



# 2022 Campus Safety Report



**Alcorn**  
State University

**This report is provided in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* and the Higher Education Opportunity Act. The Report includes:**

- 1. Crime statistics for the previous three years for those crimes identified by the Clery Act that occurred on campus; in or on off-campus buildings or property owned or controlled by Alcorn State University (ASU); and on public property within, or immediately adjacent to and accessible from, the campus;**
- 2. Information regarding ASU's policies related to campus security, including drug and alcohol use, crime prevention, reporting crimes, sexual assault, emergency procedures, fire safety and prevention, and other matters; and**
- 3. Statistics for the previous three years for fires that have occurred in on campus housing facilities.**

**The information contained in this report is intended to provide education about the policies, procedures, and programs that exist to assist you in protecting your safety and well-being. It is also intended to inform the campus community, and prospective members of the campus community, about reports of crimes that occurred on or near certain properties ASU owns or controls.**

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## **INTRODUCTION:**

### **CLERY ACT COMPLIANCE**

In 1998, the federal government passed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or the Clery Act.

#### **This law requires colleges and universities receiving federal funding to:**

- Publish an annual report disclosing campus security policies and three years of selected crime and fire statistics.
- Make timely warnings to the campus community about crimes that pose a serious or ongoing threat.
- Keep a public crime log.
- Uphold basic rights to victims of sexual assault.
- Make accurate crime statistics available to the U.S. Department of Education, which centrally collects and disseminates campus crime statistics at the national level.
- Face possible fines from the U.S. Department of Education when schools fail to comply with the Clery Act.

The purpose of the Clery Act is to provide current and prospective students and employees with accurate, complete and timely information about campus safety so that they can make informed decisions about the university when the situation arises.

Clery Act compliance is an institutional responsibility and many of the programs and safety processes are collaborative effort from different sections of the university.

The Alcorn State University Police Department publishes the Annual Campus Security and Fire Safety Report in compliance with the Clery Act, and also offers it as a resource guide directing readers to campus safety and security services as well as providing crime prevention and personal safety guidance and strategies.

#### **PREPARING/PUBLISHING/DISTRIBUTING THE ANNUAL REPORT:**

Alcorn State University must prepare, publish and distribute an annual security and fire reported annually; and must submit statistical data from this annual security report to the Department of Education by October 1 of each year. The crimes/incidents in this report have occurred in one of four geographical locations: either on-campus property, in the residential facilities, in off-campus buildings (property owned or controlled by the university), or on public property adjacent to campus.

The statistics for this report are prepared in cooperation with the local law enforcement agencies which surround our main campus and our two other campuses.

Alcorn State University's policy for preparing the annual disclosure of campus crime statistics is the collection of data from our police reports. Our police reports are generated from our 3 campuses via campus security authorities CSAs, local law enforcement survey, and in-house police reports. In addition, we have made a good faith effort to gather crime statistics from surrounding law enforcement agencies in order to provide complete and accurate reporting. Confidential and voluntary reporting is also included (if applicable) in the statistics provided in the report (see sections 1.3, 1.4).

Our Main campus, Natchez campus and Vicksburg campus crime statistics are reported on tables 1, 2, & 3 in section 9 of this report.

This report encourages the reporting of all criminal occurrences and describes how and to whom to report these crimes.

This report also includes information and policy statements regarding campus security and safety, crime prevention and security awareness, fire safety, alcohol and substance abuse, sexual assault prevention, response and resources, procedures for reporting a crime, and emergency and evacuation policies and procedures, as well as other matters of importance to the campus community.

The 2020 Annual Campus Security and Fire Safety Report meets Clery Act federal requirements, as set forth by the Department of Education, including the Higher Education Opportunity Act of 2008, as related to the Jeanne Clery Act, and including amendments to the Clery Act under the Higher Education Act of 1965 and more recently, the Violence Against Women Reauthorization Act of 2013, for which Department of Education final regulations became effective July 1, 2015. Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C.1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

The Annual Campus Security and Fire Safety Report is published in hard copy as well as on the Alcorn State University (ASUPD) web site annually. This year's statistics are for Clery crimes and fire statistics that were reported in 2019, 2020, and 2021.

#### **NOTIFICATION:**

In addition, notification of this report is distributed to current students and employees by direct mail notification and website notification. [*See distribution mechanisms in Attachment IX.*] Copies of this report may be obtained by calling campus police department at 601-877-3000; requesting a copy in person from the Alcorn State University Police Department; or by visiting the Alcorn State University Police Department web page located at: [www.alcorn.edu/police](http://www.alcorn.edu/police) then clicking the *Annual Security Report* tab and downloading a copy.

**The Fire Report follows in section 10.**

#### **Disclosure of Information Statement**

Alcorn State University's security and safety policies, programs, and activities are posted on the university's website at [www.alcorn.edu/police](http://www.alcorn.edu/police) under their specific subjects; and are separated in the tabs on the right side of the page.

All security and safety policies are available in one report by accessing the Annual Security Report link on the police section of the university website.

# **THE ALCORN STATE UNIVERSITY POLICE DEPARTMENT**

## **Enforcement Authority**

The Alcorn State University Police Department (ASUPD) is a fully commissioned police department. As a commissioned police department, we have all powers of arrest, the ability to act on probable cause, conduct search and seizures, and investigate criminal activity.

The commissioned police officers in the department are vested with full police authority. The ASUPD consists of sworn officers who are certified through the Mississippi Law Enforcement Officers Training Academy. The ASUPD is responsible for enforcement of university rules and regulations as well as the laws of the state of Mississippi on Alcorn State University campus.

As a law enforcement agency, we have access to local, state and federal criminal history records and criminal intelligence.

The ASUPD has a cooperative and professional working relationship with all surrounding law enforcement agencies; therefore, we do not have any written memorandum of understanding.

The ASUPD is comprised of the following:

- Office of Chief of Police
- Non-Certified Officers
- Certified (commissioned) Police Officers
- Staff

## **Mission Statement**

The mission of the university police is to provide a safe and supportive environment for the university community through professional law enforcement, prevention of crime, intervention with offenders, problem solving, and community participation.

## **Uniformed Secondary Security Support**

The Alcorn State University police department utilizes law enforcement officers from other jurisdictions to supplement the current police-staff during times when additional manpower for events (such as athletic games, graduations, concerts and so on.) or when emergency circumstances require it.

## **Non-Discrimination Statement**

Alcorn State University does not discriminate on the basis of sex, in its education programs or activities, that it operates including admissions and employment. Similarly, Alcorn does not discriminate on the basis of race, pregnancy, sexual orientation, gender identity or expression, religion, citizenship, national origin, age, disability, veteran status, or genetic information. Both men and women are protected from sex discrimination and sex-based harassment.

## **ALCORN STATE UNIVERSITY STATEMENT OF THE THREE CAMPUSES**

- Main Campus – Lorman, Mississippi
- Natchez Campus – Natchez, Mississippi
- Vicksburg Campus – Vicksburg, Mississippi

**This report is a combined security and fire report of all three campuses.**

If the any information is this report is *not specified to apply* any particular campus, then it follows that all information throughout this report universally *applies to all three campuses*.

Students at all three campuses are provided with the same student handbook, university website access, university identification, and university policies and procedures.

The crime statistics for the all three campuses were compiled from reports from the Alcorn State Police Department in cross-reference with the Claiborne County Sheriff's Department; the Jefferson County Sheriff's Department; the City of Natchez Police Department and the Adams County Sheriff's department (for the Natchez campus); and the Warren County Sheriff's Department and the City of Vicksburg Police Department (for the Vicksburg campus statistics).

**The Main Campus** has an average semester enrollment between 3200 to 5000 students. Currently, over half the students are residential students. Founded in 1871, Alcorn was the nation's first state-supported institution for the higher education of African Americans. Presently, there are five schools which offer programs leading to an associate degree, baccalaureate degree, master's degree, and other specialized degrees.

**The Natchez Campus** has two colleges: a School of Nursing and a School of Business. Night classes are also offered in both schools. The Natchez campus has an average enrollment of 500 to 600 students who are primarily commuting from various counties. The campus security policies and procedures on the main campus apply to the Natchez campus.

**The Vicksburg Campus** is a renovated facility that is located in the Uptown Vicksburg Mall. The primary purpose of the Center is to substantially increase the number of students, residents, and organizations utilizing the facilities to meet the educational, professional, cultural, and continuing education goals that are aligned with the Mission of the University. The campus security policies and procedures on the main campus apply to the Vicksburg campus.

## **1.0 REPORTING CRIMES AND EMERGENCIES**

### **(Policies for Reporting Crimes and Emergencies) 34CFR 668.46(b) (2)**

In case of emergency, dial 911. Preventing campus crime is a responsibility shared by all members of the campus community. If you see or suspect criminal activity, you cannot assume that someone else has reported it. In keeping with federal guidelines, [it is the policy of Alcorn State University that] all incidents, crimes and emergencies reported to any campus official must be relayed to the university police, (professional and pastoral Counselors are exempted when acting in their official capacity). However, these counselors are encouraged to ask the victim to file a police report.

All employees, staff, faculty and students are to report all incidents, crimes and emergencies to a campus security authority or the ASU Police Department in order for campus police to start the investigative process, to issue a timely warning if necessary and include them in the annual statistical disclosure. In this report, there is a list of agencies to contact to report incidents, crimes, and emergencies.

All applicable incident/police reports are forwarded to the Disciplinary Committee for review and potential action by the Office of Student Affairs. When necessary, the ASU police investigators will investigate a report. Additional information obtained by the investigation will also be forwarded to the Office of Student Affairs.

Crimes resulting in arrest on the main campus are initially sent to the Claiborne County Sheriff's Department; on the Natchez campus, arrestees are initially sent to the Adams's County Sheriff's Department; and on the Vicksburg campus, arrestees are initially sent to the City of Vicksburg Police Department. All crimes should be reported to the University Police Department.

When you call the ASU Police Department, please provide the following information:

- Your name;
- The location of the incident you are reporting;
- A description of the scene and suspects;
- A description of any vehicles involved in the incident, especially a license plate number;
- The nature of the incident.

### **Crime and Incident Reporting Options**

- By phone – dial 911 or extension 3000 or 601-877-3000 (main campus) / 4384 or 601-304-4384 (Natchez campus) / 911 if you are on the Vicksburg campus.
- By confidential reporting form online – ASU website (campus police section)
- By emergency phones around campus
- By email – [police@alcorn.edu](mailto:police@alcorn.edu)
- To a CSA – any university official, residential staff, coach, or faculty
- In person

### **Response to Reports of Crime**

All incidents, crimes, and emergencies reported to the ASU Police department are considered serious and are treated with the appropriate concern and attention toward solving the crime and making an arrest if necessary. An officer will work with individuals reporting a crime to obtain information and evidence, identify potential witnesses, and conduct a thorough investigation. The complainant will be notified in a timely manner of the results of the investigation.

All applicable incident/police reports are forwarded to the university's Disciplinary Committee for review and potential action by the Office of Student Affairs. Crimes resulting in arrest are processed through Claiborne County judicial system.

#### **1.1 Reporting an Emergency**

Members of the ASU community may report a crime, an emergency, or anything suspicious in several ways:

- By dialing 911 in an emergency.
  - By dialing (601) 877-3000 for ASU Police in a non-emergency situation.
- A. Main Campus:** Police, fire and medical emergencies should be reported by calling the ASUPD at ext. 3000 on the campus telephone system or dialing (601) 877-3000. If you dial 911, the 911 operator may redirect your call information to the ASU police or ASU fire department as first responders. The police or fire department will dispatch and deploy all needed units to the scene as quickly and safely as possible. Additional law enforcement or fire/EMS units may be called from neighboring counties.
- B. Natchez Campus:** Police, fire and medical emergencies should be reported by calling the ASUPD at ext. 4384 on the campus telephones system or dialing (601) 304-4384.

If you dial 911, the 911 operator may redirect your call information to the ASUPD as first responders until the Adam’s County Sheriff or City of Natchez Fire Department dispatch and deploy all needed units to the scene.

- C. **Vicksburg Campus:** Police, fire and medical emergencies should be reported by calling the City of Vicksburg Police Department at (601) 636-2511 or 911. The Vicksburg fire department number is (601) 634-2977.

**HOW TO REPORT AN EMERGENCY?**

- Remain** calm, do not panic.
- Contact** 911 or Campus Police
- Give** your name, telephone number and location
- Give:** clear and accurate information
- DON’T HANG UP! Wait and** follow the instructions of the dispatcher

The ASUPD is on duty on the Main campus and Natchez campus and is available to assist you 24 hours a day, each day of the year.

We also encourage you to put your campus police department phone number on speed dialing in your cellular phone. Feel free to report any suspicious activity as well as if you have witnessed or have pertinent knowledge of a crime.

**Below is a table of local law enforcement and fire department emergency numbers:** \*Claiborne County is the county where the main campus is located.

AGENCY	TELEPHONE NUMBER
<b>Police/Fire/Emergency Ambulance 9-1-1</b>	<b>911</b>
<b>*Campus Police &amp; Fire Departments - Main Campus</b>	<b>601 877-3000 / Ext. 3000</b>
<b>*Claiborne County Sheriff’s Police Department</b>	<b>601-437-5161</b>
<b>*Claiborne County Fire Police Department</b>	<b>601-437-8263</b>
<b>Natchez / Adams County Sheriff’s Police Department</b>	<b>601-445-0906</b>
<b>Natchez / Adams County Fire Police Department</b>	<b>601-442-3684</b>
<b>City of Vicksburg Police Department</b>	<b>601-636-2511</b>
<b>City of Vicksburg Fire Department</b>	<b>601-631-2977</b>
<b>Warren County Sheriff’s Department</b>	<b>601-636-1761</b>

## 1.2 Reporting Non- Emergencies

Any member of the university community who is the victim of a crime on campus, or who witnesses a crime on campus, should call the ASUPD immediately.

**On the Main Campus**, the numbers are: 601-877-3000 and at ext. 3000; **On the Natchez Campus**, the numbers are: 601-304-4384 and at ext. 4384; **On the Vicksburg Campus**, the police numbers are: 601-636-2511; or **911**

## 1.3 Confidential Reporting

The ASUPD recognizes that there may be students and staff that may be hesitant about reporting crimes to the police; therefore, we have provided a confidential crime reporting form on the campus website at [www.alcorn.edu/police](http://www.alcorn.edu/police).

Simply click the “*Inform the Police*” tab; then click on the “*Confidential Crime Reporting Form*” link; type your information in the box and click submit. **You do not have to provide your name or email when you submit this form.** Your information may lead to the arrest of a violator which will also be used in our annual crime report statistics.

Another purpose of this confidential reporting tool is to comply with your wish to keep your involvement in the matter confidential. With such information, the university can keep an accurate record of the number of incidents or crimes on campus, determine if there is a pattern of crime, and also alert the campus community to any potential danger.

## 1.4 Limited Voluntary/Confidential Reporting

Police reports are public records under state law; however, the police department can hold certain aspects of the report of a crime in confidence until the investigation of such report is concluded. Reports of crimes under investigation cannot be included in the annual disclosure of crime statistics. Professional and pastoral counselors are exempt from reporting requirements.

However, ASU encourages pastoral, professional, and mental health counselors as well as clergy to inform those they counsel of the procedures for reporting crimes on a voluntary basis. These inclusions will add to the crime statistics as well as expedite due process. The ASUPD encourages anyone who is a victim or witness to any crime to promptly report the incident to the campus police.

## 1.5 Campus Security Authorities

Since ASU has a fully staffed commissioned police force, criminal incident reports go directly to the ASUPD. The Clery Act mandates that institutions disclose statistics for crimes reported to local police agencies and crimes reported to Campus Security Authorities (CSAs). The intent of including non-law enforcement personnel as a CSA is to acknowledge that many individuals and students in particular, are hesitant about reporting crimes to the police; but may be more inclined to report incidents to other campus-affiliated individuals. Therefore, CSAs are involved.

A Campus Security Authority, CSA can include: those responsible for monitoring entrance into school property, athletic personnel, any official of the school who has significant responsibility for students and campus activities

including, but not limited to, student housing, student discipline, and campus outreach programs. A member of the campus law enforcement is also considered a CSA.

Although we encourage the reporting of campus criminal activity directly to the ASUPD, in some instances members of the campus community may choose to file a report with one of the other campus security authorities. To assist our CSAs, we have made an online available which email the report directly to the police department. The CSA's primary responsibility is to report allegations made in good faith and should immediately relay the report to the university police.

There have also been cases where on-campus resident students have submitted reports to their dormitory staff who in turn, have submitted the reports to the campus police.

### **1.6 Staff and Faculty Disciplinary Referrals**

When there is evidence that a student or staff member has committed a crime on campus, disciplinary action at the university level may proceed whether or not criminal charges involving the same incident have been adjudicated or are pending. All criminal cases involving students and staff are referred by the university police department to the university's Office of Judicial Affairs or to Human Resources.

For more information, see the ASU Handbook (Disciplinary Procedures).

### **1.7 Police Daily Crime Log**

A daily log of all criminal offenses and incidents reported on the campus is maintained by the ASUPD; and is available for public inspection between the hours of 8 a.m. and 4 p.m. on Monday through Friday, excluding holidays and when the university is closed.

Log entries are recorded within 24 hours after the information has become available to the police department or after the report has been finalized. This information may also be obtained by accessing the University Police web site at [www.alcorn.edu](http://www.alcorn.edu) (go to crime/incident log tab).

The police department may withhold information from the daily crime log if the release of such information would jeopardize an on-going criminal investigation, the safety of an individual, cause a suspect to evade detection, flee, and/or result in the destruction of evidence.

If any new information about an entry into a log becomes available, the new information will be recorded in the log not later than two business days after the information becomes available.

Crime log information dating back more than the current year, will be made available for inspection within two business days of a request.

### **1.8 Timely Warnings**

Timely warnings are given to provide students, faculty and staff "timely notification" of crimes that may present an ongoing threat to the campus community.

It is the policy of ASU that the circumstances in which a timely warning will be issued in the event a situation arises, either on or off campus; is in the judgment of the Chief of Police, to determine if the situation constitutes an ongoing or continuing threat. The Chief of Police/designee will then determine if a timely warning will be issued and distributed.

