

## **Your Safety Is Important!**

Education is an important element in maintaining a safe and secure Eastern Kentucky University community.

That is why the ECU Police Department has developed a variety of informative crime prevention and safety programs for students, faculty, and staff.

This report provides helpful information about our programs and services, as well as other facts required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998.

Your safety is important to us. I encourage you to familiarize yourself with our policies and take advantage of our programs. Only through the cooperative efforts of everyone in the University community can we make Eastern Kentucky University, the Richmond campus, and our regional campuses safer learning environments.

Brian Mullins, Chief  
EKU Police Department

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## **EKU Police**

The ECU Police Department is located in Mattox Hall, 521 Lancaster Avenue, Richmond, KY.

EKU Police provide 24-hour patrol of the ECU campus buildings, parking lots, residence hall exteriors, and campus grounds. Patrol is by motor vehicle, bicycle, and on foot. Local law enforcement agencies provide patrol services to the regional campuses.

Officers receive a minimum of 23 weeks of basic training at the Kentucky Department of Criminal Justice Training (DOCJT) Police Academy in Richmond. Training includes first aid, firearms, defensive tactics, law, evidence collection, and traffic collision investigation, among other topics. Each officer then completes a 12-week field training program and a minimum of 40 hours annually of additional training offered by DOCJT.

Eastern Kentucky University has 24 sworn police officers who have full law enforcement authority, which includes the authority to execute arrests, on all University property, and throughout Madison County. Non-sworn employees of this department have no arrest authority.

The ECU Police Department maintains Mutual Aid Agreements with the Richmond Police Department, Madison County Sheriff's Office, Berea Police Department and Lexington Metro Police Department, and although these agreements do not pertain to the investigation of criminal incidents, the authority to investigate crimes originating on campus is granted by Kentucky Statute. We also maintain a close working relationship with Kentucky State Police, Federal Law Enforcement Agencies, and other appropriate

elements of the criminal justice system. The University is in daily contact with the Richmond, Corbin, Danville, Lancaster, Manchester, and Somerset Police Departments to exchange criminal incident information, including off-campus locations owned or leased by student organizations recognized by the University.

### **Crime Reporting Policy/Campus Security Authorities**

In order to facilitate accurate statistic reporting and ensure emergency notifications and timely warnings are made without delay, it is the policy of ECU that any employee of the University considered to be a "Campus Security Authority" must report immediately to the ECU Police Department all crimes or reports of criminal activity that are brought to their attention.

Campus security authority:

- 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 under paragraph (1) of this definition, such as an individual who is responsible for monitoring 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. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

Professional mental health, pastoral, or other licensed professionals legally bound by professional/client privileges when functioning in that capacity are exempt from reporting requirements, unless they serve in another capacity on campus that has a function that qualifies them as a CSA; however, they are encouraged to inform persons they are counseling of the confidential and anonymous reporting procedures for the crime to be included in the annual security report.

The University does permit individuals to report crimes anonymously or confidentially for inclusion in the annual crime statistics disclosure and for assessment to be considered for a Public Safety Alert. If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report or asking someone else to report it on your behalf. With your permission, an Eastern Kentucky University Police Officer can file a report on the details of the incident without revealing your identity. The purpose of an anonymous or confidential report is to comply with your wish to keep the matter confidential, while taking steps to enhance the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a

particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. All reported crimes may be investigated by the University and could become public record.

The University encourages the reporting of all campus crimes directly to the ECU Police Department.

### **Preparation of the Annual Disclosure of Crime Statistics**

The statistical information in this report has been compiled using information about crime and criminal activity obtained from campus security authorities, local police, and others. Crime statistics are gathered for buildings owned or controlled by the institution and used for educational purposes. Information is supplied on a daily basis and statistics are compiled annually and disclosed as a report.

Students and others are encouraged to report crimes immediately to the ECU Police Department or to appropriate University employees. Only through your help in promptly reporting criminal activity can the University take effective action to prevent crime and provide timely warnings of possible danger to the community and to include the required reported criminal offenses in the Annual Security and Fire Safety Report.

The ECU Police Department maintains a daily crime log which is available to the public at <http://crimelog.eku.edu/>.

### **How to Report Criminal Actions or Emergencies**

The ECU Police Department is open 24 hours a day. All emergencies on the Richmond campus should be reported immediately by dialing 911 from any campus telephone or, if by cell phone, 859-622-1919 (we recommend programming this into the speed dial of your cell phone). Non-emergency calls can be made by dialing (859) 622-1111. The hearing impaired may access the Department's TDD by calling (859) 622-6279. The ECU Police Department is also accessible using the LiveSafe App. Individuals with hearing loss may choose to text message someone trustworthy, who can then inform authorities about the crime or other emergency. Non-emergencies can also be reported by coming into the ECU Police Department Dispatch Center at Mattox Hall.

Telephones with direct access to the ECU Police Dispatch are located in some parking lots, along certain walkways, and in certain buildings and may be used for emergencies, information, or to request a safety escort.

In addition to the above options, the LiveSafe app can be downloaded from Google Play, iTunes, or at [http://publicsafety.eku.edu/livesafe-mobile-safety-app#\\_ga=1.239768003.1935209001.1463753681](http://publicsafety.eku.edu/livesafe-mobile-safety-app#_ga=1.239768003.1935209001.1463753681). LiveSafe is a mobile-safety technology that allows Eastern Kentucky University to connect to their community on safety and security-related issues via discreet and effective two-way communication.

- Share information: Submit reports to EKU Police for suspicious activity, a mental health issue, or potential violence with picture, video, or audio attachments.
- Get home safely with GoSafe: Invite others to “virtually escort” and monitor your location on a real-time map or request a safety escort.
- Summon emergency help: Safety officials can leverage location-data in an emergency situation, allowing faster response times.
- Get directions to what’s around you: Find safety places, campus building, and other places.



All criminal activity or emergencies at EKU's regional campus centers in Corbin, Danville, Lancaster, Manchester, and Somerset are to be reported directly to the local police department and to the Center's staff. The numbers for these departments are:

Corbin Police Department  
Emergencies: 911  
Non-Emergencies: (606) 528-1122

Danville Police Department  
Emergencies: 911  
Non-Emergencies: (859) 238-1220

Lancaster Police Department  
Emergencies: 911  
Non-Emergencies: (859) 792-3023

Manchester Police Department  
Emergencies: 911  
Non-Emergencies: (606) 598-8411

Somerset Police Department  
Emergencies: 911  
Non-Emergencies: (606) 679-3200

## **Response to a Report**

Dispatchers are available at these respective telephone numbers 24 hours a day to answer your calls. In response to a call, Eastern Kentucky University Police Department or, for separate campuses, the appropriate, local police department will take the required action, either dispatching an officer or asking the victim to report to Eastern Kentucky University Police Department or the appropriate, local police department to file an incident report. Crimes or emergencies reported to authorities which pose an imminent danger or an ongoing threat to the safety or security of the university community, will be considered for the issuance of either an immediate notification or a timely warning. All reported crimes may be investigated by the University and are subject to become a matter of public record. Eastern Kentucky University Police Department incident reports are forwarded to the Dean of Students Office for review and referral to the Office of Student Rights and Responsibilities for potential action, as appropriate. ECU Police Investigators will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Student Rights and Responsibilities. If a sexual assault or rape should occur, staff on the scene, including ECU Police Officers, will offer the victim a wide variety of services.

Eastern Kentucky University will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purposes of this paragraph.

## **Emergency Notifications – Immediate Threat**

The ECU Alert Emergency Notification System may be used to communicate official information during an emergency or crisis situation that disrupts normal campus operation or threatens the immediate health or safety of the campus community. The ECU Police Department and Division of Public Safety (both terms are used interchangeably) receives information from various offices/departments on campus, as well as outside agencies (e.g. Richmond Police Department). This system is used to immediately notify the campus community that a dangerous situation or emergency exists involving an immediate threat to the health or safety of students or staff on campus and when immediate action is required by the recipient.

If the ECU Police Department/Division of Public Safety confirms (with the assistance of key campus administrators, local first responders or the National Weather Service) that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the ECU community, ECU PD/DPS may collaborate with the ECU Division of Communications and Marketing, or internally, to determine the content of the message and will use some or all of the systems described below to communicate the threat to the ECU community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

The University utilizes a siren/public address system, text messaging, voice messaging, e-mail, RSS feeds, desktop messaging, Twitter and Facebook for notification purposes. To opt-in for emergency text and voice messaging, students, faculty, and staff can do so through ECU Direct. Current students, faculty, and staff are automatically registered to receive notifications on their ECU email account. The ECU Police Department/Division of Public Safety will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Initial and follow up information pertaining to a significant emergency or dangerous situation on campus will be sent using some or all of the systems listed below.

Eastern Kentucky University has implemented a multi-modal emergency notification system to inform the community about incidents and emergencies affecting campus. Any one, or a combination, of the alert methods listed below may be used depending on the nature and severity of the event. Systems include:

- **Siren/Public Address System** - Audible sirens and announcements broadcast over four loudspeakers strategically placed on campus. This system can be activated by the ECU Police Department/Division of Public Safety as well as Madison County Emergency Management Agency for weather and community emergency notifications
- **Text Messaging** - An opt-in notification where a text message can be received on your mobile phone. ECU does not charge for this service; however, your carrier may have standard text messaging charges.
- **Voice Messaging** - An opt-in notification where a voice message can be received by your mobile or home phone.
- **Email Messaging** - This notification provides an email message about the event. Current students, faculty, and staff are automatically registered to receive notifications on their ECU email account and cannot opt-out of this type of notification. You can opt-in to receive emails on other email accounts. Community members are encouraged to check their email frequently throughout the day to be sure they see any message sent by this alert method.
- **RSS Feeds** - A message can be posted on the Emergency Management, Police Department, or University web pages.
- **Network Messaging** - A visual notification made across computers connected to the ECU network. This requires a program to be installed on your computer that monitors the server. When an alert is sent out, a pop-up box appears on your screen. No personal information is gathered or transmitted with the use of this alerting system.
- **Social Media** - ECU can use Twitter and Facebook to send notifications to the community. These social systems require the user to check to receive any messages posted. Follow @EKUEmergency on Twitter and “like” ECU Emergency Management on Facebook.

<b>Methods to use</b>	<b>Primary Message Creator and/or Sender is a Public Safety Team Member*</b>	<b>Backup Message Creator and/or Sender is a Public Safety Team Member*</b>	<b>Others as Authorized by Division of Public Safety ** (e.g. Regional Campus Directors or Select School Administrators)</b>	<b>Authority for approving &amp; sending messages</b>
<b>Primary</b>				
<b>Email Messaging</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Text Messaging</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Voice Messaging</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Siren/Public Address System</b>	Public Safety Team Member	Public Safety Team Member		Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Secondary</b>				
<b>Network Messaging</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Social Media</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>RSS Feeds</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Press Release</b>	Vice President Mktg & Comm or Designee	Vice President Mktg & Comm or Designee		Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)

\* Public Safety Team Member is any one of the following positions: Telecommunicator, Police Supervisor (i.e. Lieutenant/Sergeant), Executive Director of Public Safety & Risk Management, Clery Compliance and Communications Administrator, Director of Emergency Management, or the Chief of Police. Each position has the authority to create

and/or send Emergency Notifications and/or Timely Warnings. Each position serves as a back up to the other positions. The message creator and/or sender is the most available team member with the most current and relevant knowledge about the situation. Alert methods to be used are determined by the message creator/sender based on the nature and severity of the event. Alert methods have been pre-determined for various events; however, methods may be altered as deemed appropriate by the message creator/sender.

