

# **VIRGINIA UNION UNIVERSITY**



**2022**

## **Annual Security and Fire Safety Report**

Virginia Union University has prepared this report in compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998.



Coburn Hall 2022

In compliance with federal law, including the provisions of Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, the ADA Amendments Act of 2008, Executive Order 11246, the Vietnam Era Veterans Readjustment Assistance Act of 1974 as amended by the Jobs for Veterans Act, and the Uniformed Services Employment and Reemployment Rights Act, as amended, and the Genetic Information Nondiscrimination Act of 2008, Virginia Union University does not discriminate against individuals on the basis of their race, sex, sexual orientation, gender identity, religion, color, national or ethnic origin, age, disability, military service, covered veterans status, or genetic information in its administration of educational policies, programs, or activities; admissions policies; scholarship and loan programs; athletic or other university-administered programs; or employment. In addition, the university does not discriminate against individuals on the basis of their gender expression.



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## A Message from the Chief of Police

To: Members of the Virginia Union University Community

Re: Annual Report on Campus Security and Fire Safety 2022 Crime Statistics and Reporting for Calendar Year 2021

Greetings Panther Community,

As we do each year, consistent with federal law, Virginia Union University has completed its annual report on campus security and fire safety for 2022. The report contains statistics for calendar years 2019, 2020, and 2021. This report is now available link on our <https://www.vuu.edu/about-union/university-police>.

This report contains three years' worth of campus crime statistics as well as security policy statements, fire safety information, and information on how students, faculty and staff should report crimes.

The Virginia Union University data, along with comparable information from other colleges and universities, are published electronically by the U.S. Department of Education. The information can be viewed at <http://ope.ed.gov/security>.

As a reminder, if you need to contact Virginia Union University Police for any reason, please do so by dialing (804) 257-5777. I encourage you to add the number to your mobile phone. In an emergency, dial 911 or press the red button on any emergency call box located on campus.

I hope you will read this annual report on campus security and fire safety and become familiar with the services and programs available to help keep the campus safe. If you have questions about the federal requirements and reporting on security and fire safety or other police and security matters, you may contact me at [RECottrell@vuu.edu](mailto:RECottrell@vuu.edu).

Sincerely,

*Robert Cottrell*

Robert E. Cottrell  
Chief of Police

## Overview of Clery Act

Safety on the university campus is a natural source of concern for parents, students and university employees. Virginia Union University and the surrounding area is perceived to and does have a relatively low crime rate, however personal safety is dependent on every individual taking personal responsibility for him or herself, as well as for the community at- large. This document is provided annually in partial compliance with the Clery Act (formerly the Campus Security Act of 1990 and the Higher Education Act Opportunity of 1992 and 1998). The 1998 amendments to this Act renamed it the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act: in memory of Jeanne Clery, a freshman student at Lehigh University. She was raped and murdered in her residence hall in 1986. This federal law has largely become known across the United States as the “Clery Act.”

All public and private postsecondary institutions that participate in Title IV student financial assistance programs must comply with the Clery Act. Among the various requirements, these colleges and universities are required to prepare, publish, and distribute a report concerning campus crime statistics, safety, and security policies on an annual basis through appropriate publications, mailings or via an online computer network.

Compliance with the final regulations and provisions of the Violence Against Women Reauthorization Act of 2014 (VAWA) does not constitute a violation of §444 of the General Education Provisions Act (20 USC 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA). All Title IV institutions with on-campus student housing are required to prepare and distribute an Annual Fire Safety Report, with specific statements of fire safety policies and procedures as well as the annual fire safety statistics for the past three calendar years. This report, the Annual Security & Fire Safety Report contains the VUU (VIRGINIA UNION UNIVERSITY) Annual Security Report and the VUU Annual Fire Safety Report. Clery Act crime, arrest, and disciplinary referral statistics covering the years 2021, 2020, and 2019, as well as information about safety and security policies and practices intended to promote awareness about security and safety at UCLA are included herein.

Virginia Union University crime statistics are available on the Virginia Union University website: <https://www.vuu.edu/about-union/university-police> A log containing the nature, date, time and status of crimes is available for review by the public at: Pickford Hall room G-7 on the campus of Virginia Union University. Requests for inspection of police logs will be honored within one business day. Statistics regarding disciplinary incidents are available from the Office of Student Integrity and Conduct. For questions or further assistance, please contact the Office of Honor and Judicial Programs (804) 257-5633 or the VUU Police Department (804)257-5777. A copy of the Annual Security and Fire Report will be available upon request.

Virginia Union University is actively engaged to ensure the safety of its students, employees, and visitors. Virginia Union University has a professionally trained and supervised police force and residence life staff, as well as students and employees themselves, all shares in the responsibility

of making the Virginia Union University campus a safe place to study, work, live, or visit. Students, as members of the Virginia Union University community, are encouraged to report crimes, conduct violations, and incidents in a manner consistent with the expectations of the honor system. Emergencies, crimes, or suspicious activity should be reported immediately to VUU Police and, or when applicable, to any faculty, staff, or Residential Life staff members. Anonymous crime reports or suspicious activity may be made through the VUU Police website: <https://www.vuu.edu/about-vuu/university-police/vuu-anonmyous-tip-line> Also, information can be reported confidentially to police officials.

The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure you and the Virginia Union University Community's future safety. With such information, the University can keep an accurate record of the number of incidents involving students or staff, determine where there is a pattern of crime regarding a particular location, method, or assailant, and if necessary, alert the campus community to potential danger. Reports filed in this manner will be counted and disclosed in the annual crime statistics for the institution. The Virginia Union University Police Department encourages anyone who is the victim, witness or otherwise made aware of a crime to, by whatever means, promptly report the incident to the VUU Police.



## **Police Protection**

Virginia Union University adheres to an active community-policing philosophy that involves the entire campus in raising awareness regarding safety and crime prevention and promotes cooperation between the campus and its surrounding community. Bicycle, foot, and vehicle patrols enable officers to monitor and maintain security on campus around the clock. Firmly established guidelines and procedures allow officers to respond quickly to emergencies and events that may compromise the campuses' safety. University Police works with other area law enforcement agencies on mutual concerns and investigations.

