) 524-5360, and have a valid VSU Trojan Card. The VSU Trojan Card must be presented upon receiving service. We provide this service seven (7) days a week. It is for campus use only.

## **Suggestions for Crime Prevention When Walking:**

- Never walk alone or isolate yourself. Always walk with someone else or call for the Security Escort Service.
- Use well-lit, well-traveled routes; walk confidently, and always be alert.
- Always have your keys in hand before leaving your car or doorway
- Always lock your doors when alone and never prop exterior doors.
- Report all suspicious persons/incidents to the Police Department.
- If followed while walking, change directions and head toward an emergency call box or a well-lit, populated area.
- If followed while driving, drive to a public place, i.e., a hospital or a police station.
- If approached in a threatening manner, DO NOT panic. Try to remain calm and think. DO NOT take foolish chances.

### **Operation Identification Program**

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

### **Safe Exchange**

Safe Exchange is a new program offered by VSU Police. It provides a safe place for you to sell/buy items purchased off internet sites. Buyers/Sellers can meet in the VSU Police Department lobby – monitored 24/7. If after hours, please utilize the door buzzer to let the Emergency Communications Department know that you are in the lobby making a transaction. Parking is available in front of the building with labeled signs.

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

VSU Police offers Rape Aggression Defense (R.A.D.) to our students and the VSU community. These offerings provide a truly holistic approach to self-defense education, supporting the necessity of continuous learning to provide realistic options for each population as they go through life. Each of these programs includes educational components comprised of lectures, discussion, and physical resistive strategies, all of which are facilitated by certified R.A.D. Instructors are supported by a network of dedicated professionals who honor one another's students through our unique Lifetime Return and Practice Policy.



### **Emergency Call Boxes**

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

### **Zero Tolerance Program**

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

### **Emergency Alert System**

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

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

Although VSU works hard to ensure all individuals' safety within its community, students and employees must take responsibility for their own personal safety and that of their personal belongings. Simple, common-sense precautions are the most effective means of maintaining personal security. For example, although the VSU campus is well-lit and may appear safe, all members and guests of the University community walking across campus or to/from parking lots at night, whether male or female, should utilize police escort services. Students living in residence halls should keep their room doors locked at all times and should never prop open external doors. A resident should escort all guests in the halls at all times. All valuable personal property should be engraved with the owner's vehicle operator number, using Residence Life or VSU Police equipment. Bicycles should be registered with VSU Police and secured with a good lock. Cars should be locked and parked in well-lit areas with all valuable items locked in the trunk. Students and employees should notify VSU Police or Residence Life staff of any individual present in a building or on campus who appears to have no legitimate business there or who arouses suspicion in any way.

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

When a VSU student is involved in an off-campus offense, VSU Police Officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Local police routinely work and communicate with VSU Police Officers on any serious incidents occurring on campus or in the immediate neighborhood and business areas surrounding campus. The university considers criminal activity by any VSU student as a very serious matter. If a VSU student is arrested off-campus by another law enforcement agency, it is reported directly to VSU Police, and that student will be subject to an on-campus hearing that, depending on the crime, could result in sanctions ranging from a written warning up to expulsion.

VSU does not have any officially recognized student organizations with housing facilities “off-campus”, i.e., non-campus facilities. However, many students live in the neighborhoods surrounding VSU. While local police have primary jurisdiction in all areas off-campus, VSU Police Officers can respond to student-related incidents that occur close to campus. VSU Police Officers have direct radio communications with the local police, fire department, and ambulance services to facilitate rapid response in any emergency.

### **Notification of Missing Students**

It is the policy of the University that anyone receiving a missing student report should *immediately* bring it to the attention of the VSU Police Department at **(804) 524-5360**, or to the local law enforcement agency that has jurisdiction in the area, the Chesterfield County Police Department **(804) 748-1254**. VSU Police will investigate any report of a missing person filed with the office by someone with credible knowledge of the student missing or otherwise not where he or she is expected.

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

All possible efforts are made to locate the student to determine his or her state of health and well-being through the collaboration of VSU Police and the Office of Student Affairs. If the student is an on-campus resident and has been missing for 24 hours, VSU Police will secure authorization from Student Affairs officials to make a welfare entry into the student's room. If the person of concern is an off-campus student, the VSU Police will informally enlist the neighboring police agency's aid that has jurisdiction. Concurrently, University officials will endeavor to determine the student's whereabouts through contact with friends, associates, and/or employers of the student.