Thereafter, the process begins and a campus-wide timely warning will be issued. The warning will be issued and distributed through the university e-mail system and cell phones to students, faculty and staff. The university community will be notified through the Connect-Ed system, the "Big Voice" system, the campus radio and television stations, and the campus student newspaper. The posting of printed material around campus may also be utilized.

In accordance with the published guidelines used to interpret 34 CFR 668(e), the decision to issue a timely warning is made on a case-by-case basis in light of all facts surrounding the crime, including factors such as the nature of the crime, the continuing danger to the community, and the possible risk of compromising law enforcement efforts. Neither the Clery Act nor the Department of Education defines "timely". The Department of Education has stated that the warning should be issued as soon as the pertinent information is available.

ASU will issue timely warnings without delay once reported information has been verified and the determination is made that an immediate threat to the community is evident.

Depending on the particular circumstances of the crime or event, especially in all situations that could pose an immediate threat to the community and individuals, the police department will post additional information as it becomes available along with updated notifications.

(See Emergency Notifications – section 5.2)

Timely warnings for situations that are criminal in nature and involve victim(s), the victims' confidentiality will be preserved. The law dictates that the university has a procedure to ensure that such victim's confidentiality will be preserved in the aftermath of public disclosure.

Timely warnings for situations that are not criminal in nature such as natural disasters, will also be handled by the university's emergency management team. (See Attachment IX for team details). Anyone with information warranting a timely warning should report the circumstances to the university police department by phone or in person at the university police station.

**On the Main Campus**, the numbers are: 601-877-3000 and at ext. 3000.

**On the Natchez Campus**, the numbers are: 601-304-4384 and at ext. 4384. **On the Vicksburg Campus**, the police numbers are: 601-636-2511 or 911

## **1.9 Missing Persons**

If there is reason to believe that a student, employee or visitor is missing from the campus, the ASUPD must be notified. According to state law, there is a 24 hour waiting period to declare an adult (over 18 years old) missing. If a child (under 18 years) old is missing or believed to be in danger, there is not a 24-hour waiting period. Alcorn's missing person procedure also includes all students who live off campus.

**Missing Persons Procedure - Upon** determination of a missing person, adult or minor, the ASUPD will generate a missing person report and initiate an investigation.

If the missing person is an adult over the age of 18, and has been missing for more than 24 hours, the ASUPD will notify the missing person's emergency contacts, law enforcement agencies in surrounding counties and in the jurisdiction where the student or employee originally resided, unless that jurisdiction made the missing person report. Adult missing person emergency contact(s) will be contacted no later than 24 hours after he or she is determined missing.

If the missing person is a minor under the age of 18, and is not emancipated, the student's legal parents or guardian, or emergency contact will be contacted immediately after there is reason to believe that the minor is missing.

All missing person information will be entered on the NCIC (National Crime Information Center) system and that information will become nationwide. In the cases involving minors, there will be not be a 24-hour wait; and the information will be entered immediately into the NCIC system after there is reason to believe that the minor is missing.

Students and employees have provided emergency contact information upon entering the university. This information is confidential; and can only be accessed by authorized campus officials. This information will only be disclosed to law enforcement agencies to assist in an investigation. Students and employees have the right to change their emergency contact information at any time.

To assist with the investigation, the university radio station, television station, Connect-Ed system, emails and university website may be used to disseminate information regarding the missing person. *See policy statement – Attachment VIII*

## **2.0 CRIME PREVENTION**

The ASUPD, working in cooperation with other university departments, has developed a very active and comprehensive program with the objective of preventing crime through awareness and participation of the university community.

While the ASUPD may offer advice and assistance regarding campus security and safety, each individual has the primary responsibility for his/her own safety.

### **2.1 Police Patrol**

A patrol officer's duties include protecting life and property, prevention of crime and keeping the peace. Patrol officers may also be called upon for traffic duty, an investigation, and/or apprehending a suspect. Please keep in mind that the police officer, by asking detailed questions, is attempting to solve a crime or apprehend a suspect, or simply make an accurate report. Weather-permitting, an officer may patrol on foot.

Each member of the university community is asked to be observant and to pay attention to descriptions of persons, including clothing worn, vehicles, and license plate numbers. Any suspicious person observed in or around your residence facility, classroom, office, or work area should be reported to ASUPD immediately.

#### **Campus Numbers**

- Main Campus, 601-877-3000 ext. 3000; • Natchez Campus, 601-304-4384 ext. 4384; and
- Vicksburg Campus, 601-636-2511 ext. 2511.

## 2.2 Escort Safety

The ASUPD will provide an escort service during the hours of darkness while school is in session. The service is offered to students and staff that may be facing a walk in the dark. Please contact campus police.

## 2.3 Anti-Hazing Policy, Procedure & Penalties

All student organizations are responsible for encouraging an atmosphere of learning, social responsibility and respect for human dignity. Hazing is unproductive and is a behavior that is a violation of ASU policy and criminal under the laws of Mississippi. . Therefore, the ASU Office of Student Services has a “zero tolerance” policy with regard to hazing.

In addition, **all organizations**, including Greek organizations that have pledge practices AND all students who intend to pledge are **required to attend an Anti-Hazing workshop** led by the Office of Student Services.

**Any organization (with all of its student members) or potential members who do not attend the workshop will not be allowed to have a pledge class or participate in such class.**

## 2.4 Alcorn Substance Abuse Prevention Program (ASAPP)

(As required under 120(a) – (d) of the HEA)

The ASAP program uses several strategies as required by the Center of Substance Abuse Prevention (CSAP) in delivery of Prevention Services.

- Information Dissemination (Brochures & Flyers)
- Affective Education Programs
- Alternative
- Programs Problem/Identification & Referral
- Community-based process (Community Development)
- Environmental Programs

The program is ultimately designed to prevent problematic behavior, including ATOD use and abuse. ASAPP provides outreach to students (college and adult) through (1) classroom settings; (2) educational-informative programs; (3) including classroom instruction, health fairs, seminars; (4) distribution of literature on ATOD; and (5) decision-making skills.

## Drug and Alcohol Abuse Prevention

Preventing drug abuse and excessive alcohol consumption improves an individual’s quality of life, academic performance and workplace productivity; reduces crime and criminal justice expenses; reduces motor vehicle crashes and fatalities; and lowers health care costs for acute and chronic conditions.

- Excessive alcohol use includes binge drinking (five or more drinks during a single occasion for men, four or more drinks during a single occasion for women), underage drinking, drinking while pregnant, and alcohol impaired driving.
- Drug abuse includes any inappropriate use of pharmaceuticals (both prescription and over-the-counter drugs) and any use of illicit drugs. Alcohol and other drug use can impede judgment and lead to harmful risk-taking behavior.

## **Crime Prevention and Security Awareness Programs - 34CFR 668.46(b) (6)**

The mission of the ASUPD is to provide a safe and supportive environment for the entire ASU community through professional law enforcement, crime prevention efforts, intervention with offenders, solving problems, and community participation.

The goal of the Crime Prevention and Security Awareness Programs is to eliminate or minimize criminal opportunities whenever possible and to encourage students, faculty and staff to be responsible for both their own safety and the safety of others. Crime prevention programs are designed to inform students and employees about the prevention of crime.

Security Awareness Programs are designed to inform students and employees about campus security procedures and practices. Secondly, we want to encourage students and employees to be responsible for their own security and that of others. We also want to increase our audience knowledge with shared information and resources to prevent violence, promote safety and reduce perpetration.

*Crime prevention programs are listed in detail in section 2.5 of this report.*

### **2.5 Clery Act Preventions Programs**

ASU offers a variety of programs accessible with a variety of groups and organizations on campus. Although the Clery Act programs are an “institutional responsibility,” it is noteworthy that some of the student groups on campus present programs on the same subject matter as the Clery Act programs and VAWA programs.

#### **Statement of Programs:**

All ASU programs that address security awareness, crime prevention, sexual assault awareness and prevention, dating violence, domestic violence and stalking are discussion-oriented programs that are led by presenter(s) with knowledge of the subject-matter. Each program is offered with the purpose of achieving its stated goals.

Below is a detailed list of our programs.

*(Details in section 2.6)*

#### **Awareness Programs**

- 1) New Student Orientation
- 2) Resident Halls Programs
- 3) Police Information Sessions
- 4) Campus Organizations
- 5) Title IX Office

**Awareness programs** are defined as *community-wide or audience-specific programming, initiatives and strategies that increase audience knowledge, and share information and resources to prevent violence, promote safety and reduce perpetration.*

### **Primary Prevention Programs**

- 1) Counseling Center Outreach
- 2) Substance Abuse Program offered by Student Affairs
- 3) Seminars and trainings offered by the Title IX office

**Primary prevention programs** are defined as *programming, initiatives and strategies intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.*

### **Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault and Stalking 1)**

- Counseling Center Outreach
- 2) Title IX Office Programs

**Programs to prevent dating violence, domestic violence, sexual assault and stalking** are defined as *comprehensive, intentional and integrated programming, initiatives, strategies and campaigns intended to end dating violence, domestic violence, sexual assault and stalking 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, and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.*

ASU prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as defined by the Clery Act.

### **On-Going Prevention Programs / Awareness Campaigns**

- 1) Counseling Center Outreach
- 2) Student Affairs Substance Abuse Program
- 3) Title IX Programs

### **ASU programs are administered in one of four ways or a combination of the four:**

- 1) Moderator – discussion;
- 2) Power Point Presentation;
- 3) Professional Guest Speaker(s) including a Question/Answer portion; and 4) Group discussions.

*ASU programs include identifying the dangers of abuse, the definition of abuse, signs of abuse, method of self-correction (if possible), and avenues of professional help.*

**Alcorn State University does not have any non-campus locations monitoring the activity of students, student organizations or programs. In addition ASU does not own any non-campus housing facilities to date.**

### **2.6 University Programs:**

**New-Student Orientation (University College):** At the start of every semester, the Chief of Police for ASU addresses new students providing them with important ASUPD information, its policies, procedures, campus safety, parking, community policing, the police section of the website, ASU expected conduct, as well as security awareness.

- Audience(s): Students
- Frequency: At the start of each semester.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention.

**Domestic Violence Awareness and Prevention Program:** The ASU Counseling Center Outreach, a department under the ASU Office of Student Affairs is the university's primary facilitator of awareness and prevention programs. . The Counseling Center conveniently offers programs on the same subject matters that they may counsel students and employees regarding; and this strengthens the knowledge application process.

- Audience(s): Students and employees.
- Frequency: Once each semester.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19)
- Type: Awareness and Prevention

**Sexual Assault Awareness Programs:** The ASU Counseling Center conveniently offers programs on the same subject matters that they counsel students and employees about; and this strengthens the knowledge-application process.

- Audience(s): Students and employees
- Frequency: once each semester.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention

**Police/Fire/EMS Collaboration Programs** – The Alcorn Safety Center not only houses our police department, but also houses the Fire/EMS department. In an effort to keep ASU students and staff aware of the police, safety measures, fire drills, fire codes, what-to-do medical tips as well other Clery and VAWA mandated programs, both the ASUPD and Fire/EMS Departments collaborate with housing department.

- Audience(s): Students and employees.
- Frequency: 1-2 times each semester.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19)
- Type: Awareness and Prevention

**Alcorn Substance Abuse Prevention Program (ASAPP):** This program is ultimately designed to deter and prevent problematic behavior, including ATOD use and abuse. ASAPP provides outreach to students (college and adult) through classroom settings, educational-informative programs, including classroom instruction, health fairs, seminars; distribution of literature on ATOD and decision-making skills.

- Audience(s): Students and employees.
- Frequency: continuous and ongoing.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention

**Resident Halls Programs (monthly)** – Resident halls directors and resident assistants are required to present “student-help” programs. Rape Aggression Defense tips have also been the topic of some of these programs. These programs include Clery and VAWA mandated programs along with student life skills, how-to discussions, and other awareness topics.

- Audience(s): Students.
- Frequency: monthly.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention.

**Counseling Center Outreach** – The ASU counseling center which among other things counsels those students and employees with certain needs and/or those who are victims. They also provide literature and answer questions about alcohol and tobacco use and abuse, drug abuse, sexual assault prevention, stress, suicide and any other social ills. These campaigns are usually done in the dining hall, a high traffic area.

- Audience(s): Students and employees
- Frequency: sometimes weekly- at least monthly.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention.

**The Dangers of Synthetic Drugs Program** – [subject-based discussion] - The Counseling Center conveniently offers programs on the same subject matters that they counsel students and employee about; and this strengthens the knowledge-application process.

- Audience(s): Students and employees.
- Frequency: once each semester.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention

**TIPS – Training for Intervention Procedures:** TIPS is a training program geared toward campus, organizations, departments, students and staff. This 2.5-hour course focuses on intervention methods of detecting situations before they escalate; as well as *recognizing signs* of substance use, abuse, excess, dangerous and abusive behavior, and preemptive measures. • Audience(s): Students and employees

- Frequency once each semester.
- Method: In-person discussion and display (maybe virtual due to the global pandemic as a result of COVID-19).
- Type: Awareness and Prevention

**Student -Leadership Roundtable (monthly)** – The Student Leadership Roundtable is designed for students to share classroom successes, co-curricular experiences and ideas, to discuss issues concerning campus life, and to dialogue with guest lecturers on a variety of issues, topics, and events relative to campus life with the primary emphasis on leadership.

Audience(s): Students

Frequency: 2-3times each semester.

Method: In-person discussion and display.

Type: Awareness and Prevention

**Partnering with the Mississippi Coalition of Partners in Prevention** – all the colleges/universities in Mississippi have been asked to participate in a social media campaign with MCPP. Messages of prevention will be echoed throughout the participating campuses across the state. Alcorn State University will also be engaged in the Facebook and Twitter campaigns. Audience(s): Students and employees Frequency: continuous.

Method: In-person discussion and display.

Type: Awareness and Prevention

**Sexual Assault Program “No Means No”** – [subject-based discussion] - The ASU Title IX programs include information for students and employees to arm themselves with information that will not only make them aware of potentially dangerous situations but also avoid possibly prevention bad situations. Audience(s): Students and employees Frequency: once each semester.

Method: In-person discussion and display.

Type: Awareness and Prevention

**Project Alert – is an Alcorn State University Outreach Program:** Project ALERT is a school-based prevention program for middle or junior high, and high school students that focuses on alcohol, tobacco, and marijuana use. It seeks to prevent adolescent non-users from experimenting with these drugs, and to prevent youths who are already experimenting from becoming more regular users or abusers. Based on the social influence model of prevention, the program is designed to help motivate young people to avoid using drugs and to teach them the skills they need to understand and resist “prodrug” social influences. The target audience are future student who may attend Alcorn State University in the future.

Audience(s): Students

Frequency: 1-2 times each semester.

Method: In-person discussion and display.

Type: Awareness and Prevention

**Alcohol Awareness Program** – [subject-based discussion] - The ASU Counseling Center Outreach is the university’s primary facilitator of awareness and prevention programs. The Counseling Center is a department under ASU’s Office of Student Affairs. The Counseling Center conveniently offers programs on the same subject matters that they counsel students and employee about; and this strengthens the knowledge-application process.

Audience(s): Students and employees

Frequency: once each semester.

Method: In-person discussion and display.

Type: Awareness and Prevention

**Tobacco Awareness Program** – [subject-based discussion] - The ASU Counseling Center Outreach is the university’s primary facilitator of awareness and prevention programs. The Counseling Center is a department under ASU’s Office of Student Affairs. The Counseling Center conveniently offers programs on the same subject matters that they counsel students and employee about; and this strengthens the knowledge-application process.

Audience(s): Students and employees

Frequency: once each semester.

Method: In-person discussion and display.

Type: Awareness and Prevention

**Dissemination of Information on campus** - different departments and organizations on campus are involved in distributing information by postings, handouts, or setting up tables in busy areas such as the dining hall. There is an ongoing effort by the Office of Student Affairs to secure the participation of campus organizations, the fraternities, sororities, and the athletic departments with these efforts.

The Counseling Center disseminates information in the dining hall at least once per week.

The information is presented **in conjunction with national campaign weeks or months**; but will also include Clery Act and VAWA program information as well.

Audience(s): Students and employees

Frequency: continuous each semester.

Method: In-person discussion and display. Type:

Awareness and Prevention

**ASU Website / Police section / Title IX section / Student Affairs section** – The ASU website has a lot of information dealing with security and security tips, safety tips and procedures, confidential reporting forms for reporting all crimes and incidents in addition to the “Clery crimes.”

The Title IX section of the website explains the sexual misconduct policy, student and employee options for reporting harassment and other misconduct.

The Student Affairs section details our drug abuse policies, our substance abuse prevention programs, student engagement, and counseling and testing for both students and employees.

**Crime Prevention and Security Awareness** is also available on the **police website @ [www.alcorn.edu/police](http://www.alcorn.edu/police)**.

**Crime Prevention and Security Awareness Training** falls under the purview of the Vice President of Student Affairs and the offices work in conjunction with University Compliance. Student Affairs has taken a proactive role in obtaining the proper staff training and necessary training materials to comply with the current and on-going demands on the university’s compliance requirements as it relates to Clery, VAWA, Title IX, and the Campus SaVE Act additions.

### **3.0 SEXUAL ASSAULT AND HARASSMENT PREVENTION (Campus Sexual Assault Policy/Programs) 34CFR 668.46(b) (11)**

#### **3.1 Title IX Policy Prohibiting Sexual Misconduct**

In accordance with Title IX and other applicable law, ASU is committed to providing a learning, working, and living environment that promotes integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex and sexual misconduct, which includes sexual harassment, dating violence, domestic violence, sexual assault, stalking, and retaliation. ASU prohibits sex discrimination and sexual misconduct. This policy applies to all persons without regard to sexual orientation, gender, and/or gender expression.

Alcorn State University (ASU) is committed to creating a safe and secure campus environment free from acts of intimidation, sexual assault or violence. All reports of sexual assault will be thoroughly investigated by the university police; and arrests will be made when appropriate.