VUU PD provides full-service police protection to the campus community through its police department, which includes 24 hours a day, 365 days a year law enforcement service. The jurisdiction of the university police includes, but is not limited to, a core campus of 84 acres and 25 buildings. The Virginia Union University Police Department (VUUPD) is a professional law enforcement agency comprised of 10 sworn law enforcement positions. Sworn positions consist of: Chief of Police, Deputy Chief of Police, (2) Lieutenants, (6) Police Officers. The department

currently deploys 12-hour shift rotation: All patrol officers are assigned to Evening and Midnight shifts. This shift deployment is designed to have increased law enforcement coverage during peak hours. All University Police Officers and security officers receive mandated Department of Criminal Justice Services (DCJS) training through the state criminal justice programs and specialized training in such areas as crime prevention, AED/CPR, first aid, firearms, evidence gathering, defensive tactics, substance abuse recognition and sexual assault issues.

## **Crime Prevention and Safety Awareness Education**

University Police offers crime prevention and safety awareness programs during new student and faculty orientations and throughout the year. Programs inform students and employees about campus security procedures and practices and encourage students and employees to be responsible for their own safety and others' security. Officers discuss crime prevention and safety topics, distribute printed materials, and publish safety tips and alerts.

In addition to primary assignments and prevention programs, VUU police officers have jurisdiction. They are required to conduct and document frequent and random checks of all campus properties to include academic, administrative and support buildings, residence halls, university-managed housing locations and parking areas, athletic facilities, and the contiguous community. The Virginia Union University community is encouraged to protect their personal property by keeping items secured, maintaining a detailed inventory of valuable items, maintaining adequate personal insurance, and marking their property. You are encouraged to engrave an easily identifiable number on your valuables (ex: VA123456789). Do not use your social security number.

For more information on requests for crime prevention programming on campus please contact Virginia Union University Police Campuspolice@vuu.edu & The Safety Committee meets weekly to review safety concerns and issues. This task force, chaired by the Chief of Police, distributes printed information, conducts lighting audits, assists with planning events, and arranges for appropriate campus safety-related signage.

### **Personal Safety Tips**

- Trust your instincts, if something does not feel right, it's probably not.
- Avoid working or studying alone in a building or any unsecured location at night.
- Do not walk alone after dark.
- Lock your car when you get in or out of it.
- Inspect your car in and alongside of it before you get in.
- Park in a well-lit parking lot or under a streetlight.

- If you have car problems raise the hood; remain inside and use your cell phone to call for assistance.
- Be wary of strangers; call the police if you feel threatened.
- Place your property in the trunk of your car, keep it out of sight.
- When returning to your vehicle, scan the area, carry keys in your hand, unlock the door and get in quickly, and lock yourself inside.
- Lock and secure your personal property.
- Develop an alert posture.
- Carry a whistle or other noisemaker to use in an emergency.
- Stop frequently and look around.
- Carry a sound making device and small flashlight.
- When entering a deserted parking lot, do not be embarrassed to make an audible sound and shine the light. This will frequently discourage an attacker.
- Try to give the appearance that you are alert. Even if it's cold, rainy or windy, keep your head up and look around. Attackers target those people they think are weak and unsuspecting.
- Be careful in providing assistance to strangers who approach you, often they intend to steal from you or harm you.
- Sign up for the emergency text message alerts and heed warnings when issued.

It is important for students, faculty, and staff to remember that we are located in an urban setting and must cope with many of the crime and safety issues that exist in any city. Campus Police are responsible for maintaining a safe and secure environment; however, it is incumbent on the entire VUU community to assume personal responsibility by taking precautions to prevent yourself from becoming a victim. The more we look out for each other, report suspicious activity, and share information; we will be more effective at collectively protecting our community.



## **Campus Security Authorities**

Campus Security Authority (CSA) is a Clery specific term that encompasses four groups of individuals and organizations associated with an institution.

1. A campus police department or a campus security department of an institution.

2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property)

3. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.

4. An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to act or respond to particular issues on behalf of the institution.

Examples of CSA's, include:

- Dean of Students and their professional staffs
- Academic advisers /Deans /Directors in all divisions
- Student organization advisers
- Housing & Residence Life staff
- Athletic coaches
- Sport club advisers
- Campus Police and security

CSAs have a legal obligation to notify the University of any Clery Act crimes conveyed to them. While CSAs must report any Clery Act crime that comes to their attention, at the request of the victim(s), identifying information may be excluded from the report (e.g., names, initials, contact information, etc.). According to the Clery Act, pastoral and professional counselors, when acting as such, are not considered CSAs. Nevertheless, they are encouraged, if and when deemed appropriate, to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

## **Definitions of Campus Geography**

**On-Campus** - *Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area identified above, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).*

**On-Campus Student Housing Facility** - *Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus.*

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

**Non-campus Building or Property** - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution 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. Crime statistics from Clery geographic locations defined as "non-campus buildings and property" (known as "non-campus" locations) encompass two distinct types of geography associated with VUU: (1) buildings and property owned or controlled by officially recognized student organizations; and (2) buildings and property located off campus but owned or controlled by VUU.

## **Reporting Criminal Offenses, Emergencies, & Other Incidents**

Crimes in progress and crimes that have just occurred should be reported to VUU PD as soon as possible by dialing (9-1-1) from any cellular or campus phone. Because using (9-1-1) for non-emergency calls may delay help for people caught in real emergencies. Non-emergency crime reports, and security or public safety-related matters should be reported to VUU PD by dialing (804) 257-5777 or by using extension 5777 within the University phone system.

### **Examples of what to report:**

- You see someone committing a crime
- You need to report an old crime
- You see anyone or anything suspicious
- Someone is injured or ill
- You see fire or smell smoke

Students, faculty, staff, guests, and other community members are encouraged to report all crimes and public safety related incidents to the VUU PD in a timely manner.

Reports may be made in person at the VUU PD headquarters (located in Pickford Hall G-7) or by calling (804) 257-5777 and having an officer dispatched to your location. VUU PD is open 24 hours a day, 365 days (about 12 months) a year. Reporting prompt information helps develop Emergency Notification, Timely Warnings, and/or Crime Advisories about potential danger on campus. Reporting crimes also aids in the collection of crime statistics for this report.