\*\* The Regional Campus Directors are authorized and responsible for creating and sending Emergency Notifications and/or Timely Warnings specific to their campuses.

To Register:

**Current students, faculty, and staff:**

- Log on to EKU Direct ([https://web4s.eku.edu/pls/prod/twbkwbis.P\\_WWWLogin](https://web4s.eku.edu/pls/prod/twbkwbis.P_WWWLogin)) with your EKU ID and PIN.
- In the main menu, click the Rave Mobile Safety - Emergency Notifications link.
- Register to receive text, voice, and/or email messaging. \*Note: Email messages are automatically sent to all current EKU email addresses and you cannot opt-out of receiving messages on your EKU email account.
- To receive text and voice messages you must opt-in by entering your telephone number(s).

**Network Messaging:**

All EKU issued computers have the Alertus network messaging program installed. If you wish to have the program installed on your personal PC or a MAC, please email Gary Folckemer at [gary.folckemer@eku.edu](mailto:gary.folckemer@eku.edu).

**Members of the Larger Community:**

The systems above are available to members of the larger community who are interested in receiving notification information regarding emergencies on campus.

- Go to the Rave Site Look-up and search for Eastern Kentucky University (<http://www.getrave.com/login/eku>).
- Click the Register Button in the upper right hand corner.
- Register your information and select to receive text, voice, and/or email messaging.

**Timely Warnings**

The University is committed to making timely reports to the University community of crimes that occur on campus or on property owned/controlled by EKU and used for institutional purposes that are reported to campus security authorities or local law enforcement and are determined by the Chief of Police or designee to present a serious or ongoing safety or security threat to students or employees. Public Safety Alerts will be



made available to students and employees. Public Safety Alerts may be issued for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the EKU Police Department. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other EKU community members and a Public Safety Alert would not be distributed. Sex offenses will be considered on a case by case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the EKU Police Department. Public Safety Alerts may be issued for other crime classifications, as deemed necessary. In most instances, Public Safety Alerts are written and distributed by the Clery Compliance & Communications Administrator or Director of Emergency Management and Security. After determining that an incident requires a special report, the University will do the following:

- The EKU Police Department will post all Public Safety Alerts on its website (<http://police.eku.edu>).
- University Division of Communications and Marketing will prepare a news release for dissemination to the media.
- Typically, the Chief of Police or designee will determine the best and most effective method of disseminating Public Safety Alerts to the University community. This may include blast e-mail or other alert methods.
- All Public Safety Alerts will provide a general description of the incident and will provide crime prevention information that may aid in the prevention of similar occurrences.

<b>Method To Use:</b>	<b>Primary Message Creator and/or Sender is a Public Safety Team Member*</b>	<b>Backup Message Creator and/or Sender is a Public Safety Team Member*</b>	<b>Others as Authorized by Division of Public Safety ** (e.g. Regional Campus Directors or Select School Administrators)</b>	<b>Authority for Approving and Sending Messages</b>
<b>Primary</b>				
<b>Email Messaging</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team)

				Member*)
<b>EKU PD Web Page</b>	Public Safety Team Member	Public Safety Team Member	Others as Authorized	Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)
<b>Secondary</b>				
<b>Press Release</b>	Vice President Mktg & Comm or Designee	Vice President Mktg & Comm or Designee		Executive Director of Public Safety or Designee (e.g. Public Safety Team Member*)

**Regional Campuses**

In the event it becomes necessary to issue an Emergency Notification or Timely Warning at one of our Regional Campuses, the Regional Director of each campus is responsible for dissemination to their respective campus communities.

**Emergency Response & Evacuation Procedures**

The ECU Emergency Action Plan includes information regarding emergency response, shelter-in-place and evacuation guidelines. In conjunction with other emergency agencies, the University conducts multiple emergency response exercises each year, to include table top and field exercises. Monthly testing of the Emergency Notification System is also conducted. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. These tests may be announced or unannounced. ECU Police Officers have received training in Incident Command and Rapid Response. General information about the emergency response and evacuation procedures is publicized each year as part of the University’s Clery Act compliance efforts and is available on the ECU Emergency Management website (<http://emergency.eku.edu>). Customizing Emergency Action Plans, establishing and maintaining building safety teams, and periodic review and updating of these plans, is the responsibility of the individual facility leadership, in consultation with officials from the Division of Public Safety. General procedures for evacuation include the following.

### **Prior to Evacuation:**

- Communication should be accomplished in person, through telecommunications, or through the use of runners.
- A high visibility vest and/or other appropriate equipment/materials may be located in the facility offices.
- The facility leader, their alternate, or their designee (e.g. Administrative Assistant) should bring out this equipment.
- The Building Safety Team should gather to await assignments in the Emergency Assembly Area (a pre-designated location).
- The facility leader, their alternate, or their designee should make assignments as needed.
- A facility occupant should call 911 to report the emergency.

### **During the Evacuation:**

- When an alert is made, everyone must evacuate, if they are able. Staff members that have been issued emergency equipment should take that equipment with them prior to exiting the area. If staff members are known to be out of the area, their equipment should be gathered up and taken outside during the evacuation. The facility leader, their alternate, or their designee should bring out the high visibility vest and/or other equipment/materials.
- On the way out, check on others who might have disabilities or other special needs.
- Help them as much as is reasonable and safe.
- Once outside of the building, all staff should report to the Emergency Assembly Area (a pre-designated location).
- A Primary Event Manager may be established and they may put on the vest.
- The remaining staff should be assigned an area entrance/exit to monitor.
- Each facility has a defined number of exit areas:
- Locations are described in the Emergency Action Plans.
- Entrances/exits should be covered as well as possible given the staff present at the time.
- Staff assigned to an area entrance should attempt to:
  - Keep people at a safe distance from the area.
  - Keep others from entering the area prior to the all-clear.
  - Monitor the status of the event.

### **Fire:**

Generally, when a building fire alarm sounds, Kentucky law mandates that everyone must evacuate the building.

- Close your door as you leave.
- If possible, know at least two escape routes from wherever you are.
- If smoke or flame is detected, and no alarm is sounding, alert others as you exit.

- During the evacuation, go to the nearest exit or exit stairwell.
- Do not use the elevator.
- If smoke is present, keep low to the floor.
- Once outside, move away from the area.

### **When Evacuation is Not Possible:**

In a fire or fire alarm situation, always check doors to see if they are hot or warm to the touch before you open them. If heat or smoke prevents you from evacuating, return to your room and use towels or other cloth items to seal around the door. Hang a white object in the window and reclose the window (if it opens) as much as possible. Do not reopen your window (if it opens) unless forced to do so by smoke. After you have sealed your door, immediately call 911 and advise emergency responders of your location and situation. Wait for help to arrive.

### **Post Incident**

At the completion of the incident, the Fire/Rescue Department or other appropriate Emergency Official(s) should release the building to the Facility Leadership. The facility should be pronounced all clear, or clear with conditions for re-occupancy. The Facility Leadership should then communicate the all clear or the clear with conditions to the area entrance monitors in person, via communications equipment, or by the use of a runner. On the way in, staff members should check on others who might have disabilities or other special needs and assist them as much as is reasonable and safe.

### **Sheltering In Place**

Because sheltering in place may be the protective action recommendation for several emergencies with differing risks, and because sometimes the initial recommendation is to shelter in place followed by relocation, there is no single set of shelter in place procedures. Based on the type of emergency, such as Tornado, Hostile Intruder, or Hazardous Material Release Outside, individuals should consult each relevant section of the Emergency Action Plan for guidance.

Emergencies change as they progress. The questions to ask yourself are:  
Am I safer inside or outside? Where am I safest inside? Where am I safest outside?

### **Security Awareness and Crime Prevention Program**

The University offers a variety of informative programs for students and employees dealing with how to report and prevent crimes. These programs are available several times a year and on request by student groups, employees, or individuals. During 2015, EKU Police Department conducted security awareness and crime prevention programs. Students and employees are encouraged to be responsible for their own safety and the safety of others. Community members are encouraged to take part in the programs listed

below in order to receive important tips and information pertaining to their personal safety. Please call (859) 622-1111 for further information on these programs.

The programs include the following:

- **Student Orientation:** Informs attendees of Department services, general crime prevention, and how to report crimes.
- **Residence Hall Safety:** Informs attending staff of safety concerns and proper responses to emergency situations in the residence halls, including response to fires and fire alarms.
- **Sexual Assault Prevention:** Informs attendees of methods to protect themselves from sexual assault from strangers and acquaintances. The Department conducts Rape Aggression Defense (RAD) classes for females several times each semester using RAD certified instructors.
- **Drug and Alcohol Abuse Prevention:** The Police Department co-sponsors and participates in forums to assist University community members in preventing drug and alcohol abuse.
- **Assault Prevention:** Informs attendees of ways to protect themselves from assaults.
- **Property Protection and Engraving:** Provides instructions and engravers to assist persons in engraving their personal property.
- **Harassing Communications Prevention:** Informs attendees of ways to prevent harassing communications and of available resources if the crime occurs.
- **Crime Prevention Publicity:** Provides information on crime prevention both routinely and on an emergency basis by print, electronic media, direct postings, and mailings.

Additionally, the University provides the following crime prevention services developed to make the campus safer:

- **Escort Service:** The department will provide a walking escort when requested by calling (859) 622-1111.
- **Emergency Telephones and Call Boxes:** The University provides emergency telephones and blue-light call boxes at strategic locations on campus so persons can immediately and easily report crimes and other problems.
- **Alarm Systems:** The Department provides alarm systems and alarm system monitoring for alarms for fires, elevator safety and area intrusion security.

- **LiveSafe App:** The University provides this app, free, to allow Eastern Kentucky University affiliates to connect to their community on safety and security related issues via discreet and effective two-way communication.

### **Maintenance and Security of Campus Facilities**

The Division of Facilities Services maintains University buildings and grounds with concern for safety and security. Staff inspect campus facilities regularly, make repairs affecting safety and security and respond to reports of potential safety and security hazards. A University Safety Committee routinely reviews campus lighting and other environmental concerns for safety and makes recommendations for improvement.

Motor vehicle parking lots, pedestrian walkways and building exteriors are well lighted and the University's design criteria calls for a high level of illumination on all new buildings and surrounds.

Formal exterior lighting surveys are conducted by the Police Department on a weekly basis and forwarded to the Division of Facilities Services for action. Members of the University community are encouraged to report any exterior lighting deficiencies to the Division of Facilities Services at (859) 622-2966.

Exterior doors on campus buildings are checked each evening by building employees or police officers. Door and security hardware operating deficiencies are also reported by these employees.

Shrubbery, trees and other vegetation on campus are trimmed on a regular basis by Facilities Services.

### **Security of and Access to Residence Halls**

Eastern Kentucky University provides housing in residence halls, apartments, and on-campus family housing.

Members of the residence hall staff live in the residence halls and representatives are on call 24 hours a day. Each staff member is trained in enforcing residence hall security procedures. Personnel are assigned shifts at the entrance of each hall 24 hours a day.

During the regular semester, all exterior doors to residence halls are secured at all times. Students access their residence halls by use of their issued proximity device. Exterior doors are checked periodically by the staff.

In cases where students are locked out of their room, procedures for unlocking rooms have been established to keep unauthorized people from obtaining room keys. These procedures are strictly enforced. Door-to-door soliciting is not permitted in residence halls. Visitors to residence halls must register at the main desk, and visitation is only permitted during established times. Visitors must be escorted through the residence halls

by the resident. Residents are encouraged to challenge the presence of strangers in the residence halls by reporting to hall staff or the ECU Police Department.

