2012 Emory & Henry College Annual Security Report & Annual Fire Safety Report

Context of the Law

The Higher Education Act (HEA), as amended by the Higher Education Opportunity Act (HEOA), and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act specify campus safety requirements for all Title IV institutions. These laws also include the requirements to post missing student notification policies and fire safety issues. These disclosures are required beginning with the Annual Security Report and Annual Fire Safety Report due on October 1, 2013. The statistics are also collected via the Department of Education's web-based Campus Safety and Security site located at http://ope.ed.gov/security.

Campus Security and Safety: A Shared Responsibility

Located in a rural setting, Emory & Henry College has historically had a safe and secure environment. That is not to say that crimes and arrests do not occur because they do. However, acts that threaten one's safety are not characteristic of this community.

One of the significant reasons for this is the very nature and character of those that make up the college community: the students, faculty, and staff accept responsibility for their own and others' safety and cooperate with campus security officers and residence hall staff, among others, in trying to protect persons and property. We recognize that in a close-knit community like ours, we should continue to rely on one another and to follow sound practices if we are to sustain a safe and secure campus environment.

Students should be familiar with the Student Handbook (https://www.ehc.edu/sites/default/files/student_handbook.pdf) and the Code of Conduct and abide by these precepts and regulations. They should also encourage other students to abide by the Code to enhance the quality of life on campus and to diminish the number of threats to safety involving students and others.

Access to Campus Facilities and Security Policies

Students, faculty, staff, and other employees of Emory & Henry have access to academic, administrative, and recreational facilities on campus. Access to residence halls is limited primarily to students and their guests. Guests may visit residents in student's rooms during visitation hours or in the 24-hour lounges.

The general public is welcome to attend most cultural and sports events, unless otherwise stipulated. However, the general public does not have access to the campus or college facilities on a regular, routine basis. Exceptions are made for specified community service programs and public relations purposes. The College reserves the right to ask anyone with offensive behavior to leave the property.

The Facilities Department maintains campus physical facilities with sensitivity to safety, for example, proper maintenance of campus lighting on walkways and in parking lots, trimming of shrubbery, etc.

The outside doors of the residence halls are locked and should not be propped open. Each residence hall room has a door lock, and students are encouraged to keep their room keys on their person and to lock their room doors at night and at all other times when the room is not occupied. The Code of Conduct works well, but with guests often present, especially on weekends, the residence halls become much more public. Thus, good judgment is encouraged.

Students should take common sense precautions to protect their personal property, such as marking stereos, cameras, televisions, computers, and the like. Campus Police/Security can assist with protecting your valuables through a property registration program that can be accessed at www.ehc.edu/property-registration. In addition, valuables left in a car should be locked in the trunk, if applicable, and the motor vehicle itself should be locked when parked.

During holiday periods students are expected to secure their own belongings by locking room doors and windows when the room is vacated and by taking valuable items with them for the holiday.

Students are urged to report to Campus Police/Security officers or other personnel, as appropriate, any suspicious-looking individuals whom they believe do not belong in their residence halls or other College buildings and any troubling, unusual incidents in or around residence halls or elsewhere on campus.

It is the policy of this College to disclose to victims of violent crime the results of any disciplinary actions taken against those who violate the Code of Conduct in this context.

Authority of Campus Police/Security Officers

The College's Campus Police/Security officers are sworn Conservators of the Peace with powers of arrest. Police officers receive training in the use of firearms, in traffic control, and in arrest procedures. Both security and police officers receive additional in-service training to upgrade their skills regarding safety and security for people and property. The jurisdictional authority of Emory & Henry Police/Security officers includes the campus and a limited area beyond the boundaries of the College.

Campus Police/Security officers work cooperatively with the Washington County Sheriff's Office and the Virginia State Police. Our officers prepare written incident reports for their own internal use and for record-keeping purposes. Also, the Campus Police/Security Department on a voluntary basis seeks information from local and state police jurisdictions on any crimes committed or arrests made off-campus involving Emory & Henry students and student organizations.