### **Emergency Call Boxes**

There are (8) eight emergency call boxes that are designated by their blue lights or yellow color. These phones are linked to VUU PD. To activate user must open the call box; and press and hold the red button to speak to the operator. The locations are as follows:

- Rear of Pickford Hall
- Dining Hall Entrance to Henderson
- Between Belgium building and Ellison building
- Hovey Field Parking Lot
- Wilder Library Parking Lot
- Newman Hall
- CD King Parking Lot

### **Voluntary Confidential Reporting**

VUU Police encourages anyone who is the victim of a crime to report it directly to the police. If you would like to report a crime or related concern but do not wish to reveal your identity, VUU PD offers an anonymous reporting link that allows you to leave specific information about a crime

### **Reporting Hate Crimes & Incidents**

Virginia Union University takes a strong stance against hate crimes. Crimes motivated by race, religion, ethnicity, disability, or sexual orientation are hate crimes and are a serious offense under Virginia Law. If you are a victim or a witness to a hate crime or incident, report it as soon as possible to the appropriate police agency. If the incident occurs on or around campus, call VUU PD at (804)257-5777

## **Sexual Assault and Prevention**

### **Sexual Assault/Sex Offenses**

VUU defines sexual misconduct as any form of sex discrimination that may deny or limit an individual's ability to participate in or benefit from university programs or activities. Sexual misconduct is inconsistent with the values and standards of the University community, is incompatible with the safe, healthy environment that the University community expects and deserves, and will not be tolerated. Sexual Misconduct includes but is not limited to sexual harassment, sexual assault, domestic violence, dating violence, sexual exploitation, and stalking.

Forms of sexual misconduct may include:

***“Coercion: Coercion”** involves unreasonable and unwanted pressure to engage in sexual activity. Engaging in sexual activity should be the result of a freely given choice. An individual should engage in sexual activity because he or she wants to and not as the result of being pressured by someone else. Threatening, cajoling, and pressuring someone until they finally say “Okay, just get it over with” is not consent.*

***Dating violence:** The term “dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following*

*factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.*

**Domestic violence:** *The term ‘domestic violence’ includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or 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.*

**Stalking:** *The term ‘stalking’ means engaging in the course of conduct directed at a specific person that would cause a reasonable person to (a) fear for his or her safety or the safety of others, or (b) suffer substantial emotional distress.*

**Sexual Assault:** *“Sexual Assault” is a crime that affects men and women punishable by both civil and criminal legal action. It means any actual, attempted, or threatened sexual act with another person without that person’s consent, to include non-consensual sexual contact (touching sexual body parts) and non-consensual sexual intercourse (unwilling or non-nonsexual penetration of any bodily opening with any objects or body parts).*

**Sexual Exploitation:** *“Sexual Exploitation” means any act of taking on-consensual, unjust, or abusive sexual advantage of another person for one’s own advantage or benefit or to benefit or advantage anyone other than the person being exploited.*

**Sexual Harassment:** *“Sexual Harassment” is any unwelcome verbal, nonverbal, written, electronic or physical conduct of a sexual nature or based on gender or gender stereotyping.*

**Sexual Intimidation:** *“Sexual Intimidation includes acts of intimidation, bullying, aggression or hostility based on a sexual nature.*

The Virginia Union University Police Department investigates all sexual assaults reported to the police department. Officers are regularly on call and capable of responding at any time. Once reported to the police, officers or a detective respond, investigate, and make applicable criminal charges based on evidence collection and survivor/witness statements. The Virginia Union University Police Department works closely with other area law enforcement personnel and other university departments to ensure that the right support services are made available and used when necessary. The survivor of a sexual assault may also choose to file a report with the Title IX or Deputy Title IX Coordinator, or the Department of Human Resources.

The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Union University student. Virginia Union University also encourages survivors to fully prosecute alleged perpetrators of the law. There are several avenues for

assistance if a person becomes the survivor of a sex offense. Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not the survivor's fault and there is help available.

The Virginia Union University Police Department is available and ready to assist if needed. The Virginia Union University Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become a survivor of a sex offense. Responsiveness to the needs of crime survivors is a department priority.

### **If Sexual Assault Happens to You**

- Contact the police for assistance and information or to report the incident. The Virginia Union University Police Department should be contacted for on-campus incidents, and the local police should be contacted for off-campus incidents. The Virginia Union University Police Department will help the survivor in contacting the correct law enforcement agency if requested.
- Go to the Virginia Commonwealth University Health System Emergency Room, located at 1220 N. Marshall Street. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute. The Virginia Commonwealth University Health System Hospital offers the services of Sexual Assault Nurse Examiners (SANE).
- If possible, do not change your clothes, shower, eat or drink between the rape and the emergency room trip. Preserving evidence is critical and can assist in the prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Seek counseling from the Virginia Union University Counseling Center or a private counselor. If you are not comfortable talking with a counselor, consider speaking with a trusted friend or family member. Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges.
- If the assault and its aftermath interfere with your ability to complete your work or academic performance, talk with the Virginia Union University Counseling Center or the Office of the Provost about academic relief. The Office of Vice President of Academic Affairs will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are available.
- Remember that it is never too late to deal with a sexual assault and that you can heal from this significant trauma. People are ready and able to help you, but they cannot if you do not ask.



## Medical Care

As mentioned above, survivors of very recent assaults should go to the Virginia Commonwealth University Health System's emergency room for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and pregnancy. Survivors may prefer to see a physician of a specific gender and should make that request if it will increase their comfort. Please note that a request of this nature may not always be possible in an emergency room.

## Counseling Options

Students coping with a sexual assault have several counseling options that are free of charge.