For more information about this policy, please refer to ASU’s policies & procedures in its entirety: <https://www.alcorn.edu/discover-alcorn/title-ixsexual-misconduct/title-ix-policies>

### 3.2 Title IX Sexual Harassment

Prohibited “sexual harassment” means conduct on the basis of sex that constitutes one or more of the following:

- 1) Sexual assault (as defined in Clery Act); or
- 2) “dating violence,” “domestic violence,” and “stalking” (as defined in Clery Act/Violence Against Women Act).

If necessary, the results of the investigation will be submitted to the Claiborne County Prosecutor to consider criminal prosecution. If requested, supportive measures will be provided.

Supportive measures may include, but are not limited to: Counseling; Extensions of deadlines or other course-related adjustments; Modifications of work or class schedules; Campus escort services; Mutual restrictions on contact between the parties; Changes in work or housing locations; Leaves of absence; Parking accommodations; Increased security and monitoring of certain areas of the campus; and Other similar measures.

### 3.3 Reporting an Alleged Policy Violation

Members of the ASU community who believe they have, or believe someone they know has, experienced a potential policy violation may submit a report in writing, in person, by mail, by telephone, by electronic mail, or by any other means that results in the Title IX Coordinator receiving the report. Reports can be made at any time, including after business hours and on weekends, and by any person. The Title IX Office can be reached by telephone at (601) 877-6124, by sending an email to [titleix@alcorn.edu](mailto:titleix@alcorn.edu), or on campus at Bowles Hall, room 217. Additional contact information for Title IX Office can found by visiting [www.alcorn.edu](http://www.alcorn.edu) and clicking the Title IX page.

Also by contacting the following:

- **On the Main Campus**, the numbers are: 601-877-3000 and at ext. 3000;
- **On the Natchez Campus**, the numbers are: 601-304-4384 and at ext. 4384;
- **On the Vicksburg Campus**, the police numbers are: 601-636-2511; or
- **By dialing 911.**

It is a personal decision whether to report interpersonal violence to police, but survivors are strongly encouraged to do so. The primary concern of the police is your safety and well-being; their second and third concerns are apprehending the assailant and preserving the evidence of the crime.

If the perpetrator of the assault is an ASU student or employee, survivors have the option of filing a complaint with the Title IX Office in accordance with ASU Title IX Policy. Survivors can meet with Title IX staff to gather information about reporting options, supportive measures, and questions about the process.

*It is important to know that the university adjudication process has a clear and convincing evidence standard for determining violations.*

### 3.4 Reporting Options

It is a personal decision whether to report interpersonal violence to police, but survivors are strongly encouraged to do so. The primary concern of the police is your safety and well-being; their second and third concerns are apprehending the assailant and preserving the evidence of the crime.

If the perpetrator of the assault is an ASU student or employee, survivors have the option of filing a complaint with the Title IX Office in accordance with ASU's Title IX Policy and Procedures. Survivors can meet with the Title IX Coordinator to gather information about reporting options, supportive measures, and questions about the process. It is important to know that the university adjudication process has a clear and convincing evidence standard for determining violations.

*It is important for all members of the ASU community to familiarize themselves with all their options for seeking assistance.*

### **3.5 Responsible Employee**

Most ASU employees are considered “*Responsible Employees*” under the Clery Act, and for purposes of this policy, all ASU employees should assume that they are Responsible Employees absent specific instructions to the contrary from an official with authority. Responsible Employees are required to report instances of sexual misconduct to the Title IX Coordinator if they learn about sexual misconduct involving any member of the ASU community or any sexual misconduct on campus or in connection with any ASU program or activity.

These employees should:

- 1) Inform alleged victim of your obligations, including the fact that you cannot promise confidentiality;
- 2) Tell the reporting person what will happen next (he or she will be contacted by the Title IX Coordinator);
- 3) Promptly contact Title IX Coordinator;
- 4) Turn the matter over to the Title IX Coordinator; and
- 5) Do not share the reported information with any other persons.

**3.6 Procedures to follow: if you are a victim** of a sexual assault, the following is strongly suggested:

- Get to a safe place.
  - Call the police immediately: 911 and
1. Seek medical attention immediately: You may not be sure about prosecution; but you might want to later. You are encouraged to *immediately* obtain a medical evidentiary examination and file a police report. You always have the right to change your mind and not to pursue a criminal complaint.
  2. You can also call the **Rape Crisis 24- hour Hotline 1- 888-721-5460**. Their advocates will provide you with some options you may desire and you will not have to give your name.
  3. Do not bathe, shower, douche, change your clothes or change anything at the crime scene. Extremely valuable physical evidence can be obtained from you, your clothing, objects and DNA evidence at the scene of the crime.
  4. You have the right to or not to make a report to the police; however, you are still encouraged to seek professional and medical attention and advice. It is important not to forget the possibility of sexually transmitted diseases, pregnancy or other medical concerns. Additionally, if a rape kit is done, that evidence is available when and if you decide to pursue legal action.

### 3.7 After a Sexual Assault – Preservation of Physical Evidence:

A person who experiences sexual assault should take steps to preserve evidence as soon as possible after the incident, even if they are unsure about reporting it. To better preserve evidence:

1. Do not shower or douche.
2. Try not to urinate. Urinating may reduce the ability to detect date rape drugs.
3. If there was oral contact, do not smoke, eat, or brush your teeth.
4. Do not change clothes. If you have already changed your clothes, place them in a paper bag, as plastic may destroy evidence. If you haven't changed, keep the original clothes on and bring an extra set to wear home.
5. A Physical Evidence Recovery Kit (PERK) will preserve help preserve forensic evidence of an assault. Inform your medical care provider that you wish to have a PERK performed as soon as possible.

### 3.8 University Response

ASU is committed to providing a prompt response to every report of Title IX sexual harassment in an appropriate manner. The goal of this response is to ensure it is sufficiently clear for everyone to understand that ASU will respond to sexual harassment incidents in a method that supports the alleged victim and treats both parties fairly. When Alcorn is made aware of the particular circumstances, the Title IX Coordinator will ensure the following:

- 1) ***Offer supportive measures*** to the person alleged to be the victim (referred to as the “complainant”).
- 2) The Title IX Coordinator will ***promptly contact the complainant confidentially*** to discuss:
  - a. the availability of supportive measures, consider the complainant’s wishes with respect to supportive measures;
  - b. inform the complainant of supportive measures with or without the filing of a formal complaint; and
  - c. explain to the complainant the process for filing a formal complaint.

<https://www.alcorn.edu/discover-alcorn/title-ixsexual-misconduct/title-ix-policies>

### 3.9 Filing a Formal Complaint

A complainant or reporter may complete the *Sexual Misconduct Incident Report Form* through ASU’s online portal or in person by submitting the information to the Title IX Coordinator. A complainant may also call or schedule a meeting with the Title IX Coordinator to initiate a formal complaint. A formal complaint maybe filed with ASU’s Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information at [www.alcorn.edu](http://www.alcorn.edu) for the Title IX Coordinator.

A formal complaint will be initially reviewed by the Title IX Coordinator and **must include**:

- a) Facts alleging conduct under this policy (sufficient information to permit the respondent to understand and respond adequately to the allegations asserted);
- b) A signature (electronic or handwritten) or other designation that the Complainant is the individual choosing to file a formal complaint;
- c) Some allegation or evidence the conduct occurred in an environment covered by this policy; and
- d) A statement that the Complainant is a student or other person seeking to participate in a program or activity of the university.

*To the extent possible, the complainant and those who receive the complaint should preserve evidence and not disturb a potential crime scene. (This includes preserving all text or email communications that may be related to the incident.).*

### **3.10 Confidentiality**

A variety of resources are available at ASU and in the area to assist those who have experienced sexual harassment, including sexual violence.

Individuals considering making a disclosure to ASU resources should make sure they have informed expectations concerning privacy and confidentiality. ASU is committed to providing all possible assistance in understanding these issues and helping individuals to make an informed decision.

It is important to understand that, while the ASU will treat information it has received with appropriate sensitivity, ASU personnel may nonetheless need to share certain information with those at ASU responsible for stopping or preventing sexual harassment. For example, ASU officers, other than those who are prohibited from reporting because of a legal confidentiality obligation or prohibition against reporting, must promptly notify the School or Title IX Coordinator about possible sexual harassment, regardless of whether a complaint is filed. Such reporting is necessary for various reasons, including to ensure that persons possibly subjected to such conduct receive appropriate services and information; that ASU can track incidents and identify patterns; and that, where appropriate, ASU can take steps to protect the campus community.

This reporting by ASU officers will not necessarily result in a complaint; rather, the Title IX Coordinator will assess the information and determine what action, if any, will be taken. Information will be disclosed in this manner only to those at ASU who, in the judgment of the Title IX Coordinator have a need to know.

Should individuals desire to discuss an incident or other information only with persons who are subject to a legal confidentiality obligation or prohibition against reporting, they should ask University officers for information about such resources, which are available both at the University and elsewhere. University officers are available to discuss these other resources and to assist individuals in making an informed decision.

Alcorn shall maintain the confidentiality; as permitted by FERPA, required by law, or to carry out the purposes of any proceeding arising under this policy; of any individual under this policy who:

- 1) Has made a report or Complaint;
- 2) Has been named as a perpetrator; 3) Has been named as a Respondent; or 4) Has been named as a witness.

*ASU may be required to disclose information on a need-to-know basis in order to properly address a Complaint, when there is a threat to others, pursuant to subpoena, or other court or administrative order, or as may be required by applicable law. Violations of confidentiality or privacy by any other persons involved in the resolution, investigation or administration of the Complaint, including any employee, faculty, staff, or student may result in disciplinary or corrective action.*

### **3.11 Prohibition of Retaliation**

No person may intimidate, threaten, coerce or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy or because the individual has made or responded to a report or Complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding or hearing under this policy. This also includes serving as an Investigator or as a member of the Title IX Committee, or a decision-maker(s). Alcorn strictly prohibits retaliation or attempted retaliation. Retaliation or attempted retaliation will be subject to severe sanctions up to and including termination or dismissal from Alcorn.

Alcorn will take steps to prevent recurrence and remedy the effects of any violation of this policy. Further, Alcorn is committed to protecting its community from sexual harassment and from retaliation as a result of participating in a Title IX process.

Charging an individual with disciplinary actions outside this policy for making materially false statements in bad faith in the course of a grievance proceeding does not constitute retaliation. A finding of responsibility against a Respondent, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

There are alternatives to reporting sexual misconduct to the university. For example, a person may choose to speak confidentially to a counselor, a victim advocate, a health care professional, or certain others on campus. Likewise, a person always retains the right and is encouraged to report misconduct to any law enforcement agency, regardless of whether they have reported to ASU or not.

### **3.12 Title IX Coordinator**

As required under federal law, Alcorn State University has designated and authorized Sharonda Porter as Title IX Coordinator. As Title IX Coordinator, Ms. Porter will coordinate ASU's efforts to comply with its responsibilities under Title IX.

The primary responsibilities of the Title IX Coordinator include oversight of all Title IX complaints, monitor complaint outcomes, identify patterns, and assess impacts on university climate. Also, the Title Coordinator manages support measures, conduct trainings and seminars, as well as disseminate Title IX information.

ASU is committed to providing a prompt response to every Title IX sexual harassment in an appropriate manner. The goal of this response is to ensure it is sufficiently clear for everyone to understand that ASU will respond to sexual harassment incidents in a method that supports the alleged victim and treats both parties fairly. When ASU is made aware of the particular circumstances, the Title IX Coordinator will ensure the following:

- 1) *Offer supportive measures* to the person alleged to be the victim (referred to as the "complainant").

- 2) The Title IX Coordinator will *promptly contact the complainant confidentially* to discuss:
  - a. the availability of supportive measures, consider the complainant's wishes with respect to supportive measures;
  - b. inform the complainant of supportive measures with or without the filing of a formal complaint; and
  - c. explain to the complainant the process for filing a formal complaint.

### **3.13 Formal Resolution**

Consistent with ASU *Title IX Policy Prohibiting Sexual Misconduct*, the university has implemented a Formal Resolution process in a manner consistent with the law and due process. Through these procedures ASU strives to prevent acts of sexual misconduct and sex discrimination plus take prompt and appropriate action to investigate and effectively sanction those found to have engaged in such conduct.

*The Formal Resolution Process is the procedure by which allegations are presented in a formal hearing for a determination as to whether this policy was violated.*

#### **A. Pre-Hearing Conference**

- 1) A pre-hearing conference shall be coordinated by the Title IX Coordinator and chaired by a Hearing Panel chair. Parties and Advisors are encouraged, but not required, to be present.
- 2) This conference shall be conducted at least three (3) business days prior to a scheduled hearing panel and ten (10) business days post the finalized investigative report being sent to the parties and Advisors, if applicable.
- 3) The purpose of the pre-hearing conference shall be to:
  - a) Identify the panelists and address any objections to members of the panel;
  - b) Address evidentiary issues or questions to be posed at the hearing (i.e. numbers of witnesses, use of documents, expected length of hearing, etc.);
  - c) Ensure parties will have Advisors available to conduct cross examination and that the advisor is familiar with the hearing process under this policy;
  - d) Provide a forum to address any questions related to the hearing panel process and procedures.

#### **B. Hearing Panel**

The panel shall consist of one chair and two other ASU employees trained in adjudication. It shall afford each party an opportunity to present evidence and question opposing parties and witnesses.

#### **C. Advisors**

The parties are permitted to be represented by an Advisor. If a party does not have an Advisor at the hearing, one shall be provided by ASU at no cost to the party. The Advisor may be, but is not required to be, an attorney. The Advisor is the only person who may conduct direct or cross examination on behalf of a Complainant or Respondent.

#### **D. Direct and Cross Examination**

- 1) At the hearing, the questioning of witnesses or opposing parties must be conducted directly, orally and in real time by the party's Advisor and never by a party personally.
- 2) Each party's Advisor will be permitted to ask the other party and any witness's relevant questions and follow-up questions, including those challenging credibility.
- 3) Only questions relevant to determining the veracity of the allegations will be allowed.
- 4) Questions or evidence about a Complainant's sexual predisposition or prior sexual behavior are not relevant, unless:
  - a. offered to prove that someone other than the Respondent committed the conduct alleged in the complaint;
  - b. concern specific incidents of the Complainant's prior sexual behavior with Respondent and are offered to prove consent.
- 5) The panel chair will have the sole authority to determine whether the question is relevant and whether it will be permitted. The chair must explain any decision to exclude a question as not relevant.

#### **E. Failure to Appear/Answer**

- 1) If a party or witness does not submit questioning at the hearing, the panel must not rely on any statement of that party or witness in reaching a determination regarding responsibility.
- 2) The Panel cannot draw an inference about the determination regarding responsibility based solely on:
  - a) A party's or witness's absence from the hearing; or
  - b) Refusal to answer questions.

#### **F. Deliberations**

- 1) The panel shall deliberate in closed session with only panelists present.
- 2) The panel shall make a finding of responsible, not responsible or insufficient evidence based on the Clear and Convincing Standard of Evidence.
- 3) Upon reaching a decision, the panel will invite the parties and Advisors to return to hear of the panel's finding regarding responsibility for a violation of this policy.
- 4) If the Respondent is found in violation, the panel shall move to address sanctions.

#### **G. Determination and Sanctions**

- 1) If the Respondent is found responsible, the panel may choose to hear from the parties or ask questions of the parties in evaluating possible sanctions. Prior conduct history of the Respondent will be considered in sanctioning.
- 2) Upon reaching a sanctioning decision, the panel will share with the parties and Advisors any sanctions imposed. The panel will prepare and provide to the Title IX Coordinator, within five (5) business days of the hearing, a written determination which must include:
  - a) Identification of the allegations constituting sexual misconduct;
  - b) A description of the procedural steps taken from receipt of the Formal Complaint through determination, including any notifications to the parties, interviews with parties and witnesses, evidence gathered and hearings held;
  - c) Findings of fact supporting the determination;
  - d) Conclusions regarding the application of the policy to the facts;

- e) A statement explaining the sanction for each policy violation found “responsible”;
  - f) Whether additional remedies designed to restore or preserve equal access will be provided by Alcorn to the Complainant.
- 3) The Title IX Coordinator is responsible for effective implementation of any remedies and sharing of outcomes. The written determination prepared by the panel chair shall be shared electronically by the Title IX Coordinator with the parties and Advisors within three (3) business days of receipt from the panel chair.
  - 4) The determination regarding responsibility and sanctions becomes final either: a. If appealed, the date written notice is provided to the parties of the appeal result; or b. If not appealed, the date on which an appeal would no longer be considered timely.
  - 5) An audio or audiovisual recording, or transcript, shall be created and available to the parties for inspection and review.

### **3.14 Terms and Definitions:**

**Sexual Harassment:** unwelcome conduct on the basis of sex that satisfies one or more of the following:

- 1) An employee of Alcorn State University conditioning the provision of an aid, benefit, or service of Alcorn on an individual’s participation in unwelcome sexual conduct;
- 2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person’s equal access to education program or activity; or
- 3) Sexual assault (as defined in the Clery Act), dating violence, domestic violence or stalking as defined in the Violence Against Women Act (VAWA).

Sexual harassment is not limited to being bi-directional (male-to-female and female-to-male). Prohibited conduct, is still prohibited irrespective of the identity of the Complainant and Respondent. As explained, any person may experience sexual harassment as a form of sex discrimination, irrespective of the identity of the Complainant or Respondent.

*Notice: Alcorn’s Title IX definition of sexual harassment, consistent with the United States Supreme Court’s “Davis” definition is intended to provide First Amendment protections appropriate for educational institution where students are learning and employees are teaching. At Alcorn State University students, teachers, faculty, and others enjoy free speech and academic freedom protection even when speech or expression is offensive.*

**Sexual violence:** a form of sexual harassment. Sexual violence, as the U.S. Department of Education’s Office of Civil Rights uses the term, refers to physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent (e.g., due to the student’s age or use of drugs or alcohol, or because an intellectual or other disability prevents the student from having the capacity to give consent). A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. **Sexual Assault (Sex Offenses):** Any sexual act directed at another person, without consent of the victim, as defined in the Clery Act, including instances where the victim is incapable of giving consent, including:

**Rape:** 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. This offense includes both males and females.

**Fondling:** The touching of the private parts of another person for the purpose 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:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Sexual intercourse with a person who is under the age of consent (in Mississippi, according to Miss. Code §97-3-65, effective consent cannot be given by persons under the age of 14. Persons who are at least 17 years old cannot receive effective consent from anyone between the ages of 14 and 16 or younger by more than 36 months).

