



# 2026

# Annual Security and Fire Safety Report

## Virginia-Based VCU Campuses

Monroe Park | Medical College of Virginia | Inova  
Fairfax | SVHEC | Rice Rivers | NoVA at Poplar Run

\*REPORT PUBLISHED FOR THE 2026-2027 ACADEMIC YEAR.  
CONTAINS CRIME STATISTICS FOR CALENDAR YEARS 2023, 2024 & 2025.









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*Monroe Park and Medical College Campuses*

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# A Word from President Rao

Dear VCU Community,

At VCU, our highest priority is working diligently to ensure an environment where all who come here to live, learn, work, and heal, can do so with peace of mind. Our community is made up of people who help foster a respectful, civil and welcoming environment.

Each year, in alignment with the federal Clery Act guidelines, we publish our Annual Security and Fire Safety Report to highlight important policies, procedures, safety initiatives and resources. This comprehensive, data-driven and practical resource is a vital tool to help us stay informed and actively participate in keeping our campuses safe. While it ensures our compliance with federal law, more importantly, it reflects

VCU's commitment to providing a safe and secure environment for our students, employees and visitors. Safety is an ongoing, shared institutional responsibility. This report is coordinated through deep collaboration across our university, overseen by our Clery Compliance Administrator within the VCU Integrity and Compliance Office. This work is made possible through the dedicated partnerships of VCU Police, Student Affairs, Human Resources, Equity and Access Services, and the VCU Office of Environmental Health and Safety.

I extend my sincere thanks to the many professionals who work to compile and share this important information in an open, accessible way. Thank you for your continued partnership and shared dedication to the well-being of our community.

Sincerely,  
Dr. Michael Rao





# A Word from Chief Hunter

To the VCU and VCU Health Community,

Thank you for taking the time to engage with this critical report. The safety and security of our VCU and VCU Health community is more than the VCU Police Department's sworn duty — it is a central mission for the people who work day and night to help keep our community safe.

Recently, our department selected a motto that represents the department's values, commitment and service. Overwhelmingly, our team voted **"Our Community. Our Commitment"** as the phrase that best captures our objective.

In the spring of 2026, more than 90% of our community reported feeling safe or very safe on our campuses. Our commitment to improvement remains steadfast, so I have tasked our team to operate using an intelligence-lead policing model in everything we do. Numbers and data inform every plan or project.

Our new crime analysis team tracks trends and provides hard numbers: what types of incidents are occurring, when and where. This allows us to be responsive and adaptive.

Operation Safer Streets — a targeted traffic enforcement initiative in early 2026 — is a great example of this strategy in action. Following a rise in vehicle-pedestrian crashes, our officers issued more than 1,700 traffic summons over a 90-day period and tracked the numbers in detail. The data now helps inform our traffic division operations.

Our community also helps drive change at the department, through sharing their voice and, in turn, valuing what they have to say.

Last year, we launched a one-of-kind student-led advisory committee that meets directly with me each month. Called the Student Voice Committee, their work led directly to a revamp of our RAMSWay paths (which serve as pedestrian highways on both campuses) and an effort to make the VCU Police perception of safety survey more student-focused.

Personally, I realize each and every number contained in this report is an individual whose life was impacted by something they likely did not anticipate. Our team stands ready to provide support, voice and respect to anyone who needs it.

We all have a shared responsibility in our own safety and the safety of others. Please take a moment to review the safety resources offered by VCU and VCU Health contained in this report.

Our officers and staff strive to provide voice, neutrality, trust and respect in every interaction with community members. More than words, more than a motto, this approach values what each and every one of you brings to VCU and VCU Health.

Sincerely,

Clarence T. Hunter Jr.  
Chief of Police





# Part 1: Annual Security Report



*\*Everything in this section will be written to apply for all campuses, any differences will be noted in the specific sections for that campus as indicated below.*

# A Word From the VCU Clery Compliance Team

VCU is committed to fostering a safe, informed, and empowered campus community. The 2026 Annual Security and Fire Safety Report (ASFSR) reflects that commitment by providing transparent information about campus safety policies, prevention efforts, and crime statistics, as required under the Clery Act. This report is more than a compliance document; it reflects a shared responsibility and a collective achievement made possible through the dedication of many partners across the university.

The Clery Act requires institutions to maintain accurate records, issue timely and meaningful safety communications, and ensure that students and employees have access to the information they need to make informed decisions. At VCU, meeting these responsibilities is a university-wide effort. The Clery Team works closely with VCU Police, Title IX, the Dean of Students Office, Human Resources, Student Conduct & Academic Integrity, Residential Life & Housing, Student Affairs, and many academic and administrative units. Their collaboration, professionalism, and commitment to accuracy strengthen this report; and our compliance program.

Campus safety also extends beyond reporting requirements. It is grounded in a culture of awareness, prevention, and care. The programs, resources, and partnerships highlighted throughout this report demonstrate VCU's ongoing investment in an environment where every member of our community feels supported and secure. Through prevention education, emergency preparedness, and the daily work of maintaining accurate safety data, our collective efforts reinforce VCU's commitment to transparency and continuous improvement.

As you review this report, we invite you to learn more about the policies, resources, and initiatives that support safety at VCU. We encourage you to engage with the information, explore available services, and reach out to the Clery Team with questions or suggestions. Your awareness and involvement strengthen our community and help ensure that VCU remains a place where students, faculty, staff, and visitors can thrive.

Thank you for taking the time to review this report and for your partnership in supporting a safe and informed university community.

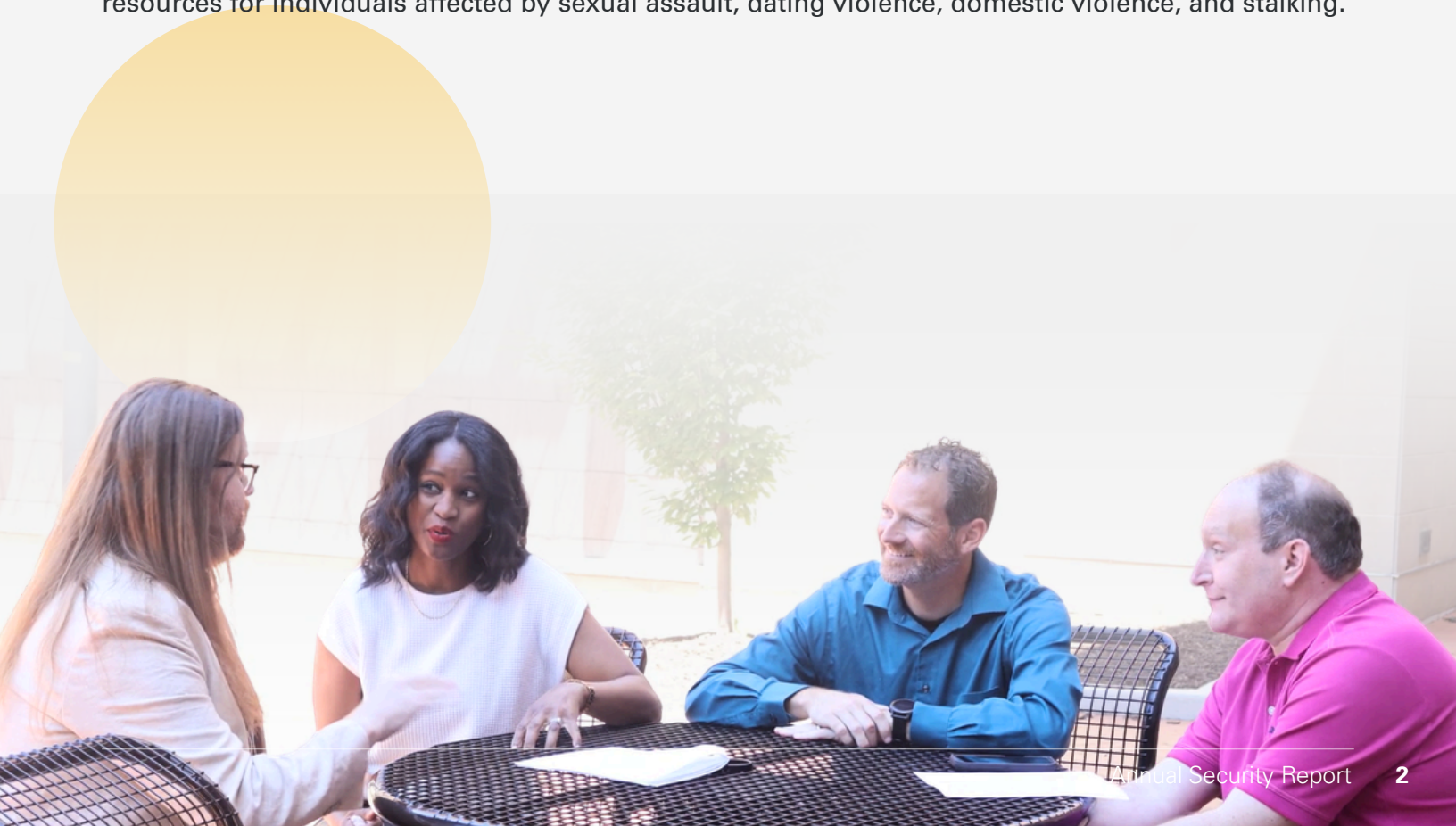


# Report Introduction

Virginia Commonwealth University (VCU), founded in 1838, is located in the heart of Richmond, Virginia, a vibrant urban center known for culture and creativity. As a top 50 public research institution with more than 28,000 students and over 225,000 alumni, VCU spans multiple campuses, including the MCV Campus, home to five health sciences schools and the VCU Health System. Instruction is also offered at off-campus sites such as Inova Fairfax, the Southern Virginia Higher Education Center, Rice Rivers, and NoVA at Poplar Run. VCU additionally operates an international campus, VCUarts Qatar. The Annual Security Report for the VCUarts Qatar campus is captured in [a separate publication](#).

VCU is committed to maintaining a safe, informed, and supportive environment for all students, employees, and visitors. In alignment with the Jeanne Clery Campus Safety Act, the university publicly reports crime statistics and safety information for incidents occurring on or near campus. The Clery Act promotes transparency and ensures the community has timely, accurate information to support informed decision-making. Its purpose is to promote transparency in campus safety and to empower students, employees, families, and the broader community with timely, accurate information that supports informed decision-making.

