


2012

UA12/8 Annual Campus Security and Fire Report

WKU Police

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2012

Annual Campus Security and Fire Report



WKU Police Department

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Message from the Chief of Police
Robert Deane



Thank you for reviewing the Western Kentucky University, 2012 Annual Campus Crime Awareness and Campus Security Report. This report is designed to provide students, prospective students, parents, faculty, and staff with accurate crime statistics, information on university services, and crime prevention programs.

These programs are designed to help inform our campus community about safety practices that will help reduce the risk of becoming a victim of crime. These safe practices can provide individuals with vital information that they can carry with them through college and beyond, keeping them safe for the rest of their lives.

Campus safety and security is a paramount concern in today's society, and we take that concern very seriously. You will find that our campus is relatively safe and conducive to the learning process. The officers of the Western Kentucky University Police Department are committed to making Western a safe environment in which to study, live, work, and socialize. Western Kentucky University Police Officers are also committed to "Community Oriented Policing", in which officers work with the campus community to identify problems and develop new innovative ways to address those problems. The campus "Closed Circuit Television" (CCTV) System is just one example of developing innovative ways for addressing problems.

We should all remember safety is a shared responsibility between the police and the university community. Please report all crimes or suspicious activity to the police department as soon as possible.

We hope that you will find this information helpful and informative, and that your time at WKU will be safe and enjoyable. If you have any questions or concerns, please visit our website at www.wku.edu/police, or contact us at our general information number 270-754-2548, or at our TIP-LINE number 270-745-8773.

The Student Right-To-Know And Campus Security Act

In November 1990, the Student Right-to-Know and Campus Security Acts were signed into law.

The law requires each institution receiving Title IV Student Aid Assistance to prepare and distribute an annual report which sets forth its policies on crime prevention issues and gives statistics on the number of specific crimes (murder, rape, robbery, aggravated assault, burglary and motor vehicle theft), which have occurred on campus and the number of arrests on campus for liquor law violations, drug abuse violations and weapons possessions.

WKU Police maintain crime statistic and prepare the annual Campus Crime Report in compliance with the “Jenny Clery Act”. The Campus Crime and Fire Safety Report are published by October 1 each year. The report can be found on the WKU Police Web page at www.wku.edu/police under the Crime and Fire Date tab. The crimes are reported for each of WKU’s campuses (Main Campus, South Campus, Brown Ag Center, The Center, Radcliff and Owensboro). Campuses are further divided into “on Campus” in Residence Halls, Public areas, other buildings. The WKU Police obtain and is sent statistical information from other departments within the university regarding crimes committed, but not reported to the WKU Police. The WKU Police also obtains statistical crime information from the Bowling Green, Glasgow, Owensboro, and Radcliff Police Departments regarding areas adjacent to campus, and campus organizations located off campus.

This report from Western Kentucky University covers the period from **January 1, 2011 thru December 31, 2011**. In addition to publishing crime statistics, this act requires colleges and universities to provide timely warnings to the campus community about certain crimes reported to campus security or local law enforcement which may be considered a threat to other students and employees. Western Kentucky University has also established emergency notification systems to alert campus to immediate dangers.

Western Kentucky University is committed to providing a safe, secure environment for its students, faculty, staff and visitors.

The WKU’s Police Department is currently authorized 28 professionally trained full-time police officers.

The Mission of the Western Kentucky University Police Department is to provide a safe and secure atmosphere that is conducive to learning and teaching. Furthermore, the University Police Department is committed to providing a “Community Policing” philosophy in its approach to law enforcement, which is a partnership between faculty, staff, students, visitors and police officers that is predominately service and educationally oriented.

For purposes of this report, the campus is defined as “any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or related to its educational purposes; or any building or property owned or controlled by student organizations recognized by the institution.”

This Report Includes:

A statement of current campus policies regarding procedures for students and others to report criminal actions or other emergencies occurring on campus and policies concerning the institution’s response to such reports.

Campus Security Authority:

It should be noted that for reporting purposes “campus security authorities: includes (1) any individual or entity specified in an institution’s statement of campus security policy as the individual or entity to whom students and others should report criminal offenses, as well as (2) administration officials having primary responsibility for student and campus activities, such as student counselors, deans, campus residence hall directors, the athletic directors, coaches and trainers, and the police department.

Campus Police Authority:

The WKU Police Department is a professionally trained full service law enforcement agency observing the highest standards of professionalism. Officers of the WKU Police Department have full police powers including the power of arrest under KRS 164.955. The WKU Police is an accredited Law enforcement Agency by the Kentucky Association of Chiefs of Police. Western’s Police Department was the third Police Department in Kentucky to become a K.A.P.C. accredited agency.

During the summer of 2009, WKU Police completed its fourth accreditation process. WKU Police was also the first accredited University Police Department in Kentucky. All law enforcement officers are trained at the Kentucky Department of Criminal Justice Training and are Kentucky Police Officers Professional Standards (POPS) Certified. The mission of the WKU Police is to support the educational objectives

of Western Kentucky University by preserving the peace, protecting life and property, and enforcing in a fair and impartial manner the regulations of the university, ordinances of the City of Bowling Green and statutes of the Commonwealth of Kentucky. The goals of the department are the prevention of crime and disorder and the preservation of life, property and individual freedom. The department strives to achieve these goals through conspicuous and covert patrol, apprehension of criminals, and education of the public and constant training of Police personnel.