For the purposes of this definition:

**Consent** means voluntary, positive agreement between the participants to engage in specific sexual activity.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or to suffer substantial emotional distress.

- *Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, threatens, or communicates to or about a person, or interferes with a person's property.
- *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
- *Substantial emotional distress* means **significant mental suffering or anguish that may, but does not necessarily, require medical or professional treatment or counselling.**

**Dating Violence:** 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) where the existence of such a relationship shall be determined based on a consideration of its *length, type, and frequency* of interaction between the persons involved in the relationship. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

*Dating Violence does not include acts covered under the definition of domestic violence.*

**Domestic Violence:** A felony or crime of violence committed by: • A current or former spouse of intimate partner of the victim; • A person with whom the victim shares a child in common; • A person who is cohabiting with, or has cohabited with, the victim as a spouse or intimate partner; • 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 • 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.

**Gender-based harassment:** Unwelcome conduct based on a person’s actual or perceived sex. It includes slurs, taunts, stereotypes, or name-calling, as well as gender-motivated physical threats, attacks, or other hateful conduct.

**Actual knowledge:** Notice of sexual harassment or allegations of sexual harassment to Alcorn’s Title IX Coordinator or any other Alcorn official who has authority to institute corrective measures on behalf of Alcorn.

**Deliberate indifference:** Standard used to evaluate Alcorn’s selection of supportive measures and remedies, and responding to sexual harassment in a manner that is “clearly unreasonable in light of the known circumstances.”

**Retaliation:** Intimidating, threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by Title IX or its implementing regulations, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under regulations implementing Title IX.

**Complainant:** An individual who is alleged to be the victim of conduct that could constitute sexual harassment.

**Respondent:** An individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

**Advisor:** Under the conditions outlined in the applicable procedures, the parties in a Title IX grievance process each may be entitled to designate an “advisor” to support him or her during the investigation process. Advisors are individuals who, provide support to the advisee throughout the Title IX investigation. An advisor should be someone who can assist the party without conflict and thus, may not have any other involvement in the process. The advisor may be present when their advisee is being interviewed and can give feedback to their advisee in private. They may not speak for their advisee during the interview or hearing. The Advisor may not an attorney, but is required to be an attorney.

**Responsible Employee:** Designated people within the Alcorn community, who must report incidents of sexual assault or sexual harassment to the Title IX Coordinator. Most faculty and staff at Alcorn State University are considered “responsible employees” and thus must report. Some employees are considered “Confidential Employees”, who do not need to share information.

**Grievance Procedure:** The process by which Alcorn investigate and adjudicate sexual harassment under Title IX. Alcorn uses this process and procedure to respond to Formal Complaints of sexual harassment.

**Title IX Committee:** A group of five (5) individuals from the Alcorn faculty and staff. The purpose and mission of this committee is to assist with investigations pursuant to Title IX. In addition, the committee is an integral component of developing and implementing Alcorn’s sexual harassment policy.

**Supportive Measures:** Individualized services (provided to either party, or both parties), reasonably available, offered without charge/fee, designed to restore or preserve a complainant's equal access to the Alcorn's education program or activity without unreasonably burdening the other party, and/or designed to protect the complainant's safety or deter sexual harassment. Support measures should be non-punitive and non-disciplinary. Examples include: (1) Mutual no contact order prohibiting communication between the parties, (2) supervising the respondent, (3) informing the respondent of the Alcorn's policy against sexual harassment, (4) mental health services, (5) academic arrangements or adjustments, (6) modification of work, housing and/or class schedule, and (7) leaves of absence.

*NOTE: Supportive measures shall remain as confidential to the extent that such confidentiality would not impair the ability to provide the supportive measures. The Title IX Coordinator shall bear responsibility for coordinating the effective implementation of supportive measures.*

**Clear and Convincing:** Alcorn is required to use a standard of evidence to determine if a respondent is responsible for an incident. Clear and convincing evidence is defined as follows: that weight of proof which produces in the mind of decision-maker a firm belief or conviction as to the truth of the allegations sought to be established, evidence so clear and direct and weighty and convincing as to enable the decision-maker to come to a clear conviction, without hesitancy, of the truth of the precise facts of the case.

**Formal Complaint:** A document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the school investigate the allegation of sexual harassment. The only Alcorn official who is authorized to initiate a grievance process against a respondent is the Title IX Coordinator (by signing a formal complaint). At the time of filing a Formal Complaint, a Complainant must be participating in or attempting to participate in the education program or activity of Alcorn State University (the school with which the Formal Complaint is filed).

**Document filed by Complainant:** a document or electronic submission (such as by e-mail or through an online portal provided for this purpose by Alcorn) that contains the complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the Formal Complaint. Where the Title IX Coordinator signs a Formal Complaint the Title IX Coordinator is not a Complainant or party during the grievance process, and must comply with requirements for Title IX personnel to be free from conflicts or bias.

### **3.15 Prevention Information:**

#### **Safety Tips**

Safety is a shared responsibility. As members of the campus community, everyone should help to make the campus a safer place. Using some simple safety precautions will greatly reduce your chance of becoming a victim of crime. One simple piece of information you should always have is your location. If there is an emergency, responders will ask for your location or address so have this information readily available.

## **A. Protecting Yourself at Home, in Your Room, Residence Hall, or Apartment**

- Lock your door, even when you intend to return home shortly or even if you are just going down the hall. It takes a thief 10 seconds or less to enter an open room and steal your property.
- Take extra time to ensure your windows and doors are locked, especially when you are alone or at night
- Do not leave valuables in plain sight. Record the serial number of your valuables or engrave a unique identification number on the item.
- Store emergency numbers in your mobile phone and place them next to your home phone.
- Do not leave messages on your door indicating you are away and when you will return.
- Do not let strangers enter dormitory or premises.
- Do not prop open outer doors.
- If someone asks to use your phone for an emergency call, offer to telephone for them instead of allowing them access.
- Do not put your address on your key ring.
- Know your neighbors.
- Do not leave keys in hiding places. Thieves will find them. Carry your keys or make sure anyone who truly needs them has their own copy.
- Call ASU Police Department to report suspicious persons or activity in or around your neighborhood. Call 911 if you are off campus.
- Open a savings or checking account instead of keeping money in your room.
- Keep automatic teller machine cards in a safe place, and keep your PIN secret. When possible, only use ATMs during the day.

## **B. Protect Yourself When Walking**

- Avoid walking alone at night unless absolutely necessary.
- Stay on well-lit, commonly traveled routes.
- Avoid shortcuts and dark, isolated areas.
- Walk purposefully, know where you are going, and project a confident image.
- Avoid potentially dangerous situations.
- If you feel threatened, cross the street, locate an emergency phone, or enter a store or place of business even if you have just left it.
- Have your keys ready in hand when approaching your vehicle or door and not buried in a bag or in your pocket.

## **C. Protect Your Automobile or Bicycle**

- Always lock your car. Never leave the windows down while it is unattended.
- Do not leave tempting valuables or property visible inside the car. Lock these items in the trunk.
- Lock bikes to bike racks with hardened-alloy locks and chains or u-shaped locks to prevent thefts.

## **D. Protecting Yourself When Driving**

- Look into your car before getting in. Lock doors and roll up windows once inside for protection.
- Never pick up strangers.
- Drive to a police or fire station or open place of business if you feel you are being followed.

- Do not stop to help occupants of stopped or disabled vehicles. Continue driving to the nearest phone and call assistance for them.

### **Bystander Intervention**

*Programs must include discussion about bystander intervention.*

**Who Is a Bystander?** – Bystanders 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.”

**What Is Bystander Intervention?** - Bystander intervention is the act of feeling empowered and equipped with the knowledge and skills to effectively assist in the prevention of sexual violence. Bystander intervention doesn't have to jeopardize the safety of the bystander.

### **Bystander intervention includes:**

- Recognizing situations of potential harm
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers,
- Intervening, identifying safe and effective intervention options and taking actions to intervene.

Bystander intervention and “bystander education programs teach potential witnesses safe and positive ways that they can act to prevent or intervene when there is a risk for sexual roles that they can use in preventing sexual violence, including naming and stopping situations that could lead to sexual violence before it happens, stepping in during an incident, and speaking out against ideas and behaviors that support sexual violence. It also gives individuals the skills to be an effective and supportive ally to survivors after an assault has taken place.”

### **Safe and Positive Options or Bystanders / Risk Reduction**

*Please remember that your safety is of the utmost importance. If you feel a situation may threaten physical harm to yourself or another student, ask others for help.*

1. **Direct:** Step in and address the situation directly. One might say, "That's not cool. Please stop." or "Hey, leave them alone." This technique tends to work better when the person that you're trying to stop is someone that knows and trusts you. It does not work well when drugs or alcohol are being used because someone's ability to have a conversation with you about what is going on may be impaired, and they are more likely to become defensive.
2. **Distract:** Distract either person in the situation to intervene. One might say, "Hey, aren't you in my class?" or "Who wants to go get pizza?" This technique is especially useful when drugs or alcohol are being used because people under the influence are more easily distracted than those that are sober.
3. **Delegate:** Find others who can help you to intervene in the situation. One might ask a friend to distract one person in the situation while you distract the other ("splitting" or "defensive split"), asking someone to go sit with them and talk.

4. **Delay:** For many reasons, you may not be able to do something right in the moment. For example, if you're feeling unsafe or if you're unsure whether or not someone in the situation is feeling unsafe, you may just want to check in with the person. In this case, you can combine a distraction technique by asking the person to use the bathroom with you or go get a drink with you to separate them from the person that they are talking with. Then, one may ask: "Are you okay?" or "How can I help you get out of this situation?" or "Do you need help?"

Relying solely on non-verbal communication can lead to misunderstandings and harmful consequences for all of the parties involved because this form of communication may be unclear. Individuals should be able to clearly articulate why and how they knew that they had received consent and what they considered to be indications of consent before they engaged in sexual behavior.

### **Training, Educational, and Prevention Programs**

The Title IX office shall regularly offer training, educational and prevention programs designed to inform the campus community about sexual misconduct and this policy. The Title IX office shall also offer bystander intervention programs along with other events designed to reduce the prevalence of sexual violence within the Alcorn campus community. Information on these programs shall be available on Alcorn's Title IX website.

### **Date Rape Drugs & Alcohol Information**

**While under the influence of alcohol:** men and women can feel that they are more sexual; Alcohol causes increased misperceptions by reducing the ability to process complex thoughts. It can be used as an excuse (I Was Drunk); It can decrease the ability to resist an attack; In over 3/4 of college rapes, alcohol was involved in some way.

**Rohypnol and GHB** are called the date rape drugs because when they are slipped into someone's drink, it makes the victim's ability to resist impaired; and then a sexual assault can take place without the victim being able to remember what happened.

**Rohypnol** is referred to as (roofies, roopies, circles, the forget pills.) It works like a tranquilizer. It causes muscle weakness, fatigue, and slurred speech, loss of motor coordination and judgment, and amnesia that lasts up to 24 hours. It looks like an aspirin – small, white, and round.

**GHB** (GAMMA-HYDROXYBUTERATE is also known as —liquid X —salt water or —scoop) -causes quick sedation. Its effects are drowsiness, nausea, vomiting, headaches, dizziness, coma, and death. It's most common form is clear liquid although it can also be a white, grainy powder.

### **Tips that may help prevent Acquaintance Rape**

There are no definite rules to avoid becoming a victim of acquaintance rape. However, if expectations and feelings about sex are clearly communicated, rape may be less likely to happen.

Here are some suggestions that will help clarify relationships:

- **Be careful** not to let alcohol or other drugs decrease your ability to take care of yourself and make sensible decisions.

- **Trust your** gut feelings. If a place you are in or the way your date acts makes you nervous or uneasy, get out or leave
- **Check out** a first date or a blind date with friends. Meet in and go to public places. Carry money for a phone call or taxi or take your own car
- **Don't leave** a social event with someone you've just met or don't know well.
- **Do not accept** beverages from someone you don't know and trust. Always watch your drink and never leave it unattended.
- **Be assertive.** Express your expectations and feelings clearly. Stand up for your rights without violating those of others.
- **Communicate clearly.** Realize that it takes effort for two people to understand each other
- **Take responsibility.** Say YES if you mean YES and NO if you mean NO ... and know the difference.
- Before you end up in a situation where you are vulnerable, think about your alternatives.

### **Dater's Bill of Rights**

1. I have the right to refuse a date without feeling guilty.
2. I can ask for a date without feeling rejected or inadequate if the answer is no.
3. I do not have to act macho.
4. I may choose not to act seductively.
5. If I don't want physical closeness, I have the right to say "no".
6. I have the right to start a relationship slowly, to say, "I want to know you better before I become involved."
7. I have the right to be myself without changing to suit others.
8. I have the right to change a relationship when my feelings change. I can say, —We used to be close; but I want something else now."
9. If I am told a relationship is changing, I have the right not to blame or change myself to keep it going.
10. I have the right to an equal relationship with my partner.
11. I have the right not to dominate or be dominated.
12. I have the right to act one way with one person and a different way with someone else.
13. I have the right to change my goals whenever I want to.

### **Myths that Contribute to Date Rape**

1. At a certain point a man cannot stop.
2. When a woman says "NO" it means "CONVINCE" me.
3. When a woman teases a man it is acceptable to force a woman to have sex.
4. Unless a woman resists it is not rape.
5. It is not rape when a woman is drunk or passed out.
6. The way a woman dress is a sign she wants to be raped.
7. If a woman has had sex with the person on another occasion, it cannot be rape.
8. If woman did not take precautions it can't be rape.
9. If a woman agrees then changes her mind it's not rape.
10. If a guy or girl is too drunk to know what he or she is doing, it's not rape.
11. All rapists know that their actions are defined as rape.
12. Rape does not affect men.

### 3.16 Counseling Resources and Services

Resources are also available off campus, since some survivors may not want to go to the Student Health Center or may need assistance after hours, or may not hold status as a student. All contact information is provided below.

<b>ON &amp; OFF CAMPUS SUPPORT SERVICES</b>	
<b>Services Offered</b>	<b>Contact Information</b>
<p><b>Health and Disability Services Alcorn State University Center</b></p> <p><b>1000 ASU Drive, #779 Rowan Hall</b></p> <p><b>General Health Treatments, Lab</b></p> <p><i>(primary health care facility on the main campus)</i></p> <p>emergency care, among other work, flu vaccinations, services.</p> <p>Phone: 601-877-6460 Fax: 601-877-2340</p>	
<p><b>Office of Counseling and Testing</b></p> <p>Provides a range of services designed to assist enrolled Alcorn students with their academic studies, personal and social development and career choices.</p> <p>Walter Washington Administrative Classroom Building (WWACB)</p> <p>3rd Floor Room 305 counseling, consulting/referrals, (individual and/or group substance abuse prevention program, &amp; psychological assessment evaluation)</p> <p><b>601-877-6230</b></p> <p><i>Services are FREE and CONFIDENTIAL.</i></p>	
<p><b>The Guardian Sexual Assault Crisis Center</b></p> <p>24-Hour Crisis Line</p> <p>Counseling for Victims &amp; Families</p> <p>Their Escorts to medical &amp; Legal Emergency Shelter Facilities</p> <p>126 S. Commerce St., Suite 103 Natchez, MS 39121</p> <p><a href="mailto:crisis@bkbank.com">crisis@bkbank.com</a></p> <p>601) 446-8668</p> <p>Crisis line: (888)- 721-5460</p>	
<p><b>The Guardian Shelter</b></p> <p>P O Box 1225</p> <p>Natchez, MS 39121</p> <p>1-800-273-6938</p>	
<p><b>24 Hour Rape Crisis Hot-Line</b></p> <p><b>800-656-HOPE (4673)</b></p>	
<p>Southwest MS Mental Health Complex</p> <p>Regional Community Mental Health &amp; Alcohol and Drug Prevention and Rehabilitation</p> <p>1701 White St.</p> <p>McComb, MS 39649</p> <p>Treatment Services for Adams, Jefferson, and Claiborne Counties</p>	

## **SART - Sexual Assault Response Team:**

The Sexual Assault Response Team: its duties and responsibilities fall under police jurisdiction at Alcorn State University. The Sexual Assault Response Team includes at least the following: a counselor, a law enforcement investigator, and a medical representative.

The other members of SART will include members of the university community that serve as “first responders”. These members are those faculty and staff members who students can and will identify with and perhaps confide in. Therefore, in the unfortunate event of an incident, the victim will approach the “first responder” member and start the judicial process.

The SART team must be people who have some experience with sexual assault victims; therefore, we require at least one professional training session of the SART team coordinators and subsequent follow-up training and information gathering. This team will also coordinate and communicate with other community agencies and services as required.

## **Sexual Assault Victims Center**

Alcorn State University police department has partnered with Catholic Charities **Guardian Sexual Assault Center** to help us provide on-campus sexual assault/rape education and prevention programs; and, to also serve as our extended rape crisis center. In addition, the university’s counseling and testing services are an integral part of this process.

**The Guardian Sexual Assault Center a statewide network.** The closest center is in Natchez, Mississippi – 3 miles from the main campus and minutes away from our Natchez campus. The center provides an array of services to victims of sexual assault. The program is established to help eliminate or reduce the incidence of rape and sexual assault through prevention and education.

<http://www.catholiccharitiesjackson.org>.

**All services are offered free of charge -- services offered:**

### **24-hour crisis hot line – 1-601-366-0222**

- Mental Health Intervention
- Crisis Intervention
- Counseling for victims and loved ones
- Counseling for adult survivors
- Police / Court Escorts
- Community Awareness
- Emergency Shelter
- Day Treatment
- Adolescent Day Treatment
- Emergency assistance
- Guardian Shelter for Battered Families
- Supportive Housing
- Guardian Sexual Assault Center
- Guardian Collection Thrift Store
- Food Pantry

## Support Resources

Any and all the contacts below can direct victims to the resources they may need. On campus counseling is available. Off campus counseling is also available to walk-in or referrals.