ECU Regional Campuses do not include residence halls.

### **Off Campus Housing**

ECU does not have any off campus student housing.

### **Non-campus Housing for Recognized Student Organizations**

ECU does not have any non-campus housing for recognized student organizations.

### **Security of and Access to University Facilities**

Most campus buildings and facilities are open and accessible to members of the University community and to guests and visitors during normal business hours Monday through Friday. Some facilities are open for limited periods on Saturday and Sunday. Most campus facilities are closed during holiday and break periods. Use of facilities after hours is limited to authorized persons only. ECU Police Officers conduct routine security patrols of the administration and academic buildings on campus to identify and address security related matters.

### **Alcoholic Beverages**

The possession, consumption, or sale of alcoholic beverages on Eastern Kentucky University property is subject to Kentucky statute, city ordinances, and University regulations. ECU Police Department enforces Kentucky state underage drinking laws. All members of the University community are expected to obey these laws and regulations. ECU desires to provide an environment for underage students where alcohol is not made available, alcohol consumption is not encouraged, and further, alcohol education and counseling programs are promoted. Consistent with this philosophy, the Board of Regents approved an alcohol policy that regulates the possession and consumption of alcohol on University owned or controlled property. The complete policy can be viewed on our website at [http://policies.eku.edu/sites/policies.eku.edu/files/policies/9.1.1\\_consumption\\_and\\_servin\\_g\\_of\\_alcoholic\\_beverages\\_on\\_campus\\_bor\\_10.19.15.pdf](http://policies.eku.edu/sites/policies.eku.edu/files/policies/9.1.1_consumption_and_servin_g_of_alcoholic_beverages_on_campus_bor_10.19.15.pdf).

### **Illegal Drugs**

The University does not permit the possession, use, or sale and distribution of illegal drugs on campus. ECU Police Department enforces all federal and state drug laws. An individual who possesses, uses, or distributes such drugs is subject to (up to and including) dismissal from the University, arrest and imprisonment, or fine according to state law. In addition, Eastern Kentucky University is a drug free workplace. In 1988, Congress enacted the Drug-Free Workplace Act, which places certain responsibilities on Eastern Kentucky University as a recipient of federal grants and contracts. To be in

compliance with this act, ECU adopted the Drug Free Workplace regulation which can viewed in its entirety at [http://policies.eku.edu/sites/policies.eku.edu/files/policies/nonacademic/human\\_resources\\_drug\\_free\\_workplace/Human%20Resources%20Drug%20Free%20Workplace%201\\_4\\_11.pdf](http://policies.eku.edu/sites/policies.eku.edu/files/policies/nonacademic/human_resources_drug_free_workplace/Human%20Resources%20Drug%20Free%20Workplace%201_4_11.pdf).

### **Drug and Alcohol Abuse Education Programs**

Consistent with its mission, the University provides a variety of alcohol and drug-free social and recreational opportunities. The University also provides services and resources for community members who experience alcohol and drug-related difficulties. Resources for substance abuse may be found on the counseling center website at <http://counseling.eku.edu/students/substance-abuse-services>.

Keeping yourself informed is an important step in developing a healthy lifestyle and in knowing how to cope with problems. The University provides informative prevention programs throughout the year, including a variety of workshops and lectures on alcohol and drug-related issues, to support and encourage healthy, productive lifestyles. These programs are made available through:

Counseling Center: (859) 622-1303  
Department of Health Education: (859) 622-1142  
Student Health Services: (859) 622-1761

For students with substance abuse problems or concerns, assistance is available at the Counseling Center. Experienced professional counselors at the Center offer support in an atmosphere of understanding and confidentiality. The Center offers individual assessment and referral to both on and off-campus resources.

### **Sex Offender Registration**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed or enrolled.

In Kentucky, convicted sex offenders must register with the Kentucky State Police. You can link to this information which appears on Kentucky State Police website, by accessing <http://kspsor.state.ky.us/>.

### **Missing Student Policy**

Any University student, employee or other individual who receives a report that a student is missing, or has independent information that a student is missing, must immediately



report the information to the ECU Police Department. If the ECU Police Department determines that the student should be considered missing, a missing persons report will be filed.

Residential Students will have the option to identify an individual to be contacted by the institution no later than 24 hours after the time that the student is determined missing. University Housing and Family Housing will collect the confidential contact information at each residence hall at the beginning of each academic year using the Resident Information Form. ECU will keep the contact information confidential and this information will be accessible only to authorized campus officials and law enforcement and it will not be disclosed outside of a missing person report.

The student is responsible for ensuring that the contact information is up-to-date and accurate. If the student has registered a confidential contact, the University will notify them within 24 hours of the student being reported as missing. The University is required to notify a custodial parent or guardian no later than 24 hours after the time that the student is determined to be missing if the residential student is under 18 years of age and not emancipated. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, University Housing or the Dean of Students will inform the ECU Police Department that the student is missing within 24 hours.

### **Sexual Assault/Sexual Misconduct**

Eastern Kentucky University is committed to enforcing all laws and regulations that deal with sexual assault, including acquaintance rape. A student charged with sexual assault can be prosecuted under Kentucky Revised Statutes and disciplined under the Non-Discrimination and Harassment Response Regulation. Even if the victim chooses not to prosecute, the University can pursue disciplinary action which can result in sanctions.

The University considers the following violations to be sexual misconduct: Sexual Harassment, Dating/Domestic/Intimate Partner Violence, Sexual Assault, Sexual Exploitation, and Stalking.

Eastern Kentucky University does not discriminate on the basis of sex in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, sexual assault and stalking. As a result, Eastern Kentucky University issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a University official. In this context, Eastern Kentucky University prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the University community.

For a complete copy of Eastern Kentucky University's policy governing sexual misconduct, visit [http://policies.eku.edu/sites/policies.eku.edu/files/policies/non-discrim\\_harassment\\_policy\\_bor\\_02.10.16.pdf](http://policies.eku.edu/sites/policies.eku.edu/files/policies/non-discrim_harassment_policy_bor_02.10.16.pdf).

### **A. Definitions**

There are numerous terms used by Eastern Kentucky University in our policy and procedures. Kentucky Revised Statute does not define "Consent" but instead KRS 510.020 defines

- 1) **"Lack of Consent"** as "Whether or not specifically stated, it is an element of every offense defined in this chapter that the sexual act was committed without consent of the victim.
- 2) Lack of consent results from:
  - (a) Forcible compulsion;
  - (b) Incapacity to consent; or
  - (c) If the offense charged is sexual abuse, any circumstances in addition to forcible compulsion or incapacity to consent in which the victim does not expressly or impliedly acquiesce in the actor's conduct.
- 3) A person is deemed incapable of consent when he or she is:
  - (a) Less than sixteen (16) years old;
  - (b) An individual with an intellectual disability or an individual that suffers from a mental illness;
  - (c) Mentally incapacitated;
  - (d) Physically helpless; or
  - (e) Under the care or custody of a state or local agency pursuant to court order and the actor is employed by or working on behalf of the state or local agency.
- 4) The provisions of subsection (3)(e) of this section shall not apply to persons who are lawfully married to each other and no court order is in effect prohibiting contact between the parties.

Eastern Kentucky University's Non-Discrimination and Harassment Policy

[http://policies.eku.edu/sites/policies.eku.edu/files/policies/non-discrim\\_harassment\\_policy\\_bor\\_02.10.16.pdf](http://policies.eku.edu/sites/policies.eku.edu/files/policies/non-discrim_harassment_policy_bor_02.10.16.pdf) defines consent as "words or actions demonstrating a knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. Consent is determined based on the totality of the circumstances. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent. Silence or the absence of resistance alone is not consent. A person can withdraw consent at any time during sexual activity by expressing in words or actions that he or she no longer wants the act to continue, and, if that happens, the other person must stop immediately. Consent cannot be obtained by force, by ignoring or acting in spite of the objections of another, or by taking advantage of the incapacitation of another."

**Sexual Assault:** "Sexual assault" means an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system.

A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

### **State Definitions:**

510.040 Rape in the first degree.

- 1) A person is guilty of rape in the first degree when:
  - a. He engages in sexual intercourse with another person by forcible compulsion; or
  - b. He engages in sexual intercourse with another person who is incapable of consent because he:
    - i. Is physically helpless; or
    - ii. Is less than twelve (12) years old.
- 2) Rape in the first degree is a Class B felony unless the victim is under twelve (12) years old or receives a serious physical injury in which case it is a Class A felony.

510.050 Rape in the second degree.

- 1) A person is guilty of rape in the second degree when:
  - a. Being eighteen (18) years old or more, he engages in sexual intercourse with another person less than fourteen (14) years old; or
  - b. He engages in sexual intercourse with another person who is mentally incapacitated.
- 2) Rape in the second degree is a Class C felony.

510.060 Rape in the third degree.

- 1) A person is guilty of rape in the third degree when:
  - a. He or she engages in sexual intercourse with another person who is incapable of consent because he or she is an individual with an intellectual disability;
  - b. Being twenty-one (21) years old or more, he or she engages in sexual intercourse with another person less than sixteen (16) years old;

- c. Being twenty-one (21) years old or more, he or she engages in sexual intercourse with another person less than eighteen (18) years old and for whom he or she provides a foster family home as defined in KRS 600.020;
  - d. Being a person in a position of authority or position of special trust, as defined in KRS 532.045, he or she engages in sexual intercourse with a minor under eighteen (18) years old with whom he or she comes into contact as a result of that position; or
  - e. Being a jailer, or an employee, contractor, vendor, or volunteer of the Department of Corrections, Department of Juvenile Justice, or a detention facility as defined in KRS 520.010, or of an entity under contract with either department or a detention facility for the custody, supervision, evaluation, or treatment of offenders, he or she subjects a person who he or she knows is incarcerated, supervised, evaluated, or treated by the Department of Corrections, Department of Juvenile Justice, detention facility, or contracting entity, to sexual intercourse.
- 2) Rape in the third degree is a Class D felony.

510.070 Sodomy in the first degree.

- 1) A person is guilty of sodomy in the first degree when:
  - a. He engages in deviate sexual intercourse with another person by forcible compulsion; or
  - b. He engages in deviate sexual intercourse with another person who is incapable of consent because he:
    - i. Is physically helpless; or
    - ii. Is less than twelve (12) years old.
- 2) Sodomy in the first degree is a Class B felony unless the victim is under twelve (12) years old or receives a serious physical injury in which case it is a Class A felony.

510.080 Sodomy in the second degree.

- 1) A person is guilty of sodomy in the second degree when:
  - a. Being eighteen (18) years old or more, he engages in deviate sexual intercourse with another person less than fourteen (14) years old; or
  - b. He engages in deviate sexual intercourse with another person who is mentally incapacitated.
- 2) Sodomy in the second degree is a Class C felony.

510.090 Sodomy in the third degree.

- 1) A person is guilty of sodomy in the third degree when:
  - a. He or she engages in deviate sexual intercourse with another person who is incapable of consent because he or she is an individual with an intellectual disability;
  - b. Being twenty-one (21) years old or more, he or she engages in deviate sexual intercourse with another person less than sixteen (16) years old; or
  - c. Being twenty-one (21) years old or more, he or she engages in deviate sexual intercourse with another person less than eighteen (18) years old

- and for whom he or she provides a foster family home as defined in KRS 600.020;
- d. Being a person in a position of authority or position of special trust, as defined in KRS 532.045, he or she engages in deviate sexual intercourse with a minor less than eighteen (18) years old with whom he or she comes into contact as a result of that position; or
  - e. Being a jailer, or an employee, contractor, vendor, or volunteer of the Department of Corrections, Department of Juvenile Justice, or a detention facility as defined in KRS 520.010, or of an entity under contract with either department or a detention facility for the custody, supervision, 2) evaluation, or treatment of offenders, he or she subjects a person who he or she knows is incarcerated, supervised, evaluated, or treated by the Department of Corrections, Department of Juvenile Justice, detention facility, or contracting entity, to deviate sexual intercourse.
- 3) Sodomy in the third degree is a Class D felony.