Alcohol and Other Drugs: Policies and Educational Programs

You should be aware that Emory & Henry complies with the Drug Free Schools and Communities Amendments by making students and employees aware of laws pertaining to alcohol and other drugs and by actively discouraging the violation of these laws. The College has a zero-tolerance policy for drug violations and students are subject to suspension through the campus conduct system for simple possession.

Should any member of the campus community feel that they need assistance with a drug or alcohol problem, staff members are available to direct them to resources. The Student Health Center, The Powell Resource Center, and Student Life have contacts with various agencies and professionals who have expertise with these issues.

HOW TO GET HELP: Reporting Criminal Actions and/or Emergencies

The Campus Police/Security Office is located in Martin Brock. It is the policy of the College to have campus security personnel and/or other appropriate staff respond to any reported crime or emergency involving a threat to personal safety and security or to enlist the help of local police agencies or emergency services, such as the Washington County Sheriff's Office, which can be reached by calling 911.

For direct telephone access to the Campus Police/Security Office, in **non-emergency** situations, dial 276.944.6222, or campus extension 6222. If security is not in their office, please leave a message. By leaving a message, the telephone system will alert the officer on duty via remote notification and they will respond to your message. In case of an **emergency**, call 911 and Central Dispatch will immediately contact a Campus Police/Security officer through the police communications system. Officers are on duty 24 hours per day. The dispatcher can also call for assistance from the Washington County Sheriff's Office, who works independently or cooperatively with Campus Police/Security officers, as the situation requires.

If you feel threatened or have a safety or security concern and are unsure of what to do, your RAs or any other RAs can be of assistance, as can the Head Resident Advisors, the Area Coordinators, Student Life Staff, and the Dean of Students.

Where the nature of a problem is such that other support devices are required, such as counselors and health services professionals, Campus Police/Security officers or personnel in the Dean of Students' office will make the contacts, as deemed necessary.

You are urged to report all acts of violence or crimes, including theft, to Campus Police/Security personnel, the Dean of Students or members of the Dean's staff, or RA's. All crimes must be reported no matter when they are discovered. Follow-up action will be taken to investigate each incident so that accurate records can be maintained.

It is well known that many acts of violence, including sexual abuse situations, occur when one or more of those involved have abused alcohol or other drugs and are under their influence. The possession and use of alcohol is prohibited on the Emory & Henry campus except during special events as designated by the President of the College. At these events, A.B.C. licenses are obtained and alcohol laws are enforced. Caution is urged when one is in a setting where alcohol is present and those who consume alcohol are reminded that they are expected to do so in a responsible manner consistent with the law.

Students receive educational information about alcohol through orientation for new students, programs in residence halls, and other special events conducted on campus.

Campus Security Procedures, Practices, and Prevention of Crimes

From time to time, Campus Police/Security officers visit residence halls to talk with students about security procedures and concerns and to encourage crime prevention. Students and employees are regularly encouraged to be responsible for their own security and that of others.

Everyone should be aware that the College gives timely notice to the community when certain types of crimes are reported to campus authorities or local police agencies if such crimes are considered a threat to students and employees. These notices should be heeded, for, in practice, such a notice would be infrequent and should command special attention. Notice is made in a variety of ways, depending upon the situation, through the campus email system, the e-alert system, and by posting notices at strategic locations on campus. For immediate notification, the emergency siren is activated on campus. When this siren sounds, members of the campus community should immediately check their email and cell phones for emergency alert messages.

E-Alert Registration

Our emergency notification system is capable of sending notifications instantly and simultaneously to all registered mobile devices and everyone's EHC email address. This is an OPT-IN program, so you must register in order to receive these specific alerts. To register, go to www.ehc.edu/alert and complete the registration process. You must have your cell phone with you and powered on when registering. If you are registering a mobile cell phone number, make sure it is receiving a signal when

you register so that a validation code can be sent to complete the registration process. These messages are sent as text messages to cell phones and any applicable charges from your carrier will apply. The College will, without delay, and taking into account the safety of the community, determine the content of the communication and initiate the emergency alert system unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to or otherwise mitigate the emergency. The administrators responsible for alerting the community include the Executive Assistant to the President, Chief of Campus Police, and the Vice President for Student Life and Dean of Students, or designees. This group will confer to determine if a notification should be sent. Please note that the emergency notification will be tested during the first week of each semester.