This Annual Security and Fire Safety Report (ASFSR) provides information on current campus safety policies and procedures, prevention and awareness programs, emergency response information, reporting options and available resources, and crime statistics from the previous three years. The report also outlines requirements such as timely warnings, a daily crime log, and rights and resources for individuals affected by sexual assault, dating violence, domestic violence, and stalking.



# Report Preparation

The Clery Compliance team compiles this report with support from numerous campus partners, including VCU Police, Human Resources, Student Affairs, Equity and Access Services, Environmental Health and Safety, and staff at off-campus instructional sites. Each year, the Clery Data Integrity Team obtains Clery-reportable crime and referral data from the VCU Police Department, Residential Life & Housing, Office of Student Conduct and Academic Integrity, Title IX, Dean of Students, Human Resources, and other applicable law enforcement agencies. Information in the sections below apply to all Virginia-based campuses, unless specifically noted.

All policies referenced in this document are current, as of publication, and apply to all VCU campuses to the extent consistent with applicable federal and state law. All university policies and procedures are applicable to all campus locations, unless otherwise stated in the respective campus section. To view all university policies, please visit [vcu.public.doctract.com](http://vcu.public.doctract.com).

This report is a valuable and informative tool containing information on crime statistics, campus policies, procedures, reporting options, and resources and safety tips. Personal safety is everyone's responsibility, and we need your assistance in maintaining a safe campus environment. VCU encourages readers to read all information before the crime statistics, as this will give valuable details related to the specific crimes and geography being reported.

**Paper copies of this report may be  
obtained in person from the  
Office of Audit and Compliance  
Services:**

**918 W. Franklin St.  
8 A.M. - 5:00 P.M  
Monday - Friday**

**If you have questions about this report  
or would like a copy in an alternate  
format, please contact the Clery  
Compliance Office at [Clery@vcu.edu](mailto:Clery@vcu.edu) or  
by calling (804) 828-2336.**



# Virginia Commonwealth University Clery Policy

The VCU Clery Act Compliance policy was approved and implemented to address the campus' obligations pursuant to the Jeanne Clery Campus Safety Act, 20 U.S.C. § 1092(f) (the "Clery Act"). VCU is committed to the safety of each University campus community and compliance with the Clery Act. The purpose of this regulation is to establish policy and procedure for the Universities' compliance with requirements of the Clery Act. The regulation outlines the following requirements:

- Annual Security and Fire Safety Report (ASFSR)
- CSA Identification, Notification, and Training
- Required Collection, Classification, and Counting of Reports, Statistics, and Referrals
- Clery Geography
- Campus Notifications: Timely Warning Notices and Emergency Notifications
- On-campus Student Housing Missing Student Notification Policy
- Crime Log and Fire Log
- Education Programming and Awareness
- Records Retention
- Violence Against Women Act Requirements
- Stop Campus Hazing Act Requirements
- Drug-Free Schools and Communities Act
- Identification of Responsibilities for departments or individually

## VCU Clery Compliance Committee

VCU created a Clery Compliance Committee to help oversee and assist with Clery compliance. Compliance efforts extend beyond one department, the Committee is a cross-functional team of professionals from across campus. The committee is an effective tool in garnering institutional awareness of the Clery Act requirements. They will assist with topics including, but not limited to, gathering and compiling crime statistics, identifying Campus Security Authorities (CSAs), maintaining the Clery geography list, ASFSR preparation and review, policy and procedures review and recommendations, and compliance with other intersecting legislation.

# Campus Safety, Personal Safety, and Crime Prevention

VCU is committed to maintaining a safe, healthy, and educational environment for all students, employees and visitors. The university's success does not rest solely on the VCU Police Department, but on everyone's commitment to looking out for one another. What we do, or fail to do, affects our safety and the safety of others. The mission of the VCU Police Department is to provide a safe and secure environment for learning, living and working. This mission is accomplished through community-based crime prevention programs, traditional law enforcement, and progressive community policing practices.

At VCU, keeping students, faculty, staff and visitors safe does not stop at the traditional campus borders. Since 1998, VCUPD has maintained a partnership with the Richmond Police Department and community leaders to expand its outreach efforts in surrounding neighborhoods. These efforts include patrols into neighborhoods adjacent to both Richmond-based campuses where VCUPD has jurisdiction. The ability to patrol in neighboring communities has created greater security for the campus community and those who live and work near the main campuses.

VCUPD involves all university community members in crime prevention efforts through educational initiatives and patrols to reduce drug-related crime on campus. On the Monroe Park and MCV campuses, VCUPD uses electronic security systems that limit access to all campus residence halls and many university buildings, as well as an expanded bicycle patrol that provides quick response on campus and in surrounding communities. The university has specific policies to ensure the safety and well-being of its students, employees and the campus community. Policy violators face disciplinary actions from VCU and potential prosecution by federal, state and local agencies.





## Maintenance of Campus Facilities

VCU facilities and landscaping are maintained to minimize unsafe conditions. Facilities Management staff and VCUPD regularly patrol the campus and document malfunctioning lights and other unsafe conditions for correction. Facilities Management immediately responds to reports of inoperable doors, burned-out lights, broken windows and screens, and requests from VCUPD to do such things as trim surrounding bushes for safety and security purposes. Campus community members can report hazards directly to Operations through the [Facilities Self Service system](#). The campus safety and security program is enhanced by technological systems including access control, security cameras, emergency phones, and fire detection, suppression, and reporting systems.

VCU Police personnel closely monitor any security-related maintenance problems that occur after hours until reported to and resolved by Facilities Management personnel. Other members of the university community can assist with reporting equipment problems to VCU Police by calling (804) 828-1196 (nonemergency) or Facilities Management at (804) 828-9444.

## Security and Access to Campus Facilities

VCU is part of the city of Richmond and is open to the public. University facilities are generally accessible to all. When the university is closed, buildings are locked, and only faculty, staff, and students with authorization are permitted access. The campus “access control” system provides electronic access to all residence halls as well as selected campus buildings.





## Academic and Administrative Buildings

Academic and administrative buildings are open to the public at a minimum during normal business hours, and often into the evening hours for night classes and activities. Most facilities have individual hours that may vary depending on the time of year. Access is managed in a variety of ways according to use, size and other factors. Among the latest security strategies is an electronic access-control system that works with the VCUCard, the universal campus identification card. Faculty, staff and students can use their VCUCard at designated building entrances. A prox chip embedded in the card identifies the user and allows the programmed card reader to open the door only to individuals with proper authority for that building.

Most academic and administrative buildings do not have a VCU police or security officer assigned to them. However, VCU Police officers patrol through these buildings on a regular basis on foot, bike and cars. In addition, contract security officers conduct mobile patrols and are assigned to a number of campus facilities. Many offices, labs, computer rooms, and other secure areas have alarm and camera monitoring systems. For information about the access protocol for a specific building, see the building manager, a department head or contact VCU Police at (804) 828-1196.

## On-Campus Residential Housing Facilities Safety and Security

VCU Residential Life and Housing owns and operates 11 on-campus residential housing facilities, with approximately 5,700 students residing in the halls during the academic year. This section provides information on safety, security, policies, and systems that are in place to protect the residents. Residence halls are staffed with a variety of professional and paraprofessional staff members such as Resident Assistants (RAs), Hall Directors (HDs), Desk Assistants (DAs). The HD are full-time, master's degree-level professionals with experience in residence hall work. Each HD is responsible for the overall operation of the residence hall. They live on-site, supervise RAs, and foster a supportive environment for residents. RAs are typically undergraduate students who live in the residence hall with residents. They are selected for their leadership and communication skills, care of others, knowledge of university resources, and desire to build community. RAs receive training that equips them to serve as a resource for information and referrals within the residence halls and throughout the university community. Finally, DAs are VCU students who provide information services, monitor access control within residence halls, and process guest and visitor check-in requests. They provide customer service, act as a resource agent, and are often the first to greet residents and visitors within our community.

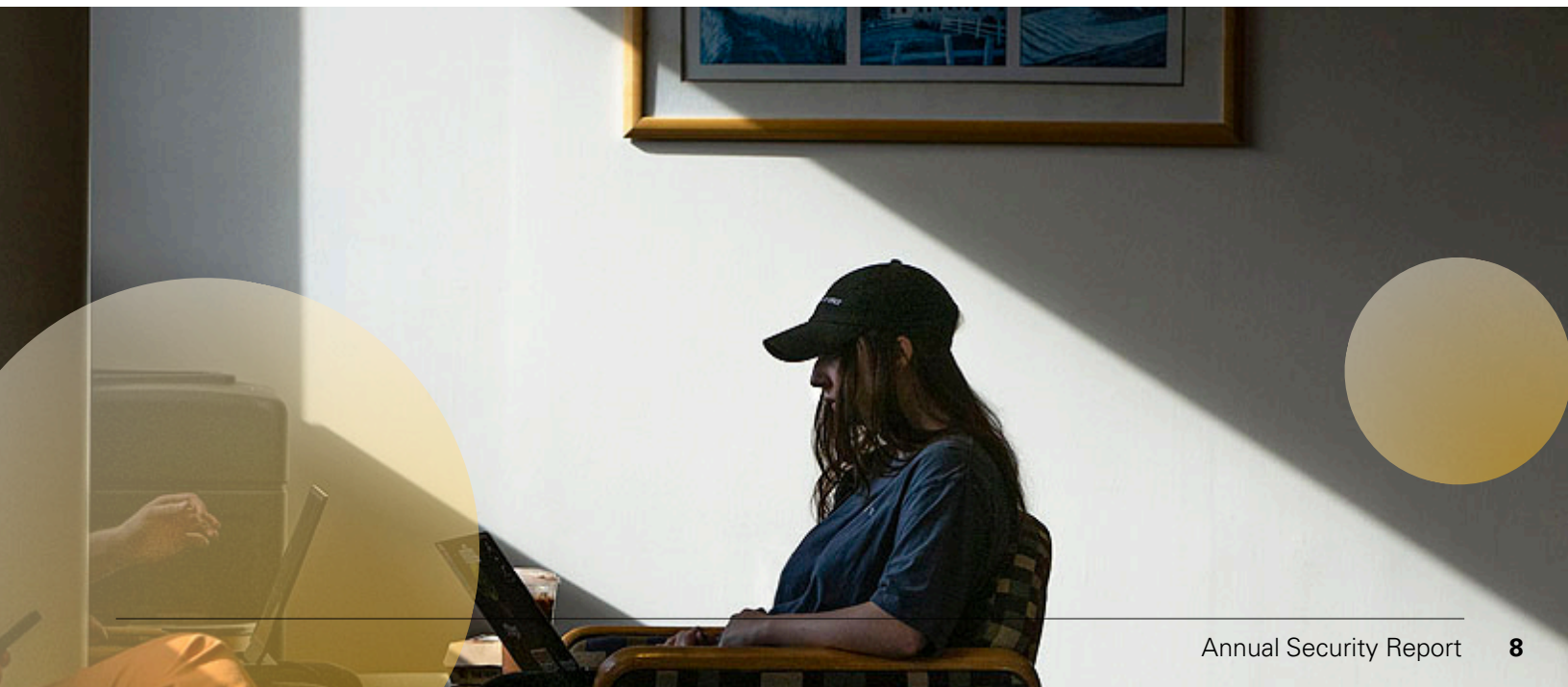


Housing staff members educate and serve students through programs on stress management, anger management, time management, alcohol and drug awareness, crime prevention and gender-based violence. Many of the programs are presented in partnership with other campus departments. Residents are encouraged to seek assistance from their hall staff. Staff members have been trained to serve as a resource for students in any situation. Housing staff maintain relationships with offices on campus and can refer students who may require additional support. All housing staff can assist with filing a police report or reporting incidents to the university without police involvement.