It will be established whether the student has been attending classes, labs, recitals, scheduled organizational meetings, academic meetings, or appearing for scheduled work shifts. If located, verification of the student's state of health and intention of returning to the campus is made. When appropriate, a referral will be made to the Office of Counseling and Student Development and/or the University Health Center.

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

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

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

***Report missing persons to:***

VSU Police Department 21012 Service Road,	(804) 524-5411
Office of the AVP for Student Success and Engagement Memorial Hall, 307	(804) 524-5350
Director, Residence Life Memorial Hall, 303	(804) 524-5011
Chesterfield County Police Department	(804) 748-1254

**Emergencies Involving Students**

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

**Americans with Disabilities Act (ADA)**

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

Further information about campus safety can be obtained from the Chief of Police at (804) 524-5360 as well as the VSU Police website:

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

(1) From page 59063, Federal Register/Vol. 64, No. 210/Monday, November 1, 1999, / (Final)

Rules and Regulations: "For example, a dean of students who oversees student housing, a student center, or student extra-curricular activities, has significant responsibility for student and campus activities. Similarly, a director of athletics, team coach, and faculty advisor to a student group also has significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activity, except when serving as an advisor to a student group. A physician in a campus health center or a counselor in a counseling center whose only responsibility is to provide care to students is unlikely to have significant responsibility for student and campus activities." The Virginia State University Police Department collects and compiles pertinent information to be disclosed to the public from on and off-campus sources, those described above, and law enforcement agencies with concurrent and neighboring jurisdictions for publishing on an annual basis. Virginia State University does not discriminate based on race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, or disability (in compliance with the Americans with Disabilities Act) concerning employment or admissions, or in connection with its programs or activities. Inquiries or requests for reasonable accommodations may be directed to the activity coordinator, the appropriate university office, or the:

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

## **Zero Tolerance for Violence and Threats**

The University prohibits all threats and acts of violence on its campus and other property and in connection with its programs and activities. This **Zero Tolerance** extends to sexual assault, domestic violence, dating violence, and stalking by any student, staff member, faculty member, or another person. VSU encourages all university community members to report any such conduct and will investigate and address complaints in a prompt, fair, and impartial manner.

**Violence** - is the use of physical force with intent, effect, or reasonable likelihood of causing pain, harm, injury, or damage to any person or property. The term "**violence**" includes, without limitation, "domestic," "violence," " dating violence," and "sexual assault".

**Threats** - are words or actions intended, causing, or reasonably likely to cause pain, harm, injury, or damage to any person or property. The term “**Threats**” includes, without limitation, “stalking” and “intimidation.”

### **Domestic Violence**

A felony or misdemeanor crime of violence committed by: (a) a current or former spouse or intimate partner of the reporting party; (b) a person with whom the reporting party shares a child in common; (c) a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; (d) a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or (e) by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

### **Dating Violence**

Virginia State University is committed to providing on-campus security, education, training, and victim services to combat violence against all persons. “Dating Violence” is defined as violence committed by a person “who is or has been in a social relationship of a romantic or intimate nature with the victim;” and “where the existence of such a relationship shall be determined based on a consideration of... the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship” 20 U.S.C. 1152(f) (1).

**Stalking** - (1) Engaging in the course of conduct directed at a specific person that would cause a reasonable person to (a) fear for the person’s safety or the safety of others; or (b) Suffer substantial emotional distress. (2) For the purposes of this definition—(a) **Course of conduct**- means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property or, (b) **Substantial emotional distress**- means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling or, (c) **Reasonable persons**- means a reasonable person under similar circumstances and with similar identities to the victim.<sup>3</sup>

**Sexual Assault** - an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting system. A sex offense is any act directed against another person, without the victim’s consent, including instances where the victim is incapable of giving consent.

**Date Rape Drugs** - can be placed in any drink, not just alcohol. Effects may range from a feeling of well-being and short-term memory loss to an apparent aphrodisiac and intoxication effect. Serious adverse effects can occur, such as seizures, insomnia, anxiety, nausea, dizziness, hallucinations, coma, and even death. These drugs’ common side effects include a drunken



appearance, drowsiness, light-headedness, staggering, confusion, muscle relaxation, and amnesia that lasts up to 24 hours.