Any member of the community who has concerns regarding campus safety should report those concerns to the Dean of Students Office in Wiley 121.

What to Do In An Emergency...

Fire	• Activate the nearest fire alarm and call 911. • Everyone must leave immediately when a fire alarm is activated, even if there are no obvious signs of an emergency. • Do not use the elevator. • Remain calm and assist others in safely getting out. • Confine the fire by closing all doors and windows if possible. • Follow directions given by emergency personnel and go to the location designated by your building coordinator.
Dangerous Person	• Remain calm, do not engage the intruder. • A quick and quiet escape is suggested, if it can be done safely. • If attempting to escape, keep your hands elevated with open palms visible, especially if encountering law enforcement officers. Follow all instructions given. • If you cannot safely exit the building, seek secure shelter. • Close and lock windows, lower blinds, remain out of sight, and turn off the lights. • Once secured, take cover behind concrete walls, thick desks, and filing cabinets that are away from windows and doors. • Remain quiet and turn off cell phone ringers.
Medical Emergency	• If the person is seriously injured or non-responsive, CALL 911. • Give key information to the 911 operator (location/address, type of injury/illness etc.) and stay on the line until help arrives. • Ask others to assist (directing emergency personnel to your location, crowd control, etc.). • Remain calm. • If the person is not seriously injured, contact the College Health Center at x 6538 or Campus Security at x6222 for assistance. • Always report injuries on campus to the Office of the Vice President for Business & Finance. • Please note that Automated Electronic Defibrillators (AED's) are available on campus in the following locations: ▪ Campus Security ▪ McGlothlin-Street Hall 139 ▪ King Center Athletic Training Room ▪ Wiley Hall 121
Tornado	• Listen for the siren. A single siren blast will sound to alert you to check for emergency message via email and the Campus Alert System. • Seek shelter inside a building until notified by College officials that it is safe to leave. • An "all-clear" e-alert will be sent when the danger has passed.

Missing Student Notification Policy and Procedures

When students first enroll, they are given an emergency response card to complete so that quick notification can be made to primary and/or secondary contacts in the event of an emergency. It is the student's responsibility to update this information when changes occur. This card allows student to identify an initial contact for the College. In the event that a student is determined to be missing, the College will notify the primary and/or secondary contact no later than 24 hours after the student is determined missing in accordance with our official notification procedures. If a current emergency response card is not on file, the College will notify the parents documented in our records. In the event that the student is under 18 years of age, and not an emancipated individual, we are required to notify custodial parents or guardians within the same time frame.

Anyone who believes that a student is missing should report it immediately to Campus Police/Security. Details will be asked regarding the last time the student was seen, where the student was seen, and any communications that have been received. Campus personnel who may have information regarding this student will be contacted and asked to provide their last known contact with this student. If it is determined that no contact has been made with the student in question for more than 24 hours, Campus Police/Security will notify other appropriate law enforcement agencies immediately and request assistance in finding the missing student. The College will initiate the emergency contact procedures and notify the designated contact person or parents.

Annual Safety Report 2012 - Campus Crime Statistics

Emory & Henry College compiles this data for its annual report as required by the Campus Security Act in accordance with definitions used in the FBI's Uniform Crime Reporting Program (UCR). The College must publish statistics on the following criminal and hate offenses that were reported to campus authorities during the periods indicated:

CRIMINAL OFFENSES	2010	2011	2012
ON CAMPUS			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
FORCIBLE SEX OFFENSES	0	1	4
NONFORCIBLE SEX	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	3	3
BURGLARY	8	9	6
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
ON CAMPUS, STUDENT HOUSING FACILITIES			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
FORCIBLE SEX OFFENSES	0	1	1
NONFORCIBLE SEX	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	3	2
BURGLARY*	8*	7	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
Caveat: 2010 burglaries included two laptop thefts that were solved, prosecuted through the Washington County court system and campus judicial system, and closed. Another involved a textbook theft that was cleared through the campus judicial system.			
NONCAMPUS, BUILDINGS OR PROPERTY			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
FORCIBLE SEX OFFENSES	0	0	0
NONFORCIBLE SEX	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
PUBLIC PROPERTY			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
FORCIBLE SEX OFFENSES	0	0	0
NONFORCIBLE SEX	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0

