



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 brochure 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 and our regional campuses safer learning environments.

Brian Mullins, Interim Chief
EKU Police Department

EKU Police

The ECU Police Department is located in Mattox Hall behind the Student Services Building.

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 18 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 25 sworn police officers who have full law enforcement authority on all University property, and concurrent jurisdiction on all roads and streets adjacent to campus. Officers also have the authority to investigate crimes originating on Eastern Kentucky University property anywhere in the state. 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. We also maintain a close working relationship with the 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, and Manchester Police Departments to exchange criminal incident information, including off-campus locations owned or leased by student organizations recognized by the University.

Crime Reporting Policy

It is the policy of EKU that all employees of the University considered to be "Campus Security Authority" must report immediately to the EKU Police Department all crimes or reports of criminal activity that are brought to their attention. Eastern Kentucky University considers all faculty members, administrators, managers, supervisors, employees of the Police Department, and employees with significant contact with students, including but not limited to, contact through student campus activities, student discipline, student housing, student life administration, and intercollegiate athletics to be "Campus Security Authority". Professional mental health, pastoral, or other licensed professionals legally bound by professional/client privileges when functioning in that capacity are not subject to this policy. The University permits anonymous reporting of crimes. All reported crimes will be investigated by the University and may become a matter of public record.

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. 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 EKU 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.

How to Report Criminal Actions or Emergencies

The EKU Police Department is open 24 hours a day. All criminal activity and other emergencies on the Richmond campus should be reported immediately by dialing 911 from any campus telephone. 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.

Telephones with direct access to the Department's Communications Center are located in some parking facilities, along certain walkways, and in certain buildings and may be used for emergencies, information, or evening shuttle van service.

All criminal activity or emergencies at EKU's regional campus centers in Corbin, Danville, Lancaster, and Manchester 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

Timely Warnings

The University is committed to making timely reports to the University community of crimes reported to campus security authorities or local law enforcement that are determined by those authorities to present a safety or security threat to students or employees. Public Safety Alerts will be made available to students and employees within 24 hours of the time that the incident is first reported to campus security authorities. 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 (www.police.eku.edu).
- Each residence hall will post a copy of the Public Safety Alert on an Alert board designated for that purpose. Other Alert boards on campus may also be used.
- The Division of Public Relations and Marketing will prepare a news release for dissemination to the media.
- Campus security authorities will determine the best and most effective method of disseminating Public Safety Alerts to the university community. This may include e-mail, flyers, and direct mailings.
- All Public Safety Alerts will provide a general description of the incident and will provide crime prevention information that will aid in the prevention of similar occurrences.

Emergency Notifications

The 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. This system is only used when immediate action is required by the recipient. The university utilizes a

siren/public address system, text messaging, e-mail, and cable television for notification purposes. To opt-in for emergency text messaging, students, faculty, and staff can do so through EKU Direct.

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. 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 operates a campus shuttle van service during evening hours. Students, faculty, and staff are encouraged to use this convenient service. The shuttle can be accessed by using telephones located in several parking facilities and areas around campus, or by calling (859) 622-1111. If the shuttle is not operational, a walking escort will be provided when requested.
- **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.

Alcoholic Beverages

The possession and/or consumption of alcoholic beverages on Eastern Kentucky University property is subject to Kentucky statute, city ordinances, and University regulations. All members of the Eastern community are expected to obey these laws and regulations. Eastern 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://www.police.eku.edu/alcohol>.

Illegal Drugs

The University does not permit the possession, use, or distribution of illegal drugs on campus. An individual who possesses, uses, or distributes such drugs is subject to disciplinary action up to and including dismissal from the University, arrest and imprisonment or fine according to state law.

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. The complete policy can be viewed on the student affairs website at https://studentaffairs.eku.edu:4580/sites/studentaffairs.eku.edu/files/one_0.pdf#drug-free-workplace-act

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.

Sexual Assault

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 [General Regulations Concerning Student Behavior](#). Even if the victim chooses not to prosecute, the University can pursue disciplinary action which can result in sanctions ranging from a reprimand to expulsion. In cases of alleged sexual assault, the accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceedings alleging a sexual assault. The final result includes only the name of the student, the violation committed and any sanction imposed by the institution against the student.