Relation with Other Agencies:

The WKU Police has a strong professional working relationship with the Bowling Green Police Department, Warren County Sheriff Department, the Kentucky State Police, and the Warren County Drug Task Force. WKU police also works closely with and utilizes the services of federal police agencies including the FBI and ATF. The Bowling Green, Glasgow, Owensboro and Radcliff Police Departments provides crime statistics for areas adjacent to campus for Clery and Minger reporting purposes.

How to Report a Crime:

Crimes or criminal activity should be reported immediately to the WKU Police. WKU Police utilize a number of methods of reporting criminal activity. Dialing 9-1-1 from a university phone will connect you to the WKU Police Communications Office. Calls made from cell phones or off campus phones by dialing 9-1-1 will connect you to the Bowling Green Police Emergency 9-1-1 Center. The 9-1-1 Center will connect you to WKU Police Emergency Communications. Non emergency request for service can be made by calling 745-2548. A TDD line has been established for the hearing impaired by dialing 745-2540. Currently there are a total of 80 emergency call boxes located throughout the main campus and South Campus to report emergencies. By pushing the call button on the emergency call box you are connected by phone to the WKU Police Communications Office. Also a flashing blue strobe light is activated. This draws attention to the area which can deter or stop criminal acts. In addition, close circuit television cameras in the vicinity of the emergency call box will also be redirected to the call box.

This will allow police communications officers to see the area and gain valuable information about the reason for the activation. WKU Police encourage the reporting of criminal or suspected criminal activity on campus. Safety is a shared responsibility between the police department and the community it serves. Anonymous tips about criminal activity can also be made to the Special Operations & Investigations by phoning there Anonymous Tip Line at 270-745-8773 or by emailing dominic.ossello@wku.edu. The WKU Police also participates in the

Bowling Green/Warren County Local Crime Stoppers program. Anonymous tips may also be made through that program by calling 781-CLUE (781-2583). WKU Police Department is a 24 hour a day, 7 day a week full service police department. Our mission is to provide a safe and secure atmosphere that is conducive to learning and teaching.

Timely Warnings:

WKU Police will post “**Timely Warnings**” about events that pose a threat or a continued threat to the campus community. If a crime or a situation occurs on campus, or off campus that poses a threat to the Safety of students, faculty or staff, a timely warning will be issued by WKU Police. The Chief of Police or his designee may issue a “Timely Warning”. Several methods of delivery may be utilized by WKU Police to inform the campus community of a threat. These methods may include text messaging, mass email notifications, local newspapers, television and radio stations. Threats to people on campus are also posted on the WKU Police website under Crime Alerts: www.wku.edu/police/CampusCrimeAlert.htm. You can view a list of crimes that have been reported by going to www.wku.edu/police and click on the crime alert button. There you will see the Campus Crime Log, Fire Log, Annual Crime Report, Cleary Act and Minger Act statistics.

Emergency Notifications and Evacuations:

WKU has created the “The WKU Alert” as a communication tool for mass notifications of imminent threats or emergency situations to campus. The WKU Alert uses a matrix system to identify the type of emergency or threat and the format of message to be sent. Messages may be sent by text message, mass emails, and outdoor alerts systems or other methods.

Usage guidelines:

Activation of the WKU Alert should only involve incidents that may cause death, serious injury, or the threat of death or serious injury to people or significant damage to facilities or property. Threats that may prompt an emergency alert are: active shooters, or violent crimes, bomb threats or explosion, civil disturbances, hostage incidents, fire, earthquakes, severe weather, tornados, floods, winter weather, hazardous material spills, natural gas leaks, or utility failures. Alerts will be issued as soon as possible after the threat has been verified following the adopted matrix plan. This verification can be made by various means. Examples of how a report is verified may be a weather statement from the National Weather Service, Emergency Management notifications, or

on site verification by staff authorized to make a WKU Alert. An alert may not be issued if authorities deem making the notification could compromise the safety of the community, efforts to assist victims or to contain, respond to or otherwise mitigate the emergency.

Authorized Staff:

The President, Provost, Vice President of Student Affairs, Vice President for Public Affairs or designees will direct messages. In addition the WKUPD staff may authorize and send messages during time critical incidents as defined in the protocol matrix.

Types of notification of WKU Alert

Based on the type of threat or danger, notification may include any of the following or a combination of the following: a SMS text messaging to cell phones. Students, faculty and staff may register for this service on TOPNET. A voice command outdoor emergency alert system on Main Campus and South Campus is also available. This system can give voice instructions to people who are outdoors about immediate dangers or threats. Emergency notifications can also take the form of a video message boards, mass emails, WKU web site, media press releases and news conferences.

WKU will regularly update the university web site to keep Students, Faculty, staff and the community informed on the status of the situation. Timely warnings may also be issued for a situation resulted in an emergency alerts if it is felt the situation may continue to pose a threat to the campus community.

Test of the System:

Test of the alert systems are conducted annually in conjunction with the state earthquake, and tornado preparedness drills. These tests are announced through media releases and by email to the campus community. The tests are conducted in February and March each year. As part of the announcement faculty, staff and students are requested to review the evacuation plan for their buildings.

Missing Student Policy:

If a member of the University community has reason to believe that a student is missing he or she should contact the WKU Police immediately at 270-745-2548. The WKU Police will dispatch officers to investigate the report. If the investigation determines that the student is missing from WKU Police jurisdiction, the officer will create a missing person report.