Public areas in resident halls, such as lobbies, are restricted to card access only and monitored by Residential Life staff or contract security officers. Each residential facility has a front desk where students swipe their card to enter the facility and sign in guests. While halls are occupied, each building is staffed 24 hours a day, while with either trained student information desk assistants employed by VCU Residential Life and Housing or contract security officers. Non-public areas of residence halls are secured 24-hours a day to residents and their escorted guests. Only students with proper keycard or ID card credentials, or guests to whom a resident grants escorted access, are allowed in the secure areas of the building.

All residents must enter and exit through the building's main entrance. Exterior doors are locked 24/7 and can only be opened with VCUCard access, which is restricted to residential students and authorized personnel. Information Desk Assistants and security officers verify each resident as they enter. The residential guest policy can be found by visiting [housing.vcu.edu/help/resources/gtr/](https://housing.vcu.edu/help/resources/gtr/). Non-resident guests 16 years and older may be checked in by a resident by using identification (i.e. a state or federal government identification). Minor guests ages of 16 - 17 must submit a minor guest form and receive approval from a parent or guardian prior to arrival. Minor guests under the age of 16 are not permitted in the residence hall unless accompanied by a parent or guardian. All guests are logged into a tracking system assigned to their host resident.

Housing staff and VCU officers conduct routine patrols of residential facilities to assess and monitor building security. Residents should not prop open doors, allow others to tailgate into facilities behind them, or sign in guests they do not know.



## Campus Safety Services

At VCU, the safety and security of our campus community are foundational to our mission of academic excellence and student success. Our comprehensive safety strategy includes innovative programs and technologies designed to enhance emergency response, promote personal safety, and deter crime. Key initiatives include the Emergency Reporting Telephone System (ERTS); RamSafe; and enhanced campus lighting and maintenance to reduce risk in public spaces.

The university also deploys VCU Safety Ambassadors and maintains access control systems through VCUCard technology. Additional efforts such as bicycle patrols, and property registration programs further demonstrate VCU's commitment to proactive safety education and crime prevention.

Together, these services reflect VCU's dedication to creating a safe, inclusive, and responsive campus environment. We encourage all members of the VCU community to stay informed, engaged, and empowered in supporting campus safety. The following sections provide detailed descriptions of each service, outlining how these services work and how members of the VCU community can access and benefit from them.

### Emergency Reporting Telephone System (ERTS)

Yellow exterior and red interior telephones at more than 450 sites across both campuses allow electronic contact with VCUPD. Gladding Residence Center utilizes a blue exterior telephone for emergency reporting purposes. An officer will be dispatched immediately to the site when the phones are accessed.

### RamSafe

RamSafe is the evening transportation service dedicated for VCU students, faculty and staff. The program provides safe and free transportation to on-campus locations and nearby residences and buildings within defined boundaries on the Monroe Park and MCV campuses. VCU faculty, students and staff are encouraged to contact RamSafe via the Ride Pingo app for mobile devices or by calling (804) 828-SAFE during hours of operation. VCU Health employees should utilize the Ride Pingo app and select VCUHS when prompted to select a ride option.

### Lighting and Maintenance

VCUPD regularly assesses areas that may need repaired or upgraded lighting on campus, as well as assesses maintenance in physical areas that may provide protection for potential criminal activities.





## **Access Control**

Employees and students can use their VCUCard readers at designated building entrances. A proximity chip embedded in the card identifies users and allows the programmed card reader to open the door only to individuals with proper authority for that building.

## **Bicycle Patrol**

Yellow exterior and red interior telephones at more than 450 sites across both campuses allow electronic contact with VCUPD. Gladding Residence Center utilizes a blue exterior telephone for emergency reporting purposes. An officer will be dispatched immediately to the site when the phones are accessed.

## **Bicycle and Computer Registration**

As part of the department's education program, VCUPD officers aid students and employees with registering their bicycles and personal computers to deter theft. VCUPD also offers free bicycle U-locks to students who have less-than-adequate locks.

## **Lighting and maintenance**

VCUPD regularly assesses areas that may need repaired or upgraded lighting on campus, as well as assesses maintenance in physical areas that may provide protection for potential criminal activities.

## **VCU Safety Ambassadors**

VCU Safety Ambassadors are unarmed, civilian employees of the VCU Police Department primarily designed to create a non-sworn crisis and de-escalation unit. They do not have law enforcement authority, however, they do patrol and respond to calls for assistance within VCUPD jurisdiction that do not require a sworn police officer. Safety Ambassadors have completed Crisis Intervention Training and Mental Health First Aid, to help identify individuals in mental health crises, render aid or offer resources.

## **Campus Security Enhancements**

VCU uses a multichannel communications system to keep students, faculty and staff informed, safe and secure. In an emergency, sirens on VCU's Monroe Park and MCV campuses will alert the community to seek shelter.

VCU's text message alert system will notify students, faculty, staff and parents immediately about campus emergencies, weather delays and cancellations. To sign up, visit <https://alert.vcu.edu/signup/index.html>; registration is free. During an emergency, Alertus devices in classrooms, residence halls, and other high-traffic areas emit an alarm and a flashing strobe-light warning, along with a protective action statement on large-text digital displays. Digital signboards in major academic buildings, the University Student Commons, and all residence hall lobbies will provide immediate information during significant campus events or emergencies.

Facebook and LiveSafe are also used to push VCU Alert messages during emergency situations. All VCU networked computers will receive desktop notifications during significant emergencies and other disruptive events. The VCU Alert website at [https:// alert.vcu.edu](https://alert.vcu.edu) will be updated regularly with information and instructions on how to respond should an emergency occur.

# Personal Safety and Crime Prevention

Things you can do if someone tries to harm you:



Stay calm and think rationally



Remember what the attacker looks like



Consider what you can do to defend yourself



Be verbally assertive to draw attention to the situation



Flee at the first opportunity



When in a safe location, notify the police immediately

## Residence halls & apartments:



Keep your room locked and keep your keys with you; don't loan them to others



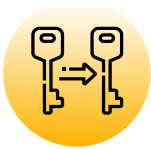
Be careful when inviting casual acquaintances into your room



Do not prop open exterior doors of residence halls



Report any lost or stolen keys immediately, cover your property with insurance



Don't allow anyone to duplicate your keys



If someone knocks on your door, find out who it is before opening it



Do not leave a message on your door concerning your whereabouts



Do not let strangers enter the residence halls



## If you live off campus



Re-key locks when moving into a previously rented residence or after keys have been lost/stolen



Install deadbolt locks on all exterior doors and locks on windows



Make sure shrubbery is trimmed away from entryways and windows



Light entrances all night long



Invest in doorbell camera system to remotely check or receive notifications when away from home



Exercise caution when using alternative transportation, such as taxis, Uber and Lyft

## Vehicles



Lock car doors and close windows when leaving your vehicle



Never leave your vehicle running and unattended, whether it is locked or unlocked



Store valuables out of sight or lock them in the trunk when the car is parked



Keep your keys with you at all times



Do not leave valuable items in your car



Do not park in isolated areas, park in well lit areas

## Personal Property



Record the serial numbers to your property and mark personal items with your name or some other traceable identification



Keep your credit cards, debit cards and important documents out of sight and secure



Leave items of high monetary value at home



Do not leave personal property unattended



Do not carry excess cash



Keep your purse/backpack close to your body

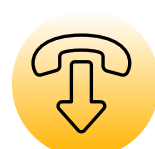
## Phone security



Secure phones by passcode and biometrics



Do not divulge your name and address to people you don't know



Hang up immediately on obscene phone callers



Ignore and block text requests for personal or banking information



Do not store financial cards and ID's on the backs of phones



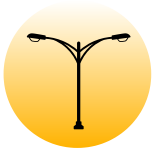
Use caution when sharing photos of yourself



Never reveal that you are alone



## General Information



At night, travel in well-lit areas and in pairs when possible



Report incidents and suspicious activity or persons to the police



Notify the police if you have a protective order issued against an individual listing VCU as a protected location