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

## **Reporting Violence and Threats**

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

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

### **On-campus resources for dealing with domestic and dating violence are:**

- *Student Health Center, Memorial Hall, (804) 524-5061*
- *VSU Police Department, 21012 Service Rd, (804) 524-5360*
- *Office of Judicial Affairs, Foster Hall, (804) 524-5866*
- *VSU Counseling Center, (804) 524-5845*
- *VSU EOE/Title IX, (804) 524-5371*

### **Off-campus resources for dealing with domestic and dating violence:**

- *Chesterfield County Victim/Witness program, (804) 796-7087*
- *Chesterfield County Police Department, (804) 748-1254*
- *Petersburg Bureau of Police, (804) 732-4222*
- *Petersburg Magistrate's Office, (804) 733-2311*
- *Mental Health counseling, outpatient treatment for alcohol and drug problems, and 24-hour crisis services, (804) 862-8000*
- *Emergency Services District 19 Community Services, (804) 532-1689*

Available Services for Victims

Once an incident is reported to the University Counseling Center, a professional staff member will be assigned to work with the victim in deciding whether to pursue legal action in connecting with local programs and agencies, such as The James House, the Victim/Witness Assistance Program, and local law enforcement. The treating professional will also assist the victim in making any necessary changes in academic programs or living situations after an alleged sex offense. These changes are readily available.

<p><b>VSU Sexual Assault Services</b></p> <p>On-campus Counseling, advocacy, &amp; resources 804-524-5939 Monday – Friday 8:00 – 5:00 or 804-481-5738 for the 24-hr on-call counselor</p>	<p><b>St. Mary’s Hospital or VCU Medical Center</b></p> <p>PREFERRED MEDICAL FACILITIES 24-hr forensic nurse exam. Exams are free of charge. 804-281-8184 or 804-828-5250</p>
<p><b>The James House 24-hr Hotline</b></p> <p>Off-campus counseling 804-458-2840</p>	<p><b>Southside Regional Medical Center</b></p> <p>Medical treatment and evidence collection 804-765-5000</p>
<p><b>EOE/Title IX Coordinator</b></p> <p>Ensures that VSU appropriately responds to sexual assaults. 804-524-1007</p>	<p><b>VSU Student Health Services</b></p> <p>On-campus medical treatment (if not filing charges) 804-524-5711 Monday – Friday</p>
<p><b>Chesterfield County Domestic &amp; Sexual Violence Resource Center</b></p> <p>Off-campus counseling and resources 804-318-8265</p>	<p><b>The Counseling Center ProtoCall</b></p> <p>On-campus Mental Health resources 804-524-5939</p>

University Taxi Voucher

A taxi voucher is available. See RA or Night Manager.

Voluntary Confidentiality Reporting

In cases involving allegations of sexual assault, domestic violence, dating violence, and/or stalking, Complainants may request that their names be kept confidential during an initial consultation or the university’s investigation. The Title IX Coordinator will decide whether to accommodate such a request but will inform the complainant that doing so will not be possible, if, in the judgment of the Title IX Coordinator, and under the particular circumstance involved, it would prevent the university from providing a safe and nondiscriminatory environment for the complainant and other members of the community. If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief or designee of VSU Police can file a report on the incident's details without revealing your identity.

The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure yourself and others' future safety. With such information, the university can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime regarding a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

### Title IX Reporting

Individuals may also consider reporting a sexual violence incident to the VSU's Title IX Coordinator, who can help in addressing the incident through consultation, administration review, and/or formal

hearing. To file a report or make a complaint with a VSU Title IX Coordinator, The University's Student Counseling Services building is located at 1 Hayden Drive, Petersburg, VA. Fourth floor, room 401. The Virginia State University's Sexual Harassment and Sexual Assault Policies and Procedures can be located at [www.vsu.edu](http://www.vsu.edu).

## **Response to Sexual Violence**

The FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR defines a sex offense as any sexual act directed against another person, forcible and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

All forms of sexual violence are violations of VSU's Code of Student Conduct. The Virginia State University Police Department treats victims of assault with respect and dignity. If a sexual assault or rape should occur on campus, staff on the scene, including VSU Police, will offer the victim a wide variety of services. VSU Police employs a Coordinator of Victim Services and Educational initiatives to answer questions and assist victims in identifying and obtaining the necessary resources.

VSU also has a Sexual Assault Response Team (SART) with trained members who are on call and available to assist a victim of a sexual assault 24 hours a day. University personnel will assist the victim in notifying appropriate law enforcement authorities if the victim requests these personnel's assistance. If you or someone you know has been victimized on campus, you are strongly encouraged to report the incident. Filing a report does not commit you to pursue an investigation or prosecution, and VSU Police will respect your decision.