ASU has a partnership with **Catholic Charities – Guardian Sexual Assault Center** who provides a number of other services for victims of sex offenses in addition to mental health services. However, any and all internal and external services of choice are available to victims.

## Support Resources Numbers

<b>Police/Fire/Emergency Ambulance 9-1-1</b>	
<b>Campus Police (University Police)</b>	<b>601 877-3000</b>
<b>University President</b>	<b>601-877-6111</b>
<b>Vice President for Student Services</b>	<b>601-877-6380</b>
<b>Title IX Coordinator</b>	<b>601-877-6124</b>
<b>Counseling &amp; Testing Center (WWAB 3rd floor)</b>	<b>601-877-6230</b>
<b>Health Services (Infirmary)</b>	<b>601-877-6460</b>
<b>University Housing</b>	<b>601-877-6478</b>
<b>ASU Family Clinic (Natchez Campus)</b>	<b>601-304-4375</b>
<b>Alcorn State University “After Hours” Crisis Hotline</b>	<b>601-645-2103</b>
<b>Brentwood Mental Health Services</b>	<b>800-863-4004</b>
<b>Catholic Charities-Guardian Sexual Assault Center (see page 24)</b>	<b>888-721-5460</b>
<b>Mississippi Department of Mental Health</b>	<b>877-210-8513</b>
<b>Merit Health Natchez</b>	<b>601-443-2100</b>
<b>National Suicide Prevention Lifeline</b>	<b>800-273-8255</b>
<b>Rape Crisis Hotline - RAINN Rape, Abuse and Incest National Network</b>	<b>800-656-4673</b>
<b>Mississippi Coalition Against Sexual Assault</b>	<b>877-739-3895</b>
<b>SANE: Sexual Assault Nurse Examiner</b>	<b>877-739-3895</b>
<b>National Sexual Assault Hotline</b>	<b>800-656-4673</b>

#### **4.0 REGISTERED SEX OFFENDER INFORMATION**

##### **(Location / Notification of Registered Sex Offenders) 34CFR 668.46(b) (12) Sex Offender Statement**

The Campus Sex Crimes Prevention Act of 2000 (CSCPA), signed into law October 28, 2000, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education.

In addition to Wetterling, the Act also amended the Clery Act and the Family Educational Rights and Privacy Act of 1974.

As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state as to whether the person is a student or works at an institution of higher education, identify each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student, and must also alert the state of any change in enrollment or employment status.

ASU publishes the notification of sex offenders on the university's website: Go to [www.alcorn.edu/police](http://www.alcorn.edu/police) click on the **sex offender's notifications** tab.

For general resource information about sex offender registries, sex offenders, crime-information, and crime statistics go to:

- [Mississippi Criminal Database](#) – various crimes
- [Mississippi Public Sex Offender Registry](#)
- <http://www.mississippisexoffenders.net>

When the ASU has received official notification that a convicted sex offender is enrolled or at the institution, the information is posted on the university website. In addition, notifications of offenders within a 30-mile radius of ASU is provided.

The release of this information is only intended to inform and enhance the security of the ASU community which is required by law. The individuals who appear on this notification have been convicted of a sex offense that requires registration and notification by law.

#### **5.0 EMERGENCY NOTIFICATION, RESPONSE, EVACUATION AND TIMELY WARNING POLICY**

ASU Policy and the federal Jeanne Clery Act, requires the university to make every effort to notify members of the campus community of any incident that could threaten their safety as well as other incidents, crimes, or trends of which they should be aware in order to make the best possible decisions about their personal safety.

To share notifications, the university uses several different methods of communication to attempt to reach all members of the ASU community. Different methods of communication will be used in different circumstances, all of which are outlined in this plan. Students, faculty and staff are encouraged to familiarize themselves with the plan.

ASU has established the *Emergency Management Plan* that defines and determines the seriousness of the situation in order to take appropriate steps toward the desired resolution. Below are the various mediums by which ASU notifies the campus to safety threats or trends, followed by the definitions of the types of communications ASU will send out.

The University's Emergency Management Plan consists of two major components:

- 1) Emergency Management Team (EMT); and
- 2) Emergency Operations Team (EOT)

#### **The Emergency Management Team (EMT).**

The Emergency Management Team (EMT) consists of the President of the University and senior management (Vice Presidents). It also includes members who have been designated to serve as an EMT member. These members include but not limited to: Campus Police Chief, Fire Chief, CITS and Facilities Management.

The EMT is responsible for developing the Emergency Response Guidelines, training EOT members and activating the EOT during an actual emergency or training exercise. The EMT also will make evaluations during an emergency and take appropriate actions.

#### **The Emergency Operations Team (EOT).**

The Emergency Operations Team (EOT) is activated based on the type and nature of the incident, to manage the operational aspects of the University's response to an emergency event. The University Incident Commander heads EOT.

The Incident Commander, the Chief of Police has responsibility for overall management of the incident and must be fully qualified to manage the incident. The Chief of Police has been trained in emergency response and has been designated as the University Incident Commander. Members are responsible for ensuring that their functional area has a Critical Operations Plan and necessary resources to execute their plan.

The Emergency Operations Team (EOT) also involves different departments of the university possessing different areas of expertise. Outside expertise will be consulted without delay to determine and manage the emergency crisis. Upon confirmation of the emergency, the Emergency Operations Team will determine the level of the emergency, determine the content of the notification and initiate the notification system.

*(See Attachment VIII for a list of people responsible for management of an emergency crisis)*

#### **Declaration of Emergency and the Process**

The primary responsibility for monitoring emergency threats and events that pose an immediate threat to the health and safety of students, employee and staff resides with the ASUPD. The police department operates on a continuous 24-hour basis and is always available to receive emergency communications from various official and public sources.

In any type of emergency, the Shift Supervisor (supervisor in charge) should follow standard operating procedures. If the emergency warrants, he/she should communicate immediately with the police chief.

Based on information obtained from the appropriate entities, the University Incident Commander/designee will initially declare the level of the emergency and may activate portions or all of the Emergency Management Plan to the extent necessary to control the situation.

Upon activation, appropriate EOT members will be notified and should report to the designated Emergency Operations Center (EOC) as directed. The University Incident Commander shall review the circumstances of the emergency with the EOT members and determine the appropriate response.

Should it be deemed necessary to warn the University community of an impending threat or emergency situation, the ASUPD will activate alert warning system; and the University Incident Commander will declare the level of the emergency.

## **5.1 Emergency Notification Procedure**

*All emergency notifications will be issued "without delay*, and taking into account the safety of the university 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 efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. In this instance, the notification will be put on hold until cleared.

All emergency notifications will be sent to the entire ASU campus community. This is to ensure that all persons have enough information so they will not unknowingly wonder into a dangerous area. Those persons who are not in the dangerous area may contact those they know to be in, or going toward the dangerous area. If the situation merits, notification will be sent to the adjacent communities.

Students, faculty and staff are notified by campus email to enroll in Alcorn State University's state-of-the-art emergency notification system, Connect-Ed. It one of is the quickest ways to ensure that our campus community receives critical university notifications on safety issues, school closings, weather alerts and any other emergency or police matters.

Connect-Ed sends simultaneous messages to all registered recipients via text-message capable phones, PDAs, and regular e-mail and “Big Voice” of information critical to their safety and well-being. It is important for the university to be able to notify, in a time-sensitive manner, the campus and community to minimize the spread of misinformation, restore order and provide direction and even save lives or injury.

The Connect-Ed service has been successfully used for communication by schools across the country during events, such as the wildfires in Southern California and Hurricane Katrina, as well as campus notifications required by the Clery Act, and to help locate missing persons.

In addition to the Connect-Ed system, the university will utilize its radio station (WMPR – 91.7 FM) and its television station (ASU TV 13), VOIP- phone system

All members of the Alcorn community are urged to register for the Connect-Ed services via web At <https://connected.alcorn.edu/default.asp>.

## **Outdoor Warning System**

ASU implemented an Outdoor Warning System called “**Big Voice**”. It consists of strategically placed sirens that audibly warn the university community to take the appropriate actions in the event of an emergency, such as a severe weather event or any impending danger. The warning system is audible

throughout the main campus. When you hear the warnings, you should take all necessary precautions, as specified by the EMT. When the threat has passed, a verbal “all clear” announcement will be broadcast. “Big Voice” is tested at least twice every semester.

**Testing of the Emergency Notification System** - the Connect-ED emergency notification system is one per year. All tests are announced to not cause alarm that there is a real emergency. Simulated (unannounced) tests are also run periodically by CIT (campus information technology). The system keeps documentation of the tests in the computer database. There are two tests: Simulation and Semi-simulation.

- 1) **Simulation Tests:** the recipients are notified of the testing of the system and then the message is sent to them by the CIT computer system which logs whether the messages were received or failed;
- 2) **Semi-Simulation Tests;** involves the police dispatcher. The recipients are notified of the test; and the police dispatcher sends the message. These tests may involve a real scenario such as the evacuation of a building. There will be at least one annual testing of the semi-simulation test that will be projected to get the full effect of a real scenario. *The procedure for publicizing this test will be that of the emergency notification procedures.*

**Emergency Notification System Training:** there are key people who have been trained in the Connect-ED emergency notification system. The police dispatchers and university relations personnel have been trained to send a message in the event of an actual emergency. Training is ongoing.

### **Confirmation and Content of the Notification**

**Confirmation of the emergency:** with the exception of natural emergencies such as hurricanes and tornados, the confirmation of "a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on the campus," will follow police dispatch information of the emergency and/or the determination of the police investigation or assessment of the situation.

**Initiation of the notification system:** It will be in the professional judgment of the Chief of Police to determine if an emergency notification will be sent as well as the basic content of the initial notice. It will be in the professional judgment of the university incident commander to determine the level of the emergency as well as the how the notification procedure is to progress. The initial notification will usually come from campus police dispatchers; and facilitate by CIT (Center for Industrial Technology) if necessary.

**Content of the notification:** the initial content of the notification will be classified at general with basic information. As time passes, the content of the notification will become more detailed as information becomes available and event unfold. Notifications will be sent by the campus police dispatch following confirmation of an emergency. Any revisions to the content of the notification(s) will be done and approved by the core response team.

**Media Relations** (department) will determine and distribute all information that will be disseminated to the external media outlets. University relations may give the campus radio station and television station the authority to broadcast and or disseminate information.

## 5.2 EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The mission of Alcorn State University is to respond to an emergency situation in a safe, effective, and timely manner. University personnel and equipment will be utilized to accomplish the following priorities:

**Priority I:** Life Safety

**Priority II:** Property Conservation

**Priority III:** Incident Stabilization

### Emergency Evacuation Procedures

In the event of an emergency, determine the nearest exit to your location and the best route to follow. If time permits during the evacuation, secure your workplace and take personal items. In most emergencies, complete evacuation of the campus is not necessary. If, however, hazardous materials are released, flooding or other major occurrences, it may be necessary to relocate all university students, faculty, and staff to a safer location.

### Evacuating from a Building

- Walk, Do Not Run!
- Do not use elevators.
- Those that are unable to rapidly evacuate the building should move to a stairwell landing and wait for assistance from trained *first responders*.
- Elevators should not be used in the case of fire.
- Inform first responders and the Campus Police Department of persons who have not been evacuated.
- Gather outside at your designated area. Report any special circumstances to the Emergency Operations Team or Campus Police.
- Do not return to your building, wait for instructions from Campus Police.

## EVACUATION OF THOSE PERSONS WITH PHYSICAL DISABILITIES

### Disabled Occupants

If a disabled occupant is unable to exit the building unassisted, the Safety Monitor must notify the emergency medical response personnel (EMT's) of the person's location. Transporting of disabled individuals up or down stairwells should be avoided until emergency response personnel have arrived. Unless imminent life-threatening conditions exist in the immediate area occupied by a non-ambulatory or disabled person, relocation of the individual should be limited to a safe area on the same floor, in close proximity to an evacuation stairwell.

## **Evacuation Procedures**

- 1) When the fire alarm sounds, (fire or evacuation) all personnel should ensure that nearby personnel are aware of the emergency, quickly shutdown operating equipment (e.g., compressed gas cylinders), close doors and exit the building using stairwells.
- 2) All occupants should proceed to their Designated Meeting Site and await further instructions from their Safety Monitor.
- 3) All personnel should know where primary and alternate exits are located, and be familiar with the various evacuation routes available. Floor plans with escape routes, alternate escape routes, exit locations and Designated Meeting Sites are located and are posted in the buildings.
- 4) Building occupants must NOT use elevators as an escape route in the event of a fire.

*One can extinguish small fires only if trained to use a fire extinguisher. However, an immediate readiness to evacuate is essential.*

## **Critical Operations Shutdown**

**Critical Operation Shutdown:** Critical operations, including equipment that must be shut off and persons designated to complete these actions have been identified. Procedures for rapid shutdown should be predetermined for life safety and loss control purposes, as well as ensuring complete evacuations in a timely manner. The Critical Operations Shutdown procedures are to be followed by those employees who have been assigned to care for essential building operations.

## **Building Coordinators**

Building Coordinators are assigned to each building. Building Coordinators are considered the direct person of contact for each building. Building Coordinators are responsible for alerting building occupants during an emergency or evacuation. They are also responsible for conducting a personnel role call once evacuation or shelter-in-place assembly has taken place. This procedure is done to assist the Emergency Management Team in accounting for all building occupants.

Each University building must have a Building Emergency Plan (BEP) that describes procedures for building occupants to follow in the event of an emergency. The Building Coordinator develops the BEP and submits it to the Senior Vice President for Administration/CFO (Incident Commander) for review and distribution to the Fire and Emergency Medical Services (EMS) Department.

For Fire Safety and Procedures see the Fire Report in section 10.

## **6.0 SUBSTANCE ABUSE**

(Policies on Alcoholic Beverages, Illegal Drugs and Drug/Alcohol Abuse Programs)

### **6.1 Alcohol Policies - 34CFR 668.46(b) (8)**

It is the policy of Alcorn State University that the possession and/or use of any alcoholic beverages or controlled substance other than prescribed drugs are not permitted on the campus or in any of the university buildings (this includes parking lots). If a student violates this policy or his/her behavior is affected by the use of alcohol or drugs, the student will be subject to disciplinary action and/or legal action. Violations will be prosecuted by local and university authorities.

It is illegal in the state of Mississippi for anyone under the age of 21 to purchase, possess, or consume alcohol or to falsify or misrepresent his or her age to obtain alcohol. *See attachment VI at the end of this report for complete policy statement.*

## **6.2 Drug Policies - 34CFR 668.46(b) (9)**

The use, possession, and/or sale of illegal drugs are violations of Alcorn State University's Code of Conduct. Faculty, students and employees who use, possess or sell illegal drugs are subject to criminal prosecution as well as administrative disciplinary actions, including mandatory counseling, suspension or dismissal. The consumption, sale, distribution, manufacturing, purchase, passing of, being in the presence of, or the vicinity of illegal drugs, narcotics, the accessory to, or aiding and abetting of any controlled substances, is strictly prohibited in all locations of the university. This is in accordance to all local, state, and federal laws. Drug paraphernalia is also strictly prohibited. *See attachment V at the end of this report for complete policy statement.*

## **6.3 Alcohol / Drug Abuse Education - 34CFR 668.46(b) (10)**

Our alcohol abuse and drug abuse education programs use prevailing facts; and we let the students talk about them with hope of drawing conclusions that lead to safer drinking habits, more caution and perhaps abstinence in all substance abuse.

## **6.4 Legal Enforcement**

Any faculty, staff, or student(s) found in violation of the aforementioned policy while on the university's campus, or while engaged in official university business off campus, shall be required to undergo mandatory assessment for drug abuse. The University reserves the right to prescribe the nature and type of corrective action to be imposed on faculty, staff or students found in violation of the Drug-Free Workplace and Drug-Free Campus Policy.

## **7.0 CAMPUS FACILITIES ACCESS AND SECURITY**

(Security of and Access to Campus Facilities) **34CFR 668.46(b) (3)**

### **Access to and Security Consideration of Residential Facilities Main Campus**

Most of our students on the main campus live in campus residence halls. Both our Natchez and Vicksburg campuses are commuter campus. The Natchez campus normally may house a few nursing students or assume an overflow of residential students from the main campus.

The safety of our students are the primary concern; therefore, all of our residential units remain locked and the students have card-swipe entry.

Alcorn State University police department continually strives to develop shared responsibility for safety in its student population with residence hall staff members. Resident hall staff members go through a week-long training in order to relate and enhance the student stay at the university.

We also recognize that students must take part in the safety effort. We urge students to practice safe behaviors. Safety education is emphasized during the first two weeks of the academic year. Residents receive information on safety and security at the first residence hall meeting of the year. Students are given specific instructions to keep room doors locked at all times, to avoid lending keys or propping open doors and to report strange or unusual behavior to the campus police. Every resident has a room key and/or an outside door key, or an access control card.

## **Access to and Security Consideration of Campus Facilities Main Campus**

All academic buildings on campus are generally opened from at 7 a.m. Monday through Friday; and are closed by 5:30 p.m. unless classes or other functions are apparent. Only physical plant personnel, campus police and specific university staff have key access to buildings after hours and on weekends. Otherwise, access to buildings is allowed after one has signed-in at the campus police station.

All campus facilities and grounds are maintained in such a manner as to enhance security. Security cameras have been placed throughout the campus. The cameras record and view in real time. Monitors for the cameras are located in the police station. Therein, the police dispatcher can see and direct police patrol to the scene of an offense. Police also patrol the campus regularly and check to see if doors are locked, building are occupied, and look for other security or unsafe situations. Lighting surveys are conducted by members of facilities management and the university police to identify poorly lit areas to enhance security. While on patrol, police officers are to observe campus lighting and any abnormal situations and submit work orders and/or reports.