After investigating the missing person report, should the WKU Police determine that the student is missing and (1) the student is under 21 years of age WKU Police will enter the student into the NCIC Missing Person File. (2) The WKU Police will notify the Bowling Green Police Department and other area law enforcement agencies of the missing person. (3) WKU Police will contact the student's emergency contact person. This will take place no later than 24 hours 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 WKU in the event the student is determined to be missing.

Crime Prevention Programs:

Safety and Crime Prevention is a shared responsibility between the WKU Police and the campus community. The WKU Police Crime Prevention section uses handouts, programs, and personal contacts to inform students, faculty and staff on measures that can be taken to reduce the likelihood of becoming a crime victim. WKU Police also provides safety tips on our web site at www.wku.edu/police. Crime Prevention programs are presented in residence halls during the academic year and an advertised Crime Prevention Week are conducted each fall. Topics covered in the Crime Prevention program include Operation ID, date rape awareness, theft prevention, escort services, drugs and narcotics, general safety and security, and alcohol awareness. Films, guest speakers and handouts are used to illustrate procedures and to assist in the educational process. A 'representative of the WKU Police often serves as guest lecturer in many class projects throughout the year. In addition to programs presented on by the WKU Police and Residence Life: information relating to drugs and alcohol is provided by Student Health Services. Presentations are also made to parents and students during the orientation, advisement and registration program.

Security and access to campus facilities, including campus residence, and the maintenance of campus facilities

Western Kentucky University is an open campus within the city limits of Bowling Green. Western Kentucky University also has regional campuses located in Glasgow, Radcliff and Owensboro. As such there are numerous streets entering onto campus. A student enrolling at WKU assumes the obligation for conduct in a manner compatible with the university's function as an educational institution. Students are subject to discipline for acts or misconduct. Registered students and student organizations may use campus facilities, provided the facilities are used for the purpose contracted and subject to the regulations of the university. Each student has the right to a campus environment characterized by safety and order. Campus classroom buildings are locked at various times of the evening depending on class occupancy.

Lighting - Campus Administrators and Student Government Association hold a "Campus Safety Walk" each fall. The purpose of this walk is to access safety issues on campus. The walk often locates dark area where additional lighting is needed to improve the safety of the area. The walk identifies areas with heavy bushes where trimming could reduce possible hazards, lights that are burned out. Western Kentucky University is a well-lit campus. This is a major factor in creating a safer, more inviting environment for students, faculty, staff and visitors.

Facilities Management - Is responsible for the maintenance and operation of campus buildings, grounds, and utilities.

Housing Report – Students with routine maintenance problems in their residence hall rooms should report the problem on the GET-IT maintenance system. Information about the on-line system is distributed at check-in and is also available at the front desk. Emergency Maintenance should be reported directly to the information desk in each residence hall. The on-call person will respond to emergency maintenance issues. The Hall Director and Resident Assistant staff members in each hall turn in maintenance for the common area including kitchens, hallways, and bathrooms. Housing and Residence Life Zone Technicians and Building Service Attendants take care of both the room and common area maintenance and housekeeping needs in the residence halls.

Residence Hall Security - Residence hall desks are staffed 24 hours a day. Residence halls are locked 24 hours per day, 7 days a week. Closed circuit cameras are used to monitor each door. ID's of residents are required and checked upon entering the resident hall.

Unauthorized Guests - For any WKU student to be considered an authorized guest they must adhere to all visitation procedures of the hall in which they are visiting including visitation hours, check-in/out procedures and being properly escorted. Residents are responsible for the actions of their guests.

Underage Guest – Visits by underage guests need to be authorized by the hall director. The following policies exist concerning underage guest:

- No overnight guests under the age of 18 are allowed.
- No guests of the opposite gender under the age of 18 will be checked in unless they are a WKU student with a valid WKU ID.
- Babysitting is not permitted. Infants and minor children should be accompanied by their parents and may visit for short periods of time.

The link to Housing Residence Hall Policy manual can be found at: <http://www.wku.edu/housing/halls/hilltopics.php>

Visitors - Must meet a resident in the lobby to further access the building and begin the visitation process. A phone is provided in the vestibule or at the front door for visitors to contact a resident of that hall.

Night Clerk - A student is employed by the Office of Residence Life to manage the desk operations and maintain order in the lobby area at night.

Key - Room keys must be used to unlock lobby doors of residence halls and mailboxes.

Room Entry - To the living quarters of a student may be conducted by the following people for the purposes listed below:

1. By law enforcement officers in the line of duty in accordance with legally defined procedures governing search and seizure.
2. By authorized custodial and maintenance personnel to make improvements, repairs and to provide routine maintenance.
3. By authorized university personnel in order to ensure that health, fire and safety standards are maintained.
4. By authorized university personnel in emergency situations to protect the health, comfort and welfare of a student or to make emergency repairs.

Escort Service - The Escort Service is an on-campus service provided by the WKU Police Explorers for the protection of students, faculty, staff and visitors of the Western Kentucky University Campus. Escorts will be provided from dusk until dawn by calling WKU Police Department at 745-2548 or 745-3333.

Emergency Phones - The University has 80 emergency phones located strategically around the University. Push the red button and the phone dials the police department automatically, provides the location of the caller. In addition to calling the police department a blue flashing strobe light is activated on top of the call box. This draws attention to the area and provides another safety feature for the caller. If you are on campus and need emergency assistance, just go to an emergency phone and you are connected directly to the WKU Police Department. If you are not near an Emergency Phone use a campus phone and dial 911 or call 745-2548 and you will be immediately connected to the WKU Police.