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

- Call VSU Police if the incident occurred on campus by dialing (804) 524-5411. The police will then contact the on-call counselor from the University Counseling Center. If a student requests assistance, University personnel *will* assist the student in notifying these authorities. Call the local police if it occurred off-campus by dialing 911.
- Go to the hospital emergency room to receive prompt medical attention. If requested, the police will transport you.
- Do not shower, bathe, douche, or straighten up the area of assault.
- Do not urinate, if possible.
- Do not eat, drink liquids, smoke, or brush your teeth if oral contact took place.
- Keep the clothes worn during the offense. If clothes are changed, place clothes in a paper bag (evidence deteriorates in plastic).

- Do not destroy the physical evidence found near the crime. If the crime occurred in the victim's home, the victim should not clean or straighten until the police have had an opportunity to collect evidence.
- Write down all details remembered as soon as possible.
- Contact a friend or family member. Tell someone all the details remembered about the assault and ask them to call one of the numbers listed below. You do not have to go alone.

Available Services, Support, and Assistance

Once an incident is reported to the University Counseling Center, a professional staff member will be assigned to work with the victim in deciding whether to pursue legal action in connecting with local programs and agencies, such as The James House, the Victim/Witness Assistance Program, and local law enforcement. The treating professional will also assist the victim in making any necessary changes in academic programs or living situations after an alleged sex offense. These changes are readily available.

<p><b>VSU Sexual Assault Services</b> On-campus Counseling, advocacy, &amp; resources 804-524-5939 Monday – Friday 8:00 – 5:00 or 804-481-5738 for the 24-hr on-call counselor</p>	<p><b>St. Mary’s Hospital or VCU Medical Center</b> PREFERRED MEDICAL FACILITIES 24-hr forensic nurse exam. Exams are free of charge. 804-281-8184 or 804-828-5250</p>
<p><b>The James House 24-hr Hotline</b> Off-campus counseling 804-458-2840</p>	<p><b>Southside Regional Medical Center</b> Medical treatment and evidence collection 804-765-5000</p>
<p><b>EOE/Title IX Coordinator</b> Ensures that VSU appropriately responds to sexual assaults. 804-524-1007</p>	<p><b>VSU Student Health Services</b> On-campus medical treatment (if not filing charges) 804-524-5711 Monday – Friday</p>
<p><b>Chesterfield County Domestic &amp; Sexual Violence Resource Center</b> Off-campus counseling and resources 804-318-8265</p>	<p><b>University Taxi Voucher</b> A taxi voucher is available. See RAs or Night Manager.</p>

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

SANE is a program set up expressly to gather forensic evidence from victims of sexual assault. SANE (Sexual Assault Nurse Examiner) nurses are on call to perform their specialized duties at both St. Mary’s Hospital and VCU Medical Center. As a routine, police investigators suggest that victims receive an exam by a SANE nurse if they are interested in pressing charges. SANE exams are also

administered to walk-in victims. If a SANE nurse is unavailable, a qualified Emergency Room physician will administer the recovery of forensic evidence utilizing the PERK (Physical Evidence Recovery) Kit. The St. Mary's Hospital is located at 5801 Bremono Road in Richmond, and VCU Medical Center is located at 1250 E. Marshall Street in Richmond.

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

For the exam, the SANE nurse obtains a brief medical history and may ask some details about the assault that will help him, or her know what areas of physical examination are most important for a thorough forensic evidence collection. Blood, hair, and specific body fluids will be collected and packaged in a manner prescribed by the Virginia State Crime Lab (located in the Roanoke region, which is about two hours distance). Specimens are labeled in detail and then sealed in a box and remitted to law enforcement, following the rules of the chain of custody. The investigating agency is then responsible for carrying the sealed evidence to the crime lab.

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

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

On-Campus Resources for Support and Assistance

VSU Office of Substance Abuse and Sexual Assault Prevention/ University Counseling Center	804-524-5939
Residence Life Staff	804-524-5862
VSU Health Center	804-524-5711
VSU Police Department	Emergency 804-524-5411 Non-Emergency 804-524-5360
VSU Office of Student Conduct	804-524-2391

## Crime Victim and Witness Rights

As victims or witnesses of a crime, individuals have certain rights under Virginia's Crime Victim and Witness Rights Act. Virginia State University's Police are active participants in the Chesterfield County Victim/Witness Program, telephone number (804) 796-7087. There are specific steps one needs to take in order to receive these rights. The victim/witness program at the Commonwealth Attorney's Office has been implemented to benefit victims and witnesses of crime. A victim is defined as a person who has suffered physical, psychological, or economic harm as a direct result of a crime.