510.110 Sexual abuse in the first degree.

- 1) A person is guilty of sexual abuse in the first degree when:
  - a. He or she subjects another person to sexual contact by forcible compulsion; or
  - b. He or she subjects another person to sexual contact who is incapable of consent because he or she:
    - i. Is physically helpless;
    - ii. Is less than twelve (12) years old; or
    - iii. Is mentally incapacitated; or
  - c. Being twenty-one (21) years old or more, he or she:
    - i. Subjects another person who is less than sixteen (16) years old to sexual contact;
    - ii. Engages in masturbation in the presence of another person who is less than sixteen (16) years old and knows or has reason to know the other person is present; or
    - iii. Engages in masturbation while using the Internet, telephone, or other electronic communication device while communicating with a minor who the person knows is less than sixteen (16) years old, and the minor can see or hear the person masturbate; or
  - d. Being a person in a position of authority or position of special trust, as defined in KRS 532.045, he or she, regardless of his or her age, subjects a minor who is less than eighteen (18) years old, with whom he or she comes into contact as a result of that position, to sexual contact or engages in masturbation in the presence of the minor and knows or has reason to know the minor is present or engages in masturbation while using the Internet, telephone, or other electronic communication device while communicating with a minor who the person knows is less than sixteen (16) years old, and the minor can see or hear the person masturbate.
- 2) Sexual abuse in the first degree is a Class D felony, unless the victim is less than twelve (12) years old, in which case the offense shall be a Class C felony.

510.120 Sexual abuse in the second degree.

- 1) A person is guilty of sexual abuse in the second degree when:
  - a. He or she subjects another person to sexual contact who is incapable of consent because he or she is an individual with an intellectual disability;
  - b. He or she is at least eighteen (18) years old but less than twenty-one (21) years old and subjects another person who is less than sixteen (16) years old to sexual contact; or
  - c. Being a jailer, or an employee, contractor, vendor, or volunteer of the Department of Corrections, Department of Juvenile Justice, or a detention facility as defined in KRS 520.010, or of an entity under contract with either department or a detention facility for the custody, supervision, evaluation, or treatment of offenders, he or she subjects a person who is at least eighteen (18) years old and who he or she knows is incarcerated, supervised, evaluated, or treated by the Department of Corrections,
- 2) Department of Juvenile Justice, detention facility, or contracting entity, to sexual contact.
- 3) In any prosecution under subsection (1)(b) of this section, it is a defense that:
  - a. The other person's lack of consent was due solely to incapacity to consent by reason of being less than sixteen (16) years old; and
  - b. The other person was at least fourteen (14) years old; and
  - c. The actor was less than five (5) years older than the other person.
- 4) Sexual abuse in the second degree is a Class A misdemeanor.

510.130 Sexual abuse in the third degree.

- 1) A person is guilty of sexual abuse in the third degree when he or she subjects another person to sexual contact without the latter's consent.
- 2) In any prosecution under this section, it is a defense that:
  - a. The other person's lack of consent was due solely to incapacity to consent by reason of being less than sixteen (16) years old; and
  - b. The other person was at least fourteen (14) years old; and
  - c. The actor was less than eighteen (18) years old.
- 3) Sexual abuse in the third degree is a Class B misdemeanor.

510.140 Sexual misconduct.

- 1) A person is guilty of sexual misconduct when he engages in sexual intercourse or deviate sexual intercourse with another person without the latter's consent.
- 2) Sexual misconduct is a Class A misdemeanor.

**Domestic Violence:** The term “domestic violence” means 1) Felony or misdemeanor crimes of violence committed—

- a. By a current or former spouse or intimate partner of the victim;
- b. By a person with whom the victim shares a child in common;
- c. By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

- d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- f. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

As used in KRS 403.715 to 403.785:

- 1) "Domestic violence and abuse" means physical injury, serious physical injury, sexual abuse, assault, or the infliction of fear of imminent physical injury, serious physical injury, sexual abuse, or assault between family members or members of an unmarried couple;
- 2) "Family member" means a spouse, including a former spouse, a grandparent, a parent, a child, a stepchild, or any other person living in the same household as a child if the child is the alleged victim;
- 3) "Member of an unmarried couple" means each member of an unmarried couple which allegedly has a child in common, any children of that couple, or a member of an unmarried couple who are living together or have formerly lived together.

**Dating Violence:** The term "dating violence" means violence committed by a person

- 1) Who is or has been in a social relationship of a romantic or intimate nature with the victim and
- 2) The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition-

- a) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- b) Dating Violence does not include acts covered under the definition of domestic violence.
- c) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Stalking:** The term "stalking" means

- 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
  - a. Fear for the person's safety or the safety of others; or
  - b. Suffer substantial emotional distress.
- 2) For the purposes of this definition—

- a. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - b. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
  - c. Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.
- 3) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

#### 508.130 Definitions for KRS 508.130 to 508.150.

As used in KRS 508.130 to 508.150, unless the context requires otherwise:

- 1) To "stalk" means to engage in an intentional course of conduct:
  - a. Directed at a specific person or persons;
  - b. Which seriously alarms, annoys, intimidates, or harasses the person or persons; and
  - c. Which serves no legitimate purpose.
  - d. The course of conduct shall be that which would cause a reasonable person to suffer substantial mental distress.
- 2) "Course of conduct" means a pattern of conduct composed of two (2) or more acts, evidencing a continuity of purpose. One (1) or more of these acts may include the use of any equipment, instrument, machine, or other device by which communication or information is transmitted, including computers, the Internet or other electronic network, cameras or other recording devices, telephones or other personal communications devices, scanners or other copying devices, and any device that enables the use of a transmitting device. Constitutionally protected activity is not included within the meaning of "course of conduct." If the defendant claims that he was engaged in constitutionally protected activity, the court shall determine the validity of that claim as a matter of law and, if found valid, shall exclude that activity from evidence.

#### 508.140 Stalking in the first degree.

- 1) A person is guilty of stalking in the first degree,
  - a. When he intentionally:
    - i. Stalks another person; and
    - ii. Makes an explicit or implicit threat with the intent to place that person in reasonable fear of:
  - b. Sexual contact as defined in KRS 510.010;
  - c. Serious physical injury; or
  - d. Death; and



- e. A protective order has been issued by the court to protect the same victim or victims and the defendant has been served with the summons or order or has been given actual notice; or
- 2) A criminal complaint is currently pending with a court, law enforcement agency, or prosecutor by the same victim or victims and the defendant has been served with a summons or warrant or has been given actual notice; or
- 3) The defendant has been convicted of or pled guilty within the previous five (5) years to a felony or to a Class A misdemeanor against the same victim or victims; or
- 4) The act or acts were committed while the defendant had a deadly weapon on or about his person.
- 5) Stalking in the first degree is a Class D felony.

#### 508.150 Stalking in the second degree.

- 1) A person is guilty of stalking in the second degree when he intentionally:
  - a. Stalks another person; and
  - b. Makes an explicit or implicit threat with the intent to place that person in reasonable fear of:
    - i. Sexual contact as defined in KRS 510.010;
    - ii. Physical injury; or
    - iii. Death.
- 2) Stalking in the second degree is a Class A misdemeanor.

### **B. Education and Prevention Programs & Campaigns**

Eastern Kentucky University prohibits dating violence, domestic violence, sexual assault, and stalking. With the intention of ending these crimes, the University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns that:

- Are culturally relevant
- Inclusive of diverse communities and identities
- Sustainable, responsive to community needs
- Informed by research, or assessed for value, effectiveness, or outcome
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct.
- Defines terms provided both by the Department of Education as well as Commonwealth of Kentucky law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
- Defines what behavior and actions constitute consent to sexual activity found in the Non-Discrimination and Harassment Policy.

- Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures, and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- Provide an overview of information contained in the Annual Security and Fire Safety Report in compliance with the Clery Act.

The University has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation.

The University offered the following primary prevention and awareness programs in 2015:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
Equal Opportunity	1/1/15-12/31/15	Online	Stalking, Dating Violence, Domestic Violence, Sexual Assault
VAWA Compliant Training	1/1/15-12/31/15	Online	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	1/5/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	1/12/15	Center for International Education	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	1/14/15	New Science Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	1/15/15	New Science Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	1/16/15	Counseling Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault

Title IX and Non-Discrimination Policy Review	1/20/15	Martin Hall	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	1/22/15	Powell Underground	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	1/23/15	Begley Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	2/4/15	Turley House	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	2/4/15	Cammack Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	2/5/15	Begley Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	2/12/15	Carter Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	2/13/15	Dizney Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
The Men's Program	2/15/15	Brock Auditorium	Sexual Assault
The Vagina Monologues	2/18/15	Whitlock Building	Sexual Assault
The Vagina Monologues	2/19/15	Whitlock Building	Sexual Assault
The Vagina Monologues	2/20/15	Whitlock Building	Sexual Assault
Equity Compliant Council Training	2/19/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	2/24/15	Moberly Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	2/25/15	Stratton Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	3/2/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy	3/2/15	Keen Johnson Building	Stalking, Dating Violence, Domestic Violence, Sexual

Review			Assault
Equity Compliant Council Training	3/3/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	3/11/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Equity Compliant Council Training	3/12/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	3/18/15	Whitlock Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
RAD	3/20/15 – 3/21/15	Powell Underground	Sexual Assault, Dating Violence, Domestic Violence
Equity Compliant Council Training	4/8/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/8/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/9/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
RAD	4/10/15 – 4/11/15	Powell Underground	Sexual Assault, Dating Violence, Domestic Violence
Title IX Training	4/10/15	Whalin Complex	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/10/15	Business & Technology Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/10/15	Business & Technology Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/10/15	Stratton Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/10/15	Dizney Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	4/14/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual

			Assault
Title IX Training	4/14/15	The Learning Resource Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Take Back the Night	4/15/15	Ravine/Powell Corner	Sexual Assault, Domestic Violence, Dating Violence
The Vagina Monologues	4/18/15	Whitlock Building	Sexual Assault
The Vagina Monologues	4/19/15	Whitlock Building	Sexual Assault
The Vagina Monologues	4/20/15	Whitlock Building	Sexual Assault
Title IX Training	4/22/15	Roark Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	4/28/15	Alumni Coliseum	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Rock Against Rape	4/30/15	Ravine	Sexual Assault
Title IX Training	5/13/15	Coates Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	7/9/15	Mattox Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	7/14/15	Whitlock Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX and Non-Discrimination Policy Review	7/16/15	Crabbe Library	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Behind Closed Doors	8/17/15	New Residence Hall	Sexual Assault
Title IX Training	8/17/15	Grise Auditorium	Sexual Assault, Dating Violence
Legal Issues	8/18/15	Grise Auditorium	Sexual Assault, Dating Violence, Stalking
Healthy Relationships	8/20/15	Ferrell Auditorium	Dating Violence
Title IX and Non-Discrimination Policy Review	8/27/15	Keen Johnson Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	8/28/15	Noel Studio	Stalking, Dating Violence, Domestic Violence, Sexual Assault