The Rape Aggression Defense Systems (R.A.D.) - Is a program of realistic self-defense tactics and techniques for women. The R.A.D. System is a comprehensive, women-only course that begins with awareness prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. R.A.D. is not a Martial Arts program. Our courses are taught by nationally certified R.A.D. Instructors and provide each student with a workbook/reference manual. This manual outlines the entire Physical Defense Program for reference and continuous personal growth, and is the key to our free lifetime return and practice policy for R.A.D. graduates. This R.A.D. policy allows graduates the chance to take the class free of charge at any R.A.D. training location.

Police Explore Post 825 - The Western Kentucky University Police Explorer Program is designed to educate students in various police operations and to begin building a foundation for a career in law enforcement. This intense course of study will prepare students with decision making and leadership skills, as well as, re-enforce community involvement by assisting with Special and Athletic Events on campus. Western Kentucky University Police Explorers will have the opportunity to learn similar skills of police personnel through contact with those officers. Explorers will learn to make informed decisions and take responsibilities that make the campus conducive to a learning atmosphere.

University Police Academy - The Western Kentucky University Police Department offers a University Police Academy to all students, faculty and staff. The purpose of the University Police Academy is to develop mutual respect between the public and law enforcement officers. The University Police Academy is taught by officers from the WKU Police Department. The courses range from Patrol Procedures, where students have opportunity to role play and simulate conducting traffic stops, criminal investigations, where students learn about finger prints and interview techniques. Students also have the opportunity to take tour you get hands on experience with a duty weapon and police issue of the

Warren County Regional Jail and attend a Firearms Session where shotgun. The University Police Academy is **not** designed to train you to be a police officer but to give you basic information about law enforcement. This class is offered in the Spring only. If you have any question and/or would like to join, call 745-2548.

WKU Police Leadership Academy - The Western Kentucky University Police Leadership Academy is designed to educate students in various police operations and to begin building a foundation for Police Exploring that provides an opportunity for a career in law enforcement. The course of study during the Leadership Academy will prepare students to develop decision making and leadership skills, as well as, reinforce community involvement. The Leadership Academy consists of classroom studies, where they learn about the WKU Police Department Operations and Directives, basic report writing, and interview and interrogation techniques, to practical exercises where they learn handcuffing techniques, how to conduct high risk traffic stops, building searches and active shooter scenarios to firearms safety with a live fire practical exercise. The Western Kentucky University Police Leadership Academy's goal is preparing young men and women to enter a career in law enforcement and to make them aware of the complex nature and personal responsibility associated with the profession. This is offered in the Summer only. To sign up or if you have any question call 745-2548.

Alcohol and Drug Prevention Policy

Statement of Purpose

As a recipient of federal grants and contracts, the following policy has been developed to ensure compliance with both the Drug-Free Work Place Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. Students are herein notified of the standards of conduct which shall be applicable while on Western Kentucky University property, and or participating in University-sponsored activities. Conduct which does not comply with this policy poses unacceptable risks and disregard for the health, safety, and welfare of the University community. Students may be subject to disciplinary sanctions up to and including expulsion and /or referral for prosecution for violation of this policy.

Alcohol and Drug Abuse Policy

Western Kentucky University prohibits the unlawful use (or as restricted by university policy), possession, manufacture and distribution of illicit drugs and alcohol by its students and employees on its property or as part of any of its activities. Persons who violate this policy may be subject to campus disciplinary action and referral to law enforcement agencies.

Students found to have committed a violation of this policy may be subject to University sanctions that may include: probation, suspension, or dismissal. The level of sanction will be determined by assessing the seriousness of the breach of policy, effect the conduct has on the institution, and the assessed probability that other violations will not be committed by the person(s) in the future. The minimum sanction for illegal sale or distribution of drugs includes separation from the University and referral for prosecution. Referral to treatment programs will be mandated when appropriate.

Distribution of Policy

At least annually, Western Kentucky University shall inform students of the dangers of drug and alcohol abuse on campus, the existence of this policy statement, its penalties for violations and of available drug and alcohol counseling, rehabilitation, and assistance.

Penalties and Sanctions

Internal

Under University regulations, students who violate the standards of conduct relating to alcohol and other drug use may be subject to disciplinary action under student disciplinary process. Sanctions include, but are not limited to, warnings, restricted University participation, parental notification, suspension from the University or probation, suspension or termination of employment. Students who reside in Western Kentucky University housing are subject to additional disciplinary action which may vary from a warning to termination of their housing contract. Specifically defined sanctions for conduct violations appear in the Student Handbook.

External

In addition to University sanctions, individuals may face prosecution and imprisonment under state and federal laws which make such acts felony and misdemeanor crimes. Under University regulations, and state and federal drug laws, the gravity of the sanction depends on the classification of the controlled substance, the particular activity (possession or trafficking, which includes manufacture, sale, and possession with intent to sell) and amounts involved, and whether it is a first or multiple offense or conviction.

Resources for Education and Treatment

Education and treatment resources are available to Western Kentucky University students including: self-help groups and alcohol and drug treatment programs. Not all resources have been screened by Western

Kentucky University and as such the University makes no specific endorsement or recommendations to any one program.

Review of the University Program and Policy

Biennially, the University shall review its “Alcohol and Drugs Prevention Program and Policy on Alcohol and Drugs” to determine effectiveness and to ensure that the University’s disciplinary sanctions are consistently enforced. In order to accomplish this, Western Kentucky University will review the number of drug and alcohol related disciplinary actions; drug and alcohol related treatment referrals; drug and alcohol related incidents and/or vandalisms recorded by campus police and by measuring student attitudes and perceptions concerning drug and alcohol use through various assessment instruments.