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

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

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

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

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

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

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

- Protection from harm or threats of harm
- Address and telephone number confidentiality

- A separate waiting area during court proceedings

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

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

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

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

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

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

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

## **Prevention and Awareness Tips**

In addition to its ongoing efforts to eliminate, address and prevent rape and other forms of sexual violence on its campus and in connection with its programs and activities, the university will include in its students, staff, and faculty orientation programs information on prevention and awareness relating to dating violence, domestic violence, and stalking.

Programs will explain the university's policy prohibiting these types of conduct, provide definitions of prohibited conduct and consent in reference to sexual activity, and offer information about safe and positive options for bystander intervention, risk reduction to recognize abusive behavior and avoid potential attacks, criminal reporting options and reporting to campus authorities, campus disciplinary action, and possible rights regarding orders of protection, no-contact orders, restraining orders, or similar court orders.

The university will also conduct ongoing prevention and awareness campaigns for students, staff, and faculty on domestic violence, dating violence, and stalking. Various organizations at VSU



regularly sponsor prevention, intervention, and education programs specifically addressing rape, acquaintance rape, and other sexual offenses. The VSU Health Center, Sexual Assault Education Coordinator, and Counseling Services conduct Programs on sexual assault that occur at least once each semester in all residence halls, and the topic is addressed at freshman orientation. If you are a victim of a sexual assault at this institution, your priority should be to get to a place of safety. You should then obtain the necessary medical treatment. The VSU Police Department strongly advocates that a sexual assault victim reports the incident promptly. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the VSU Police Department. Filing a report with the police will not obligate the victim to prosecute.

### **Filing a police report will:**

- (a) Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- (b) Provide the opportunity for collection of evidence helpful in prosecution, which might not be obtained later (ideally, a victim of sexual assault should not wash, douche, use the toilet, or change clothing before a medical/legal exam);
- (c) Assure the victim has access to free, confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

### **Title IX Reporting**

As previously noted, individuals may also consider reporting a sexual violence incident to the VSU's Title IX Coordinator, who can help in addressing the incident through consultation, administration review, and/or formal hearing. To file a report or to make a complaint with the VSU Title IX Coordinator, call (804) 524-5371. The Title IX Coordinator Office is located at 1 Hayden Drive, Petersburg, VA 23806 (Virginia Hall, Rm. 313). The Virginia State University's Sexual Harassment and Sexual Assault Policy and Procedures can be located at [www.vsu.edu](http://www.vsu.edu).

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

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

can be obtained through The James House or Chesterfield Domestic and Sexual Violence Resource Center.

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

The Associate Vice President & Chief Student Officer for Student Success & Engagement shall schedule special training for Hearing Officers once every year, covering the University's policies governing sexual assault and the accuser's particular needs and the accused in these cases.

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

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

## **Sexual Offenses/Disciplinary Proceeding**

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

VSU will disclose to both the alleged victim and perpetrator of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code) or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution. If the alleged victim is deceased because of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

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

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

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

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

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

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

Nonresident offenders entering the Commonwealth for employment, to carry on a vocation, or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of the Commonwealth shall, within ten days of accepting employment or enrolling in school in the Commonwealth, be required to register and reregister pursuant to this section. For purposes of this section, "student" means a person who is enrolled on a full-time or part-time basis in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

Information concerning offenders registered with the *Sex Offender and Crimes Against Minors Registry* may be disclosed to any person requesting information on a specific individual in accordance with the law. Information regarding a specific person requested pursuant to the law shall be disseminated upon receipt of an official request form, which may be submitted directly to the Commonwealth's Department of State Police or the State Police through a local law enforcement agency. The Department of State Police shall make Registry information available, upon request, to criminal justice agencies, including local law-enforcement agencies through the Virginia Criminal Information Network (VCIN). Registry information provided under this section shall be used for the

purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers, or otherwise for the public's protection in general and children in particular. The use of the information for purposes not authorized by this section is prohibited. Any person who willfully violates this section's mandates with the intent to harass or intimidate another will be charged with a Class 1 misdemeanor.