1. VIRGINIA FAMILY VIOLENCE & SEXUAL ASSAULT 24-HOUR HOTLINE 1-800-838-8238 or Text (804)793-9999 / Chat: Confidential Instant Messaging ([www.vadata.org/chat](http://www.vadata.org/chat))
2. NATIONAL DOMESTIC VIOLENCE HOTLINE 1-800-799-7233 (SAFE) | TDD: 1-800-787-3224
3. [VAWnet.org](http://VAWnet.org), The National Online Resource Center on Violence Against Women
4. YWCA of Richmond, 804-612-6126
5. LGBTQ Partner Abuse and Sexual Assault Helpline, 1-800-356-6998 or Text (804) 793-9999 / Chat: Confidential Instant Messaging ([www.vadata.org/chat](http://www.vadata.org/chat))
6. Virginia Union University - Office of Counseling Service, (804) 342-3812

The Office of Counseling Services is located on-campus in the Henderson Student Center, 2nd Floor. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivors.

## Victim Rights

### Rights as a Crime Victim

As a victim of or witness to a crime, you have the rights under Virginia's Crime Victim and Witness Rights Act. You have the right to request information on protective orders, information on obtaining warrants and information on the criminal justice process. You have the right to be notified of changes in court dates, significant case developments, the defendant's custody status and bond conditions and the opportunity to prepare a Victim Impact Statement. You have the right to receive assistance with obtaining a protective order, referrals to local resources and

receiving intercession services with your employer. A summary of the Virginia Crime Victim and Witness Rights Act can be found at [Victim Rights](#).

## **Legal and Judicial Options**

Sexual assault survivors have four options from which to choose: filing criminal charges, filing campus judicial charges, requesting an administrative investigation, and filing a civil suit for monetary damages. Survivors are not limited to just one of these options, but can choose any combination, including filing all three types of charges. Below is a brief description of each type of judicial process.

## **Title IX**

### **Title IX Coordinator**

Virginia Union University's Assistant Vice President of Administrative Service and Business Solutions serves as the university's Title IX Coordinator. This position handles overseeing administrative investigations in compliance with Title IX requirements and may be contacted by calling (804)257-5719.

Incidents involving sexual assault or sexual harassment, and those involving domestic violence, dating violence and stalking may trigger the university's Title IX or Title VII obligations. Such incidents are reported to the Title IX Coordinator.

In response to Violence Against Women Act (VAWA) and recent guidance for the Department of Education/Office for Civil Rights (OCR), the Office of Human Resource along with other stakeholders across campus will take a comprehensive approach to updating policies and procedures and continuously provide training, education, and outreach to the VUU community. We are proceeding as follows with policy updates, updating our procedures and providing training outreach and education. The President and the Board of Trustees have final authority for the approval of policies.

### **Rights of Complainant**

**The following is a summary of the rights of student complainants, regardless of the status of the respondent (student, employee or third party).**

- a. If a crime has been alleged, you have the right to file a complaint with the police department,
- b. In addition to a criminal complaint, you have the right to have your complaint investigated by the Title IX Coordinator.
- c. You have the right not to take part in any part of the Title IX process; if you do not wish to participate, that decision does not relieve the institution from its responsibility to provide a reasonable response according to university policy and Title IX guidance.

- d. If you decide to participate, you have the right to present witnesses and evidence during the Title IX investigation and/or hearing process.
- e. If you decide to participate in the process, you have the right to request confidentiality.
- f. The Title IX Coordinator will consider your request to find whether the university may honor your request while still providing a safe and nondiscriminatory environment for all students; honoring your request may limit the university's ability to respond fully to the incident, including pursuing proper disciplinary action against the alleged perpetrator.
- g. If you are an individual with a disability, you have the right to request a reasonable Accommodation throughout the investigation process; You have the right to receive updates about the status and progress of the Title IX investigation and/or hearing.
- h. You have the right to a prompt, adequate, reliable, and impartial Title IX investigation of the complaint and the U.S. Office for Civil Rights presumes a typical investigation may be completed within 60 calendar days following receipt of the complaint.
- i. You have the right to the preponderance-of-the-evidence standard of proof throughout the investigation and/or hearing process.
- j. You have the right to have an advocate present during any interview throughout the Title IX Investigation and/or hearing process.
- k. You have the right to have an attorney with you during a student conduct hearing, and if a school permits one party to have an attorney present it must do so equally for both parties.
- l. You have the right to be notified, in writing, about the outcome of the complaint and any right to appeal.
- m. You have the right not to abide by a non-disclosure (or confidentiality) agreement, whether such an agreement is verbal or in writing.
- n. You have the right to be protected against retaliation. You should report complaints of retaliation to the Title IX Coordinator.
- o. Information about the Student Conduct Code may be found in the student handbook for 2020-2021. Copies can be obtained from the Office of Enrollment Management.
- p. Additional information regarding Title IX may be found here: U. S. Department of Education, Office for Civil Rights, Washington, D.C. 20202-1328. <http://www2.ed.gov/about/offices/list/ocr>
- q. If you want to learn more about your rights, or you would like to file a complaint with the U.S. Department of Education, Office for Civil Rights, you may contact them by phone at: (800) 421-3481; or you may visit its website at: <http://www2.ed.gov/about/offices/list/ocr>

## **Title IX Contact Information:**

Kristie White, Assistant Vice President  
Administrative Services, Business Solutions  
Title IX Coordinator  
Virginia Union University  
1500 North Lombardy Street  
titleix@vuu.edu

## **Emergency Response**

The University shall immediately notify the campus community upon confirming a significant emergency or dangerous situation on or near campus involving an immediate threat to the health and safety of students, faculty, or staff. Once a significant emergency or dangerous situation has been confirmed, VUU PD will consider the safety of the campus community, determine what information to release about the situation, and issue an Alert notification through the University's mass notification system.

The mass notification system is designed to deliver a customized message to all subscribers and every registered device via emails, phone calls, and text messages. Some examples of significant emergencies or dangerous situations that may call for an alert notification are but are not limited to the following: (tornado warning, chemical spill, bomb threat, armed intruder, and outbreaks of serious communicable diseases).

## **Emergency Notification**

Virginia Union University is committed to the immediate notification of the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students, staff or visitors occurring on campus, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to have, respond to, or otherwise mitigate the emergency.

The Virginia Union University Police have the responsibility for emergency notification activations upon confirmation that a credible, imminent and/or verifiable threat has, is, or will occur. The activation of the system resides with the Chief of the Virginia Union University Police or the senior Law–Enforcement supervisor on duty at the time of the event. If time allows the decision to activate may be the result of the collaboration between the senior police official and others to include the President, the President's designee or in conjunction with senior University Administrators.