HATE CRIMES	2010	2011	2012
ON-CAMPUS			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
SEX OFFENSES - FORCIBLE	0	0	0
SEX OFFENSES - NON-FORCIBLE	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0

ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
SIMPLE ASSAULT	0	0	0
LARCENY-THEFT	0	0	0
INTIMIDATION	0	5*	1
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	1
**Caveat: In 2011, intimidation involved 1 race-related incident, 2 sexual orientation incidents, and 2 gender incidents. In 2012, intimidation involved 1 race-related incident and vandalism involved 1 sexual orientation incident.*			
ON-CAMPUS, STUDENT HOUSING FACILITIES			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
SEX OFFENSES - FORCIBLE	0	0	0
SEX OFFENSES - NON-FORCIBLE	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	2
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
SIMPLE ASSAULT	0	0	0
LARCENY-THEFT	0	0	1
INTIMIDATION	0	2**	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	1
***Caveat: Intimidation involved 1 sexual orientation incident and 1 gender incident.*			
NONCAMPUS, BUILDINGS OR PROPERTY			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
SEX OFFENSES - FORCIBLE	0	0	0
SEX OFFENSES - NON-FORCIBLE	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
SIMPLE ASSAULT	0	0	0
LARCENY-THEFT	0	0	0
INTIMIDATION	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0
PUBLIC PROPERTY			
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
SEX OFFENSES - FORCIBLE	0	0	0
SEX OFFENSES - NON-FORCIBLE	0	0	0
INCEST	0	0	0
STATUTORY RAPE	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
SIMPLE ASSAULT	0	0	0
LARCENY-THEFT	0	0	0
INTIMIDATION	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0
ARRESTS	**2010**	**2011**	**2012**
ON CAMPUS			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0
DRUG ABUSE VIOLATIONS	2*	0	0
LIQUOR LAW VIOLATIONS	0**	0	0
*Caveat: *Students were arrested and prosecuted through the court system and the campus judicial system. **The liquor law violation was for public possession. Two additional arrests (not recorded) were made for DUI's and prosecuted through the court system and the campus judicial system.*			

ON-CAMPUS, STUDENT HOUSING FACILITIES			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0
NONCAMPUS, BUILDINGS OR PROPERTY			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0
PUBLIC PROPERTY			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0
DISCIPLINARY ACTIONS	**2010**	**2011**	**2012**
ON CAMPUS			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	1
DRUG ABUSE VIOLATIONS	9	6	9
LIQUOR LAW VIOLATIONS	30	23	33
ON CAMPUS, STUDENT HOUSING FACILITIES			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	1
DRUG ABUSE VIOLATIONS	0	0	9
LIQUOR LAW VIOLATIONS	30	23	33
NONCAMPUS, BUILDINGS OR PROPERTY			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0
PUBLIC PROPERTY			
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0
LIQUOR LAW VIOLATIONS	1	1	0

Annual Fire Safety Report – 2012

This report is published by Emory & Henry College in compliance with the Higher Education Opportunity Act of 2008 and applies to student housing at the College.

Fire Safety Equipment and Statistics for On Campus Housing

Each residence hall is equipped with a fire alarm system monitored 24/7 by a private security company. In the event of an alarm, officers are notified of the location and nature of the alarm. Officers are equipped with two-way radios and are able to communicate with 911 dispatch and local EMS and fire services. The charts below indicate the fire safety equipment in each hall as well as fire statistics for the past three calendar years. (Please see table)

Fire Incidents on Campus

As indicated in the Fire Statistics chart, there were no fires in the residence halls in 2012.