Title IX Training	8/31/15	Crabbe Library	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Sex & Chocolate	9/14/15	Sullivan Hall	Sexual Assault
Title IX and Non-Discrimination Policy Review	9/18/15	Fitness & Wellness Center	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Healthy Relationships	9/21/15	Sullivan Hall	Dating Violence
Cocktails with a Twist	9/28/15	Sullivan Hall	Sexual Assault
Healthy Relationships	9/29/15	Burnam Hall	Dating Violence
Sex in the Dark	9/30/15	Keene Hall	Sexual Assault
Green Dot	9/30/15	Wallace Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Green Dot	9/30/15	Combs Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
RAD	10/2/15 – 10/3/15	Powell Underground	Sexual Assault, Dating Violence, Domestic Violence
Green Dot	10/8/15	Combs Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Title IX Training	10/14/15	Keen Johnson Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Green Dot	10/14/15	Combs Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Netflix & Chill	10/15/15	Telford Hall	Sexual Assault
Green Dot	10/15/15	Case Annex	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Green Dot	10/20/15	Combs Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Nachos with NOVA-Healthy Relationships	10/22/15	Sullivan Hall	Dating Violence
Green Dot	10/26/15	Combs Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Green Dot	10/27/15	Business & Technology	Stalking, Dating Violence, Domestic Violence, Sexual

		Center	Assault
Green Dot	10/28/15	Keith Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Green Dot	10/28/15	Combs Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Green Dot	10/30/15	Wallace Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault
Healthy Relationships	11/10/15	Telford Hall	Dating Violence
Green Dot	12/2/15	Dizney Building	Stalking, Dating Violence, Domestic Violence, Sexual Assault

### **C. Procedures for Reporting a Complaint**

The University has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic transportation and working accommodations, if reasonably available, regardless of whether the victim chooses to report the crime to the Eastern Kentucky University Police Department or local law enforcement. Students and employees should contact the Office for Equity and Inclusion at 859-622-1327 located in Jones Building, Suite 416, 521 Lancaster Avenue, Richmond, KY 40475.

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible at Baptist Health in Richmond, Kentucky (or the medical facility of their choice); evidence may be collected even if you choose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to University hearing boards/investigators or police. Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's

choice whether or not to make such a report and victims have the right to decline involvement with the police. The University will assist any victim with notifying local police if they so desire. Richmond Police Department may also be reached directly by calling 859-623-8911, or in person at 1721 Lexington Road, Richmond, Kentucky. Additional information about the Richmond Police Department may be found online at <http://richmond.ky.us/index.php/police-department>.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the University, the below are the procedures that the University will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:

<b>Incident Being Reported</b>	<b>Procedure Institution Will Follow:</b>	<b>Evidentiary Standard</b>
<b>Sexual Assault</b>	<ol style="list-style-type: none"> <li>1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care</li> <li>2. Institution will assess immediate safety needs of complainant</li> <li>3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>4. Institution will provide complainant with referrals to on and off campus mental health providers</li> <li>5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, “No Contact” directive between both parties</li> <li>6. Institution will provide a “No Trespass” (PNG) directive to accused party if deemed appropriate</li> <li>7. Institution will provide written instructions on how to apply for Protective Order</li> <li>8. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution</li> <li>9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is</li> <li>10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate</li> </ol>	<p>When appropriate, the University will implement initial interim, remedial, and responsive and/or protective actions upon notice of alleged Harassment, Sexual Misconduct, Retaliation, and/or Discrimination.</p>



	<p>against a person for complaining of sex-based discrimination or for assisting in the investigation</p>	
<b>Stalking</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. Institution will provide written instructions to complainant on how to preserve evidence</li> <li>4. Institution will assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>5. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</li> </ol>	Preponderance of Evidence
<b>Dating Violence</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. Institution will provide written information to complainant on how to apply for Protective Order</li> <li>4. Institution will provide written information to complainant on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</li> </ol>	Preponderance of Evidence
<b>Domestic Violence</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information on how to preserve evidence</li> </ol>	Preponderance of Evidence

	<p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</p> <p>6. Institution will provide a “No Trespass” (PNG) directive to accused party if deemed appropriate</p>	
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Investigations will be thorough, reliable, and impartial. All investigations will include all applicable investigation techniques, including but not limited to interviewing all relevant parties and witnesses, obtaining available evidence, and identifying sources of expert information. If necessary, parties may bring a silent advisor to meet with investigators in sexual misconduct cases only.

**D. Assistance for Victims: Rights Options**

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on campus, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking. We will provide each victim with a written explanation about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and in the community. In Kentucky, a victim of domestic violence, dating violence, sexual assault, or stalking has the following rights:

**421.500 Definitions for KRS 421.500 to 421.575 -- Applicability -- Required notifications -- Duties of public officers and agencies.**

- (1) As used in KRS 421.500 to 421.575, "victim" means an individual who suffers direct or threatened physical, financial, or emotional harm as a result of the commission of a crime classified as stalking, unlawful imprisonment, use of a minor in a sexual performance, unlawful transaction with a minor in the first degree, terroristic threatening, menacing, harassing communications, intimidating a witness, criminal homicide, robbery, rape, assault, sodomy, kidnapping, burglary in the first or second degree, sexual abuse, wanton endangerment, criminal abuse, human trafficking, or incest. If the victim is a minor or legally incapacitated, "victim" means a parent, guardian, custodian or court-appointed special advocate.
  - (a) If the victim is deceased and the relation is not the defendant, the following relations shall be designated as "victim" for the purpose of exercising those rights contained in KRS 421.500 to 421.575:
    1. The spouse;
    2. An adult child if subparagraph 1 of this paragraph does not apply;
    3. A parent if subparagraphs 1 and 2 of this paragraph do not apply;
    4. A sibling if subparagraphs 1 to 3 of this paragraph do not apply; and
    5. A grandparent if subparagraphs 1 to 4 of this paragraph do not apply.

- (b) If the victim is deceased and the relation is not the defendant, the following relations shall be designated as "victims" for the purpose of presenting victim impact testimony under KRS 532.055(2)(a)7.:
  - 1. A spouse;
  - 2. An adult child;
  - 3. A parent;
  - 4. A sibling; and
  - 5. A grandparent.
  
- (2) If any court believes that the health, safety, or welfare of a victim who is a minor or is legally incapacitated would not otherwise adequately be protected, the court may appoint a special advocate to represent the interest of the victim and to exercise those rights provided for by KRS 421.500 to 421.575. Communication between the victim and the special advocate shall be privileged.
  
- (3) Law enforcement personnel shall ensure that victims receive information on available protective, emergency, social, and medical services upon initial contact with the victim and are given information on the following as soon as possible:
  - (a) Availability of crime victim compensation where applicable;
  - (b) Community based treatment programs;
  - (c) The criminal justice process as it involves the participation of the victim or witness;
  - (d) The arrest of the accused; and
  - (e) How to register to be notified when a person has been released from prison, jail, a juvenile detention facility, or a psychiatric facility or forensic psychiatric facility if the case involves a violent crime as defined in KRS 439.3401 and the person charged with or convicted of the offense has been involuntarily hospitalized pursuant to KRS Chapter 202A.
  
- (4) Law enforcement officers and attorneys for the Commonwealth shall provide information to victims and witnesses on how they may be protected from intimidation, harassment, and retaliation as defined in KRS 524.040 or 524.055.
  
- (5) Attorneys for the Commonwealth shall make a reasonable effort to insure that:
  - (a) All victims and witnesses who are required to attend criminal justice proceedings are notified promptly of any scheduling changes that affect their appearances;
  - (b) If victims so desire and if they provide the attorney for the Commonwealth with a current address and telephone number, they shall receive prompt notification, if possible, of judicial proceedings relating to their case, including, but not limited to, the defendant's release on bond and any special conditions of release; of the charges against the defendant, the defendant's pleading to the charges, and the date set for the trial; of notification of changes in the custody of the defendant and changes in trial dates; of the verdict, the victim's right to make an impact statement for consideration by the court at the time of sentencing of the defendant, the

- date of sentencing, the victim's right to receive notice of any parole board hearing held for the defendant, and that the office of Attorney General will notify the victim if an appeal of the conviction is pursued by the defendant; and of a scheduled hearing for shock probation or for bail pending appeal and any orders resulting from that hearing; and
- (c) The victim knows how to register to be notified when a person has been released from a prison, jail, a juvenile detention facility, or a psychiatric facility or forensic psychiatric facility if the case involves a violent crime as defined in KRS 439.3401 and the person charged with or convicted of the offense has been involuntarily hospitalized pursuant to KRS Chapter 202A;
  - (d) The victim receives information on available:
    - 1. Protective, emergency, social, and medical services;
    - 2. Crime victim compensation, where applicable;
    - 3. Restitution, where applicable;
    - 4. Assistance from a victim advocate; and
    - 5. Community-based treatment programs; and
  - (e) The victim of crime may, pursuant to KRS 15.247, receive protection from harm and threats of harm arising out of cooperation with law enforcement and prosecution efforts.
- (6) The victim shall be consulted by the attorney for the Commonwealth on the disposition of the case including dismissal, release of the defendant pending judicial proceedings, any conditions of release, a negotiated plea, and entry into a pretrial diversion program.
- (7) In prosecution for offenses listed in this section for the purpose of defining "victim," law enforcement agencies and attorneys for the Commonwealth shall promptly return a victim's property held for evidentiary purposes unless there is a compelling reason for retaining it. Photographs of such property shall be received by the court as competent evidence in accordance with the provisions of KRS 422.350.
- (8) A victim or witness who so requests shall be assisted by law enforcement agencies and attorneys for the Commonwealth in informing employers that the need for victim or witness cooperation in the prosecution of the case may necessitate absence of that victim or witness from work.
- (9) The Attorney General, where possible, shall provide technical assistance to law enforcement agencies and attorneys for the Commonwealth if such assistance is requested for establishing a victim assistance program.
- (10) If a defendant seeks appellate review of a conviction and the Commonwealth is represented by the Attorney General, the Attorney General shall make a reasonable effort to notify victims promptly of the appeal, the status of the case, and the decision of the appellate court.

Eastern Kentucky University complies with Commonwealth of Kentucky law in recognizing orders of protection by Kentucky or any other state. Any person who obtains an order should provide a copy to Eastern Kentucky University Police Department to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom location or allowing a student to complete assignments from home, etc. The University cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services. Protection from abuse orders in Madison County may be available through Madison County Family Court at 119 N. First Street, Richmond, KY or after hours, at Eastern Kentucky University Police Department. The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim's cooperation and consent, University offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal University investigation of the complaint. The University will provide written notification to victims about options for, and available assistance in, and how to request changes to academic, living, transportation and working situations or protective measures. In addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement.

Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Further, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The University does not publish the name of crime victims nor house identifiable information regarding victims in the Eastern Kentucky University Police Department's Daily Crime Log or online. A student may request confidentiality of directory information by writing to the ECU Registrar, SSB CPO 58, ECU, Richmond, KY 40475. This request must include student ID number, current mailing, phone, and ECU email address, in addition to the student's signature. The student may be asked to come to the Registrar's Office, with photo identification, to verify the signature on the request letter.

### **E. Sanctions**

After completion of the investigation, both the complainant and the respondent will receive concurrent notification, in writing, of the sanction imposed by the Equity Complaint Council.

Appeals for student respondents must be submitted, in writing, to the Chief Ethics and Compliance Officer or designee within 5 business days of the hearing. The Chief Ethics and Compliance Officer or designee will review the appeal and determine if one of the three ground(s) for appeal have been met. If one or more of the grounds for appeal exist(s), the appeal will be forwarded to the Equity Complaint Appeals Council (appeals involving sanctions other than suspension or expulsion) or the Board of Regents (appeals involving sanctions of suspension or expulsion), which will review the appeal based only on the ground identified by the Chief Ethics and Compliance Officer or designee. The decision of the Equity Complaints Appeals Council or the Board of Regents shall be final.