### **Natchez Campus**

Alcorn has two academic buildings and a residential hall on the Natchez campus. The School of Nursing is open from 7 a.m. to 9 p.m. Monday through Friday and 9 a.m. to 2 p.m. on Saturday and 2 p.m. to 9 p.m. on Sunday. The School of Business is only open 7 a.m. to 5p.m. Monday through Thursday and 7 a.m. to 4 p.m. on Friday. Both buildings are locked after hours; and after hour access is only granted by the campus police to specific authorized personnel.

There are various security cameras monitoring the buildings. The cameras record and view in real time. Monitors for the cameras are located in the police station on the Natchez campus and remotely to the main campus police station. Dispatch can see and direct police patrol to the scene of an offense if there is one. Police also patrol regularly and check to see if doors are locked and for other security matters or unsafe situations. The Natchez campus and it's parking lots are well-lit. Extra lighting is essential because there is wooded area near campus. While on patrol, police officers observe campus lighting and any abnormal situations and submit work orders and/or reports.

### **Vicksburg Campus**

Alcorn relocated its facility to the Pemberton Square Mall. It is open for classes Monday through Thursday 8 a.m. to 5 p.m. and Friday and 8 a.m. to 4 p.m. There are evening classes on Monday, Wednesday and Thursday. The entrances are secured with ADT monitoring cameras. There are no residential facilities at or for our Vicksburg campus.

## **7.2 Parking Lot Safety**

There are several parking lots located around the campuses of Alcorn State University. In order to reduce the chance of property loss, we encourage students and employees never leave the vehicle running, unlocked, keys in the ignition or the windows rolled down. Never leave valuables in sight. Use security devices such as a car alarm, steering wheel lock and/or a fuel/electric cut-off switch. When approaching your vehicle, have your keys in your hand and remember to look inside your vehicle before you get in. For emergencies, have your cell phone on speed dial to the campus police.

## **7.3 Residential Housing Access and Security**

### **Main Campus**

The university primary housing location is the Medgar Wiley Evers Heritage Village Complex which has four buildings A, B, C & D and houses just over 1000 students. These halls are key-card accessible

and securely monitored twenty-four (24) hours a day. The other dormitories are: Female Honors Dormitory, John Burrus Hall Hiram Revels Hall, Albert Lott and Robinson Halls.

All of our dormitories on the main campus have electronic or key-card access and security cameras. Corresponding monitors are located in the campus police station for added police security, monitoring and evaluation.

Alcorn State University's main campus provides residential housing to the majority of its students. The university police department and the Department of Housing and Residence Life work closely together to create a safe and comfortable living and learning environment.

Residents are encouraged to be watchful and cautious by being aware of their surroundings and the presence of unfamiliar people. Residents are reminded to not prop open or alter the doors so they will not close and lock properly, to always lock their doors and to report unfamiliar and suspicious behavior in an effort to reduce the opportunity of crime.

There are designated evacuation routes posted in the stairwells as well as the exits. Residents are also instructed to acquaint themselves with their exits. Alcorn State University **does not presently have any off-campus residential facilities\_34CFR 668.46(b) (7)**. Currently, there are not any university organizations that have off campus locations officially recognized by the university.

### **Natchez Campus**

The Natchez Residence Hall Complex can house approximately 116 students. The building is divided into three sections. This dorm is locked at all times. Building access is with an electronic-key. There are designated evacuation routes posted at the stairwells as well as the exits. Residents are instructed to acquaint themselves with their exits. Residents are reminded to not prop open or alter the doors so they will not close and lock properly, to always lock their doors and to report unfamiliar and suspicious behavior in an effort to reduce the opportunity of crime.

**Vicksburg Campus** - The Vicksburg campus does not have any residential housing.

## **8.0 HATE VIOLENCE**

### **Reporting Hate Violence**

Reporting hate violence is very important in the development of a more tolerant society and a hate-free campus environment. If you have been the target of a hate crime or hate/ bias motivated incident, you are encouraged to report the occurrence to the Alcorn State University Police Department.

#### **Procedure/Response:**

The police reporting of a hate crime must include indicators of prejudice and/or bias in the police report that is given to the District Attorney. It will be the decision of the District Attorney to pursue it as a hate crime or not.

**\*\*There were No Hate Crimes reported from both ASU Campuses for 2019, 2020, and 2021.**

**Note: None of the crimes reported for this reporting period were classified as a hate crime.**

## **Bias**

A pre-formed negative opinion or attitude toward a person or group of people because of their **ethnicity, race, national origin, religion, gender, sexual orientation or disability** (varied ability) or based upon the perception that the person or group has one or more of those characteristics.

## **Hate Crimes**

A criminal act involving one/more of the listed crimes (below) which are motivated by bias against any person or group of persons, or the property of any person or group of persons.

- **Simple assault:** An unlawful physical attack by one or more persons upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Larceny-Theft:** (except motor vehicle thefts) the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession.
- **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property.

Hate crime should also be reported for the following crimes:

- **Murder**
- **Manslaughter**
- **Sex Offenses**
- **Robbery**
- **Aggravated Assault**
- **Burglary**
- **Motor Vehicle Theft**
- **Arson**

## **CLERY ACT HATE / BIAS CRIMES DEFINITIONS**

A **hate crime** is defined as a criminal offense committed against a person or property which is motivated in whole or in part by the offender's bias. A **hate crime** manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability.

A **hate crime** is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias in the categories listed below, then the crime is classified as a **hate crime**.

- **Bias:** is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity or national origin. Although there are many possible categories of bias, under Clery, only the following eight categories are reported:
- **Race:** a preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

- **Gender:** a preformed negative opinion or attitude toward a group of persons because those persons are men or women.
- **Gender Identity:** a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender nonconforming individuals.
- **Religion:** a preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
- **Sexual Orientation:** a preformed negative opinion or attitude toward a person or group of persons based on their sexual attraction towards, and responsiveness to, members of own sex or members of opposite sex (e.g., gay, lesbian, heterosexual persons).
- **Ethnicity:** a preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.
- **National Origin:** a preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.
- **Disability:** a preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

*See complete crime definitions in Attachment II.*

## **9.0 CRIME STATISTICS**

### **(Collection of crime statistics for the Annual Report)**

In compliance with the Clery Act, the Alcorn State University Police Department has the responsibility to report certain crime statistics to the Department of Education. Additionally, the Police Department must also comply with other State and Federal crime statistics reporting mandates.

There is a vast difference in reporting requirements between the Clery report and other State and Federal crime reporting statistics. Clery reporting requires the reporting of student disciplinary referrals that are not required by either state or federal law enforcement.

Additionally, the reauthorization of the Violence against Women Act, VAWA which President Obama signed into law in 2013, called for reporting in three new categories: dating violence, domestic violence and stalking.

In certain and rare instances under the directive of the Chief of Police, a case may be classified as unfounded and subsequently withheld from reporting. These instances must include that the report was made but there was no evidence to support the case; or the investigation of the case did not yield any evidence to support the case.

This report contains new crime statistics that have been compiled from the 2014 calendar year and the reprinted statistics of the previous two calendar years.

The statistics reported in following sections have been compiled from data collected from five reporting sources: (1) the Alcorn State University Police Department, (2) the Claiborne County Sheriff’s Department and (3) the Vicksburg Police Department, (4) the Adams County Sheriff’s Department and (5) the Jefferson County Sheriff’s Department.

Alcorn State University does not monitor or record criminal activity in which students are engaged at off-campus locations unless the attending law enforcement agency involves our police department. The university does not have “off-campus housed” student organizations that are officially recognized by the institution. In addition, Alcorn currently does not have any off-campus housing.

## **9.1 Reporting Locations - Definitions**

### **#1 On-Campus Property:**

Any building or property owned, leased or under the control of Alcorn State University within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes.

### **#2 On-Campus Residential Facilities:**

All on-campus residential buildings located on campus property; can be owned and managed by a private company.

### **#3 Non-Campus Property:**

Any building or property owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution and any building or property owned or controlled by a student organization recognized by the institution.

### **#4 Public Property:**

All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.

## **9.2 CRIME STATISTICS (Tables)**

The statistics in the following tables are arranged in accordance with the hierarchy rule used in the uniform crime reporting system of the Department of Justice, Federal Bureau of Investigation.

Such statistics do not identify victims of crimes or persons accused of crimes.

### **Crime Statistics – Table 1** Statistic Table 1

Alcorn State University – **Main Campus** - Lorman, MS 39096

### **Crime Statistics – Table 2** Statistic Table 2

Alcorn State University – **Natchez Campus** - Natchez, MS 39120

### **Crime Statistics – Table 3** Statistic Table 3

Alcorn State University – **Vicksburg Campus** - Vicksburg, MS 39180

**See Attachment II for the Crime Definitions**

### 9.3 UNFOUNDED CRIMES

VAWA regulations now require an institution to report to the Department of Education, and disclose in its annual security report statistics, the number of crime reports that were “unfounded” (false or baseless) and subsequently withheld from its crime statistics during each of the three most recent calendar years.

Institutions may only exclude a reported crime after a full investigation. Only sworn or commissioned law enforcement personnel can make a formal determination that the report was false or baseless when made and that the crime report was therefore “unfounded.” Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.

Crime reports can only be determined to be baseless if the allegations reported did not meet the elements of the offense or were improperly classified as crimes in the first place.

**Alcorn State University does not have any unfounded crimes in 2021.**

**Statistic Table 1** Alcorn State University – **Main Campus** – Lorman, MS 39096

**Statistic Table 2** Alcorn State University – **Natchez Campus** – Natchez, MS 39120

**Statistic Table 3** Alcorn State University – **Vicksburg Campus** – Vicksburg, MS 39180

Statistic Table 1 Alcorn State University – Main Campus – Lorman, MS 39096

Offense	On-Campus Property			Residential Facilities			On Campus	*Non-Campus Property			Public Property Off Campus			3 Years
	2019	2020	2021	2019	2020	2021	Total	2019	2020	2021	2019	2020	2021	Total
<b>Clery Crimes</b>														
Murder/Non-Negligent Manslaughter	0	0	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	0	0
Sex Offenses Forcible [ Rape]	2	0	2	0	0	0	4	0	0	0	0	0	0	0
Sex Offenses Non-Forcible [ Fondling, Incest, Statutory Rape]	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	1	0	0	0	2	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	1	0	0	0	0	0	0	0
Burglary	0	0	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	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>														
Liquor Law Arrests	0	1	0	0	1	0	2	0	0	0	0	0	0	0
Drug Law Arrests	7	0	7	0	0	0	14	0	0	0	0	0	0	0
Weapons Possession Arrests	3	0	4	0	0	0	7	0	0	0	0	0	0	0
<b>Disciplinary Actions/Referrals</b>														
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	6	0	7	0	0	0	13	0	0	0	0	0	0	0
Illegal Weapons Posses.	0	6	4	0	0	0	10	0	0	0	0	0	0	0
<b>VAWA</b>														
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>														
Murder/Non-Negligent Manslaughter	0	0	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	0	0
Sex Offenses Non-Forcible [ Rape]	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses Non-Forcible [ Fondling, Incest, Statutory Rape]	0	0	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	0	0
Aggravated Assault	0	0	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	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Statistics Table 2 Alcorn State University – Natchez Campus – Natchez, MS 39120

Offense	On-Campus Property			Residential Facilities			On Campus	*Non-Campus Property			Public Property Off Campus			3 Years
	2019	2020	2021	2019	2020	2021	Total	2019	2020	2021	2019	2020	2021	Total
<b>Clery Crimes</b>														
Murder/Non-Negligent Manslaughter	0	0	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	0	0
Sex Offenses Forcible [ Rape]	2	0	0	2	0	0	4	0	0	0	0	0	0	0
Sex Offenses Non-Forcible [ Fondling, Incest, Statutory Rape]	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Robbery	0	0	0	0	0	0	0	0	0	0	1	0	0	1
Aggravated Assault	0	0	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	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>														
Liquor Law Arrests	1	0	0	1	0	0	2	0	0	0	0	0	2	2
Drug Law Arrests	7	0	0	2	0	0	9	0	0	0	0	0	2	2
Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	4	4
<b>Disciplinary Actions/Referrals</b>														
Liquor Law Violations	0	0	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	0	0
Illegal Weapons Posses.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA</b>														
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>														
Murder/Non-Negligent Manslaughter	0	0	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	0	0
Sex Offenses Non-Forcible [ Rape]	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses Non-Forcible [ Fondling, Incest, Statutory Rape]	0	0	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	0	0
Aggravated Assault	0	0	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	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Statistics Table 3 Alcorn State University – Vicksburg Campus Vicksburg, MS 39180

Offense	On-Campus Property			Residential Facilities			On Campus	*Non-Campus Property			Public Property Off Campus			3 Years
	2019	2020	2021	2019	2020	2021	Total	2019	2020	2021	2019	2020	2021	Total
<b>Clery Crimes</b>														
Murder/Non-Negligent Manslaughter	0	0	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	0	0
Sex Offenses Non-Forcible [ Rape]	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses Non-Forcible [ Fondling, Incest, Statutory Rape]	0	0	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	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	1	0	0	0	0	0	1	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>														
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions/Referrals</b>														
Liquor Law Violations	0	0	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	0	0
Illegal Weapons Posses.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA</b>														
Domestic Violence	1	0	0	0	0	0	1	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>														
Murder/Non-Negligent Manslaughter	0	0	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	0	0
Sex Offenses Non-Forcible [ Rape]	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses Non-Forcible [ Fondling, Incest, Statutory Rape]	0	0	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	0	0
Aggravated Assault	0	0	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	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0



**Reported Fires - Alcorn State University– 2019, 2020 and 2021.  
Our residential facilities do not have individual street addresses.**

Statistic Tables Fires Alcorn State University – Main Campus – Lorman, MS 39096

**2019 Fires**

Residential Facilities	Number of fires	Date	Nature	Injuries	Deaths	Property Loss
None	0					0

**2020 Fires**

Residential Facilities	Number of fires	Date	Nature	Injuries	Deaths	Property Loss
Building C	0	08/09/2020	Investigation Only	0	0	0

**2021 Fires**

Residential Facilities	Number of fires	Date	Nature	Injuries	Deaths	Property Loss
Building B	1	10/13/2021	Short Circuit	0	0	\$800.00

**The Main Campus**

**\*Natchez Campus no fires reported**

**\*\*Vicksburg Campus no fires reported**

# Alcorn State University Fire Safety Report

## 10.0 Alcorn State University Fire Safety Report

**This is a combined report.** The following sections of the Fire Report segment pertain to both the Main campus and the Natchez campus.

The information specific to the Natchez Campus will be specified in this report.

The information specific to the Vicksburg Campus will be specified in this report

Note: **The Main campus** has its own fire department. Call 601-877-3000 or Ext. 3000

- ASU Fire Chief, Ray White 601-877-6196 Ext. 6196 or Ext. 3000

**The Natchez campus** uses the City of Natchez Fire Department. Call 601-442-3684

**The Vicksburg campus** uses the City of Vicksburg Fire Department. Call 601-631-2977

## 10.1 PREVENTION:

### Fire Safety and Training

The main campus fire department staff participates in weekly in-service training classes with mandatory attendance. The department maintains a staff of EMTs (emergency medical technicians) that are available 24 hours per day. **Fire drills are conducted twice per year** in each building and dormitory. Drills are used as a learning tool and as an evaluation method for the fire safety program. Faculty and staff training is encouraged. The fire plan is reviewed annually and updated as needed and is mandatory by the IHL. All state and national certifications and trainings are maintained.

### Faculty and Staff Responsibilities

The ASU Fire Chief and staff hold various fire safety and evacuation procedures training are various venues on campus (twice a year).

All faculty and staff are responsible for emergency preparedness planning for their own work areas and securing their work areas in the event of an emergency. Work areas need to be secured in advance.

### If You Discover a Fire

1. **Alert** people in the area of the need to evacuate
2. **Activate** the nearest fire alarm
3. **Call** Campus Police/Fire Department at 601-877-3000 on the main campus
  - On the Natchez Campus, call 601-442-3684 or 911;
  - On the Vicksburg Campus, call 601-631-2977 or 911;

#### **It is the responsibility of all staff to:**

- be familiar with the fire plan
- know the location of office smoke detectors and fire extinguishers
- know how to use fire extinguishers
- be familiar with all fire exits
- be cautious in their work habits to prevent fires
- immediately report any condition that appears to be a fire hazard
- act immediately if smoke or fire is noticed.

**Students are educated** in applicable fire safety practices, such as:

- Escape procedures
- Fire hazards related to dorm rooms, equipment, and supplies
- Hazards of smoking and cooking in dorm rooms

## **10.2 FIRE ALERT GUIDELINES:**

If you discover a fire: stay calm and the acronym “**RACE**” will help you do what is needed

**R – REMOVE** – Remove yourself from contact with smoke or fire. Report any that may be in the building.

**A – ALARM** – Pull the fire alarm and/or call dispatch and report the location and nature of the fire.

**C – CONFINE** - Close all doors and windows.

**E – EVACUATE** – Evacuate the building. Cautiously, move yourself and others to a safe area. Do not use elevators.

**If an alert of a fire is given: follow these guidelines:**

- Stop normal work activities.
- Listen to determine where the fire is located.
- If the fire is in your area, take action as per “**R-A-C-E**” (guidelines above).
- If the location is not in your work area, be attentive for additional information.
- Be prepared to be assigned additional tasks and responsibilities.
- Be prepared for evacuation of certain areas or the entire building per instruction of the Fire Chief, President, or designee.
- Wait for the “All Clear” to be announced before resuming normal work activities.
- Use only stairways
- Remove any obstacles that may cause an obstruction of a corridor.
- Do not turn off lighting or electrical breakers.
- Feel closed doors with the back of your hand before opening them.
- If the door is too hot to touch, do not open it.

## **10.3 ALARM SYSTEMS AND BUILDING CONSTRUCTION:**

Each building or office has:

- strategically placed smoke detectors
- evacuation routes and exits properly marked
- fire extinguishers rated for class A, B, C & D fires (multi-purpose extinguishers)
- a diagram of the location of each fire extinguisher, and evacuation routes.