## **Timely Warning Policy**

It is the responsibility of the University Police to notify the University community in a timely manner when a reported Clery Act crime occurs on or near the University campus, which represents an ongoing threat to the University community. Systems for issuing timely warnings

and crime advisories may include direct distribution of flyers; text messages; emails to students, faculty, staff; campus websites and social media.



## **Purpose**

To outline a process that ensures that the University community is notified promptly with accurate information in case of a reported crime. There could be an ongoing threat to the community or additional incidents in the future.

## **Timely Warning**

The timely warning is triggered when the Virginia Union University Police identify a reported crime that poses an ongoing threat to students, faculty employees and guests. The decision to inform the community shall be based upon the known facts of an incident.

The President of Virginia Union University or designee, in consultation with the Chief of Police, will decide whether to inform the VUU community of possible ongoing criminal behavior and/or other events that may present an ongoing threat or risk to members of the University community. Such timely warning provides opportunity for individuals to take reasonable precautions for their safety. Crimes that occur outside of the “core campus geography” will be evaluated on a case-by-case basis. If there is ongoing threat information will be posted on the VUU Home web page or a text alert will be sent so that students, faculty, and staff are aware and that reasonable precautions can be taken for their safety.

## **Timely Warning Incidents**

The University community will be notified of crimes that represent an ongoing threat to students and employees. They may stem from reports to campus police or other state or local agencies. Those crimes that prompt a prompt notification could include, but are not limited to:

- Murder
- Non-Negligent Manslaughter
- Forcible Sexual Offenses
- Robbery
- Aggravated Assault
- Arson
- Burglary

## **PROCEDURES**

### **Emergency Notification Process**

1. The Chief of Police or the senior police officer on duty will inform the VUU President or designee of any crime that may pose an ongoing threat to the personal safety of students, staff, or visitors.

2. The VUU President or designee, in consultation with the Chief of Police, and the Chief of Staff-Director of Public Relations will determine whether the crime requires a timely warning, and will promptly notify the VUU communities of the:

- a. Nature of the crime or immediate threat.
- b. Location, date, and time of crime.
- c. Description of any suspect(s).
- d. Action recommended for university members.
- e. Crime prevention information, and.
- f. Contact number for the VUU Police Department.

The timely warning is distributed by the VUU Information Technology Department and the VUU Police Department.

### **VUU Notification System**

In notifying the VUU community, one or more of the following communication channels may be employed as appropriate:

- An *e-mail* message sent with more detailed information to everyone with a VUU e-mail account.
- Posting on the VUU Website at <https://www.vuu.edu/about-union/university-police> which will be updated regularly with information and instructions about how to respond in an emergency.
- Text messaging and local media outlets which are the primary communication channel for any closings and delays for inclement weather.

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

The VUU Police Department publishes both a Daily Crime and Fire log. This document contains a record of all crimes reported to the VUU PD that have occurred on the Clery Act reportable geography of the campus and reflects the nature of the reported crime, the time and date of the crime was reported, which is available for public review daily. Any fire that occurs in an on-campus student housing facility that is reported to any official at VUU is documented and reported in the Daily Crime and Fire Log. The log will include the nature, date, time and general

location of the incidents reported, as well as the disposition of the complaint, if that is known at the time the log is created.

The VUU Police Department reserves the right to exclude crime report information from the log in circumstances where the posting may compromise ongoing police operations. Faculty, staff, and students are encouraged to review the Incident Log periodically to become more familiar with the types and locations of incidents that may impact Virginia Union University.

## **Fire Safety**

Virginia Union University is a non-smoking, tobacco-free environment. Smoking is prohibited in all buildings. The National Fire Protection Association ([www.nfpa.org](http://www.nfpa.org)) suggests that all students, staff, faculty, and visitors be prepared in the event of a fire on campus. If you hear a fire alarm, leave immediately close doors behind you as you go. Know where the fire exits, and fire extinguishers are located. Do not damage or hang anything from sprinkler pipes or nozzles.

### **Fire Safety Tips (NFPA)**

#### **National Fire Protection Association**

- Look for a home or apartment with a complete sprinkler system when choosing a residence hall or off-campus housing.
- Make sure you can hear the building alarm system when you are in your residence hall room.
- If you live in a residence hall, make sure your sleeping room has a smoke alarm.
- If you live in an apartment or home, make sure smoke alarms are installed in each sleeping room, outside every sleeping area, and on each level of the apartment unit or house. For the best protection, all smoke alarms in the apartment unit or house should be interconnected so that when one sounds, they all sound.
- Test all smoke alarms at least monthly.
- Never remove batteries or disable the smoke alarm.
- Learn your building's evacuation plan and practice all drills as if they were the real thing
- Make sure you can hear the building alarm system when you are in your residence hall room.
- If you live off-campus have a fire escape plan with two ways out of every room.
- When the smoke alarm or fire alarm sounds, get out of the building quickly and stay out.
- Check with VUU Residence Life & Housing for approved small appliances on campus.

### **Campus Emergency Evacuation Procedures**

Evacuation drills are conducted quarterly and at additional intervals, as determined by the VUU Public Safety. These unannounced drills prepare building occupants for an organized evacuation in case of fire or other emergencies. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits, the evacuation route, designated assembly locations and the sound of the fire alarm.

VUU on-campus housing residents receive information on emergency response protocols and evacuation throughout the academic year, including new student orientation, mandatory floor meetings and campus housing websites, group chats and posted flyers.

**EVACUATE** when:

- A fire and/or life safety emergency occurs.
- The fire alarm activates (audible and/or visual).
- Notified to do so by emergency response personnel, facilities, housekeeping or
- Be aware of all exits from your area and building.
- Know the routes from your work area.
- When the fire alarm activates or you are told to leave, WALK quickly to the nearest marked exit, and ask others to do the same. DO NOT RUN.
- DO NOT USE ELEVATORS unless directed to do so.
- ASSIST persons with disabilities, access, or functional needs if you are willing and able.
- Notify emergency personnel if you suspect someone may be trapped in the building.
- Follow instructions given by police, hall staff, facilities staff, or emergency personnel.
- Once outside, move to your designated assembly area.
- Keep streets and walkways clear for emergency vehicles and personnel.
- DO NOT return to an evacuated building until an all-clear message is given and you are directed to do so.