If you have been sexually assaulted on campus, you should report the incident immediately to the ECU Police by calling 911. Assaults that occur off campus should be reported to local or state police. Please try to remember as many details of the incident as possible and do not shower, bathe, douche or throw away clothing.

Rape crisis assistance is available from the University Counseling Center at (859) 622-1303 or the ECU Police Department at (859) 622-1111. The Department will help you find rape crisis counseling or other help. Assistance also is available from the Bluegrass Rape Crisis Center at (859) 625-0213 or (800) 656-4673.

Whenever a victim reports an alleged sexual assault violation, the University will inform the victim of the following:

- The options to notify law enforcement authorities and the option of assistance to do so.
- The existing counseling, mental health, or student services for victims of sexual assault both on and off campus.

- The opportunities and assistance to change academic and on-campus living arrangements after an alleged sexual assault if reasonably available. The offices of the Vice President for Academic Affairs should be contacted for any change in the academic arrangements and the Office of Housing will be responsible for changes in on-campus living arrangements.

Each year, the Department provides rape awareness, education and prevention programs to the campus community designed to heighten awareness of rape and sexual assault and to improve education and prevention on campus. Please contact the EKU Police at (859) 622-1111 for further information.

Kentucky State Police Sex Offender Registry

The Kentucky State Police maintain a registry of persons required to register as sex offenders. This registry contains the names and addresses of registered sex offenders in the State of Kentucky, including Madison County and the City of Richmond. If you would like to view this registry you may do so at the Kentucky State Police Website at <http://www.kentuckystatepolice.org/sor.htm>.

Missing Student Policy

Any university employee 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 EKU Police Department. If the EKU 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 (depending on which department holds the student housing contract) will collect and maintain the confidential contact information. The student is responsible for ensuring that the contact information is up-to-date and accurate. 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.

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 lit 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 or to the ECU Police Department at (859) 622-1111.

Exterior doors on campus buildings are checked each evening by employees of the Police Department. 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.

Access to Residence Halls

Eastern Kentucky University provides housing in residence halls, apartments, and on-campus family housing. Off-campus housing includes apartments, individual homes, and individual rooms in private homes. The University does not provide supervision for off-campus housing.

Members of the residence hall staff live in the residence halls and are on call 24 hours a day. Each staff member is trained in enforcing residence hall security procedures. Desk personnel are on duty 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.

Off Campus Housing

EKU does not have any off campus housing.

Access to University Facilities



Most campus buildings and facilities are 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.



Crime Statistics 2008-2010

Richmond Campus

Crime Category	2010				2009				2008			
	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	1	0	0	0	7	6	0	0
Aggravated Assault	0	0	0	0	1	0	0	0	6	1	0	2
Burglary	58	47	0	0	63	40	1	0	69	56	4	0
Motor Vehicle Theft	0	0	0	0	0	0	0	1	1	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	1	0	0	1	0	0	0	1	0	0	0
Forcible Sex Offenses	10	8	0	1	3	3	0	0	3	3	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes												
Bias - Race	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Gender	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Religion	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Ethnic	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Disability	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Liquor Law Violations	1	0	0	0	0	0	0	0	1	0	0	0
Drug Law Violations	32	21	0	2	17	14	0	4	7	6	0	2
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Referrals												
Liquor Law Violations	279	0	0	0	218	0	0	0	511	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 by the institution and any reports taken by institution law enforcement officers on adjacent streets.

RESIDENTIAL FACILITIES -- These are not additional crimes. They are the number of crimes that were reported in residence halls, student apartment housing, and employee 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 -- These are not additional crimes. They are crimes already reported in the various crime categories listed above and were motivated by one of the categories of prejudice listed.

Crime Category	2010				2009				2008			
	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
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder	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
Hate Crimes												
Bias - Race	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Gender	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Religion	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Ethnic	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Disability	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
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
Referrals												
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



Danville Center

Crime Category	2010				2009				2008			
	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	1
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
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder	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
Hate Crimes												
Bias - Race	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Gender	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Religion	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Ethnic	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Disability	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
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
Referrals												
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



Lancaster Center

Crime Category	2010				2009				2008			
	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
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder	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
Hate Crimes												
Bias - Race	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Gender	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Religion	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Ethnic	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Disability	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
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
Referrals												
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



Manchester Center

Crime Category	2010				2009				2008			
	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
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Murder	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
Hate Crimes												
Bias - Race	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Gender	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Religion	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Ethnic	0	0	0	0	0	0	0	0	0	0	0	0
Bias - Disability	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	1	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Referrals												
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



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

The EKU buildings noted with an asterisk (*) below are 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 Figure 1 below). The touch screen will provide an indication as to the type and location of alarm.