Beware of email scams; if it's too good to be true, it probably is



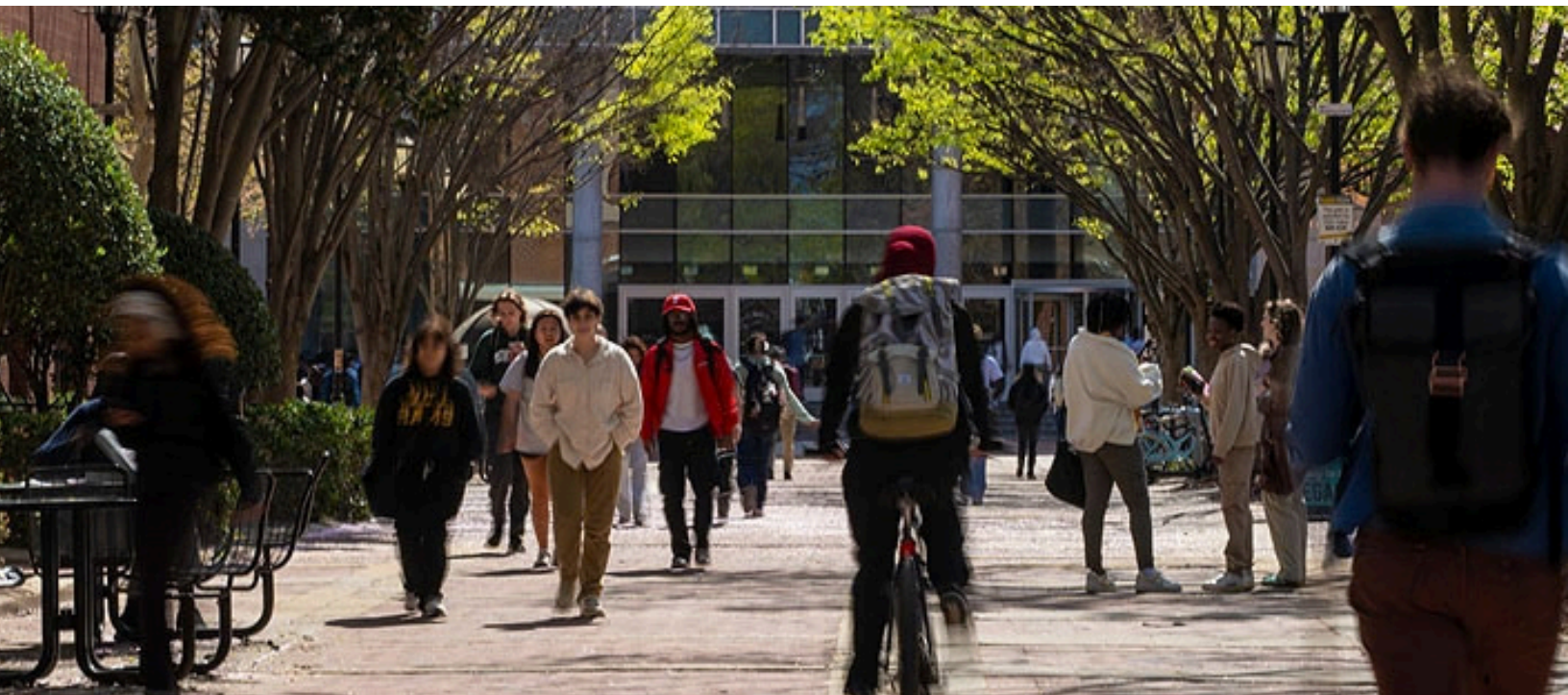
Secure your bicycles, scooters, motorcycles, etc.



Try to avoid walking alone at night; use a RamSafe and RamRide when possible



Do not take personal safety for granted; pay attention to your surroundings



# Campus Security Policies

## Missing Student Notification Policy

The Higher Education Opportunity Act of 2008 set forth requirements for educational institutions regarding reporting, investigating, and making emergency notifications for any currently enrolled student living on campus believed to be missing. Although students are under no obligation to notify the university of plans to spend time away from their residence, a student who resides in on-campus housing at VCU, or lives in temporary accommodations while attending official university events, will be presumed to be missing when his or her reported absence is found to be inconsistent with established patterns of behavior and the deviation cannot be readily explained. Additionally, any reported absence of 24 hours, or an absence of less than 24 hours wherein there exists possible evidence of foul play, will result in the same presumption.

## Confidential Emergency Contact

During the annual online signup process for a residence hall space, students can register a confidential missing student emergency contact. This contact can be any person designated by the student, including friends, roommates, family members, co-workers, siblings or a significant other. This information will be confidential and may not be disclosed except to authorized campus officials or law enforcement in furtherance of a missing person investigation. This contact person shall be notified within 24 hours of the determination that the student is missing, by VCU Police or local law enforcement. Students have the option to update missing student contact information by logging into the [housing portal](#).

## Missing Student Determination Process

Any individual who believes that a student living in on-campus student housing may be missing, shall immediately contact VCU police by calling (804) 828-1234 (emergency) or (804) 828-1196 (nonemergency). Upon receipt of a complaint, report, or expression of concern about a missing student, VCU police will:

- Attempt to contact the student through all reasonable and available means;
- Investigate the validity of the missing person report and manage the information according to established investigative standards;
- Notify the Vice President for the Division of Student Affairs to seek their aid in the investigation, and;
- Collaborate with any other appropriate law enforcement agencies as necessary to further its investigation.

## Missing Student Notification Policies and Procedures

If a student, regardless of age, has identified such an individual, VCU police or an official from the university will notify that individual no later than 24 hours after the student is determined to be missing. A record containing information about the confidential contact person will be maintained by Residence Life & Housing as a part of the student resident's file. This information will be kept confidential and only be shared with authorized campus officials or law enforcement personnel and it may not be disclosed outside of a missing person investigation.

University officials reserve the right to initiate any other action that may be deemed appropriate and in the best interest of the missing student and will work collaboratively with law enforcement officials until the student is located. Although not inclusive of all possible resources, VCU officials may utilize any of the following to assist in locating the student.

These resources may be used in any order or combination:

- Interviews of faculty, staff, students or known friends / acquaintances of the missing student.
- Campus surveillance video.
- Physical access to the missing student's room.
- Physical inspection of any accessible campus property.
- Student ID access logs, including building security access logs, dining plans, or other uses.
- Campus vehicle registration and parking enforcement databases and subsequent inspection of any vehicle found on campus property that belongs to the missing student.
- Campus e-mail & IT systems to determine the last login or applicable activity information.
- Student records, including judicial records.
- News media releases & publications.

If, within 24 hours of the missing student report, VCU police is unable to locate the missing student and the student is not known to have returned to university property or not otherwise located, VCU police will notify the appropriate University personnel (Division of Student Affairs) to take the following action(s).





The following procedures must go into effect within 24 hours of the determination that a student who resides in on-campus student housing has been missing for 24 hours. This does not preclude initiating these policies and procedures as soon as the institution determines that a student is missing.

If the student has designated a contact person, the Dean of Student Advocacy Office shall notify that contact person within 24 hours that the student is missing.

- If the student is under 18 years of age and is not emancipated, the Dean of Student Advocacy Office shall notify the student's custodial parent or guardian and any other designated contact person within 24 hours that the student is missing.
- Regardless of whether the student has identified a contact person, if the student is above the age of 18, or is an emancipated minor, the VCU Police Department shall inform the local law enforcement agency that has jurisdiction in the areas within 24 hours that the student is missing.

The applicable procedures are communicated routinely to students by email during New Student Orientation. To read the complete Missing Student Notification policy, please visit <https://vcu.public.doctract.com>.

## **Sex Offender Registration - Campus Sex Crime Prevention Act**

In October 2000, the Federal Campus Sex Crimes Prevention Act 20 U.S.C. § 1092(f)(1)(I) amended Section 170101 of the Violent Crime Control and Law Enforcement Act of 1994. The Campus Sex Crimes Prevention Act requires sex offenders who are required to register under state law to also provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Title I of the Adam Walsh Child Protection and Safety Act, the Sex Offender Registration and Notification Act (SORNA), provides for the registration and tracking of sex offenders.

Institutions of higher education are required to issue a statement advising the campus community of where to obtain law enforcement agency information provided by a state concerning registered sex offenders. The law also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

The Virginia State Police maintain the registered sex offender database that can be accessed at [sex-offender.vsp.virginia.gov/sor](http://sex-offender.vsp.virginia.gov/sor). Access this information at <https://sex-offender.vsp.virginia.gov/sor/>. This site allows users to query registered convicted offenders in the commonwealth of Virginia.



# Emergency Response, Evacuation, and Preparedness

## Emergency Management

VCU's Division of Emergency Management works with the VCU community and regional partners to ensure the university is prepared for emergencies and disasters of all types. This office creates the University's Crisis and Emergency Management Plan, Continuity of Operations Plan, and many other planning documents, in addition to providing planning support to individual units and departments within the university. To test emergency plans and increase the university's overall preparedness, this office conducts regular training and exercises. The Division of Emergency Management also manages VCU's emergency notification and warning systems, VCU's Incident Coordination Team, and the Emergency Operations Center.

VCU recognizes that specific emergencies may occur that require an immediate response from emergency services. To address mitigation, preparedness, response, and recovery, VCU has developed a Crisis and Emergency Management Plan (CEMP) designed as an all-hazards plan. The basic emergency procedures are to protect lives and property by effectively using university and campus community resources.

In accordance with the university's CEMP, university officials coordinate the emergency notification, response and evacuation of the community, as needed, in the event of an emergency. The CEMP creates a flexible, scalable, all-hazards framework for the coordination of the University's effort in assisting impacted people, physical assets and operations on campus. It is designed to be both scalable and flexible, contains both a basic framework, as well as hazard-specific annexes. The activation and use of the CEMP's Incident Coordination Team (ICT) is based on the facts and circumstances present and known by senior leadership. These officials also test the emergency response and evacuation procedures at the beginning of both fall and spring semesters and publicize them throughout the community. Individuals who are responsible for carrying out these procedures include, but are not limited to the:

- President of the university
- Senior Vice President for Finance and Administration/Chief Financial Officer (ICT leader under the CEMP)
- Associate VP for Emergency Services and Public Safety (ICT co-leader under the CEMP)
- Chief of police and/or VCUPD designee.

**If a significant emergency or dangerous situation involving an immediate threat to the health and safety of individuals is confirmed, the university will immediately notify the campus community. The Campus and Community Notifications chapter of this document provides more information about Emergency Notifications and Timely Warnings, see page 47. For more information regarding the VCU Division of Emergency Management, visit <https://police.vcu.edu/emergency-management/>.**

## Emergency Evacuation Procedures

If appropriate, campus and building evacuations will be completed according to specific building Emergency Action Plans. University buildings have emergency directories and signage to assist with evacuation and emergency procedures.

The following information details procedures for evacuation from the VCU campus and its buildings. VCU Police coordinates the safe evacuation of all impacted university facilities in the event of fire, bomb threat, power outage, other natural disasters, civil disturbances, and active or imminent threats. The level of necessity for evacuation will determine the appropriate response by VCUPD and other university partners. If large-scale events occur that are beyond the resource capabilities of the university, the chief of police, in partnership with VCU Fire Safety may request assistance from outside agencies such as the City of Richmond Police Department and Richmond Fire and Emergency Department, Virginia State Police and the Virginia Department of Emergency Management, as needed. VCU Fire Safety provides on-scene coordination between VCU and the Richmond Fire Department.

Individuals can report emergencies occurring at VCUarts by calling (804) 828-1234.