**Violence or Crime in Progress**

- DO NOT TAKE UNNECESSARY CHANCES
- Do not interfere with:
  - Persons committing the crime/creating the disturbance
  - Law enforcement authorities on the scene
- If you are the victim, involved in, or witness any on-campus violation of the law such as an assault, robbery, theft, stalking, etc. that is in progress, call 911 immediately.

**Secure-In-Place – Police Activity**

A Secure-In-Place or “Shelter-In-Place” notification may be issued when VUU PD personnel determine a potential threat to the campus. When notified to Secure-In-Place, initiate action immediately. Take All issued Alerts seriously. You will be safest by placing a locked door or other barricades between you and the associated violence or danger. Do not leave until an ALL-CLEAR message is received.

**On-Campus Residence Halls**

Evacuation drills for on-campus student housing are coordinated through VUU Office of Public Safety, Housing and Residences Life, Facilities Services and require mandatory evacuation by residents who cannot re-enter until authorized. Residents are debriefed and written notifications

are sent following the planned drill reiterating the importance of building evacuations and fire safety.

Staff at the residence halls undergoes yearly training before the academic school year covering topics such as fire suppression and safety, evacuation, and extinguisher use. During an evacuation drill, Housing and Residence Life staff evaluate egress and behavioral patterns, identify non-compliance, and provide recommendations for corrective actions. Reports are prepared by participating departments that identify defective equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments / offices for consideration.

### **Residence Halls**

There are XX residence halls and xx off-campus residential housing properties. All student residence hall ground floor entry and exit doors are locked and are checked by officers who provide periodic rounds. Residence students are provided access to the main entrance of their residence halls via electronic device readers.

### **Missing Persons**

All potential missing student reports must be referred to VUU PD for investigation. After investigating the missing person report, should the Virginia Union University Police Department determine that the student is missing and has been missing for more than 24 hours; the Virginia Union University Police Department will notify the students confidentially identified missing person contact, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the Virginia Union University Police Department will notify the student's parent or legal guardian immediately after making the determination that the student has been missing for more than 24 hours. As required by law, the Virginia Union University Police Department will inform the City of Richmond Police Department of any missing student to tell them that the Virginia Union University Police Department has conducted an initial investigation and after the student is determined to be missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify, confidentially, an individual to be contacted by Virginia Union University in the event the student is determined to be missing for more than 24 hours. Students who wish to identify a confidential contact can do so through the Silent Witness web site <https://www.vuu.edu/about-union/university-police/vuu-anonymous-tip-line> . This confidential contact information will be accessible to authorized campus officials and law enforcement only and will not be disclosed outside of a missing person investigation.

## **Drug and Alcohol Prevention Program**

In accordance with the requirements of the Drug-Free Schools and Campuses Act of 1988 and the Campus Security Act of 1989, the following information serves as a notification to the Virginia Union University community about University Policy: federal and state law; legal and University sanctions; educational 21 programs; health risks; and treatment program resources relating to the use of alcohol and drugs to student and employees.

Virginia Union University expects its students and employees to maintain an environment that is safe and healthy. The unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on VUU property or as a part of any VUU activity are violations of university rules as well as the law and are prohibited.

Possession, use, or distribution of certain non-prescription drugs, including marijuana, amphetamines, synthetics; procurement or distribution of alcohol by anyone under 21 years of age are violations of the law and of VUU policy. The University holds its students and employees responsible for the consequences of their decisions to use or distribute illicit drugs or to serve or consume alcohol. VUU Police will enforce Virginia Commonwealth underage drinking laws and federal and state drug laws.

### **Students:**

Students should consult their school handbook for other applicable policies and disciplinary procedures related to student conduct about alcohol and drugs, as well as state and federal laws concerning hazing, firearms, and other important concerns. When cases involving drugs and alcohol come to the attention of the university; disciplinary action may be appropriate action taken.

### **Employees:**

All VUU employees should consult the faculty and employee handbook for applicable policies and disciplinary procedures related to drugs and alcohol in the workplace. Penalties for violations of these policies, or for violations of the law about controlled substances or alcohol, range from warning to permanent separation from the University depending on the seriousness of the infraction and the degree to which violation of the policy adversely affects the well-being of the community or the fulfillment of the University's educational mission.

## **Health Risks Associated with Alcohol and Drug Use**

Alcohol use, even in low doses, can significantly impair judgement and coordination. Low to moderate doses increase the incidents of aggressive act, including spouse and child abuse. Moderate to high doses can severely alter person's ability learn and remember information. Very high doses can cause respiratory depression and death. Sudden cessation of use can produce withdrawal symptoms and can be life-threatening. Long-term use of large quantities can lead to

permanent damage to vital organs such as brain and liver. Women who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. In addition, research indicates that children of alcoholic parents are at greater risk of becoming alcoholics.

Other problems associated with illicit drug use include psychological dysfunctions such as memory loss, thought disorders (i.e., hallucinations, paranoia, and psychosis) and psychological dependency.

## **Commonly Abused Drugs and Their Effects**

### **Narcotics (including Heroin)**

- Initial euphoria followed by drowsiness and nausea • Constricted pupils, watery eyes, dazed look
- • Overdose may produce slow, shallow breathing, clammy skin, loss of appetite and weight and possible death

### **Depressants (including Barbiturates, Tranquilizers)**

- Relaxed muscles, calmness, drowsiness
- Confusion, disorientation, slurred speech
- Overdose may produce shallow breathing, clammy skin, weak and rapid pulse, coma, and possible death.

### **Stimulants (including Cocaine, Methamphetamine)**

- Increased heart and respiratory rate, elevated blood pressure, decreased appetite • Blurred vision, dizziness, insomnia, anxiety
- High doses can cause physical collapse, irregular heartbeat, stroke, and possible death

### **Hallucinogens (including LSD, PCP, Mushrooms)**

- Illusions and hallucinations
- Confusion, panic, anxiety, depression, and poor perception of time and distance
- Respiratory failure, death due to careless behavior.