Required Reporting for Drug Related Convictions

Under the Drug-Free Workplace Act of 1988, as a condition of continued employment and in addition to the other requirements of this policy, any employee who works in any capacity under a federal grant or contract must notify his or her University supervisor, department head or the Department of Human Resources, in writing, of his or her conviction for a violation of any criminal drug statute occurring in the workplace or on University business no later five days after such conviction. Within 30 days after receiving such notice, the University shall take appropriate action and remedies within its policies. If the employee is under a federal contract or grant, the University shall notify the contracting or granting agency of the conviction within ten days. This section is also applicable to students who receive a Pell grant (federal grant). The University will continue make a good faith effort in continuing to maintain a drug free work place through implementation of the requirements of this act.

Drug Policy

Drugs. Use, possession, production, manufacture, sale, possession with intent to sell, trafficking or distribution of narcotics, dangerous drugs or controlled substances, as defined in KRS Chapter 218A, including marijuana, drug related activities, including those involving drug paraphernalia, anabolic steroids and non-prescription drugs except as expressly permitted by law is prohibited. The manufacture or distribution or attempted manufacture or distribution of narcotics, dangerous drugs, or controlled substances on or off University property is prohibited.

- a. *Any student with a violation of the Drug Policy while enrolled at the institution may be removed from student housing and / or suspended from the University.*

- b. *Any student who is found to be manufacturing or distributing drugs on or off campus may be suspended or expelled from the University.*

Alcohol Policy

Three Strikes Alcohol Policy: **HERE ARE THE RULES**

- If you are under 21, it is against the student code of conduct for you to drink.
- It is against the student code of conduct for anyone to buy alcohol for someone under 21.
- It is against the student code of conduct for anyone to be drunk in public or to drive while drunk.
- It is a violation of the student code of conduct for your drunken behavior to disturb someone else's ability to sleep, study, or live peacefully.
- It is a violation of the student code of conduct for you to hurt or endanger yourself or someone else through drinking.

HERE ARE THE LIKELY SANCTIONS

If you are found responsible of an alcohol violation that does not affect the health, safety or welfare of yourself or others, you are likely to receive:

- Disciplinary Agreement and an educational experience for the first offense
- Probation and an educational experience for second offense
- Separation or Suspension (Referral to University Disciplinary Committee) for third offense

If you are found responsible of an alcohol-related offense in which your own health or safety is affected, or in which you disturb, hurt or endanger others through your drinking, you are likely to receive:

- Probation and an educational experience for first offense (DUI arrests or getting so drunk that you become seriously ill or unconscious, hospitalization)
- Deferred Suspension for first offense (alcohol-related fights, or major violation related to alcohol use)

- If you are removed from an athletic event for alcohol-related problems, your privilege to attend events in the future may be suspended.

NOTE: A sanction of deferred suspension or higher also results in ineligibility for on-campus housing for the next academic year. Parents of students under age 21 will be notified if their son/daughter is found responsible for a violation of the alcohol beverage or illegal drugs policies and receives a sanction of deferred suspension, suspension, or dismissal.

***This "3 Strikes" summary is provided for your convenience and is not a predetermined outcome. It is not all inclusive. Read the entire alcohol policy under the Code of Student Conduct in the Student Handbook.**

If you still have any questions, call The Office of Judicial Affairs at (270) 745-5429, and we will be happy to explain it to you.

SEXUAL OFFENSE POLICY STATEMENT

Statement

Western Kentucky University is committed to providing an atmosphere of higher learning in which students can achieve their goals and potential. The University is committed to creating and maintaining a community in which all persons who participate in university programs and activities, as well as all guests and visitors while on university property, can work together in an atmosphere free from all forms of assault, exploitation, or intimidation, including that which is sexual in nature. Because the personal safety of the students, staff and faculty is a priority, WKU will not tolerate sexual assault or sexual misconduct.

Kentucky state law also prohibits such conduct. Perpetrators of this behavior are subject to university sanctions as well as criminal and civil penalties. Guests and visitors are held responsible for their actions while on university property. Students are responsible for the supervision of their guests.

Reporting a Sexual Assault

Anyone who believes a sexual assault has occurred should contact the WKU Police at 745-2548 or to his or her residence hall staff. WKU officials will notify the proper law enforcement authorities and option to get help in doing so. If the sexual assault occurred off campus WKU Officials will assist the victim in reporting the incident to the proper law enforcement agency. Sexual assault victims should speak with authorities, and seek medical or counseling assistance. (See Who to Contact)

Sexual assault victims:

SHOULD NOT: Change their clothing

SHOULD NOT: bathe, or clean their clothing.

SHOULD NOT: Apply or take any medication.

The preservation of evidence is of the utmost importance in the investigation and successful prosecution of a sexual assault.

If the victim desires, WKU will make every reasonable available change to the victim's academic and living situations after an alleged sex offense.

The Investigation Process

It is also the position of the WKU that among the violations of misconduct considered to be of an especially serious nature are those that represent a threat to the safety and health of members of the University Community. These include but are not limited to, harassment, physical violence or threat of violence, non-consensual sexual contact or rape.