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

**Pertinent website addresses for securing related information are:**

<https://sex-offender.vsp.virginia.gov/sor/>

<https://sex-offender.vsp.virginia.gov/sor/zipSearch.html>

<https://sex-offender.vsp.virginia.gov/sor/background.html>

<https://sex-offender.vsp.virginia.gov/sor/statutes.html>

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

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

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

- Virginia State University has a zero-tolerance policy regarding the possession and/or use of alcoholic beverages on its campus and property.
- Alcoholic beverages may not be possessed, distributed, or consumed at events on campus, except when specific written approval has been obtained for the event in advance. Sponsors are

responsible for assuring that all persons in attendance at an event comply with state alcohol law and University alcohol policy.

- Any student who is found to have violated state alcohol law and university alcohol policy shall be subject to sanctions through the University Judicial System and possible arrest.
- Alcoholic beverages may not be sold or furnished to any person who is visibly under the influence of alcohol at the time of sale or exchange.
- Falsely representing one's age to purchase or possess alcohol is against state law.
- State law prohibits drunkenness and possession of open containers of alcohol in public areas.
- No student shall possess or distribute an illegal drug, as defined by Virginia's Drug Control Act. Such possession or distribution is prohibited in any building or any property owned or operated by the University. Possession is defined to include any area or property for which the student is responsible.
- Any student who is found to possess or distribute an illegal drug shall be subject to Immediate Suspension and/or arrest. In addition, they shall be required to leave the campus of Virginia State University, pending a judicial board hearing.
- Impairment in the workplace from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes) is prohibited
- The unlawful or unauthorized manufacture, distribution, dispensation, possession, or use of alcohol and other drugs in the workplace is prohibited.
- Any person (Student, Faculty, Staff, and Visitor) who is arrested and/or suspended while on the grounds of Virginia State University shall be prohibited from returning to campus without the VSU AVP for Public Safety/Chief of Police's expressed written permission.

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

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

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

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

## Alcohol and Drug/Substance Abuse Programs

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

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

### Alcohol Responsibility Online Course

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

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

### Marijuana 101 Online Course

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

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

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

- Reduce alcohol consumption and its adverse consequences

- Promote healthier choices among young adults
- Provide essential information and coping skills for risk reduction

### Screening, Assessment, Information, and Referral

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

## **Gambling Policy/Gambling Addiction Education and Treatment**

Services are available to students with gambling or other addictive or problematic habits to help them assess their concerns, identify relevant goals and interventions, and assist with finding appropriate treatment and/or support resources. Depending on a licensed professional's assessment, interventions may include sending the student to a clinician specializing in gambling addictions or a twelve-step program. Peer mentoring is always available where and when appropriate.

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

- *Coaches*
- *Support Staff*
- *Equipment Managers*
- *Student*
- *Athletic Administrators*
- *Athletic Trainers*
- *Student Trainers*
- *Secretaries*

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

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

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

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

Furthermore, they are forewarned that sports wagering can destroy any future plans, dreams, or hopes for themselves. Strong words, but ones based on reality. For this reason, college athletes, athletic administrators, athletic staff members, and conference staff officials may not gamble on college or professional sporting events. VSU, in conjunction with the Virginia Department of Human Resource Management, offers assistance for Drug and Alcohol problems experienced by employees. This assistance can be obtained through the Employee Assistance Program (EAP). All health plans offered to state employees and their dependents have employee assistance programs (EAPs). Included are up to four sessions at no charge for such services as mental health, alcohol or drug abuse assessment, child or elder care, grief counseling, and legal or financial services. EAP counselors are available to assist employees with problems related to Drugs and Alcohol. When an intervention is needed due to an employee with a drug or alcohol problem, employers can refer employees to EAP, or employees can go independently. The policy and procedures are located on the Human Resources webpage.

- MAIN LINK: <http://www.vsu.edu/hr/policies.php> .
- Direct Link to Policy: <https://www.vsu.edu/files/docs/policies/1000/1102-alcohol-and-other-drugs-policy.pdf>
- Direct Link to Procedure: <https://www.vsu.edu/files/docs/policies/1000/use-of-alcoholic-beverages-at-authorized-events.pdf>

## **Firearms and Weapons Policies**

VSU POLICE is committed to maintaining a safe and secure environment that supports the university's academic mission. According to the VSU Firearms and Weapons Policy, members of the VSU community, including students, faculty, staff, as well as visitors to the VSU campus, are prohibited from possessing firearms, explosives, weapons, or any item that may be constructed such as, on the premises of the university or in any building under university control. This prohibition applies regardless of whether a federal or state license to possess the same has been issued to the possessor. There are some limited exceptions to this policy; for example, all licensed and certified law enforcement personnel authorized to carry a firearm are permitted to do so while on VSU property.