### **Cannabis (including Marijuana, Hashish)**

- Increased heart rate, bloodshot eyes, dry mouth and throat, and increased appetite.
- Interferes with memory, speech, coordination, and perception of time.
- Increased risk of lung cancer, weakened immune system, and affects reproductive system.

The health and consequences of alcohol abuse and substance use may be immediate and unpredictable, such as fatalities associated with alcohol poisoning and drug overdose, or more

subtle and long-term, such as liver and brain damage associated with the prolonged use of alcohol.

In addition to health-related problems, alcohol abuse and substance use are associated with financial difficulties, interpersonal conflicts, domestic violence, accidental injuries or fatality and may significantly impact academic and work performance.

For more detailed descriptions or commonly abused drugs, including specific health effects and treatment options, refer to the National Institute on Drug Abuse:

<https://www.drugabuse.gov/drug-topics/commonly-used-drugs-charts>

## Emergency and Campus Police

### Telephone Numbers

**(804) 257-5777** is the Virginia Union University Police Department Emergency telephone number. 911 is also available from any campus phone or cellphone and is answered by the City of Richmond, Virginia Emergency Operations Center who will immediately contact the university police for emergencies occurring on campus or at any of the off-campus controlled properties. The emergency number below can be used when fire, police, medical or emergency response is required, but the use of 911 is strongly encouraged when immediate assistance (i.e., sick, injury) is required during emergencies.

<b>EMERGENCY ON CAMPUS</b>	<b>(804) 257-5777</b>
<b>CAHN – Capital Area Health Network</b>	<b>(804) 313-6045</b>
<b>EMERGENCY OFF CAMPUS</b>	<b>9-1-1</b>
<b>City of Richmond Police non-emergency</b>	<b>(804) 646-5100</b>
<b>County of Henrico Police non-emergency</b>	<b>(804) 501-5000</b>
<b>County of Chesterfield Police non-emergency</b>	<b>(804) 748-1251</b>
<b>VCU-MCV Hospitals</b>	<b>(804) 828-9000</b>

## OTHER IMPORTANT UNIVERSITY NUMBERS

<b>Financial Aid Office</b> .....	<b>(804) 257-5882</b>
<b>Counseling Center</b> .....	<b>(804) 257-3812</b>
<b>Office of Housing &amp; Residence Life</b> .....	<b>(804) 257-5608</b>
<b>Dean of Students</b> .....	<b>(804) 257-5875</b>

## State Sex Offender Registry

The Campus Sex Crimes Prevention Act of 2000 mandates that institutions of higher education alert faculty, staff, and students where they can obtain information concerning registered sex offenders that may frequent a campus. Access this information at <https://sex-offender.vsp.virginia.gov/sor/>. This site allows users to query registered convicted offenders in the Commonwealth of Virginia Student

## **Code of Conduct**

The Student Code of Conduct outlines what is expected from VUU students and contains information about their rights and responsibilities, standards of behavior and an overview of student-related university policies. At new student and parent orientations, Student Conduct Officer and Campus Police inform students about sexual harassment, sexual violence, dating violence, domestic violence, and stalking, and how to report these and other crimes. Appropriate on and off campus behavior is also addressed throughout the year during discussions in residence halls and with student leaders.

The campus complies with state and federal laws regarding the possession, sale, and consumption of alcohol and illegal drugs. All students are provided with an annual Drug Free Schools and Community Act compliance statement, which details campus policies, treatment and counseling programs, and education efforts. Faculty and staff members receive this statement and the campus Drug Free Workplace Policy. For additional copies of these policies, contact Student Development and Success / [StudentDevelopment@vuu.edu](mailto:StudentDevelopment@vuu.edu) and Office of Human Resources and Talent Management [AskHR@vuu.edu](mailto:AskHR@vuu.edu).

## **POLICY ON WEAPONS**

Possessing a concealed or unconcealed firearm, weapon, or other hazardous material is specifically forbidden. Virginia Union University prohibits the possession or keeping of any deadly weapons or dangerous instruments (such as firearms, of all types, stun guns, air guns, and spear guns, machetes; swords, bows and arrows, explosives, explosive devices, knives (except for pocketknives with blades less than three inches and knives normally used for cooking or dining), clubs, metallic knuckles, and explosives of any type) blackjacks, chukkas ticks, sling shots, and martial arts weapons) on campus, including in any vehicle on campus. The use of any object with intent to harm another is prohibited.

This policy does not apply to lawfully obtained self-defense chemical spray. An individual may carry a chemical spray sold commercially solely for purposes of lawful self-defense that is compact in size, designed to be carried on or about the person, and contains not more than two ounces of chemical.

## **Crime Statistics**

The following information provides context for the crime statistics reported to the U.S. Department of Education as part of compliance with the Clery Act. The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from campus officials with significant responsibility for student and campus activities and security. Many sources

provide data for the Annual Security Report, including the Virginia Union University Police Department, the Title IX coordinator, the Dean of Students, The University Compliance Officer and other faculty and staff campus security authorities. Crime statistics are reported annually to the Virginia Union community via this Annual Security Report, published by the Virginia Union University Police Department.

Virginia Union University then submits the annual crime statistics to the Department of Education. This statistical information also is available to the public through the Department of Education website at <https://ope.ed.gov/campussafety/#/institution/search> . Students and employees are provided notice on an annual basis of the availability of this report on the Virginia Union University website, emailed to VUU campus community and a printed version is available by request.