Appeals for employee respondents must be submitted, in writing, to the Chief Ethics and Compliance Officer or designee within five (5) business days of the hearing. The Chief Ethics and Compliance Officer or designee will review the appeal and determine if one of the three ground(s) for appeal have been met. If one or more of the grounds for appeal exist(s), the appeal will be forwarded to the Equity Complaint Appeals Council, which will review the appeal based only on the ground(s) identified by the Chief Ethics and Compliance Officer or designee. If no ground for appeal exists, the appeal will be denied and the sanction will be final.

The following are the recommended sanctions that will be imposed upon students who are found to be responsible for specific violations of Policy 1.4.1, Non-Discrimination and Harassment. Violations of the Non-Discrimination and Harassment Policy that are not listed below will result in appropriate sanctions using the criteria above as a guide. The sanctions listed below for specific violations of the Non-Discrimination and Harassment Policy may be imposed singly or in combination and second or subsequent offenses will receive more severe sanction. Any deviation from the recommended sanctions requires a written rationale from the Equity Complaints Council, which will be retained as part of the hearing record. Sanctions not listed below may be imposed in addition to the recommended sanctions.

<b>Policy Violation</b>	<b>Recommended Sanction</b>
<b>Nonconsensual Sexual Intercourse</b>	Expulsion from the University and permanent eviction and/or restriction from University Housing, as well as permanent restriction from campus. Other sanctions deemed appropriate by the hearing body may also be imposed.
<b>Nonconsensual Sexual Contact</b>	University probation and an educational sanction. More severe sanctions may be imposed according to the intrusiveness of the contact. These may include permanent eviction and/or restriction from University Housing, as well as permanent restriction from campus except for the purpose of attending classes. Other sanctions deemed appropriate by the hearing body may also be imposed.

<b>Retaliation</b>	University probation and an educational sanction. More severe sanctions may be imposed according to the intrusiveness of the contact. These may include permanent eviction and/or restriction from University Housing, as well as permanent restriction from campus. After the suspension is completed, the restriction from University Housing and campus shall continue, except for the purpose of attending classes. Other sanctions deemed appropriate by the hearing body may also be imposed.
<b>Sexual Exploitation</b>	Suspension from the University for a period of not less than one (1) year and permanent eviction or restriction from University Housing, and permanent restriction from campus. After the suspension is
<b>Stalking</b>	Suspension from the University for a period of not less than one (1) year and permanent eviction or restriction from University Housing, and permanent restriction from campus. After the suspension is
<b>Dating/Domestic/Intimate Partner Violence:</b>	Suspension from the University for a period of not less than one (1) year and permanent eviction or restriction from University Housing, and permanent restriction from campus. After the suspension is

**Resources for Victims of Domestic Violence, Dating Violence, Sexual Assault & Stalking (On-Campus)**

Counseling	Counseling Center Whitlock 571 859-622-1303	
Health	Student Health Services Rowlett 103 859-622-1761	
Mental Health	Counseling Center Whitlock Building 571 859-622-1303	Employee Assistance Program 800-EAP-CALL 800-327-2255
Visa and Immigration Assistance	Deputy Title IX Coordinator Whitlock Building 446 859-622-7309	
Other	Dean of Students Whitlock Building 337 859-622-3047	Title IX Coordinator Rice House 244 Summit Street 859-622-1327
	Office of Equity & Inclusion Rice House 244 Summit Street	

	Richmond, KY 859-622-8020	
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**Off Campus Resources**

Counseling	Bluegrass Rape Crisis Center 800-656-HOPE 800-656-4673	
Health	Baptist Health 801 Eastern Bypass Richmond, KY 859-622-3131	
Mental Health	Greenhouse 17 800-544-2022	
Victim Advocacy	Bluegrass Rape Crisis Center 800-656-HOPE 800-656-4673	Greenhouse 17 800-544-2022
Legal Assistance	Greenhouse 17 800-544-2022	Appalachian Legal Defense Fund 218 W. Main Street Richmond, KY 859-624-1395
Visa and Immigration Assistance	Appalachian Legal Defense Fund 218 W. Main Street Richmond, KY 859-624-1395	
Other	Hope’s Wings Domestic Violence Shelter 859-623-4095	

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- <https://www.rainn.org/> - Rape, Abuse and Incest National Network
- <https://www.justice.gov/ovw/sexual-assault> - Department of Justice
- <http://www2.ed.gov/about/offices/list/ocr/index.html> - Department of Education, Office of Civil Rights

**How to be an Active Bystander**

Bystanders play a critical role in the prevention of sexual relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it”. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a



person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- 1) Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- 2) Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated,
- 3) Speak up when someone discusses plans to take sexual advantage of another person.
- 4) Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- 5) Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

### **Risk Reduction**

With no intent to blame the victim and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one's risk of sexual assault or harassment (Rape, Abuse & Incest National Network, <https://www.rainn.org/>).

- 1) **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- 2) Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
- 3) **Walk with purpose**. Even if you don't know where you are going, act like you do.
- 4) **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- 5) **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
- 6) **Make sure your cell phone is with you** and charged and that you have cab money.
- 7) **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
- 8) **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
- 9) **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you find a way out of a bad situation.
- 10) **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (call 911 or 859-622-1111 to reach Eastern Kentucky University Police Department).
- 11) **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left you drink alone, just get a new one.
- 12) **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, open containers.
- 13) **Watch out for your friends and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- 14) **If you suspect you or a friend has been drugged, contact law enforcement immediately (call 911 or 859-622-1111 to reach Eastern Kentucky University**

- Police Department).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- 15) If you need to get out of an uncomfortable or scary situation here are some things that you can try:**
- a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- 16) Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- 17) If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

**Crime Statistics 2013-2015**

**Richmond Campus**

Crime Category	2015				2014				2013			
	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property
Arson	2	1	0	0	0	0	0	0	2	1	0	0
Aggravated Assault	0	0	0	1	0	0	0	0	0	0	0	0
Burglary	19	11	0	0	30*	18*	1	0	11	11	0	0
Motor Vehicle Theft	3	0	0	0	0	0	0	0	2	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	0	0	0	3	1	0	0	0	0	0	0
Forcible Sex Offenses	8	6	1	0	7	6	0	0	5	5	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	7	4	0	0	8	2	0	0	NA	NA	NA	NA
Dating Violence	11	8	0	0	8	7	0	0	NA	NA	NA	NA
Domestic Violence	3	2	0	0	1	1	0	0	NA	NA	NA	NA
<b>Arrests</b>												
Liquor Law Violations	8	0	0	0	33	0	0	0	38	0	0	0
Drug Law Violations	45	24	0	1	41	9	0	0	19	5	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	351	349	0	0	423	418	0	0	309	309	0	0
Drug Law Violations	18	16	0	0	9	9	0	0	1	1	0	0
Weapons Law Violations	1	1	0	0	0	0	0	0	0	0	0	0

\*1 Burglary Unfounded.

ON CAMPUS -- On Campus property includes all property owned or controlled by the institution.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, and student apartment housing. These numbers are included in the on-campus property totals.

NON-CAMPUS PROPERTY -- These are any of the officially recognized/owned/leased/controlled institution properties that are located off the main campus area.

PUBLIC PROPERTY -- Public Property within the same reasonable contiguous geographic area of the institution (sidewalk, street, other thoroughfare or parking facility) or adjacent to a facility owned or controlled by the institution. These crime statistics are those reported to the Richmond Police Department, the Corbin Police Department, the Danville Police Department, and the Manchester Police Department, or other law enforcement agencies with jurisdiction for these areas.

**Hate Crimes**

**2015:** No hate crimes reported.

**2014:** 1 Hate Crime on Campus/Residential Facilities – Harassment, Bias – Sexual Orientation

**2013:** No hate crimes reported.

### Corbin Campus

Crime Category	2015				2014				2013			
	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Dating Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Domestic Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
<b>Arrests</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

ON CAMPUS -- On Campus property includes all property owned or controlled by the institution.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, and student apartment housing. These numbers are included in the on-campus property totals.

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### Hate Crimes

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**2013:** No hate crimes reported.

### Danville Campus

Crime Category	2015				2014				2013			
	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Dating Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Domestic Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
<b>Arrests</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

ON CAMPUS -- On Campus property includes all property owned or controlled by the institution.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, and student apartment housing. These numbers are included in the on-campus property totals.

NON-CAMPUS PROPERTY -- These are any of the officially recognized/owned/leased/controlled institution properties that are located off the main campus area.

PUBLIC PROPERTY -- Public Property within the same reasonable contiguous geographic area of the institution (sidewalk, street, other thoroughfare or parking facility) or adjacent to a facility owned or controlled by the institution. These crime statistics are those reported to the Richmond Police Department, the Corbin Police Department, the Danville Police Department, and the Manchester Police Department, or other law enforcement agencies with jurisdiction for these areas.

#### Hate Crimes

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**2013:** No hate crimes reported.

### Lancaster Higher Education Center

Crime Category	2015				2014				2013			
	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Dating Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Domestic Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
<b>Arrests</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

ON CAMPUS -- On Campus property includes all property owned or controlled by the institution.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, and student apartment housing. These numbers are included in the on-campus property totals.

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#### Hate Crimes

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**2013:** No hate crimes reported.

### Manchester Regional Campus

Crime Category	2015				2014				2013			
	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Dating Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Domestic Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
<b>Arrests</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	1	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

ON CAMPUS -- On Campus property includes all property owned or controlled by the institution.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, and student apartment housing. These numbers are included in the on-campus property totals.

NON-CAMPUS PROPERTY -- These are any of the officially recognized/owned/leased/controlled institution properties that are located off the main campus area.

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#### Hate Crimes

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**2013:** No hate crimes reported.

### Somerset Center

Crime Category	2015				2014				2013			
	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property	On Campus	Residential Facilities	Non-Campus	Public Property
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Dating Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
Domestic Violence	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA
<b>Arrests</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

ON CAMPUS -- On Campus property includes all property owned or controlled by the institution.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, and student apartment housing. These numbers are included in the on-campus property totals.

NON-CAMPUS PROPERTY -- These are any of the officially recognized/owned/leased/controlled institution properties that are located off the main campus area.

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#### Hate Crimes

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**2013:** No hate crimes reported.



**Description of the fire safety system for each on-campus student housing facility**

The EKU buildings noted with an asterisk (\*) below have fire alarm systems manufactured by Simplex and will be monitored by the Simplex Information Management System (IMS) (also known as the Network Processing Unit) located in Police Dispatch. This IMS operates by monitoring the fire alarm panels, and associated systems, in all Simplex networked buildings on campus (See below).