## **10.4 Fire Alert and Evacuation Procedures**

**If a fire occurs in the dormitory, administrative or classroom building follow these steps:**

1. If a fire alarm sounds, whether real, false or a drill, all procedures must be followed by all residents and guests of the building. Everybody must leave the building immediately. 2. Alert people in the area of the need to evacuate
3. Call Campus Police/Fire Department at 601-877-3000 or ext. 3000
4. Natchez campus: call 911 for the fire department

5. Windows and doors should be closed and the main light left on in each room when the room is exited.
6. If necessary, stay as low as possible to avoid smoke and heat
7. Persons are to leave a building by the nearest safest exit.
8. Evacuate the building calmly, but quickly, following evacuation and assembly area and await additional instructions. Report anyone who is missing and who was in your area when the evacuation started to the near staff person or fire department personnel.
9. Remain at the assembly area until you are instructed how to proceed by the Fire Department, Campus Police or the Emergency Management Team.

### **Reminders (if applicable):**

Feel the door or doorknob to the hallway with the back of your hand. If it feels hot, do not open it – the fire may be on the other side of the door. If you are trapped, put a cloth or towel under the door to help prevent the entry of smoke.

Dial 601- 877-3000 and tell the dispatcher your location and telephone extension and that you are trapped in the room and need rescue. Stay on the phone until instructed otherwise.

If the door is not hot, open it slowly. If the hallway is clear of smoke, walk to the nearest fire exit and evacuate via the nearest stairwell to the street/grade level exit. Close doors behind you.

Do not attempt to use elevators. Elevators are tied to the fire detection system and are not available to occupants once the alarm sounds.

Assemble at the area designated for your department and remain there until instructed by campus police or the fire department that it is safe to re-enter the building.

### **NATCHEZ CAMPUS:**

In the event that there is a fire on the Natchez Campus, the Natchez campus occupants must call 911 and follow the previously mentioned procedures for safe evacuation. The City of Natchez Fire Department responds to fire calls on the Natchez campus. All fire standards are set and maintained by the Natchez Fire Department. The Natchez Fire department does monthly fire inspections of the three Alcorn State University buildings on the Natchez Campus.

### **VICKSBURG CAMPUS:**

In the event that there is a fire on the Vicksburg Campus, the Vicksburg campus occupants must call 911 and follow the previously mentioned procedures for safe evacuation. The City of Vicksburg Fire Department responds to fire calls on the Vicksburg campus. All fire standards are set and maintained by the Vicksburg Fire Department. The Vicksburg Fire department does monthly fire inspections.

## **10.5 STUDENT SAFETY - HOUSING POLICY – both campuses**

### **University policy on portable electrical appliances, smoking, and open flames.**

In the Student Handbook, students are informed that guidelines have been established in the interest of individuals' safety and the preservation of university housing property. Students are informed that that electrical appliances must be UL approved and in good condition, in order to be permitted in student's rooms. Permitted appliances include: clocks, radios, televisions, computers, razors, curling irons, desk lamps, stereo equipment, fans, refrigerators (2.0 cubic ft.), portable hair dryers, and microwave ovens.

Fire prevention regulations rule that **cooking is not permitted in students' rooms**. Any student who brings or uses restricted cooking utensils in the residence halls is in violation of the regulation and will be subject to at least confiscation of the appliance(s).

**Smoking is prohibited** in university housing as well as all university buildings. Residents who smoke must do so outside of the building and must be (at least 25 feet) or far enough away from the building that smoke will not filter into the building via exterior doors, windows or the building ventilation systems. Full cooperation with this policy is expected. Any violation of this policy will result in disciplinary action.

## **10.6 STUDENT HOUSING FIRE SYSTEMS**

### **Resident Halls:**

All the resident halls have a complete fire system that includes: smoke detectors, fire extinguishers, fire alarms and sprinkler systems. There are also designated evacuation routes posted and exit signs at the stairwells as well as the exits. Emergency lighting for exits is automatically triggered in the event of a power outage. Students were instructed to acquaint themselves with their exits when they checked into the resident halls. There is at least one fire drill per semester for each residential hall.

### **Medgar Wiley Evers Heritage Village Complex - Main campus – Lorman, MS**

**The Medgar Wiley Evers Heritage Village Complex** is a four-building housing complex that houses 1006 students. Two of the buildings house women students; and two house men students. The halls are fully staffed with professional and student staff members. The halls have computer labs, classrooms, study rooms, laundry facilities, and are card key accessible and securely monitored twenty-four (24) hours a day. The new student housing complex has the latest and most complete fire system that includes: smoke detectors, fire extinguishers, a fire alarm and a sprinkler system. There are designated evacuation routes posted and exit signs at the stairwells as well as the exits. Emergency lighting for exits are automatically triggered in the event of a power outage. Students are instructed to acquaint themselves with their exits.

**The other dormitories are:** Female Honors Dormitory, John Burrus Hall, Hiram Revels Hall and Robinson. All the dorms have a complete fire system that includes: smoke detectors, fire extinguishers, a fire alarm and a sprinkler system.

### **Natchez Campus Residence Hall - Natchez Campus – Natchez, MS**

The Natchez Residence Hall Complex can house 116 students. The building is divided into three buildings where the main building contains the Director's office, guest lobby, and kitchen area. It has a complete fire system that includes: smoke detectors, fire extinguishers, a fire alarm and a sprinkler system. There are designated evacuation routes posted and exit signs at the stairwells as well as the exits. Emergency lighting for exits is automatically triggered in the event of a power outage. Students were instructed to acquaint themselves with their exits.

**Vicksburg Campus does not have a residence hall.**

## Fire Safety Systems in Residential Facilities

Housing Facility	Fire Alarm Monitoring Done on Site by (ASUFD)	Partial Sprinkler System	Full Sprinkler System	Smoke Detectors	Fire Extinguishers	Evacuation Plan and Panel cards	Number of Evacuation Fire Drill Each Year
Medgar Wiley Evers Heritage Village MWEHV							
Robinson	x		x	x	x		2
MWEHV Building A	x		x	x	x		2
MWEHV Building B	x		x	x	x		2
MWEHV Building C	x		x	x	x		2
MWEHV Building D	x		x	x	x		2
Female Honors Hall	x		x	x	x		2
Hiram Revels Hall	x		x	x	x		2
Albert Lott Hall	x			x	x		
John Burrus Hall	x			x	x		2
Student Nursing - Residential Natchez, Mississippi	x			x	x		2

### 10.7 PLANS FOR IMPROVING FIRE SAFETY:

Plans for future improvement include installing fire suppression systems in resident halls, and/or updating and maintaining existing systems. More fire safety presentations may be included in our fire safety program.

### 10.8 FIRE EXTINGUISHERS:

#### If you have been trained to use a fire extinguisher:

Only trained personnel should use fire extinguishers. Small fires can often be extinguished without evacuation, but you must constantly evaluate and be ready to decide if the fire cannot be controlled. NEVER ENTER A SMOKE-FILLED ROOM.

**Building occupants are not required to fight fires.** Individuals who have been trained in the proper use of a fire extinguisher and are confident in their ability to cope with the hazards of a fire, may use a portable fire extinguisher to fight small, incipient stage fires (no larger than a waste basket). Firefighting efforts must be terminated when it becomes obvious that there is risk of harm from smoke, heat or flames.

## Fire Extinguishers

**The use of fire extinguishers** must conform to the following guidelines which are specified by the OSHA Standard (29 CFR 1910.157)

**Portable fire extinguishers** suitable to the conditions and hazards involved shall be provided and maintained in an effective operating condition.

**Portable fire extinguishers** shall be conspicuously located and mounted where they will be readily accessible. Extinguishers shall not be obstructed or obscured from view.

**Portable fire extinguishers** shall be given maintenance service at least once a year and a written record shall be maintained. Facilities management is responsible for obtaining annual maintenance for the extinguishers.

**Monthly inspections** which entail visually inspecting for broken seals, damage, and low gauge pressure, depending on type of extinguisher, are performed by facilities management personnel. A tag affixed to the extinguisher is initialed by the inspector after each inspection.

**Employees designated to fight fires** must receive training in the general principles of fire extinguisher use and the hazards involved with initial stage of fire-fighting. **Fire Prevention**

**Proper housekeeping** including the prompt removal of wastes and keeping the work space free of unnecessary combustible materials will help to prevent or reduce the severity of fires.

**Limited quantities of flammable liquids** may be stored in laboratories and shops. Flammable liquid storage cabinets are required where large amounts are present.

**Electrical wiring** should be maintained in good condition. Extension cords should be used only for temporary use.

### For a safety survey of your area:

- Contact Fire Chief Ray White at 601-877-6196 or 601-877-3000. For the Natchez campus call 911.

## 10.9 DEFINITIONS:

**Cause of fire** — the factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature (34 C.F.R. 668.49 (a)).

**Fire** — any instance of *open flame* or other burning in a place not intended to contain the burning or in an uncontrolled manner (34 C.F.R. 668.49 (a)).

**Fire drill** — a supervised practice of a mandatory evacuation of a building for a fire. (34 C.F.R. 668.49 (a)).

**Fire log** — (1) an institution that maintains on-campus student housing facilities must maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time, and general location of each fire. (2) An institution must make an entry or an addition to an entry to the log

within two business days, as defined under §668.46(a), of the receipt of the information. (3) An institution must make the fire log for the most recent 60-day period open to public inspection during normal business hours. The institution must make any portion of the log older than 60 days available within two business days of a request for public inspection.

**Fire-related death** — Any instance in which a person— (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) Dies within one year of injuries sustained as a result of the fire (34 C.F.R.668.49 (a)).

**Fire-related injury** — any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals (34 C.F.R. 668.49 (a)).

**Fire safety system** — any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire (34 C.F.R. 668.49 (a)).

**Fire statistics** — (1) An institution must report statistics for each on-campus student housing facility, for the three most recent calendar years for which data are available, concerning— (I) The number of fires and the cause of each fire;(ii) The number of persons who received fire-related injuries that resulted in treatment at a medical facility, including at an on-campus health center; (iii) The number of deaths related to a fire; and (iv) The value of property damage caused by a fire. (2) An institution is required to submit a copy of the fire statistics in paragraph (c) (1) of this section to the Secretary on an annual basis (34 C.F.R. 668.49 (c)).

**Value of property damage** — the estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption (34 C.F.R. 668.49 (a)).

**Reported Fires - Alcorn State University – 2019, 2020 and 2021.**

**Our residential facilities do not have individual street addresses.**

**Fires**

Residential Facilities	Number of fires	Date	Nature	Injuries	Deaths	Property Loss
None	0	0		0	0	\$0

**2020 Fires**

Residential Facilities	Number of fires	Date	Nature	Injuries	Deaths	Property Loss
Complex C	0	08/04/2020	Sprinkler Activated	0	0	\$7500
Complex C	0	08/09/2020	Investigation Only	0	0	0

**2020 Fires**

Residential Facilities	Number of fires	Date	Nature	Injuries	Deaths	Property Loss
Building B	0	10/13/2021	Short Circuit	0	0	\$800

**The Main Campus reported no fires for 2021.**

**\*Natchez Campus has one housing facility – no fires reported for 2021.**

**\*\*Vicksburg Campus does not have a housing facility.**

**ATTACHMENT I-THE CLERY ACT SUMMARY:**

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial and geographic considerations, the issue of campus safety is a vital concern. In 1990, Congress enacted the Crime Awareness and Campus Security Act (Title II of Public Law 101–542), which amended the Higher Education Act of 1965 (HEA).

This act required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998 and 2000. The 1998 amendments **renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** in memory of a student who was slain in her dorm room in 1986.

The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees; and to make their campus security policies public information. It also requires that crime data is collected, reported and disseminated to the campus community and are also submitted to the US Department of Education.

The act is intended to provide students and their families with accurate, complete and timely information about safety on campus so that they can make informed decisions and conclusions about the university they may choose to attend.

## **New Requirements Imposed by the Violence against Women Reauthorization Act**

The Violence against Women Reauthorization Act (“VAWA”), which President Obama signed into law on March 7, 2013 imposed new obligations on colleges and universities under its Campus Sexual Violence Act (“Save Act”) provision, Section 304.

Those obligations—which to some extent refine and clarify, and to some extent change, existing legal requirements and government agency enforcement statements—likely will require revision of institutional policy and practice. Counsel should be consulted on this complex, sensitive area of institutional law compliance.

**Under VAWA, the primary addition in reporting is that colleges and universities are required to:**

- Report domestic violence, dating violence, and stalking, beyond crime categories the Clery Act already mandates;

## **ATTACHMENT II-CRIME DEFINITIONS: Criminal**

### **Homicide**

- **Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of a human being by another.
- **Negligent Manslaughter:** The killing of person through gross negligence.

### **Sex Offenses-Forcible**

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

## **Sex Offenses-Non-Forcible**

Unlawful, non-forcible sexual intercourse.

- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

## **Aggravated Assault**

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

## **Arson**

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property, etc.

## **Burglary**

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

## **Motor Vehicle Theft**

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding).

## **Murder and Non-negligent Manslaughter**

The willful (non-negligent) killing of one human being by another.

## **Manslaughter by Negligence**

The killing of another person through gross negligence.

## **Robbery**

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and/or causing the victim fear.

## **VAWA (Violence against Women Act)**

### **Domestic Violence**

Is defined as a felony or misdemeanor crime of violence committed

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

### **Dating Violence**

Is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

### **Stalking**

Is defined as a course of conduct directed at a specific person, that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

### **Drug Abuse Violations**

Violation of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbiturates, benzedrine).

### **Liquor Law Violations**

The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition)

### **Weapon Law Violations**

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

## Hate Crime

A criminal act involving one/more of the listed crimes (above and below) which was motivated by bias against any person or group of persons, or the property of any person or group of persons.

- **Simple assault:** An unlawful physical attack by one or more persons upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property.
- **Larceny-Theft:** (except motor vehicle thefts) the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession.
- **Petty Larceny** which is a theft of property under \$1000 and that fine would be \$1000.
- **Felony Larceny** which is a theft of an amount more than \$1000 and that charge and or fine would be determined by the Judge.  
ASU Adjudication for Larceny will follow the dictates of the disciplinary board (DC).

## ATTACHMENT III-WEAPONS POLICY:

### Policy Statement:

In accordance with the Board of Trustees of State Institutions of Higher Learning Policies and Bylaws 1106—Firearms policy, Alcorn State University prohibits the possession of pistols, firearms or other weapons in any form by any person other than duly authorized law enforcement officials, institutional security officials and other authorized persons regardless of whether such person possesses a valid permit to carry such pistols, firearms or weapons. Also, section 97-37-17 of the Mississippi Code 1972 makes it a felony for any student to possess or carry, whether openly or concealed any firearm on University property.

Students found in possession of a weapon may be subject to arrest and confiscation of the weapon. Additionally, students shall immediately be suspended pending a disciplinary hearing.

The Board recognizes that the possession of pistols, firearms or other weapons on any of its institutional premises or at its institutions or student functions off- campus by persons other than duly authorized law enforcement officials, institutional security officials, other authorized persons and the institutional approved programs creates an unreasonable and unwarranted risk of injury or death to its institutions' employees, students, visitors and guests and further creates an unreasonable and unwarranted risk of damage to properties of the institutions, employees, students, visitors, guests and properties of others. Because of such dangers, **the Board hereby prohibits the possession of pistols, firearms or other weapons in any form by any person other than duly authorized law enforcement officials, institutional security officials and other authorized persons.** "Authorized persons" includes those individuals authorized by applicable law and by the institutional executive officer or his/her designee. "Authorized persons" also includes those who have in their possession a valid, unexpired state firearms permit with the "Instructor Certified" (IC) sticker on the back, or the equivalent permit issued by a state with a reciprocity agreement with Mississippi. Even so, those possessing such permits are not

permitted to possess firearms in any institutional facilities and/or areas that are deemed non-public. Students and employees are not authorized to possess firearms on institutional property or at institutional off-campus events regardless of possession of firearms permits. (Board Minutes, 9/90; 1/98, 2/2016)

The university is in the process of defining the areas that are deemed non-public on each campus and will establish those in institutional policy.

## **II. Reason for Policy:**

This policy is in place to promote a safe and secure campus.

## **III. Definition of Weapon:**

A weapon is a gun, rifle, pistol, or any firearm, any bomb (or other explosive material).

The term weapon includes any potentially dangerous objects or substance including, but not limited to, any firearm (including any weapon or instrument from which a shot, projectile, or other object may be discharged by force, whether operable or in-operable, loaded or unloaded); any sword (including decorative), or other martial arts weapons; any knife, switchblade, billy-club, nunchakus, blackjack, bludgeon, metal knuckles, slingshot, razor, or ice pick; illegal or potentially dangerous chemicals, fireworks, BB gun, pellet gun, air rifle, paint gun, or any replica firearm, or any other instrument which by its nature or circumstances may be reasonably construed as a weapon.

## **ATTACHMENT IV-SMOKE-FREE CAMPUS POLICY**

**Student Affairs:** Use of Tobacco on the Campus of Alcorn State University

### **Policy Statement**

In efforts to provide a healthier academic environment and workplace, smoking is prohibited in any Alcorn State University owned or leased buildings and vehicles. This includes all offices, classrooms, residential housing, hallways, dining facilities, restrooms and athletic facilities. Smoking is prohibited in outdoor areas that are shared in close proximity by the public. Smokers must maintain a distance of 25 feet or more from any enclosed area where smoking is prohibited to insure that secondhand smoke does not enter the area through entrances, windows, ventilation systems or any other means.

The use of tobacco products is prohibited on any property owned, leased or controlled by the University. This includes all on-campus and off campus facilities. All University workspace and classroom areas under the University's control shall be smoke-free even if the building owner or lease(s) do not prohibit smoking.

### **Definitions**

ASU Property (Owned, leased or controlled by the University): includes but is not limited to all buildings, grounds and vehicles.

Tobacco and tobacco products: Cigarettes, cigars, pipes, smokeless tobacco, snuff and chewing tobacco.