## Crime Statistics

### Criminal Offense - On Campus

Criminal Offense	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible <b>(Include only incest and statutory rape)</b>	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	3	0	0
g. Simple assault	21	0	0
h. Burglary	0	0	1
i. Motor vehicle theft	0	0	0
j. Arson	0	0	0
k. Grand larceny	8	12	3
l. Petit larceny	30	18	6
m. Damage property	8	10	12
n. Hate crimes	0	0	0

### Criminal Offenses - On campus - Residence Halls

Criminal Offenses	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	1	0	0
f. Aggravated assault	0	0	0
g. Simple assault	15	0	0
h. Burglary	0	0	1
i. Motor vehicle theft	0	0	0
j. Arson	0	0	0
k. Grand larceny	7	1	3
l. Petit larceny	17	1	6
m. Damage property	7	0	12
n. Hate crimes	0	0	0

### Criminal Offenses – Off campus

Criminal Offense	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-Forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	1	0	0
f. Aggravated assault	0	0	0
g. Simple assault	0	0	0
h. Burglary	0	0	0
i. Motor vehicle theft	0	0	0
j. Arson	0	0	0
k. Grand larceny	0	1	0
l. Petit larceny	0	0	0
m. Damage property	0	1	0
n. Hate crimes	0	0	0

### Criminal Offenses - Public Property

Criminal Offense	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-Forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	1	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
k. Grand larceny	0	1	0
l. Petit larceny	0	0	0
m. Damage property	0	0	0
n. Hate crimes	0	0	0

### Disciplinary Actions - On Campus

Crime	2019	2020	2021
a. Illegal weapons possession	1	0	1
b. Drug law violations	0	0	11
c. Liquor law violations	0	0	9

### Arrests - Residence Halls

Crime	2019	2020	2021
a. Illegal weapons possessions	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0

### Disciplinary Actions - Residence Halls

Crime	2019	2020	2021
a. Illegal weapons possessions	1	0	1
b. Drug law violations	0	0	11
c. Liquor law violations	0	0	9

### Arrests – Non-campus

Crime	2019	2020	2021
a. Illegal weapons possessions	1	0	0
b. Drug law violations	1	0	0
c. Liquor law violations	0	0	0

### Disciplinary Actions - Non-campus

Crime	2019	2020	2021
a. Illegal weapons possessions	1	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0

### Arrests - Public Property

Crime	2019	2020	2021
a. Illegal weapons possessions	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
<b>Disciplinary Actions - Public Property</b>			
Crime	<b>2019</b>	<b>2020</b>	<b>2021</b>
a. Illegal weapons possessions	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0



## Hate Crimes

The Clery Act requires reporting of incidents where the offender's bias against a person or property motivates them in whole or in part to commit the crime. This includes bias against race, gender, religion, national origin, sexual orientation, gender identity, disability, or ethnicity. Incidents which fall under the bias relating to both the criminal offense and hate crime categories from above must be reported.

**2021:** No hate crimes were reported at Virginia Union University

**2020:** No hate crimes were reported at Virginia Union University

**2019:** No hate crimes were reported at Virginia Union University

Crime	2019	2020	2021
a. Illegal weapons possessions	1	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0

## Fire Safety

The residence halls are equipped with smoke detectors and fire alarms. These devices are in the unit to warn residents of smoke and/or fire. All building fire extinguishers are inspected in addition to the fire alarm panels. Smoke detectors should not be covered, disconnected, or tampered with in any way.

All University Housing Staff (Resident Directors and Community Advisors) are trained annually in fire extinguisher safety and usage of the P.A.S.S. Method. Additional trainings are conducted throughout the year for all members of the University community.

**P**ull the pin

**A**im the extinguisher nozzle at the base of the flames

**S**queeze the trigger, while holding the fire extinguisher upright

**S**weep the extinguisher from side to side

VUU PD is the primary responding agency to incidents on campus. If there is a fire related incident and a need to request outside emergency response personnel (Richmond Fire and Richmond City Police) will be notified, as necessary.

Facilities Services personnel in accordance with local fire codes, is responsible for all fire system testing and maintenance for all campus buildings. Testing, as well as, preventative and corrective maintenance are carried out on all campus systems including fire alarms, fire sprinklers, and fire extinguishers on a periodic basis.

## Fires - On Campus Student Housing Facilities

### Fire Drills

Fire drills are conducted each semester and at additional intervals when Office of Public Safety and Housing & Residence Life determines. Fire drills can be announced but are mostly unannounced and occur at varying days and times.

### Future Improvements:

Due to the COVID-19 pandemic, Virginia Union University had to reduce the number of residential spaces for on-campus students to reduce exposure.

- a.) Public Safety, Housing & Residence Life partner to coordinate the fire and life safety improvement of on-campus residential buildings. This includes training for residence hall staff, student leaders and carrying out planned and unplanned evacuation drills.
- b.) Despite COVID-19 pandemic; Housing and Public Safety coordinated fire safety evacuation drills for two of the four on campus properties while adhering to social distancing and face covering.
- c.) Public Safety will continue to provided additional safety presentations for housing staff.

### 2019-2021 Campus Fire Statistics

The following chart summarizes all fire incidents occurring in residence halls from 2019-2021. Within that time there were a total of two (1) reported fires incidents (one in 2020), none of which caused any injuries and resulted in only minor damage less than \$1500.00.

*\*One incident of fire at Storer Hall resulted from a clogged dryer vent or duct. No damage to the building structure. Damage occurred to personal clothing items belonging to a student. The fire incident occurring at White Hall was due to use of microwave where extensive smoke was found. No actual fire or damage to property.*

### Fire Statistics

#### Fires - On Campus Student Housing Facilities

Residence Housing	Year	Cause of Fire	# of injuries Requiring Medical Facility Treatment	# of Deaths	Value of Property Damage
CGP Living and Learning Center	2019				
	2020				
	2021				
Storer Hall	2019				
	2020				
	2021				
Huntley Hall	2019				
	2020				
	2021				
Hartshorn Hall	2019				
	2020				
	2021				
Newman Hall	2019				
	2020				

	2021				
White Hall	2019		0	0	No damage reported
	2020	*Microwave			
	2021				

The following chart summarizes all fire incidents occurring in academic buildings from 2019-2021.

**Fires – Academic Buildings**

Facility	2019	2020	2021
Baptist Memorial	0	0	0
L. D. Wilder Library	0	0	0
Kingsley Hall	0	0	0
Martin E. Gray	0	0	0
Henderson Center	0	0	0
Belgian Building	0	0	0
Barco-Stevens Hall	0	0	0
Baptist General Convention Building	0	0	0
Community Annex	0	0	0
C. D. King Building	0	0	0
Ellison Hall	0	0	0
Maintenance Building	0	0	0
Power Plant	0	0	0
President’s House	0	0	0



*“The Promise of a Limitless Future” ©*