## Buildings and Residence Halls

- All building and Residence Hall evacuations will occur when an alarm sounds and/or upon notification by first responders, staff, or a designee.
- When the fire alarm is activated remain calm and leave by the nearest marked exit and alert others to do the same.
  - Do not use elevators; use the stairs.
  - Assist the physically impaired. If they are unable to exit without using an elevator, secure a safe location near a stairwell and immediately inform VCUPD or the responding fire department of the individual's location.
- Know your evacuation assembly points.
- Once outside proceed to a clear area that is at least 150 feet away from the affected building.
- Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.
- Do not return to an evacuated building unless told to do so by a designated university official.



## Primary Actions of a VCU Alert Message

In the event of an emergency, VCU will send a text alert notifying the campus community about actions they need to take. These messages should be taken seriously and are sent for the safety of those receiving the message and the overall campus community.

When the VCU Alert system is activated, the message will notify campus community members of the emergency and its location. The message will provide information about the action the campus community should take to protect themselves. University authorities may instruct campus members to take one of the five actions below. These messages will give brief descriptions of the incident, but it is important to know what each one means.

### 1. Avoid Area

- a. Keep a safe distance, stay away from specific campus location(s). This is not an order to evacuate.
- b. Example that may warrant this alert: vehicle accident, flooding, fire, bomb threat, chemical spill

### 2. Evacuate

- a. Move to safety, quickly exit the specified location(s) and move to a safe place.
- b. Example that may warrant this alert: fire, bomb threat, chemical spill, explosion, gas leak

### 3. Lockdown

- a. When buildings are physically locked, entry will not be allowed to anyone other than first responders.
- b. Hazards that may warrant this alert: police/criminal activity nearby, dangerous activity within a facility, any external activity that potentially poses a safety threat to the community or facility

### 4. Shelter-in-place

- a. Seeking cover indoors due to an ongoing or imminent emergency situation related to environmental or human caused disasters
- b. Weather related lockdown: If no basement is available, go to a lower-floor interior room, like a bathroom or closet. Stay away from windows.
- c. Hazards that may warrant shelter in place: Hazmat situation, Bomb threat, Tornado, Earthquake, Flash flooding, Severe weather

### 5. Run/Avoid, Hide/Barricade, Fight

- a. Safety protocol utilized by VCU and VCU Health to instruct community members on how to respond to active threats.
- b. If you see or hear an active threat:
  - i. RUN/AVOID- Create distance between you and the threat.
  - ii. HIDE/Barricade- Barricade or block entry.
  - iii. FIGHT- Be prepared to defend yourself
- c. Hazards that may warrant Run, Hide, Fight: Active assailant inside/outside a facility



## Lockdown

Incidents may occur where VCU will issue an alert for a lockdown. This alert means all buildings and facilities will be locked, restricting access to only first responders. The facility should remain in a lockdown status until emergency personnel communicate the all-clear.

The following information will help you when a lockdown notification is issued:

- Anyone outside of a facility that is under lockdown will not be allowed inside.
- Academic Facilities: equipped exterior and interior doors will lock electronically.
- VCU Health Facilities: exterior doors on electronic access control will lock automatically. Security officers will manually lock all other exterior doors, per protocol.
- If feasible and practical, lock doors without electronic mechanisms.
- Do not allow access to anyone who is outside of the locked down area.
- Move away from any exterior doors or windows.
- Stay calm and listen for instructions from authorities.
- If a community member is outside of a locked down facility, do not try to enter, pay close attention to VCU and VCU Health Alert information, leave the area as quickly/safely as possible, seek shelter away from the threat and do not return until advised.

## Shelter in Place

Shelter-in-place means to take immediate shelter wherever you are at the time of the notification. These alerts are sent when a condition exists that is potentially life-threatening and has an immediate threat to the health and personal safety of the campus community. You should remain in a shelter-in-place status until emergency personnel communicate the all-clear.

The following information will help you when a shelter-in-place notification is issued:

- Find a safe location indoors and stay there until you are given an all clear OR told to evacuate.
- If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel.
- Exterior doors to publicly accessible buildings remain unlocked so that community members can get to safety.
- Every shelter in place order will include specific information about appropriate response steps for that
- Hazard (actions for a tornado are different than a hazmat scenario).
- Locate a ground level, interior room without windows, to shelter inside.
- Shut and lock, if possible, all windows and close exterior doors. Doors and windows may need to be barricaded, if possible.
- Pay close attention to instructions distributed via [alert.vcu.edu](https://alert.vcu.edu).



## Run/Avoid, Hide/Barricade, Fight

Active threats on campus, including active shooters, are unpredictable. VCU police and local emergency services train regularly for these types of incidents. While a quick response is important, there are actions you need to take during an active threat. VCU will alert the campus upon confirmation of an active threat and issue an emergency text notification with specific details related to location and actions you should take. The following is helpful information to know in the event you receive a notification:

A person's immediate response will depend upon the specific situation they are facing.

**Action to take in an active threat situation:** Run/Avoid, Hide/Barricade, Fight. Call the police when you are safe. Tell the dispatcher:

- **Location:** your location and the location of the threat (if known)
- **Number:** of persons who are a threat
- **Description:** of the threat (gender, race, clothing, stature, etc)
- **Type:** of weapon(s) and how many
- **Number:** of potential victims you observed, how many are with you at the time of the call

### In the event of an active threat, you should know the following:

- **Run/Avoid:** If you can safely escape the threat without putting yourself or others at risk, do so immediately. At VCU Health Facilities, pause all non-life saving medical care and move patients out of sight, if safe to do so.
- **Hide/Barricade:** Lock and/or barricade doors by any means possible (including Anchorman devices at VCU Health facilities). If you are in a room that cannot be secured or feels unsafe, consider seeking refuge somewhere else that is more secure.
- **Fight:** As a last resort, act with aggression and speed, attacking the shooter at close range until the threat is stopped.
- Follow instructions given by first responders.
- When there is no longer a threat to public safety, community members will be notified via VCU Alert.
- For more detailed instructions, [watch this video](#).

## Exercises and Tests of the Crisis Emergency Management Plan

To maintain the university's emergency management capability, VCU conducts various announced and unannounced exercises and drills each year. In accordance with VCU's CEMP and the VCU Continuity Plan (COOP), VCU will utilize the procedures below for testing institutional responses for emergency notification, response and evacuation:





## Training, Testing and Exercises

The university has a well-developed CEMP and an all-hazard COOP training, testing, and exercise program. VCU annually certifies completion of plan updates and execution of tests on CEMP and COOP plans in the event of all types of disasters. University emergency response and facility evacuation procedures are both publicized and tested at least annually via written evacuation procedures within Emergency Evacuation Emergency Action Plans (EAPs). Additionally, a full system alert test is conducted biannually, at the beginning of the spring and fall semesters.

These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

VCU Fire Safety conducts routine evacuation drills within campus buildings based on occupancy.

- Residence halls have 4 required evacuation drills per year with 1 being after sunset.
- Business Occupancies are required to have 1 drill a year.
- Assembly Occupancies are required Quarterly drills/4 per

## After Action Review (AAR) and Improvement Plan

AAR will be conducted following each emergency event or exercise on a planning scenario. The formal AAR should be completed on emergency events and exercises within 60 days, and improvement plans will be included or recommended in formal AAR documents. Any subsequent COOP or CEMP modifications that result from the AAR process will be incorporated, as necessary, into applicable response plans.

Each test is documented and includes a description, the date and time of the exercise and whether it was announced or unannounced. The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with the test (exercise and drill). To view the full policy, visit <https://vcu.public.doctract.com>.

Understanding the appropriate protective actions during an emergency—whether it's avoiding an area, evacuating, sheltering in place, or responding to an active threat—can significantly enhance your personal safety and help protect those around you. These protocols are in place to provide clear, actionable guidance during high-stress situations and empower members of the campus community to respond effectively. However, safety doesn't end at the edge of campus. As part of the broader Richmond community, it's just as important to stay alert, practice situational awareness, and apply these same safety principles off-campus. In the following section, we'll review key strategies to help you stay safe beyond VCU grounds.

# Off-Campus Safety and Resources

The VCU Police Department does not provide primary law enforcement services to off-campus residences or apartments, including events for VCU fraternities, sororities, student organizations, and sports clubs. Many of these areas fall within the primary patrol jurisdiction of the local law enforcement agency where the campus is located. In Richmond, VCUPD will respond to assist RPD when the incidents involve VCU students.

For assistance off campus, students and employees should contact their local law enforcement or emergency services department. Below is contact information for the local first responder agencies that assist with student properties located adjacent to VCU campus.

|                  | <b>Richmond-Based Campuses</b>                                         | <b>Inova Fairfax</b>                                                       | <b>SVHEC</b>                                                | <b>Rice Rivers</b>                                                   | <b>NOVA at Poplar Run</b>                                       |
|------------------|------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>Emergency</b> | 911                                                                    | 911                                                                        | 911                                                         | 911                                                                  | 911                                                             |
| <b>Police</b>    | 200 W. Grace St.<br>Richmond, VA 23220<br><br>(804) 646-0400           | 3730 Blenheim Blvd.<br>Fairfax, VA 22030<br><br>(703) 385-7924             | 425 W. Main St.<br>Abingdon, VA 24210<br><br>(276) 628-3111 | 10780 Courthouse Rd.<br>Charles City, VA 23030<br><br>(804) 829-9265 | 3600 Wheeler Ave.<br>Alexandria, VA 22304<br><br>(703) 746-4444 |
| <b>Fire</b>      | 7th Floor, 730 E Broad St.<br>Richmond, VA 23219<br><br>(804) 646-6640 | 12099 Government Center Parkway<br>Fairfax, VA 22035<br><br>(703) 691-2131 | 316 Park St.<br>Abingdon, VA 24210<br><br>(276) 628-5563    | 10900 Courthouse Rd.<br>Charles City, VA 23030<br><br>(804) 652-4511 | 900 Second St.<br>Alexandria, VA 22314<br><br>(703) 838-5093    |
| <b>EMS</b>       | 2400 Hermitage Rd. Richmond, VA 23220<br><br>(804) 254-1150            | 12099 Government Center Parkway<br>Fairfax, VA 22035<br><br>(703) 691-2131 | 618 Campus Dr.<br>Abingdon, VA 24210<br><br>(276) 628-8470  | 10900 Courthouse Rd.<br>Charles City, VA 23030<br><br>(804) 652-4511 | 900 Second St.<br>Alexandria, VA 22314<br><br>(703) 838-5093    |

## Off-Campus Safety Considerations

Living off campus requires different considerations for safety than living in an on-campus residence hall. The following are safety considerations to consider when you live off campus:

- Make sure the apartment or house locks have been changed since the previous tenants moved out.
- List only your first initial and last name on a mailbox.
- Leave lights on or put them on a timer when you are away for an extended time or plan to arrive home after dark.
- If your keys are lost or stolen, change your locks immediately.