Incidents of alleged sexual assault should be reported to the WKU Police, a professional counselor or university official. (see Campus Resources and Campus Security Authority) WKU will investigate all reported sexual assaults or attempted assaults and, where appropriate, will hold individuals accountable for their actions according to the procedures outlined in the Kentucky Revised Statutes and the Student Code of Conduct. Following the procedures of due process, if the WKU Student Code of Conduct is violated, the alleged parties will go through the University's judicial process, which is intended to be a fair and educational experience. The accused and the complainant are entitled to the same opportunities to discuss their involvement in the alleged incident with the Office of Judicial Affairs and his/her designee. Those cases which determine a violation of the Student Code of Conduct will be heard by the University Disciplinary Committee. The range of

sanctions up to and including suspension or expulsion from the University are possible depending upon the preponderance of the evidence and individual circumstances. Both the accuser and the accused shall be informed of the outcome of any on-campus judicial conference alleging a sexual assault or harassment.

The Office of Judicial Affairs and his/her designee(s) will address any complaint in a confidential, supportive and timely manner. The Office of Judicial Affairs will oversee that fairness and due process is met while administering this process for both parties involved. All investigations will be conducted independently of one another.

Who to Contact

At WKU, students are encouraged to report to the following for confidential counseling with a professional counselor or university official. Here are some phone numbers to keep available:

- * [WKU Counseling and Testing Center](#): 745-3159
- * [WKU Housing and Residence Life](#): 745-4359
- * [WKU Office of Judicial Affairs](#): 745-5429
- * [WKU University Police](#): 745-2548
- * [WKU Health Services](#):745-5641
- * [Hope Harbor: A Sexual Trauma Recovery Center](#): 782-5014 or 24 hour crisis line 270-846-1100 or 1-800-656-4673 (HOPE)
- * [WKU Department of Human Resources](#): 270-745-5360

Sexual Assault Awareness Programs

The WKU Counseling and Testing Office provides programs upon request to university organizations or groups. During Sexual Assault Awareness month held each March, Counseling and Testing conducts programs, booths and distributes information pamphlets on sexual assault awareness. Counseling and Testing also sponsors the “Take Back the Night Walk” which is held during March to inform the university community of the severity of sexual assault.

The WKU Police Crime Prevention section provides sexual assault and acquaintance rape awareness programs. These programs are presented to any group that requests the program. This program is often presented to classes, in residence halls, university organizations. These programs present information that center around how sexual assaults are defined. How a person can avoid risky situations that can lead to the occurrence of sexual assaults. What a victim should do if a sexual assault occurs, and what resources are available both on campus and in the community to help a victim.

The WKU Police also offers classes in Rape Aggression Defense (RAD). The RAD program uses certified instructors trained in the RAD program to teach self-defense techniques to females. These self-defense techniques help equip females to protect themselves if attacked. After a student has completed a RAD training course, students have a lifetime pass to retake the course as a refresher.

Kentucky State Police Sex Offender Registry

The Kentucky State Police Sex Offender Registry (SOR) is located at: <http://kspSOR.state.ky.us/>

In recent years laws have been passed requiring sex offenders to register with authorities. This does not require the registration of all criminal offenses, but those covered by statute. The Kentucky State Police provide sex offender registration information to the public through this web site. The intent of this site is for awareness and public safety. This database is made available to alert possible victims of potential danger, not to punish or embarrass offenders. The Sex Offender Registry can also be linked from the WKU Police web page.

Definitions for crimes for which occurrences must be reported

Criminal Homicide - These offenses must be separated into two categories:

- a. Murder or Non-Negligent Manslaughter:** The unlawful killing of a human being with malice aforethought. Justifiable homicides are not included.
- b. Negligent Manslaughter:** Killing of another person through gross negligence.

Sex Offenses - Including but not limited to sexual misconduct or abuse, rape, acquaintance rape, sodomy, or any non-consensual sexual contact. Where there is probable cause to believe that the university regulations prohibiting sexual assault have been violated, the university will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension or dismissal from the university even if prosecution does not take place through the criminal justice system. *Residence Life* provides the services of a Sexual Assault Advisor.

Western Kentucky University encourages **ALL** sexual assaults be reported **IMMEDIATELY** to:

- The WKU Police at 745-2548 or 9-1-1
- The Counseling and Testing Center
Sexual Assault Services
Day 745-3159 or 5-3816
Evening/Night 745-2548

Website: <http://www.wku.edu/heretohelp/sexualassaultclinical.php>
and/or <http://www.wku.edu/heretohelp/outreachsexualassault.php>

These offenses must be separated into two categories:

Forcible Rape - The carnal knowledge of a person forcibly or otherwise against the person's will. Only forcible rapes are included, together with assaults for the purpose of rape and attempted forcible rapes. Forcible sodomy and sexual assault with an object would be included in this category. Excluded are rapes where the victim is under age of consent and no force was used.

Non-Forcible Rape - Non-forcible intercourse with a person who is under the age of consent or incest.

Robbery - The felonious taking of the property of another by force or the threat of another by force or the threat of force or violence and/or by putting the victim in fear. All attempts to rob are included. Robberies are reported in two general categories: armed (any weapon or threatening object used), strong-arm (to include muggings and similar offenses where no weapon is used by strong-arm tactics are employed).

Aggravated Assault - The unlawful attack by one person upon another from purpose of inflicting severe or aggravated bodily injury. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could, and probably would, result in serious personal injury. Therefore, all assault attempts where serious injury would have been likely to occur are included. Excluded from the Part 1 crime of aggravated assault are all assaults which do not include the use of a dangerous weapon and in which there was no serious or aggravated injury. These simple assaults are counted as Part 2 crimes.