## **Fire Safety Report**

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

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

- Fire extinguishers, fire alarms, smoke detectors, and other fire prevention equipment are provided for each residence hall to safeguard students and their property. Tampering with fire safety equipment is prohibited, and false fire alarms will result in disciplinary action.
- Overloaded electrical circuits are hazardous. The University does not permit the use of electrical appliances, other cooking devices, and sun and halogen lamps.
- Smoking is not allowed in any state-owned buildings; this includes all buildings on the VSU campus.
- Under the direction of the VSUPD Safety Officer, fire drills are scheduled.
- Residents will be given detailed instructions on regulations and procedures for fire drills in their living areas. Failure to respond to, or in any way inhibit, a fire drill will result in severe disciplinary action.
- All fire alarms are considered fire alerts; the building must be evacuated immediately. Participation in fire drills is mandatory.

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

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

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

Fire Safety Education Programs for all students living in on-campus student housing and all employees who have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to 1. Familiarize everyone with the fire safety system in each housing facility, 2. Train everyone on the procedures to be followed in case there is a fire and 3. Distribute information on the college's fire safety policies. Everyone is provided with maps of each on-campus student housing facility that illustrate evacuation routes and fire alarm equipment locations. During these programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities are given the option to have a "buddy" assigned to them. Fire safety education and training programs are taught by the Safety Officer, local fire authorities, and Residence Life staff who are experienced in fire safety matters. If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 for help. They are to remain in that location so that the director of Student Housing or someone from the Student Housing office has documented that the student has left the building. RAs are instructed to pull the fire alarm as they leave the building if they can do so without risking their safety.

## **Reporting Fires**

Per federal law, VSU is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Listed below are the non-emergency numbers to call to report fires that have already been extinguished in on-campus student housing. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following: VSU Police Department (804) 524-5360, Office of Residence Life (804) 524-5011. Callers should provide as much information as possible about the location, date, time, and cause of the fire.

## **Future Plans**

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

## Fire Safety Systems in VSU Residential Facilities

Facility	Fire Alarm Monitoring Done on Site (by VSUPD)	Partial Sprinkler System**	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of fire drills previous calendar year
<b>Branch Hall</b> , 3312 <i>Hayden Street</i>	X		X	X	X	6
<b>Campbell Hall</b> , 3218 <i>Hayden Street (formerly Eggleston Hall)</i>	X		X	X	X	6
<b>Gateway II</b> , 2806 <i>Martin Luther King Drive</i>	X*	X	X	X	X	6
<b>Howard Hall</b> , 3200 <i>Hayden Street</i>	X		X	X	X	6
<b>Langston Hall</b> , 21201 <i>University Avenue</i>	X		X	X	X	6
<b>Moore Hall</b> , 2800 <i>Martin Luther King Drive</i>	X*	X	X	X	X	6
<b>Quad I</b> , 21207-B Second Avenue	X*	X	X	X	X	6
<b>Quad II</b> , 3305 Boisseau Street	X*	X	X	X	X	6
<b>Seward Hall</b> , 21101 <i>University Avenue</i>	X		X	X	X	6
<b>University Apts</b> , 4010 J Mitchell <i>Jones Drive</i>	X	X	X	X	X	4
<b>Whiting Hall</b> , 3309 <i>Hayden Street</i>	X		X	X	X	6
<b>Williams Hall</b> , 3012 <i>Hayden Street</i>	X		X	X	X	6