When you find a new place to live, prior to moving in and signing a lease, be mindful of security and carefully inspect your potential home keeping security in mind. Here are some questions to keep in mind:

- How safe is the neighborhood?
- Are there smoke detectors throughout the unit, especially near the bedroom area?
- Is there sufficient lighting indoors and outdoors?
- Is the landscaping maintained to keep windows, doors, and walkways visible and to eliminate hiding places?
- Are there quality locks with a deadbolt on doors, as well as locks on the windows?
- Does the route to walk to and from public transportation appear safe?

## Off-Campus Students and Student Organizations

While VCU has officially recognized student organizations they do not have residential houses, but may have locations they use throughout the year that would be considered non-campus facilities. VCU works with the student organizations to collect information related to used locations, rented spaces, and other frequently visited locations.



## Monitoring and Reporting Criminal Activity

VCU Police does not routinely monitor criminal activity at the locations of off campus student organizations. Criminal activity at off campus locations would normally be reported to the Richmond Police Department. If Richmond police respond to a “noncampus” student organization property in response to a citizen complaint or police officer concern, VCU police are generally contacted to provide support or assistance. However, the police do this out of courtesy, and they are not “required” to notify or involve VCU police when they respond to a call involving private property.

In Richmond, when there is a potential that a VCU student is involved in an offense while off campus, VCU officers may assist with the investigation in cooperation with local, state or federal law enforcement.

If the VCU Police Department learns of criminal activity at off campus or Clery noncampus locations involving students or student organizations officially recognized by the institution, it will forward information about the situation to the Office of Student Conduct and Academic Integrity, Title IX Office, or other University offices as appropriate. The university requires all recognized student organizations to abide by university policies and federal, state, and local laws. For purposes of reporting the data in the Annual Disclosure of Crime Statistics section of this report, the term “noncampus buildings” includes areas off campus, owned or controlled by registered student organizations. VCU has no responsibility for security policies, procedures, or safety at these locations.



# Campus & Community Resources, Committees, and Departments

*Information in this section primarily relates to Richmond based campuses, however some offices provide services to all students regardless of their physical location.*

## Emergency Services

**On Campus:** (804) 828-1234

- Please note: In an emergency on campus, reach VCU Police directly by dialing Ext. 8-1234 from a university phone.

## Police/Security Services

### VCU Police Department

VCU Police Department Headquarters: 224 E. Broad St. | (804) 828-1196

Patrol Operations: (804) 828-6199

Non-emergency dispatcher: (804) 828-1196

Community Policing and Crime Prevention: (804) 828-1209

Investigations: (804) 828-6409

Victim/witness coordinator: (804) 828-6356

Lost and Found: (804) 828-7071

### VCU Health Safety and Security

401 N. 12th Street, Suite 2-800 | (804) 828-4300

### Richmond Police Department

Headquarters: 200 West Grace St. | (804) 646-5100

Third Precinct: 301 S. Meadow St. | (804) 646-1412

## Fire/EMS

### Richmond Fire Department

Headquarters: 201 E. Franklin St. | (804) 646-2500

Fire Station 6: 138 S. Jefferson St. | (804) 646-2500

### Richmond Ambulance Authority

Headquarters: 2400 Hermitage Rd. | (804) 254-1150

## Health and Medical

### **VCU Health Emergency Room**

1213 E. Clay St. | (804) 828-9000

### **University Student Health Services**

Monroe Park Campus: 1300 W. Broad St., Suite 2200 | (804) 828-8828

MCV Campus: VMI Building, 1000 E. Marshall St, Suite 301 | (804) 828-9220

### **University Counseling Services (24/7)**

Monroe Park Campus: University Student Commons, 907 Floyd Ave, Suite 238 | (804) 828-6200

MCV Campus: VMI Building, 1000 E. Marshall St. | (804) 828-3964

Rams in Recovery: The Recovery Clubhouse, 1103 W. Marshall St. | (804) 366-8027

Crisis Text Line: 741741

## Campus Resources

### **RamSafe:** (804) 828-SAFE (7233)

For free transportation services to on-campus locations and nearby residences and buildings:

[www.ramsafe.vcu.edu](http://www.ramsafe.vcu.edu).

### **VCU Police You Have Options Program:** Reporting of crimes that are sexual in nature:

<https://www.reportingoptions.org/agency/virginia/virginia-commonwealth-university-police-department/>

- Download “LiveSafe” from Android Google Play or the iOS App Store.
- Register with your phone number and email.
- Choose your community: “Virginia Commonwealth University.”

**LiveSafe Mobile App:** A powerful safety tool that allows for more efficient exchanges of information between members of the community and the VCU Police Department.

### **Dean of Student Advocacy Office & Office of Student Advocacy:**

MPC Campus: Sitterding House, 901 Floyd Ave. | (804) 828-8940

MCV Campus: Hunton Student Center, 1110 E. Broad St. | (804) 828-0525

### **Student Conduct & Academic Integrity:**

815 S. Cathedral Place | (804) 828-1963

### **Residential Life and Housing:**

721 W. Main St. | (804) 828-7666

### **Equity and Access Services:**

912 W. Grace St, 2nd Floor | (804) 828-1347



## **Occupational Health and Safety:**

1008 E. Clay St

- **Emergency Numbers**

- Fire: (804) 828-1234
- Chemical: (804) 828-9834
- Biological: (804) 828-9834
- Radiation: (804) 828-9834

- **Non-Emergency Numbers**

- Fire Safety: (804) 828-7899
- Radiation Safety: (804) 828-9131
- Lab Safety: (804) 828-1392

## **Survivor Support Services:**

University Student Commons, 907 Floyd Ave, Suite 238 | (804) 828-6200

## **Integrity and Compliance Office:**

918 W. Franklin St. | (804) 828-0500

- VCU Helpline: (866) 921-4971
- VCU Health Helpline: (800) 620-1438

## **Human Resources:**

600 W. Franklin St. | (804) 828-0177

## **Community Resources**

**Richmond Behavioral Health Authority:** RBHA crisis Hotline can be reached at (804) 819-4100 for 24/7 emergency services, psychiatric evaluations, crisis intervention, and referrals for mental health, substance use, and developmental disability support.

**Virginia Sexual and Domestic Violence Action Alliance:** Available in English and Spanish at (804) 793-9999 provides legal information, advice, and referrals to callers from Virginia who are experiencing sexual or intimate partner violence, dating violence, human trafficking and hate crimes.

**Greater Richmond Regional Hotline:** The EmpowerNet Hotline can be reached at (804) 612-6126 for 24/7 confidential access to emergency shelter, crisis intervention, safety planning, counseling, and hospital accompaniment for survivors of domestic and sexual violence.

## National Hotline

**Drug Abuse:** 1-800-662-HELP (4357)

**Domestic Abuse:** 1-800-799-SAFE (7233)

**Suicide and Crisis Lifeline:** 988

**Suicide Prevention:** 1-800-273-TALK (8255)

**Sexual Assault:** 1-800-656-HOPE (4673)

**LGBTQ+ Free and Confidential Resources:**

- **Virginia 24/7:**
  - Hotline: (866) 356-6998
  - Text Support: (804) 793-9999
- **The Trevor Project:** <https://www.thetrevorproject.org/> (866) 488-7386

## Campus Safety, Support, and Response Resources

### VCU Dean of Students

The Dean of Students Office at VCU supports student success by navigating personal, academic, and emotional challenges. The office provides advocacy, referrals, and direct support services for issues such as academic distress, personal crises, concerning behaviors, and emergency financial aid.

In addition to individual support, the Dean of Student Office partners with student organizations, faculty, and community resources to address broader concerns and promote a safe and inclusive campus. The office also advocates for and assists students whose life circumstances are affecting their academic and personal success at VCU. The Dean of Students office includes the Dean of Student Advocacy office at the MCV campus, Office of Student Advocacy on the MPC campus, Office of Student Conduct & Academic Integrity, Fraternity and Sorority Life, Hazing Prevention, and VCU Families.

More information about the Office of the Dean of Students can be found at <https://dos.vcu.edu/> or stopping by the office located at Monroe Park Campus, Sitterding House, 901 Floyd Ave or on the MCV Campus, Hunton Student Center, 1110 E. Broad St, Suite 205.

### VCU Student Conduct and Academic Integrity

Student Conduct and Academic Integrity supports the educational mission of the university's educational mission by teaching students about appropriate behavior, ethical decision-making skills, and how actions impact others. If misconduct is alleged, the office provides a prompt, fair, and impartial resolution process that balances individual and the community interest. Under the [Student Code of Conduct](#) students have rights, responsibilities and successes at VCU requires understanding and following the Code and other university policies.

You can learn more about Student Conduct and Academic Integrity at <https://conduct.students.vcu.edu/> or stopping by their office located on the 2nd Floor, 815 S. Cathedral Place.

## VCU Residence Life & Housing

The VCU Office of Residence Life & Housing supports a safe living environment that promotes students' academic success, personal development, and sense of community. The department includes five areas: Administrative Services, Conferences and Mail Services, Facilities and Desk Operations, Residential Initiatives, and Residential Life.

VCU offers housing for both first-year and upperclass residents. Living on campus offers students convenient access to resources, opportunities for leadership and involvement, and a vibrant residential experience that promotes citizenship, diversity, and personal growth.

You can learn more about Residential Life & Housing at <https://housing.vcu.edu/> or by stopping by their office at 721 W. Main St.



### **VCU Survivor Support Services**

The Survivor Support Services Office provides confidential, non-therapeutic advocacy and support for students who experienced sexual assault, dating violence, domestic violence, or stalking. Trained advocates offer free services including safety planning, assistance with reporting options, referrals to campus and community resources, and accompaniment to appointments with police, Title IX, healthcare providers, and more. You can learn more about Survivor Support Services [here](#), or by stopping by their office in suite 238 of the University Student Commons.