EKU maintains a Daily Crime and Fire Log which is maintained at <http://crimelog.eku.edu/>. EKU Police will respond to all Priority 1 and Priority 2 alarms. Priority 1 alarms (red) are considered an emergency. The officer(s) dispatched to the alarm are to refer to EKU PD Policy number 305.00 for response actions under section 305.02. Priority 2 alarms (blue) require a building check (non-emergency) at the location of alarm indicated by the IMS. The purpose of the Priority 2 alarms is to investigate smoke detector issues in the Residence Halls that have only an instantaneous reading (not continual – i.e. a very light mist of hair spray). Trouble (yellow) and Supervisory (purple) alarms will be addressed by Facilities (see note). The following is a summary of alarm conditions and associated colors:

- Priority 1 – Red (EMERGENCY RESPONSE)
- Priority 2 – Blue (NON-EMERGENCY RESPONSE)
- Supervisory – Purple (just acknowledge)
- Trouble – Yellow (just acknowledge)

The EKU buildings listed with a double asterisk (\*\*) below have a fire alarm system manufactured by GE and will be monitored by the GE FireWorks system in Police Dispatch. This system operates by monitoring the fire alarm panels, and associated systems, in all GE networked buildings on campus. EKU Police will respond to all alarm (red) events. Alarms are considered an emergency. The officer(s) dispatched to the alarm are to refer to EKU PD Policy number 305.00 for response actions under section 305.02. There are no Priority 2 type alarms for this system. Trouble and supervisory alarms (yellow) will be addressed by Facilities Services.

<b>Building</b>	<b>Fire Sprinkler System</b>	<b>Networked Fire Alarm</b>	<b>Local only Fire Alarm</b>	<b>Fire Pump</b>
Brockton 100 Block	No	No	Yes	No
Brockton 700 Block	No	No	Yes	No
Brockton 800 Block	No	No	Yes	No
Burnam Hall*	Yes	Yes	No	No
Case Hall*	Yes	Yes	No	Yes
Clay Hall*	Yes	Yes	No	Yes
Dupree Hall *	Yes	Yes	No	Yes
Grand Campus Bldg. 1*	Yes	Yes	No	No
Grand Campus	Yes	Yes	No	No

Bldg. 2**				
Keene Hall*	Yes	Yes	No	Yes
Martin Hall*	Yes	Yes	No	Yes
McGregor Hall*	Yes	Yes	No	Yes
New Residence Hall**	Yes	Yes	No	Yes
Palmer Hall*	Yes	Yes	No	Yes
Sullivan Hall**	Yes	Yes	No	No
Telford Hall*	Yes	Yes	No	Yes
Todd Hall*	Yes	Yes	No	Yes
Walters Hall*	Yes	Yes	No	Yes

In accordance with 8.2.8 of NFPA 72, 2002, all fire alarm signals received shall be recorded for at least one (1) year on applicable systems. The ECU Police Department will keep a log of all fire alarm activations regardless of the type of system installed (if applicable).

Each residence hall indicated above with a fire sprinkler system was designed to current code for the year in which it was approved to be installed. Each fire sprinkler system is monitored by the corresponding fire alarm system in each applicable building. If a water flow is detected, an alarm condition will be activated and the fire alarm system activated prompting a response.

Fire pumps have been installed on required buildings as listed above. These can either be fuel fired or electrical pumps. The purpose of these pumps is to boost the water pressure for the fire sprinkler system in high rise buildings in the event of fire sprinkler system activation.

### Fire drills held in 2015

Building	Number of Fire Drills
Brockton 100 Block*	2
Brockton 700 Block*	2
Brockton 800 Block*	2
Burnam Hall	2
Case Hall	2
Clay Hall	2
Dupree Hall	2
Grand Campus Bldg. 1	2
Grand Campus Bldg. 2	2
Keene Hall	2
Martin Hall	2
McGregor Hall	2
New Residence Hall	2
Palmer Hall	2
Sullivan Hall	2
Telford Hall	2
Todd Hall	2
Walters Hall	2
<b>Total</b>	36

\*All Brockton Apartments were razed in 2016.

### **EKU's policies/rules on portable electrical appliances, smoking, and open flames in student housing facilities**

The EKU Housing Department publishes an annual document entitled *Eastern Kentucky University, The Residential Community Guide*. This document is updated annually. The 2016-2017 guide stipulates the following concerning electrical appliances, smoking, and open flames in EKU's student housing facilities:

#### **Smoking**

The use of tobacco products, including smokeless tobacco products, is prohibited in all University residence halls. The use of all Tobacco is prohibited on all property that is owned, leased, occupied, or controlled by the University. This includes buildings and structures, residence halls, housing facilities operated by employee housing, grounds, exterior open spaces, parking lots, and garages, on-campus sidewalks, streets, driveways, stadiums, recreational spaces, practice fields, University property outside the main campus such as regional campuses, farm facilities, art galleries, performance venues, and sporting venues and functions that are held in these facilities and venues. The use of tobacco is prohibited in vehicles owned, leased or rented by the University, including

maintenance vehicles, automobiles, shuttles, utility vehicles, and golf carts as well as while in personal vehicles on University property.

### **Electrical Appliances**

To help ensure a safe living environment, the following appliances are permitted: microwave ovens (less than 700 watts), refrigerators (no more than 4.5 cubic feet), coffee pots, air popcorn poppers, hair dryers, electric shavers, radios, TVs and stereos and irons. Microwave ovens are the only cooking appliances permitted for use in student rooms. No homemade electrical appliance will be permitted. To operate appliance in a hall, residents must use a UL-approved power strip with a self-contained circuit breaker. Additionally, residents must be present when using any cooking appliance or iron in student rooms or in hall kitchens. Slow cookers are permitted if the student remains present while cooking.

Those items which are NOT allowed include but are not limited to: electric heaters, oil popcorn poppers, hotplates, toaster ovens, “George Foreman” or similar type grills, open coiled or open flame appliances, pop-up toasters, deep fryers, convection ovens, any appliance with an open heating element, torchier lamps, neon lights, extension cords, octopus plugs, and hover boards. Also, only those halogen lights with guards will be permitted.

Each room is supplied with a 2.0 cubic foot refrigerator. For \$10 per semester, residents may register a privately owned refrigerator in their room. It cannot exceed 4.5 cubic feet, or 32” in height and 22” in width. Refrigerators cannot have locking mechanisms on them. No other heavy appliances are allowed in the University Housing.

### **Decorations**

Personalizing a room can add immensely to its comfort. Keep in mind, while decorating, that each resident is responsible for maintaining the condition of his or her room. This includes not adding nail holes or hooks on the walls. Also, the following is prohibited: contact paper, spray adhesive, wallpaper, borders, paneling and painting. In addition, safety issues must be considered. Keeping this in mind, more than 20 percent of the wall may not be covered. Doors may not be more than 20 percent covered also. All issued furniture must stay in the assigned rooms. Furniture or other items shall not block the doorways, hallways, or stairs. Items may not be hung from the ceilings or near fire equipment and sprinklers. In addition, neon lights are not permitted and halogen lights must have guards or caps.

### **Candles/Incense/Open Flame/Heat Source**

Candles, incense and any item with an open flame or exposed heat source are potential fire hazards, and thus are prohibited within all residence halls in University Housing. No candles of any kind are to be kept in the residence halls.

This includes candles that have never been burned. Candles, incense and any item with an open flame or exposed heat source will be confiscated.

### **Flammable liquids**

Gasoline, kerosene, ether, oil, and any other flammable liquids are prohibited in residence halls.

### **Tampering with Safety Devices**

Tampering with fire and safety equipment in the residence halls or in any campus building is prohibited. Tampering includes pulling false fire alarms, discharging fire extinguishers, removing exit signs, and interfering with smoke detectors and sprinklers. Students responsible will be assessed for all damages that occur as a result of their tampering with fire and/or safety equipment. In addition, all violators are subject to judicial action, financial restitution, and possible criminal prosecution.

All student rooms and stairwells are equipped with closing mechanisms. Tampering with or removing fire pins is prohibited and will result in a \$20.00 charge. These will be checked monthly during room inspections.

Gasoline, kerosene, ether, oil, and any other flammable liquids are prohibited in residence halls.

The use of all Tobacco is prohibited on all property that is owned, leased, occupied, or controlled by the University. This includes buildings and structures, residence halls, housing facilities operated by employee housing, grounds, exterior open spaces, parking lots, and garages, on-campus sidewalks, streets, driveways, stadiums, recreational spaces, practice fields, University property outside the main campus such as regional campuses, farm facilities, art galleries, performance venues, and sporting venues and functions that are held in these facilities and venues. The use of tobacco is prohibited in vehicles owned, leased or rented by the University, including maintenance vehicles, automobiles, shuttles, utility vehicles, and golf carts as well as while in personal vehicles on University property.

## **Procedures for Student Housing Evacuation**

The Office of Student Housing has the following policy/procedure for all residence halls with the exception of Brockton. It states:

### **Fire Alarm Procedures**

When an Alarm Sounds:

1. Leave your room immediately.
2. Close and lock the room door.
3. Walk quietly and quickly to the nearest exit. Do not use the elevators.

4. Remain outside in designated area until the signal is given to return inside the building.

For the protection of all residents, obey all fire regulations. Failure to evacuate a hall when an alarm sounds may result in disciplinary action. University officials and emergency responders reserve the right to enter student rooms to locate the source of any potential fire or smoke hazard and to ensure that everyone has evacuated the building.

### **Method of Alert**

- To alert occupants of a fire, pull the nearest fire alarm.
- Call Campus Police (859-622-1111) and report the fire. Give name and location of the fire.
- Remain near the main entrance to direct Campus Police and/or the Richmond Fire Department to the fire.

### **Evacuation**

#### Professional Staff

1. Confirm notification of Campus Police.
2. Remain at lobby desk to check with your RA staff to ensure that floors are clear.
3. Identify yourself as a Professional Staff member to Campus Police and the Fire Department and provide any pertinent information.
4. Collect the hall's Floor Plan and all Green Cards. Assign RA's responsibilities as necessary to complete evacuation and/or relocation.
5. Make sure that students are a safe distance away from the building or find them another location to wait in case of bad weather.
6. Keep a clear path to the building for Campus Police and the Fire Department.
7. DO NOT let residents return to their rooms until Campus Police or the Fire Department says it is clear to return.
8. Once the Fire Department arrives, they are in charge of the building. Hall Staff should use some form of identification and respond to any instructions promptly.
9. Immediately e-mail the Area Coordinator details when the situation has been resolved and residents have been allowed back into the hall. If it is an actual fire, you are expected to call the AOC immediately.

#### RA Staff

1. Notify each resident on the floor by knocking loudly on each door and shouting "Fire alarm." DO NOT stay and wait to evacuate residents who do not want to go. Report them to the Professional Staff on duty.
2. Keep residents calm and moving toward exits.
3. Help residents who need assistance to exit the building.
4. Report to the front desk in the lobby for further instructions from Professional Staff. Notify Professional Staff about any visible smoke or fire.

5. DO NOT go up the stairs to check on any other floor. ONLY go down stairs to check on lower floors.

#### Students

1. Wear shoes and wear or carry a coat or blanket.
2. Walk in a single file to the outside of the hall.
3. Stay with the group, away from the building until the signal is given to return.

### **General Procedures for Students and Employees to Follow in Case of a Fire**

- See a fire – pull the alarm – exit the building using the NEAREST exit, not the one you are most comfortable with.
- Know where all stairwells and exits lead to.
- DO NOT attempt to extinguish the fire yourself.
- Hear an alarm – exit the building. Failure to leave will result in referral to the Office of Student Conduct.
- FIRST: Check the top of your door for heat – DO NOT open if hot to the touch.
- DO NOT use elevators as a means of exit.
- Gather outside the building at the location identified by your Resident Advisor as the meeting place for your floor.
- Have information about the emergency? Report it to the ECU Police Department

### **Emergency Response and Evacuation Procedures (EREP) Testing**

Your safety is very important to ECU. Maintaining your safety is a joint responsibility, between you, the University, and emergency response agencies. The person most responsible for your safety is you. Here is some important advice so that you can take responsibility for your own personal safety and make informed decisions about actions you can take in an emergency. Generally, during an emergency, where evacuation is the protective action recommendation, like a fire or fire alarm, everyone should evacuate. If someone cannot evacuate, for any reason, they should take refuge in a safe place, like an enclosed stairwell or in a room. Any individual in need of rescue must call 911 (from a campus phone) or 859-622-1111 or 859-624-2947 (from a cell phone) and report their location to emergency responders. Individuals with hearing loss can call Public Safety via TDD at 859-622-6279, and/or text message someone who can inform authorities. Help will come, but it will take time to arrive, because responders must assess the situation, make the area safe, and have resources available to conduct rescue operations.