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

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

## Statistics and Related Information Regarding Fires in Residential Facilities (2021)

Facility	Total Fire in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by a Fire
<b>Branch Hall</b> , 3312 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Campbell Hall</b> , 3218 Hayden Street (formerly Eggleston Hall)	0	0	N/A	N/A	N/A	N/A
<b>Gateway II</b> 2806 Martin Luther King Drive.	0	0	N/A	N/A	N/A	N/A
<b>Howard Hall</b> , 3200 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Langston Hall</b> , 21201 University Avenue	0	0	N/A	N/A	N/A	N/A
<b>Moore Hall</b> , 2800 Martin Luther King Drive	0	0	N/A	N/A	N/A	N/A
<b>Quad I</b> , 21207-B Second Avenue	0	0	N/A	N/A	N/A	N/A
<b>Quad II</b> , 3305 Boisseau Street	0	0	N/A	N/A	N/A	N/A
<b>Seward Hall</b> , 21101 University Avenue	0	0	N/A	N/A	N/A	N/A
<b>University Apts</b> , 4010 J Mitchell Jones Drive	1	1	Cooking	0	0	\$500.00
<b>Whiting Hall</b> , 3309 Hayden Street	0	0	N/A	N/A	N/A	N/A
<b>Williams Hall</b> , 3012 Hayden Street	0	0	N/A	N/A	N/A	N/A

## Statistics and Related Information Regarding Fires in Residential Facilities (2022)

Facility	Total Fire in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by a Fire
<b>Branch Hall, 3312 Hayden Street</b>	0	0	N/A	N/A	N/A	N/A
<b>Campbell Hall, 3218 Hayden Street (formerly Eggleston Hall)</b>	0	0	N/A	N/A	N/A	N/A
<b>Gateway II 2806 Martin Luther King Drive.</b>	0	0	N/A	N/A	N/A	N/A
<b>Howard Hall, 3200 Hayden Street (formerly Byrd Hall)</b>	0	0	N/A	N/A	N/A	N/A
<b>Langston Hall, 21201 University Avenue</b>	0	0	N/A	N/A	N/A	N/A
<b>Moore Hall, 2800 Martin Luther King Drive</b>	0	0	N/A	N/A	N/A	N/A
<b>Quad I, 21207-B Second Avenue</b>	0	0	N/A	N/A	N/A	N/A
<b>Quad II, 3305 Boisseau Street</b>	0	0	N/A	N/A	N/A	N/A
<b>Seward Hall, 21101 University Avenue</b>	0	0	N/A	N/A	N/A	N/A
<b>University Apts, 4010 J Mitchell Jones Drive</b>	0	0	N/A	N/A	N/A	N/A
<b>Whiting Hall, 3309 Hayden Street</b>	0	0	N/A	N/A	N/A	N/A
<b>Williams Hall, 3012 Hayden Street</b>	0	0	N/A	N/A	N/A	N/A

## Statistics and Related Information Regarding Fires in Residential Facilities (2023)

Facility	Total Fire in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by a Fire
<b>Branch Hall, 3312</b> <i>Hayden Street</i>	0	0	N/A	N/A	N/A	N/A
<b>Campbell Hall, 3218</b> <i>Hayden Street</i>	0	0	N/A	N/A	N/A	N/A
<b>Gateway II</b> 2806 Martin Luther King Drive.	0	0	N/A	N/A	N/A	N/A
<b>Howard Hall, 3200</b> <i>Hayden Street</i>	0	0	N/A	N/A	N/A	N/A
<b>Langston Hall,</b> <i>21201 University Avenue</i>	0	0	N/A	N/A	N/A	N/A
<b>Moore Hall, 2800</b> <i>Martin Luther King Drive</i>	0	0	N/A	N/A	N/A	N/A
<b>Quad I, 21207-B Second</b> <i>Avenue</i>	0	0	N/A	N/A	N/A	N/A
<b>Quad II, 3305 Boisseau</b> <i>Street</i>	0	0	N/A	N/A	N/A	N/A
<b>Seward Hall, 21101</b> <i>University Avenue</i>	0	0	N/A	N/A	N/A	N/A
<b>University Apts, 4010 J</b> <i>Mitchell Jones Drive</i>	0	0	N/A	N/A	N/A	N/A
<b>Whiting Hall, 3309</b> <i>Hayden Street</i>	0	0	N/A	N/A	N/A	N/A
<b>Williams Hall, 3012</b> <i>Hayden Street</i>	0	0	N/A	N/A	N/A	N/A

# Your Right to Know

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## 2024 Annual Security and Fire Safety Report



### **Virginia State University Police Department**

2021-2023 Calendar Years

Current or prospective faculty, staff, and students may also obtain a copy of the report at the Department of Police and Public Safety Headquarters located at 21012 Service Road, by calling (804) 524-5599, visiting Human Resources, or by writing to:

**ATTN: Records Coordinator**  
**Annual Security Report Request**  
**Virginia State University Police Department**  
**P.O. Box 9405**  
**Petersburg, VA 23806**