### **VCU University Counseling Center**

VCU University Counseling Services (UCS) is the primary mental health clinic for VCU's Monroe Park and MCV campuses. UCS supports student success and well-being through mental health services, including individual and group counseling, crisis intervention, outreach, and consultation. UCS fosters a compassionate and welcoming environment that promotes healing, growth, and resilience. The office is staffed by licensed psychologists, licensed clinical social workers, administrative staff, and trainees. UCS provides both individual and group therapy along with crisis services and outreach programs to VCU students. You can learn more about the Counseling Center [here](#), or by stopping by their office in suite 238 of the University Student Commons.

### **VCU Police Department**

The VCU Police Department (VCUPD) is the primary law enforcement agency responsible for the Monroe Park and MCV campuses in Richmond. The VCU Police headquarters building is located at 224 E. Broad St. The VCUPD is one of the largest university police departments in the country, with 95 sworn officers, more than 200 security personnel, an on-campus dispatch center and an accredited training academy. The VCUPD is accredited by the International Association of Campus Law Enforcement Administrators (IACLEA). Collaboration, partnerships and problem-solving are essential to public safety at VCU and the Department works closely with local and federal law enforcement entities to create a safe learning and working environment for students, faculty and staff. You will see VCU police officers and contract security on the Monroe Park Campus, on the MCV campus and at the VCU Medical Center. The emergency telephone number is (804) 828-1234 and the non-emergency number is (804) 828-1196.

VCUPD may also be contacted by activating one of the ERTS phones located on campus. Students, faculty, staff and Richmond residents can download the free LiveSafe mobile safety app on a smartphone to submit tips, screenshots, photos and videos directly to VCU Police; tips are monitored 24/7.

The VCU Police Department delivers prompt responses to police, fire, and medical emergencies. In addition to emergency response, the department performs a wide range of duties including patrolling designated areas, investigating traffic accidents, enforcing traffic regulations, conducting criminal investigations, apprehending offenders, providing victim/witness services, security inspections of facilities, and presentations on personal safety. Empowered by the Code of Virginia, VCU police officers are sworn and certified by the Virginia Department of Criminal Justice Services. VCU police officers have completed 600 hours of law enforcement training from a certified criminal justice training academy and are required to complete 40 hours of in-service training biennially. VCU police officers are armed and have the authority to enforce state and local ordinances, as well as the authority to detain and arrest individuals who violate the law.



Their primary jurisdiction includes all university-owned, -leased and -controlled property and the adjacent streets and sidewalks. VCU police officers patrol the campus 24 hours each day, 365 days a year. VCUPD has maintained a partnership with the Richmond Police Department and community leaders to expand its outreach efforts in surrounding neighborhoods. These efforts include patrols into neighborhoods adjacent to both Richmond-based campuses where VCUPD has jurisdiction. The ability to patrol in neighboring communities has created greater security for the campus community and those who live and work near the main campuses.

In many cases VCU Police will take reports for these incidents in lieu of Richmond Police department. Nothing excludes Richmond Police from taking reports from students who live off campus and VCU Police is not required to respond to these areas. More information about safety and security off campus and properties owned by student organizations can be found on page 25.

## **Divisions:**

### **Patrol Operations**

The patrol division provides law enforcement services and community assistance to the VCU campus. Officers patrol the Monroe Park and MCV campuses with marked and unmarked vehicles, bicycles, and on foot. Officers also work campus social events and home athletic activities. In addition to police officers, VCU also employs the following positions to help patrol and provide security across campus.

### **Contract security**

VCU Police partners with contract security personnel to provide high visibility and proactive engagement with community members to enhance overall safety and security on the Monroe Park and MCV campuses. Contract security personnel do not have arrest powers and do not carry or have access to a firearm in the performance of their duties. The jurisdiction of contract security is the same as that of VCU Police officers. The authority of VCU contract security comes from VCU policy and procedures set by the University and the hospital.

Security personnel are responsible for overseeing building security within VCU Police jurisdiction, to include checking identification for students, faculty and staff, and signing in visitors, at various academic, commercial and residential facilities. They also assist with patrolling various campus locations and conducting property checks of campus buildings. Security personnel do not have law enforcement authority; however, they are in constant contact with VCU Police via radio or phone communications.

### **Safety Ambassadors**

The VCU Safety Ambassadors are highly trained, civilian public safety officials who respond to calls that do not require a sworn police officer. They provide visible presence within the hospital and enforce hospital policies and this authority comes from VCU and VCU Health policies. Safety Ambassadors do not have arrest powers. They are assigned as needed to assist on high visibility efforts, providing transport, motor assistance, panic alarm checks and various other functions that do not require a sworn officer. Their jurisdiction is related to each campus and where they are assigned to provide services.

## **Hospital Security**

VCU Health's Safety and Security Department services the entire VCU Medical Center, including patients, visitors and employees. VCU Health security controls access to all buildings by both electronic access control and security checkpoints that are staffed by trained security officers. Security will patrol and control 6.4 million square feet of campus buildings. Staff is augmented with 332 CCTV cameras, 2,048 badge/card readers and 492 panic buttons in and around 31 different buildings.

VCU Health security officers do not have arrest powers and do not carry or have access to firearms in the performance of their duties. VCU Health security officers are authorized to provide security services throughout VCU Health buildings situated on the MCV Campus. Their authority comes from VCU Health policy. They are assigned to a variety of posts when reporting for duty, including, but not limited to, controlling ingress to the emergency department, patrolling their assigned VCU Health buildings and any other special assignment that their supervisor may deem appropriate.

## **Investigations**

The Investigations division responsible for the investigation of all criminal offenses, internal investigations and plain-clothes operations. Detectives receive specialized training in many areas, including, but not limited to interview and interrogation, sexual assault investigations, burglary investigations, crime scene processing, computer crimes, and current drug trends.

## **Victim-Witness Services and Programe**

The VCUPD victim-witness program consists of a victim-witness coordinator and 24 specialists. The specialists attempt to contact every person who is the victim of a person-on-person crime. Services include, but are not limited to, escorts to and from the magistrate's office and court, information on counseling services and other university resources, assistance with warrants, victim-witness compensation and general information regarding the court process.

We are here to help take care of your needs. If you are a victim or witness, VCUPD encourages you to request counseling, medical or academic assistance. For additional information, call (804) 828-6356.

## **Emergency Communications**

The Emergency Communications Center (ECC) is staffed 24/7 by trained and certified Communications Officers who answer and process all calls for service both emergent and non-emergent. They serve as a relay point between the needs of the community and VCU's Police Department. The ECC is also responsible for monitoring building access and alarms, providing general information, operating the VCU Siren System and responding to LiveSafe notifications. They coordinate with all local agencies, VCU's various security departments, VCU's escort services and the VCU Police Department.

## **Local Law Enforcement Partnerships**

VCU police maintains professional working relationships with local law enforcement agencies through active interaction and mutual aid agreements. In the event that additional police resources are needed on campus, VCU police utilize the Richmond Police Department and the Virginia State Police.

The law enforcement agencies the VCU Police Department works with include, but are not limited to, the Richmond Police Department, the Virginia State Police and the Department of Alcoholic Beverage Control, Capital Police, Federal Bureau of Investigation, Bureau of Alcohol, Tobacco, Firearms, and Explosives, Drug Enforcement Agency, the Virginia FUSION Center, and the U.S. Marshals Service.

### **Mutual Aid Agreements**

VCUPD maintains mutual aid agreements with the Richmond Police Department and the Virginia State Police. The Richmond Police Department agreement also gives VCU police the authority to investigate criminal incidents occurring within its jurisdiction.

This Memorandum of Understanding ("MOU") is created between the Richmond Police Department ("RPD") and Virginia Commonwealth University Police Department ("VCU Police") ("the Parties"), to memorialize the agreement and understanding of the parties related to primary response to calls for police service involving medically unattended and other death investigations, sexual assault, dating violence, stalking, domestic violence and other serious crimes within the jurisdiction of the Virginia Commonwealth University Police Department. In addition to MOUs which are in place, there are Virginia statutes related to Virginia State Police and its assistance to VCU, described below.

VCU Police will serve as the lead investigating law enforcement agency for the following offenses that occur on VCU property, or in the defined VCU "core campus geography," that involve students, faculty or staff:

- Sexual assault, including sexual battery. In accordance with Virginia Code § 23.1-815(C) and VCU's Mutual Aid Agreement with the Virginia State Police (VSP), the VSP shall provide reasonable investigatory support for incidents involving felony criminal sexual assault occurring on property owned or controlled by VCU and, if so requested, shall assume responsibility as lead investigatory agency for the incident reported.
- Robbery-related incidents, including individual, and carjacking, except that RPD shall investigate all robberies where a victim is injured by a discharged firearm
- Aggravated assaults, except that RPD shall investigate all aggravated assaults where a victim is injured by a discharged firearm
- Deaths that are attended that occur on property owned or controlled by VCU

Richmond Police will serve as the lead investigating law enforcement agency for the following offenses that occur on VCU property, in the defined VCU "core campus geography," or on Virginia Commonwealth University Health System property:

- All deaths suspicious in nature, except medically unattended deaths. In accordance with Virginia Code § 23.1-815(C) and VCU's Mutual Aid Agreement with the Virginia State Police (VSP), the VSP shall provide reasonable investigatory support for incidents involving a
- medically unattended death occurring on property owned or controlled by VCU and, if so requested, shall assume responsibility as lead investigatory agency for the incident reported.
- All suspected suicides
- All homicides and manslaughters
- Robbery-related incidents where a victim is injured by a discharged firearm
- Aggravated assaults where a victim is injured by a discharged firearm.

Richmond Police will also investigate all offenses that VCU Police does not have the appropriate or adequate resources to handle.

## VCU Equity and Access Services

Equity and Access Services (EAS) is committed to equity and access for students, employees, patients and visitors. EAS includes teams focused on equal opportunity (Title VI), discrimination, and responding to allegations of prohibited conduct under Title IX.

### Equal Opportunity/ Title VI

EAS is responsible for overseeing, implementation, and enforcement of VCU's [Preventing and Responding to Discrimination](#) policy, as well as the [Notice of Nondiscrimination](#). This office also has shared responsibilities under the university's [Sex-Based Misconduct Policy](#).

Core functions of this office include:

- Providing non-discrimination training for all university employees and student leaders.
- Investigating allegations of discrimination or harassment that fall under the Preventing and Responding to Discrimination policy or allegations against employees that fall under the Sex-Based Misconduct Policy.
- Promoting an environment where everyone at VCU can work, learn and live without discrimination based on their legally protected status.
- Providing prevention-oriented consultations to schools and business units across the university on issues related to equal opportunity and non-discrimination.