Burglary (breaking and entering) - The unlawful entering or remaining in a building with the intent to commit a crime, including entries where force of any kind is used to gain entrance, where no force was used (an unlocked door or by concealment), any attempts to enter forcibly (even though entry was not actually gained).

Motor Vehicle Theft - Includes all thefts and attempted thefts of motor vehicles. The taking of a vehicle of temporary use when prior authority has been granted would not be classified as motor vehicle theft.

Arson – Willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, and craft, personal property of another.

Hate Crimes - Any of the above mentioned crimes plus larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property that manifests evidence that the victim was intentionally selected because of the perpetrator's bias based on Race, Gender, Religion, sexual orientation, ethnicity/natural origin, and disability.

Definitions of crimes for which arrests are reported are:

Section 1213 of this Higher Education Act of 1965, as amended, contains the drug free campuses requirements added by section 22 of the Drug free Schools and Communities amendments of 1989 (Public Law 101-226). Federal, state and local governing the use and possession of alcoholic beverages are enforced. Violations of these statutes are subject to criminal prosecution and administrative sanctions.

Liquor Law Violations - Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (with the exception of “driving under the influence” or “drunkenness.”)

Counseling - Alcohol substance abuse is provided through the Department of Residence Life. WKU Police partners with Student Health Service and Residence Life Association.

Alcohol Awareness Week - Activities of the week include Driving under the Influence Simulators where students drive as simulated impaired drivers. Participants use drunk buster goggles, Gators and golf carts to drive an obstacle course and take a series of standardized field sobriety test to show impairment levels of intoxicated drivers. The week also highlights presentations on the dangers of alcohol use and focuses on campus services to combat alcohol abuse.

Drug Abuse Violations - Violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation or use.

Weapons Possession - Violations of laws of ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Illegal Drug Policy - Western Kentucky University prohibits the Use, possession, production, manufacture, sale, possession with intent to sell, trafficking or distribution of narcotics, dangerous drugs or a controlled substance, as defined in KRS Chapter 218A, including marijuana, or other drug related activities, including those involving anabolic steroids, except as expressly permitted by law. Students found in violation of these laws may face criminal prosecution and university administrative sanctions.

Security Measures And Considerations

WKU Main Campus

Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to campus security authorities or local police agencies:

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	6	1	5
b. Non forcible (attempted)	0	0	0
Robbery	0	0	3
Aggravated assault	1	1	2
Simple assault	16	17	10
Burglary	79	71	32
Larceny	197	163	131
Motor vehicle theft	4	0	1
Arson	0	1	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2009	2010	2011
Liquor law violations	7	16	30
Drug abuse violations	42	116	129
Weapons possession	1	3	2
DUI	52	32	36
Alcohol Intoxication	64	89	99

Changes made this year; Alcohol Intoxication and Arson were added to the statistics. Went back and retrieved the last two years to be added to this.

Campus citizens are invited and should feel free to report a suspected violation of law to the WKU Police.

**Emergency Calls on campus 911
Non-Emergency Calls 270-745-2548
WKU Police Tip Line 270-745-8773**

South Campus

Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to campus security authorities or local police agencies:

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	0	0	0
b. Non forcible (attempted)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Simple assault	1	1	1
Burglary	0	0	0
Larceny	11	7	3
Motor vehicle theft	0	0	0
Arson	0	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2009	2010	2011
Liquor law violations	2	1	0
Drug abuse violations	3	0	0
Weapons possessions	0	0	0
DUI	0	0	1
Alcohol Intoxication	0	0	0

The Center

Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to campus security authorities or local police agencies:

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	0	0	0
b. Non forcible (attempted)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Simple assault	0	0	0
Burglary	0	0	0
Larceny	2	1	5
Motor vehicle theft	1	0	0
Arson	0	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2009	2010	2011
Liquor law violations	0	0	0
Drug abuse violations	0	0	0
Weapons possessions	0	0	0
DUI	0	0	0
Alcohol Intoxication	0	0	1

WKU L.D Brown Agriculture Exposition Center

Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to campus security authorities or local police agencies:

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	0	0	0
b. Non forcible (attempted)	0	0	0
Robbery	0	0	0
Aggravated assault	1	0	0
Simple assault	0	0	0
Burglary	0	0	0
Larceny	2	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2009	2010	2011
Liquor law violations	1	0	0
Drug abuse violations	0	0	0
Weapons possessions	0	0	0
DUI	0	0	0
Alcohol Intoxication	0	0	0

WKU Glasgow Campus

Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the follow criminal offenses are reported to Glasgow Police Department and WKU Police Department.

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	0	0	0
b. Non forcible (attempted)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Simple assault	0	0	0
Burglary	0	0	0
Larceny	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2008	2010	2011
Liquor law violations	0	0	0
Drug abuse violations	0	0	0
Weapons possessions	0	0	0
DUI	0	0	0
Alcohol Intoxication	0	0	0

WKU Radcliff Campus

Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the follow criminal offenses are reported to Radcliff Police Department and WKU Police Department.

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	0	0	0
b. Non forcible (attempted)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Simple assault	0	0	0
Burglary	0	0	0
Larceny	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2009	2010	2010
Liquor law violations	0	0	0
Drug abuse violations	0	0	0
Weapons possessions	0	0	0
DUI	0	0	0
Alcohol Intoxication	0	0	0

WKU Owensboro Campus

Statistics concerning the occurrence during the two preceding calendar years for which data are available, of the follow criminal offenses are reported to Owensboro Police Department and WKU Police Department.