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 of alarms for this system. Trouble and supervisory alarms (yellow) will be addressed by Facilities Services.

Building	Fire Sprinkler System	Networked Fire Alarm	Local only Fire Alarm	Fire Pump
Brockton 100 Block	No	No	Yes	No
Brockton 200 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
Combs Hall*	Yes	Yes	No	Yes
Commonwealth Hall*	Yes	Yes	No	Yes



Dupree Hall *	Yes	Yes	No	Yes
Keene Hall*	Yes	Yes	No	Yes
Martin Hall*	Yes	Yes	No	Yes
McGregor Hall*	Yes	Yes	No	Yes
Palmer Hall*	Yes	Yes	No	Yes
Sullivan Hall**	Yes	Yes	Yes	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 EKU 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 a fire sprinkler system activation.

The number of fire drills held in 2010

Forty (40)

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 Guide to Residence Hall Living*. This document is updated annually. The 2009-2010 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 tobacco products is prohibited within 25 feet of any such building intake duct, window or entrance or entryway, including ramps, walkways, pathways, and any such similar means of entry, unless a University designated tobacco use shelter is otherwise provided. Persons who wish to use tobacco products outside of a building shall do so in a manner that minimizes an accumulation of smoke and tobacco waste. Individuals who use

tobacco products are responsible for the proper disposal of such in designated receptacles.

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 and octopus plugs. 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.

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:

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.

Brockton Apartments have the following additional requirements for evacuation:

When fire and/or smoke is spotted:

1. Leave your residence immediately.
2. Close all doors behind you on your way out
3. Walk quietly and quickly to the nearest exit.
4. **PULL THE FIRE ALARM** located in each stairwell.
5. **Call ECU Police at 622-1111 or Dial 911.** This fire alarm system is a local alarm only. You must call when the alarm sounds to notify emergency responders.
6. Remain outside in designated area until the signal is given to return inside the building.

When an Alarm Sounds:

1. Leave your residence immediately.
2. Close all doors behind you on your way out.
3. Walk quietly and quickly to the nearest exit.
4. **Call ECU Police at 622-1111 or Dial 911.** This fire alarm system is a local alarm only. You must call when the alarm sounds to notify emergency responders.
5. Remain outside in designated area until the signal is given to return inside the building.

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

The ECU Housing Department publishes an annual document entitled *Eastern Kentucky University The Guide to Residence Hall Living*. This document is updated annually. The 2010-2011 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. Beginning in 2009, a live fire side-by-side burn training is conducted in conjunction with the classroom portion.

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 2010 included four (4) educational campaigns throughout the month. This was open to all Faculty, Staff and Students.

The Department of Environmental Health & Safety in conjunction with the Richmond Fire Department hosted a Safety Fair to showcase fire and life safety information and services. This was held on April 8, 2010 and was 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 or (859) 622-2821. 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.

Plans for future improvements in fire safety

Fire Safety Month (September) will continue to be recognized. The annual Safety Fair will be held in April. Ms. Gail Minger will launch the Michael H. Minger National Community Service Project from ECU Training during fire drills will continue.

The Division of Public Safety will coordinate with other local emergency response agencies to conduct New Student Orientation training sessions in 2011.

The Division of Public Safety will offer training sessions for new faculty and staff in 2011.

Fires – On-Campus Student Housing Facilities Statistics 2009-2010



	2010			2009		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Residence Hall						
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
Keene Hall	0	0	0	1 ¹	0	0
Martin Hall	1	0	0	0	0	0
McGregor 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
200 Brockton Apartments	0	0	0	0	0	0
700 Brockton Apartments	0	0	0	1	0	0
800 Brockton Apartments	0	0	0	0	0	0

¹Keene Hall – On an exterior patio picnic table, a piece of paper was burned. There was not damage to the structure or to the picnic table. The cause was undetermined and the property damage was between \$0 - \$99.