Safety Systems

Residence Hall	***Monitored***	***Smoke Detectors***	***Pull Stations***	***Sprinkler Systems***	***Fire Extinguisher***
Cambridge	X	X	X	X	X
Carriger/Matthews	X	X	X		X
Collins	X	X	X		X
Cottage	X	X	X	X	X
Crowes Nest	X	X	X		X
Damer	X	X	X	X	X
Elm	X	X	X	X	X
Hillman	X	X	X		X
Inazu Apt.	X	X	X		X
Inazu House	X	X	X		X
Linden/Prillaman (Renamed in 2011)	X	X	X	X	X
Princeton	X	X	X	X	X
Stuart	X	X	X		X
Sullins	X	X	X		X
Waterhouse	X	X	X	X	X
Weaver	X	X	X		X
Wiley Jackson	X	X	X		X
House 14	X	X	X		X
House 15	X	X	X		X
House 16	X	X	X		X
House 17	X	X	X		X
House 18	X	X	X		X

Fire Safety Inspections and Maintenance

Fire Safety Inspections are conducted quarterly by Campus Security to coincide with arrival and departure of resident students. Fire systems and equipment are also inspected and serviced by a fire protection system contractor. Any malfunction found is immediately scheduled for service or equipment replacement. A Fire Log and records of fire inspections and maintenance are kept in the Campus Security Office in compliance with State and Federal regulations and are subject to inspection by the State of Virginia Fire Marshall.

Reporting Fires

In the event of a fire, residents should dial 911 and immediately report a fire in the residence halls. If the fire is extinguished, the building should still be evacuated and the fire reported to Campus Police/Security in order for safety inspections to be conducted.

Supervised Fire Drills

Fire drills are conducted once per semester in each residence hall by the Office of Student Life. Area Coordinators and Resident Advisors activate fire alarm systems and evacuate buildings. Students are required to participate and evacuate during a drill.

Evacuation Policy and Procedures

Resident Advisors will provide students with the specific exit pathways and procedures for evacuating their residence hall. All students must evacuate a residence hall in the event of a fire alarm. Residents are advised of their assembly area for such events during orientation by their Resident Advisor. Residents may not re-enter their building until they are cleared to do so by proper authority. In the event that a building becomes uninhabitable due to any crisis, evacuated students will be temporarily relocated to another designated building.

Fire Safety Education and Training

Professional staff and Resident Advisors are instructed in fire prevention policies, the use of fire extinguishers and evacuation procedures. Resident students are instructed by Resident Advisors and Area Coordinators during orientation upon their arrival at the College. Students are advised of the location of fire safety equipment, evacuation routes and fire prevention policies pertaining to their residence hall.

Fire Incidents on Campus

Residence Hall	***Fires***			***Deaths***			***Injuries***			***Damages***		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Cambridge	0	0	0	0	0	0	0	0	0	0	0	0
Carriger/Matthews	0	0	0	0	0	0	0	0	0	0	0	0
Collins	0	0	0	0	0	0	0	0	0	0	0	0
Cottage	0	0	0	0	0	0	0	0	0	0	0	0
Crowes Nest	0	0	0	0	0	0	0	0	0	0	0	0
Damer	0	0	0	0	0	0	0	0	0	0	0	0
Elm	0	0	0	0	0	0	0	0	0	0	0	0
Hillman	0	0	0	0	0	0	0	0	0	0	0	0
Inazu Apt.	0	0	0	0	0	0	0	0	0	0	0	0
Inazu House	0	0	0	0	0	0	0	0	0	0	0	0
Linden/Prillaman	0	0	0	0	0	0	0	0	0	0	0	0
Princeton	0	0	0	0	0	0	0	0	0	0	0	0
Stuart	0	0	0	0	0	0	0	0	0	0	0	0
Sullins	0	0	0	0	0	0	0	0	0	0	0	0
Waterhouse	0	0	0	0	0	0	0	0	0	0	0	0
Weaver	0	0	0	0	0	0	0	0	0	0	0	0
Wiley Jackson	0	0	0	0	0	0	0	0	0	0	0	0
House 14	0	0	0	0	0	0	0	0	0	0	0	0
House 15	0	0	0	0	0	0	0	0	0	0	0	0
House 16	0	0	0	0	0	0	0	0	0	0	0	0
House 17	0	0	0	0	0	0	0	0	0	0	0	0
House 18	0	0	0	0	0	0	0	0	0	0	0	0

This report can also be accessed on the Internet at http://www.ehc.edu.

Revised: September 24, 2013