	2010	2011
Murder	0	0
Rape		
a. Forcible (by force)	0	0
b. Non forcible (attempted)	0	0
Robbery	0	0
Aggravated assault	0	0
Simple assault	0	0
Burglary	0	0
Larceny	0	0
Motor vehicle theft	0	0
Arson	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2010	2011
Liquor law violations	0	0
Drug abuse violations	0	0
Weapons possessions	0	0
DUI	0	0
Alcohol Intoxication	0	0

Bowling Green Police Department

BGPD provides WKU Police with offenses reports regarding off-campus student organizations. Offense reported to the at off-campus organization facilities in 2011.

	2009	2010	2011
Murder	0	0	0
Rape			
a. Forcible (by force)	0	0	0
b. Non forcible (attempted)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Simple assault	0	0	0
Burglary	1	1	0
Larceny	0	2	0
Motor vehicle theft	0	0	0

Also statistics concerning the number of arrests for the following crimes occurring:

	2009	2010	2011
Liquor law violations	1	0	0
Drug abuse violations	0	0	0
Weapons possessions	0	0	0
DUI	0	0	0
Alcohol Intoxication	0	0	0

Bowling Green Police Department

Emergency Calls 9-1-1

Non-Emergency Calls 270-393-4000



ANNUAL FIRE REPORT

Office of the University Fire Marshal

Fire Report / Log 2011

Mission Statement:

The Department of Environment, Health and Safety provides professional guidance and leadership to the University in achieving regulatory compliance, and promotes a culture of safety and environmental stewardship.

The department of EHS is responsible for the annual and semi-annual and monthly inspections of all of the fire protection equipment (fire alarms, range hood suppression systems, and fire extinguishers.) We conduct quarterly fire drills in residential halls. Sprinkler system inspections are done by a state provided contractor. All inspection reports are maintained in the University Fire marshal's office.

Residential Hall

*Are equipped with an automatic fire alarm system and are fully sprinkled buildings.

*Each kitchen is equipped with an automatic range hood suppression system.

* All fire alarm systems are monitored by the WKU Police Dispatcher with our proprietary monitoring system.

* Fire Drills are conducted four times a year (quarterly) in each residential hall.

* Open flame policies are No candles, incense or Bunsen burners in Residential halls.

* Appliance policies are as follows: No hot plates, coffee pots, George Forman Grills, potpourri kettles, crock pot, halogen lights or bulbs, toasters and toaster ovens are allowed in residential bedrooms.

* The evacuation policy is that all occupants evacuate the building when the fire alarm is activated and report to their designated assembly area. If one cannot evacuate because fire or smoke has blocked both or all exits occupants are to go back to their room and signal for help by either

hanging something out the window or calling 911 WKU campus police with a cell phone and identifying their location.

* Fire and life safety training is done twice a semester to all Hall Directors and RA's.

* All fires are to be reported to the WKU Campus Police and University Fire Marshal through the Residential Hall Directors or RA's.

* Fire Safety improvements are done as codes change or additional fire / life safety are necessary.

* Trainers list: Kit Tolbert, Pam West HRL, Bob Austin University Fire Marshal.

* WKU Mass notification system is located in three locations on campus, on the top of Downing University Center, Keen Hall and Cherry Hall and can notify the entire campus and the surrounding area.

* The outdoor notification system and our COW systems are tested on annual basics.

Residential Housing fire log

38 total fire alarms

14 smoke related cooking fire alarms. 2011

Main Campus Educational Buildings Fire log

65 total alarms

2 Smoke related fire alarms no open flames. 2011

South Campus and The Center Fire Log

0 total fire alarms no open flames.

WKU AG Farm Fire Log

9 total fire alarms no open flames.

You can visit The Department of Environment, Health and Safety for further information by going to their home page at:
<http://www.wku.edu/Dept/Support/Legal/EHS/>

**Western
Kentucky
University
HRL Fire
Protection
Systems**

2011

**Fully
Sprinkled**

**Kitchen
Range hood
Suppression
system**

	Building Name	Manufacturer	Model Number	Year Installed		
1	Barnes Campbell	Siemens	MXL Voice	2001	Yes	Yes
2	Bates Runner	Siemens	MXL	2003	Yes	Yes
3	Bemis Lawrence	Siemens	MXL Voice	2002	Yes	Yes
4	Gilbert Hall	SIMPLEX	4100U	2000	Yes	Yes
5	Keen Hall	SIMPLEX	4100U	2006	Yes	Yes
6	McCormack Hall	SIMPLEX	4100U	1999	Yes	Yes
7	McLean Hall	SIMPLEX	4100U	2001	Yes	Yes
8	Meredith Hall	SIMPLEX	4100U	2010	Yes	Yes
9	Minton Hall	SIEMENS	MXL Voice	2002	Yes	Yes
10	North/East Hall	SIMPLEX	4010	2002	Yes	Yes
11	Pearce Ford Tower	SIMPLEX	4100U Voice	2007	Yes	Yes
12	Poland Hall	SIEMENS	MXL Voice	2002	Yes	Yes
13	Rodes Harlin Hall	SIEMENS	MXL Voice	2001	Yes	Yes
14	Schneider Hall	SIMPLEX	4100U Voice	2004	Yes	Yes
15	South/ West Hall	SIMPLEX	4010	2002	Yes	Yes
16	Zacharias Hall	SIMPLEX	4100U	2010	Yes	Yes
17						