## **Enforcement**

Enforcement of this smoke-free policy will be the responsibility of supervisors for faculty and staff. The Office of Student Housing will enforce the policy in the residence halls. Student violations will be reported to the Office of Student Housing. Visitor, Vendor and Contractor violations will be referred to the ASU Police Department.

The University provides ongoing educational programming and information on the hazards of tobacco use.

Observance of this policy is the responsibility of all ASU students, faculty, staff and visitors.

For additional information regarding this Smoke-Free Campus Policy, please contact the Vice President for Student Affairs.

## **ATTACHMENT V-DRUG-FREE CAMPUS POLICY**

### **Policy Statement**

It is the policy of Alcorn State University to maintain a drug-free workplace, workforce, and campus consistent with Federal laws as set forth in the Drug-Free Workplace Act of 1988 and the Department of Defense Drug-Free Workforce Rule of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. Consequently, all employees--faculty, staff (part-time/full-time), and students are absolutely prohibited from the unlawful possession, manufacture, distribution, dispensation, sale, use, or in any way involve themselves with controlled substances and alcohol on University property or as part of any University activity. For the purpose of this policy, the term "Controlled Substances" means those defined in Schedules I through V of section 202 of the Controlled Substances Act [21 U.S.C. 812] and as further defined by regulation 21 CFR 1300.11 through 1300.15.

Any faculty, staff, or student(s) found in violation of the aforementioned policy while on the University's campus, or while engaged in official University business off campus, shall be required to undergo mandatory assessment for drug abuse. The University reserves the right to prescribe the nature and type of corrective action to be imposed on faculty, staff or students found in violation of the Drug-Free Workplace and Drug-Free Campus Policy. Such corrective action may include: 1) issuance of warning, 2) referral for treatment, 3) suspension, 4) termination, 5) expulsion, and/or 6) civil prosecution.

### **Notification of Conviction**

It is the policy of Alcorn State University that any faculty or staff member convicted of a controlled substance violation at the workplace is required to notify his or her supervisor or the University President within five (5) work days of such conviction.

Failure to comply with this requirement shall result in disciplinary action which may include suspension pending further investigation. It is the policy of the University to comply with Federal law which requires that the University notify the applicable Federal Agencies within ten (10) days after the University has received notification of a controlled substance conviction of any faculty or staff member whose position is federally funded.

It is the expectation of Alcorn State University that all students receiving a Pell Grant will comply with the specific Anti-Drug Abuse Act Certification requirements of the U. S. Department of Education. The requirements are that any student convicted of a drug-related offense, while on Pell Grant, will report the conviction in writing to the U. S. Department of Education within ten (10) days after the conviction.

## **ATTACHMENT VI-ALCOHOLIC BEVERAGE AND CONTROLLED SUBSTANCES**

### **Policy Statement**

It is the policy of Alcorn State University that the possession and/or use of any alcoholic beverages or controlled substance other than prescribed drugs are not permitted on the campus or in any of the University buildings (this includes parking lots).

It is **also the policy** of Alcorn State University that the selling of any alcoholic beverages is not permitted on the campus or in any of the University buildings (this includes parking lots). The selling of alcohol will be subject to university disciplinary sanctions and/or state penalty which can be fined a maximum of \$200; and on failure to pay such fine and all costs shall be imprisoned for up to 30 days in jail under section 67-1-91 of the MS annotated code.

If a student violates the above regulation or his/her behavior is affected by the use of alcohol or drugs, the student will be subject to disciplinary and/or legal action.

Any faculty, staff, or student(s) found in violation of the aforementioned policy while on the University's campus, or while engaged in official University business off campus, shall be required to undergo mandatory assessment for alcohol/drug abuse. The University reserves the right to prescribe the nature and type of corrective action to be imposed on faculty, staff or students found in violation of the Drug-Free Workplace and Drug-Free Campus Policy.

Such corrective action may include: 1) issuance of warning, 2) referral for treatment, 3) suspension, 4) termination, 5) expulsion, and/or 6) civil prosecution.

### **Notification of Conviction**

It is the policy of Alcorn State University that any faculty or staff member convicted of a controlled substance violation at the workplace is required to notify his or her supervisor or the University President within five (5) work days of such conviction. Failure to comply with this requirement shall result in disciplinary action which may include suspension pending further investigation. It is the policy of the University to comply with Federal law which requires that the University notify the applicable Federal Agencies within ten (10) days after the University has received notification of a controlled substance conviction of any faculty or staff member whose position is federally funded.

It is the expectation of Alcorn State University that all students receiving a Pell Grant will comply with the specific Anti-Drug Abuse Act Certification requirements of the U. S. Department of Education. The requirements are that any student convicted of a drug-related offense, while on Pell Grant, will report the conviction in writing to the U. S. Department of Education within ten (10) days after the conviction.

*\*Alcoholic beverage means any alcoholic liquid containing greater than 4 percent of alcohol by weight and capable of being consumed by human beings.*

## **ATTACHMENT VII-CENTER OF SUBSTANCE ABUSE PREVENTION**

### **Policy Statement**

It is the policy of Alcorn State University to maintain a drug-free workplace, workforce, and campus consistent with Federal laws as set forth in the Drug-Free Workplace Act of 1988 and the Department of Defense Drug-Free Workforce Rule of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

Consequently, the Office of Student Affairs offers by the Center of Substance Abuse Prevention (CSAP) in delivery of Prevention Services.

The ASAP program uses several strategies as required by the Center of Substance Abuse Prevention (CSAP) in delivery of Prevention Services.

- Information Dissemination (Brochures & Flyers)
- Affective Education Programs
- Alternative
- Programs Problem/Identification & Referral
- Community-based process (Community Development)
- Environmental Programs

The program is ultimately designed to deter the onset of problematic behavior, including ATOD use and abuse. ASAPP provides outreach to students (college and adult) through classroom settings, educational-informative programs, including classroom instruction, health fairs, seminars; distribution of literature on ATOD and decision-making skills.

### **Drug and Alcohol Abuse Prevention**

Preventing drug abuse and excessive alcohol use improves quality of life, academic performance and workplace productivity; reduces crime and criminal justice expenses; reduces motor vehicle crashes and fatalities; and lowers health care costs for acute and chronic conditions. Excessive alcohol use includes binge drinking (five or more drinks during a single occasion for men, four or more drinks during a single occasion for women), underage drinking, drinking while pregnant, and alcohol impaired driving. Drug abuse includes any inappropriate use of pharmaceuticals (both prescription and over-the-counter drugs) and any use of illicit drugs. Alcohol and other drug use can impede judgment and lead to harmful risk-taking behavior.

## **ATTACHMENT VIII-MISSING STUDENT NOTIFICATION POLICY**

### **Policy Statement**

It is the policy of Alcorn State University that if a member of the university community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Alcorn Campus Police 601-877-3000 or Ext. 3000. If you are on the Natchez campus notify the campus police at 601-304-4384 or Ext. 4384. If you are on the Vicksburg campus, dial 911. Upon determination of a missing person, adult or minor, the university police department will generate a missing person report and initiate an investigation.

If the missing person is an adult over the age of 18, and has been missing for more than 24 hours, the Alcorn State University police department will notify the missing person's emergency contacts, law enforcement agencies in surrounding counties and in the jurisdiction where the student or employee originally resided, unless that jurisdiction made the missing person report. Adult missing person emergency contact(s) will be contacted no later than 24 hours after he or she is determined missing.

After investigating the missing student report, should it be determined that the student is missing, campus police will notify the student's emergency contact no later than twenty-four hours after the student is determined to be missing. If the missing student is under the age of eighteen and is not an emancipated individual, campus police will notify the student's custodial parent, legal guardian and any other designated contact person immediately.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the university in the event the student is determined to be missing for more than twenty-four hours. If a student has identified such an individual, the university will notify that individual no later than twenty-four hours after the student is determined to be missing.

## **ATTACHMENT IX-ACCESS TO AND SECURITY CONSIDERATION OF RESIDENTIAL FACILITIES**

### **Policy Statement**

It is the policy of Alcorn State University that Residence Life provides a safe, diverse and well maintained environment that complements and supports the academic mission of the University. We create a dynamic living/learning experience that promotes and inspires individuals to become empowered community members.

The safety of our students are the primary concern; therefore, all of our residential units remain locked and the have card-swipe entry.

Alcorn State University police department continually strives to develop shared responsibility for safety in its student population with residence hall staff members.

Resident hall staff members go through a week-long training in order to relate and enhance the student stay at the university.

We also recognize that students must take part in the safety effort. We urge students to practice safe behaviors. Safety education is also emphasized during the first two weeks of the academic year. Residents receive information on safety and security at the first residence hall meeting of the year. Students are given specific instructions to keep room doors locked at all times, to avoid lending keys or propping open doors and to report strange or unusual behavior to the campus police.

Every resident has a room key and/or an outside door key, or an access control card.

## **ATTACHMENT X-PREVENTION SERVICES PROGRAM**

The Center for Student Services and Outcomes is a multi-faceted unit that consists of two Title III funded programs: Student Engagement and Substance Abuse Prevention which provide support and services necessary to engage students in meaningful learning experiences within and outside the classroom. These areas are dedicated to assisting the university in strengthening its capacity to enhance student development by addressing topics and issues relative to leadership development, social responsibility (ethics, integrity interpersonal relationships, and civility), diversity, and cultural awareness. Further, the Center endeavors to implement a comprehensive substance abuse prevention program that provides and disseminates information regarding health and wellness, increases awareness and knowledge regarding the consequences of alcohol and other drug use; and encourages peer-led programs to help modify student perceptions regarding myths about alcohol and other drug use.

### **STUDENT ENGAGEMENT PROGRAM**

Student Engagement assists the Student Affairs Division in its efforts to enhance student's overall leadership development and college experiences. Students who are engaged in co-curricular activities show sustained behavioral involvement in learning tasks accompanied by a positive emotional tone through ongoing action, including enthusiasm, optimism, curiosity, and interests.

Student Engagement promotes and supports student learning by providing students an opportunity to participate in Student Leadership Development via the Student Leadership Round Table series and the People Organized for Student Services Enhancement (POSSE) Resident Hall Colloquiums. Additionally, Student Engagement provide students access to: Student Handbook, Co-curricular programs/activities in conjunction with academic departments, New Student Orientation, University Calendar of Activities, and a Quarterly Student Affairs Newsletter.

### **STUDENT ENGAGEMENT PROGRAM**

The Student Engagement Program is designed to develop the university's capacity for the meaningful engagement of students in co-curricular activities outside the classroom as a means of adding value, humanism, civic and social responsibility, volunteerism, leadership, and team-work to students. Through these activities, the university seeks to build a culture where students and faculty come to value learning through engagement as a significant component of the university, education, and the campus, and adjoining communities as a teaching and learning environment.

## ATTACHMENT XI-OTHER USEFUL CONTACTS

AGENCY	TELEPHONE
Police/Fire/Emergency Ambulance 9-1-1	
Campus Police (University Police Chief Douglas Stewart)	601-877-3000
University President	601-877-6111
Vice President for Student Services	601-877-6380
Title IX Office (Bowles Hall Title IX Coordinator Sharonda Porter)	601-877-6124
Facilities Management (Physical Plant)	601-877-6470
Health Services (Infirmary)	601-877-6460
University Housing	601-877-6478
ASU Family Clinic (Natchez Campus)	601-304-4375
Alcorn State University "After Hours" Crisis Hotline	601-645-2103
Brentwood Mental Health Services	800-863-4004
Catholic Charities-Guardian Sexual Assault Center (see page 24)	888-721-5460
Mississippi Department of Mental Health	877-210-8513
Merit Health Natchez	601-443-2100
National Suicide Prevention Lifeline	800-273-8255
Rape Crisis Hotline - RAINN Rape, Abuse and Incest National Network	800-656-4673
Mississippi Coalition Against Sexual Assault	877-739-3895
SANE: Sexual Assault Nurse Examiner	877-739-3895
National Sexual Assault Hotline	800-656-4673

## ATTACHMENT XII-EMERGENCY MANAGEMENT TEAM

The Emergency Operations Team (EOT) is activated, based on the type and nature of the incident, to manage the operational aspects of the University's response to an emergency event.

Emergency Operations Team	
Chief Douglas Stewart *Incident Commander Director of Campus Safety-Chief of Police Phone: 601-877-3000   Email: <a href="mailto:stewartd@alcorn.edu">stewartd@alcorn.edu</a>	Mr. Ray White Fire Chief Phone: 601-877-6196   Email: <a href="mailto:kwhite@alcorn.edu">kwhite@alcorn.edu</a>
Dr. Ontario S. Wooden Senior Vice President & Provost for Academic Affairs Phone: 601-877-6140   Email: <a href="mailto:owooden@alcorn.edu">owooden@alcorn.edu</a>	Dr. Cornelius Wooten, Senior Vice President for Finance, Administrative Services and Operations/CFO Phone: 601-877-4701   Email: <a href="mailto:cwooten@alcorn.edu">cwooten@alcorn.edu</a>
Dr. Tracy M. Cook Vice President for Student Affairs & Enrollment Management Phone: 601-877-6380   Email: <a href="mailto:tmcook@alcorn.edu">tmcook@alcorn.edu</a>	Mr. Marcus Ward Vice President of Institutional Advancement Phone: 601-877-6288   Email: <a href="mailto:mdward@alcorn.edu">mdward@alcorn.edu</a>
Mr. Larry Orman Vice President for Marketing and Communications Phone: 601-877-6130   Email: <a href="mailto:leorman@alcorn.edu">leorman@alcorn.edu</a>	Mr. Alfred L. Galtney, J.D. Executive Director Office of University Compliance Phone: 601-877-6146   Email: <a href="mailto:agaltney@alcorn.edu">agaltney@alcorn.edu</a>
Mrs. Dorothy Jackson-Davis, RN Director of Student Health & Disability Services Phone: 601-877-6461   Email: <a href="mailto:djdavis@alcorn.edu">djdavis@alcorn.edu</a>	Mr. Robert Watts Associate Vice President of Facilities Management Phone: 601-877-4000   Email: <a href="mailto:rwatts@alcorn.edu">rwatts@alcorn.edu</a>
Mississippi Emergency Management Agency Phone: 866-519-6362	Federal Emergency Management Agency Phone: 202- 646-2500
Grand Gulf Nuclear Facility Phone: 601- 437-2800	Dr. Barbara Martin Director of Counseling Services Phone: 601-877-6284   Email: <a href="mailto:bmartin@alcorn.edu">bmartin@alcorn.edu</a>
Mrs. Donna Hayden Center for Information Technology Phone: 601- 877-6182 <a href="mailto:dhayden@alcorn.edu">dhayden@alcorn.edu</a>	YaDonna Watts Director of Residence Life Phone: 601-877-6479   Email: <a href="mailto:ywatts@alcorn.edu">ywatts@alcorn.edu</a>
Mr. Joseph Barnes General Manager for Sodexo Dining Services Phone: 646-874-4885   Email: <a href="mailto:Joseph.barnes@sodexo.com">Joseph.barnes@sodexo.com</a>	Dr. Shirley Evers-Manly Dean, ASU School of Nursing Phone: 601-304-4345   Email: <a href="mailto:seversmanly@alcorn.edu">seversmanly@alcorn.edu</a>
Dr. Wanda C. Fleming Chief Human Resources Officer Phone: 601-877-6188 Email: <a href="mailto:wcfleming@alcorn.edu">wcfleming@alcorn.edu</a>	Mr. Courtney Smith Director of Admissions Phone: 601-877-6374   Email: <a href="mailto:clsmith@alcorn.edu">clsmith@alcorn.edu</a>
Mrs. Galaundra Myles (Natchez) Interim Director of Academic Support & Facilities Phone: 601-304-4345   Email: <a href="mailto:gmyles@alcorn.edu">gmyles@alcorn.edu</a>	Mrs. Jasmynn Sanders-King Director of Transportation Phone: 601-877-6199   Email: <a href="mailto:jasmynn@alcorn.edu">jasmynn@alcorn.edu</a>
Mrs. Mertha George Purchasing Agent Phone: 601-877-6154   Email: <a href="mailto:mgeorge@alcorn.edu">mgeorge@alcorn.edu</a>	Mrs. LLJuna Weir Director of Educational Equity & Inclusion Phone: 601-877-6700   Email: <a href="mailto:weir@alcorn.edu">weir@alcorn.edu</a>
Dexter Wakefield Interim Dean, School of Agriculture and Applied Sciences Phone: 601-877-6137   Email: <a href="mailto:wakephd@alcorn.edu">wakephd@alcorn.edu</a>	Dr. Keith McGee Associate Provost for Research, Innovation & Graduate Education Phone: 601-877-6198   Email: <a href="mailto:kmcgee@alcorn.edu">kmcgee@alcorn.edu</a>
Ms. Sharonda Porter Assistant Director, University Compliance/Title IX Coordinator Phone: 601-877-6124   Email: <a href="mailto:svporter@alcorn.edu">svporter@alcorn.edu</a>	Mrs. Roshae Lacey Store Manager-Follett Bookstore Phone: 601-877-4096   Email: <a href="mailto:rlacey@alcorn.edu">rlacey@alcorn.edu</a>

**Additional Core Members:**

Food Services Management	Director of Day Care Facilities
Director of Human Resources	Director of Counseling Services
Claiborne County Emergency Management	MS Emergency Management (MEMA)
Federal Emergency Management Agency (FEMA)	Agriculture

**ATTACHMENT XIII-MECHANISM OF DISTRIBUTION OF THE ANNUAL REPORT**

**1. Electronic mail:**

- a. Annual (October) electronic mailing to all students, faculty and staff. (email)

**2. Posting:**

- a. Post flyers throughout the campuses-Clery Notice

**3. Web page postings: (announcement/link to PDF format)**

- a. Alcorn State University Police Department web page
- b. Alcorn State University Home page (news/event tabs)
- c. Alcorn State University Daily Campus New Bulletin (broadcast email)

**4. Notification in the following publications: (requested)**

- a. Alcorn State University Student Catalog
- b. Student Handbook
- c. New Student Orientation Packets
- d. New Employee Orientation Packet
- e. Alcorn State University campus newspaper
- f. Alcorn State University Student Affairs Newsletter