Fire drills are a part of the University's Emergency Response and Evacuation Procedures (EREP) Testing. The Division of Public Safety is available to conduct Emergency Response and Evacuation Procedures Test Exercises for any group or member of the ECU community upon request. For more information, or to schedule a test/exercise, please contact ECU Emergency Management at 859-622-1111 or email [gary.folckemer@eku.edu](mailto:gary.folckemer@eku.edu).

Scheduled EREP tests may be announced or unannounced. EREP tests are meant to assess our emergency plans and capabilities. Emergency Management plans and other information can be found on our web page <http://www.emergency.eku.edu/>. One of our primary goals is to teach community members that they have a responsibility to protect themselves during an emergency. Our EREP test/exercises are designed to teach individuals how to do that. Topics covered include situational awareness, outdoor warning sirens, drills to test procedural operations, coordination of first responders, an opportunity to provide feedback, and an evaluation of whether our goals have been met.

Our Annual Emergency Response and Evacuation Exercise report can be found at the following link:  
[http://emergency.eku.edu/sites/emergency.eku.edu/files/annual\\_emergency\\_response\\_and\\_evacuation\\_exercise\\_09162015\\_v3.pdf](http://emergency.eku.edu/sites/emergency.eku.edu/files/annual_emergency_response_and_evacuation_exercise_09162015_v3.pdf).

Our EKU General Emergency Action Plan can be found at the following link:

[http://emergency.eku.edu/sites/emergency.eku.edu/files/1\\_eku\\_general\\_emergency\\_action\\_plan\\_-\\_template\\_-\\_02112016.pdf](http://emergency.eku.edu/sites/emergency.eku.edu/files/1_eku_general_emergency_action_plan_-_template_-_02112016.pdf).

With specific regard to fire drills, they are conducted, unannounced, in the fall and spring semesters, in each residence hall. After the fire alarm is activated, and occupants evacuate the building, they are given a training session.

### **Fire Drill Training**

Facts:

- Every fire alarm is a “real” alarm – there is no such thing as a false alarm!
- Fire doubles in size rapidly, by the time this presentation is done, a room would have flashed-over.
- 2-3 breaths of a smoke filled room can be lethal.
- Sprinklers save lives.

Prepare:

- Know at least two ways out of any building you are in. Look for other ways that you do not regularly use.
- Do not allow items to be placed in hallways.
- Do not allow doors to be propped open.

During an Alarm:

- When you hear the alarm, check your door to see if it is hot.
- If it is hot, do not open the door! Place a towel, shirt or other cloth-like material at the base of the door. Hang a sheet or towel in your window and call either 911 or campus police at 622-1111 to let them know your location. Describe the heat and smoke in the hallway.
- If the door is not hot, exit your room and leave via the closest exit.



- Make sure stairwell doors remain closed at all times unless someone is actively entering or exiting the stairwell. This will prevent/minimize heat and smoke from traveling throughout the building.
- Move away from the building and **DO NOT RE-ENTER**.

**Fire Protection Equipment:**

- It is there to protect you. Do not block, disturb, or tamper with for any reason.

**Fire Extinguishers:**

- They are there to save lives. First Responders may use the extinguishers on your floors if they are able. If they are tampered with, they will not be usable during an emergency.

**Sprinkler Systems:**

- They are designed to contain a fire, not necessarily put it out. They will only work if they are not blocked in any way.
- Do not hang items on or near the sprinkler heads.
- Do not place bunk beds in front of or under the heads.

**Fire Doors:**

- Keep all stairwell doors closed. They will keep smoke and flames from traveling through the structure.
- Do not prop doors open.

**Fire Alarm:**

- Pull the fire alarm pull station if you smell smoke, see smoke or flames. This is your way of notifying everyone in the building that there is an emergency.
- Do not falsely activate alarms. It puts peoples' lives in danger. There are emergency vehicles on the road, mass amounts of people are moving and it leads to complacency. This could lead to someone getting seriously hurt or killed.
- Leading cause of fire alarms in Residence Halls:
  - Burned food.
  - Steam leaks.

**Items Not Allowed in Residence Halls:**

- Electric Heaters
- Oil Popcorn Poppers
- Hotplates
- Toaster Ovens
- "George Foreman" or similar Grills
- Open Coiled or Open Flame Appliances
- Pop-Up Toasters
- Deep Fryers
- Convection Ovens
- Any Appliance with an Open Heating Element
- Torchiere Lamps

- Neon Lights
- Octopus Plugs
- Flammable Liquids
- Hover boards

Emergency Warning System:

- Regarding community wide hazardous materials incidents Eastern Kentucky University is located in Zones:
- 2-E (Richmond Campus North of the Bypass)
- 2-D (Richmond Campus South of the Bypass)

In the event of a community wide chemical incident, where the protective action decision is to shelter in place, go to one of the enhanced shelter in place (ESIP) buildings:

- Alumni Coliseum
- Combs Building
- Model Lab School Gym
- Perkins Building
- Thompson Hall
- University Building
- Whitlock Building

**Policies for fire safety education and training programs for students, faculty and staff**

The EKU Housing Department publishes an annual document entitled *Eastern Kentucky University, The Residential Community Guide*. This document is updated annually. The 2016-2017 guide stipulates the following:

“Tampering with fire and safety equipment in the residence halls or in any campus building is prohibited. Tampering includes pulling false fire alarms, discharging fire extinguishers, removing exit signs, and interfering with smoke detectors and sprinklers. Interference with smoke detectors and sprinklers will result in immediate action. Students responsible will be assessed for all damages that occur as a result of their tampering with fire and/or safety equipment. In addition, all violators are subject to judicial action and possible criminal prosecution.”

The Department of Environmental Health & Safety participates in annual Resident Hall Coordinator training and the annual Residence Hall Assistant training to give an overview of fire safety in the Residence Halls.

The Department of Environmental Health & Safety in conjunction with the Richmond Fire Department hosted an educational campaign as part of Campus Fire Safety Month in September. Activities in 2015 included four educational campaigns throughout the month. These were open to all Faculty, Staff and Students.

**Titles of each person or organization to which individuals should report that a fire has occurred**

All fires should be reported to the ECU Police Department by dialing (on-campus) (859) 622-1111. You may also dial 911 from an external line or cell phone to reach the Madison County Emergency Operation Center who will notify ECU Police. ECU Police will notify the Director of Environmental Health & Safety. If a member of the ECU community finds evidence of a fire that has been extinguished, and the person is not sure whether EKUPD has already responded, the community member should immediately notify EKUPD to investigate and document the incident for inclusion in the annual fire safety report.

**Plans for future improvements in fire safety**

ECU assesses fire safety equipment and procedures on an on-going basis to determine if any improvements are necessary. Currently, the institution does not have improvements scheduled for fire safety enhancements.

Fire Safety Month (September) will continue to be recognized. The annual Safety Fair/Day will be held in April.

The Division of Public Safety will continue to offer training sessions for new faculty and staff in 2016.

**Fires – On-Campus Student Housing Facilities Statistics 2015**

<b>2015 Fire Summary</b>						
<b>Residence Hall</b>	<b>Total Fires</b>	<b>Fire Number</b>	<b>Injuries</b>	<b>Deaths</b>	<b>Cause</b>	<b>Value of Damage</b>
Burnam Hall	0	0	0	0	0	0
Case Hall	0	0	0	0	0	0
Clay Hall	0	0	0	0	0	0
Combs Hall	0	0	0	0	0	0
Dupree Hall	0	0	0	0	0	0
Grand Campus Bldg. 1	0	0	0	0	0	0
Grand Campus Bldg. 2	0	0	0	0	0	0
Keene Hall	1	1	0	0	Burnt plastic on burner	0
Martin Hall	0	0	0	0	0	0
McGregor Hall	1	1	0	0	Netting on basketball goal was burned	0
New Residence Hall	0	0	0	0	0	0
Palmer Hall	0	0	0	0	0	0
Sullivan Hall	0	0	0	0	0	0
Telford Hall	0	0	0	0	0	0
Todd Hall	0	0	0	0	0	0
Walters Hall	0	0	0	0	0	0
100 Brockton* Apartments	1	1	0	0	Plastic left in oven while in use	\$300 (oven replacement)
700 Brockton* Apartments	0	0	0	0	0	0
800 Brockton* Apartments	0	0	0	0	0	0

\*All Brockton Apartments were razed in 2016.

**Fires – On-Campus Student Housing Facilities Statistics 2014**

<b>2014 Fire Summary</b>						
<b>Residence Hall</b>	<b>Total Fires</b>	<b>Fire Number</b>	<b>Injuries</b>	<b>Deaths</b>	<b>Cause</b>	<b>Value of Damage</b>
Burnam Hall	0	0	0	0	0	0
Case Hall	0	0	0	0	0	0
Clay Hall	0	0	0	0	0	0
Combs Hall	0	0	0	0	0	0
Commonwealth Hall	0	0	0	0	0	0
Dupree Hall	0	0	0	0	0	0
Grand Campus Bldg. 1	0	0	0	0	0	0
Grand Campus Bldg. 2	0	0	0	0	0	0
Keene Hall	0	0	0	0	0	0
Martin Hall	0	0	0	0	0	0
McGregor Hall	0	0	0	0	0	0
New Residence Hall	0	0	0	0	0	0
Palmer Hall	0	0	0	0	0	0
Sullivan Hall	0	0	0	0	0	0
Telford Hall	0	0	0	0	0	0
Todd Hall	0	0	0	0	0	0
Walters Hall	0	0	0	0	0	0
100 Brockton Apartments	0	0	0	0	0	0
700 Brockton Apartments	0	0	0	0	0	0
800 Brockton Apartments	0	0	0	0	0	0

### Fires – On-Campus Student Housing Facilities Statistics 2013

<b>2013 Fire Summary</b>						
<b>Residence Hall</b>	<b>Total Fires</b>	<b>Fire Number</b>	<b>Injuries</b>	<b>Deaths</b>	<b>Cause</b>	<b>Value of Damage</b>
Burnam Hall	0	0	0	0		
Case Hall	1	1	0	0	Subject set fire to 2 trash cans in the restroom	\$50.00
Clay Hall	0	0	0	0		
Combs Hall	0	0	0	0		
Commonwealth Hall	0	0	0	0		
Dupree Hall	0	0	0	0		
Keene Hall	1	1	0	0	Student put his homework in the microwave	\$1.00
Martin Hall	0	0	0	0		
McGregor Hall	0	0	0	0		
Palmer Hall	0	0	0	0		
Sullivan Hall	0	0	0	0		
Telford Hall	0	0	0	0		
Todd Hall	0	0	0	0		
Walters Hall	0	0	0	0		
100 Brockton Apartments	0	0	0	0		
200 Brockton Apartments	0	0	0	0		
700 Brockton Apartments	0	0	0	0		
800 Brockton Apartments	0	0	0	0		



**All policy statements in this Annual Security and Fire Safety Report apply to the following campuses unless otherwise stated in the report:**

**Richmond Campus  
Corbin Campus  
Danville Campus  
Lancaster Center  
Manchester Campus  
Somerset Campus**