You can learn more about the Office of Equal Opportunity and Title VI by visiting their [website](#), emailing [equity@vcu.edu](mailto:equity@vcu.edu) or calling (804) 828-1347.

### Title IX

The Title IX Office responds to all allegations of prohibited conduct defined in the university's [Title IX Sexual Harassment Policy - Interim](#) and [Sex-Based Misconduct Policy - Interim](#).

Title IX states, "No person in the United States shall, on behalf of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." Title IX of the Education Amendments of 1972 and certain other federal and state laws prohibit discrimination on these bases in education programs and activities operated by VCU. The university complies with the requirements of Title IX of the Education Amendments of 1972, 20 U.S.C. Sec. 1681, et seq., and subsequent regulations, which prohibits discrimination on the basis of sex in all programs and activities receiving federal financial assistance. You can learn more about Title IX at VCU by visiting their [website](#), emailing [titleix@vcu.edu](mailto:titleix@vcu.edu) or calling (804) 828-1347.

### Reporting Options

Use the [Discrimination Incident Report Form](#) to report incidents of discrimination or harassment based on:

- race, color, religion, national origin
- age
- sex (including pregnancy, childbirth, lactation and related medical conditions),
- parenting status, marital status, political affiliation, military status, or
- genetic information, sexual orientation, gender identity, gender expression, or disability



Use [Title IX and Sex-Based Misconduct Reporting Form](#) to report incidents of sexual harassment, sexual assault, dating violence, domestic violence, stalking, sexual exploitation, and related retaliation.

More information about Title IX, reporting options, university response, procedures after a report is made, and information related to requirements under the Violence Against Women Act, please see the University Procedures and Response to Sexual Assault, Dating Violence, Domestic Violence, and Stalking.



# Policies on Crime or Emergency Reporting

The success of any law enforcement agency and the safety of the VCU campus depends on timely and accurate reporting. All students, faculty, staff, and visitors are encouraged to report all crimes, emergencies, and public safety incidents on the VCU campus to VCU Police in an accurate, prompt, and timely manner; including times when the survivor of a crime elects to, or is unable to, make a report. Accurate and prompt reporting ensures efficient response and helps to preserve important evidence needed to ensure a successful investigation and prosecution. Reports made to the university that are within the Clery Act defined geography and meet the definition of reportable Clery Act crimes are included in this report's statistics.

*Crimes in progress and serious crimes and incidents that have just occurred should be reported immediately by calling (804) 828-1234.*

*For incidents that are not an emergency, reporting parties may call VCU Police for assistance at (804) 828-1196. Concerns off campus, but within the Richmond city limits, should be reported to the Richmond Police Department at (804) 646-5100.*

Students can report crimes and misconduct to VCU Police, VCU Employees, Campus Security Authorities (CSAs), the Dean of Students Office, the Title IX Coordinator, the Office of Student Conduct & Academic Integrity, Residence Life and Housing Staff, or anyone within the VCU community who can assist. Under Clery, a crime is reported when it is brought to the attention of a CSA or local law enforcement personnel by a survivor, witness, or third party or even the offender, regardless if the individual is involved in the crime, reporting the crime, or is associated with the institution. Reporting to VCU Police or any of the above allows the university to evaluate, consider and send Timely Warning or Emergency notifications, disclose crimes through ongoing disclosure processes such as the posting of crimes in the Daily Crime Log and accurately document reportable crimes in its annual statistical disclosure.



## Reporting to VCU Police

The VCU Police department mission is to provide a safe and secure learning, living and working environment for the students, faculty, staff, and visitors. To learn more about how you and VCU Police keep the VCU community safe, please watch this [video](#). Collaboration, partnerships and problem-solving are essential to public safety at VCU. The VCU Police Department works closely with local and federal law enforcement to create a safe learning and working environment.

For non-emergency incidents, call VCU Police for assistance at (804) 828-1196. Concerns off campus, but within the Richmond city limits, contact the Richmond Police Department at (804) 646-5100. VCU police officers will respond without delay to all calls for police service. Emergency calls will take precedence, but all calls will be answered as soon as possible.

VCU community members may use the LiveSafe app to send information directly to the Emergency Communications Center. The app is free, user-friendly and is available on both iOS and Android mobile devices by searching “LiveSafe” in your app store. The Emergency Reporting Telephone System — located at more than 380 sites across both campuses— allows electronic contact with VCU Police, and an officer will be dispatched immediately to the site.

Reporting crimes and emergencies generates a law enforcement response. Whenever possible, the survivor or witness of the crime should call directly to report the incident. Firsthand information is always more accurate and complete. Immediately report any suspicious activity or person(s) seen in the parking lots or loitering around vehicles, inside buildings or around residence halls. Accurate and prompt reporting ensures a strategic law enforcement response and helps responders in developing warnings for the university community. VCU police officers will respond without delay to all calls for police service. Emergency calls will take precedence, but all calls will be answered as soon as possible.

Remember that cellphones do not automatically register a caller’s identity and exact location information. When calling the police from a cellphone, tell the dispatcher where you are calling from, the phone number you are calling from or another number where you may be reached. Consider programming your phone with the VCU Police Department phone number. When calling to report a crime or incident, please be ready to give as much as you can of the following information:

- A brief description of the occurrence.
- When and where the incident occurred.
- Where and when the suspect(s) was last seen.
- If there were any weapons involved.
- A description of the suspect(s) (including gender, race, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars, etc.).
- Any other relevant information.

The VCU Police Emergency Communications Center is staffed 24 hours a day. Communications officers receive calls for service related to the VCU Campus and coordinate the efforts of police officers, contract security officers and MCV Campus Security Escort Service staff. The center maintains direct contact with the local emergency services and serves as a general information center for the university.

## Reporting to Campus Security Authorities

Campus Security Authorities (CSAs) assist in the reporting of crime on campus. CSA is a Clery Act-specific term that includes four groups of individuals or organizations within the university. These four groups are defined by the Clery Act as:

- A campus police department or a campus security department of an institution. All individuals who work for the campus police department are CSAs.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property). Access monitors, contract security officers, event security officers, staff who provide safety escorts on campus (professional and student staff) are CSAs.
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.

An official is defined by Clery as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Throughout the year, CSA's report Clery Act reportable crimes via an online report, the [Campus Security Authority Incident Reporting Form](#). Each of these reports is reviewed by the Clery Compliance Team to confirm that it meets the requirements under the Clery Act. Crimes reported by a CSA are entered into the Daily Crime Log and included in the annual disclosure of crime statistics. In most cases, it is possible for a CSA to fulfill their reporting responsibilities and maintain survivor confidentiality without disclosing any personal identifying information. CSA reports are used by the institution to compile statistics for Clery Act reporting and help determine if there is a serious or ongoing threat to the safety of the campus community requiring an alert (Timely Warning or Emergency Notification).

A CSA report does not automatically result in the initiation of a police or disciplinary investigation if the survivor chooses not to pursue this action. While the University has identified a number of CSAs, we officially designate the departments listed below as a place where campus community members should report crimes for Timely Warning notices and statistical reporting purposes.

## Campus Security Authority Responsibilities

CSAs report allegations of crimes reported to them, this means CSAs are not responsible for investigating or reporting incidents they learned about through third parties or hearsay. A CSA is required to report sufficient details, such as dates and times of the incidents, the location, a detailed description of what they were told about the incident, and, where appropriate, personal identifying information. Asking specific questions to assist the CSA in learning more about the incident (dates, times, locations, specific details) does not constitute an investigation, rather it allows the CSA to fulfill their responsibility and most importantly provide resources and assistance appropriate for the incident being reported.



If a survivor doesn't want the report to go any further, the CSA should explain that they are required to submit the report for statistical purposes without identifying the survivor. CSAs should report information immediately for consideration of a Timely Warning Notice. If a crime is reported to a CSA, but goes no further than that, the university won't have fulfilled its obligation under the law, and campus community members might not have the information they need to stay safe on campus.

### **Official Campus Security Authority Offices**

While the university has identified a number of individual CSAs, the following offices are officially designated as places where campus community members can report:

- **VCUPD:** 224 E. Broad St. | (804) 828-1196
- **Title IX:** 912 W. Grace St. | (804) 828-1347
- **Residence Life & Housing:** 721 W. Main St. | (804) 828-7666
- **Student Conduct & Academic Integrity:** 815 S. Cathedral Pl. | (804) 828-1963
- **Dean of Student Advocacy/Office of Student Advocacy:** 907 Floyd Ave. | (804) 828-8940

### **Voluntary Confidential and Anonymous Reporting**

VCU does not allow and, therefore, there are no procedures for voluntary confidential reporting because of state open-record laws. A state record may be accessed and any contact or identifying information would therefore be open for viewing. Although VCU does not allow voluntary confidential reporting, an individual may elect to report a crime anonymously by withholding their name. To report a crime anonymously, please call (804) 828-1234 (emergency) or (804) 828-1196 (nonemergency).

### **Confidential Reporting Options**

If you are certain whether you want to report to the police or the University, there are confidential on- and off-campus resources available to assist and support you. If an incident is disclosed to a CSA it must be forwarded to the Clery Compliance team for review. If the circumstances indicate there is a continuing threat to either the survivor or the campus community, the responsible official will contact law enforcement to ensure campus community safety.

In Title IX matters, law enforcement will not be contacted unless requested by the complaining party. All reports of misconduct will be maintained with the highest possible level of confidentiality. The information will be shared only with employees who have a legitimate educational need to know in order to best assist and support the student. Once the appropriate employees have been notified of the incident, the university will provide resources and support, promptly investigate, and equitably resolve the allegation unless the student requests that no action be taken.

Amendments to 20 U.S.C. Section 1092(f) in 1998 clarified who is a Campus Security Authority and identified specific positions within a university that are confidential and not required to report under the Clery Act. While Pastoral and Professional may have significant responsibility for student and campus activities, under the Clery Act they are not Campus Security Authorities. This only applies when they are acting in their official capacity and meet the following requirements.

The counselor exemption ensures individuals can provide appropriate counseling services without an obligation to report crimes they may learn about. This exemption is intended to protect the counselor-client relationship. However, even the legally recognized privileges acknowledge some exemptions, and there may be situations in which counselors are under a legal obligation to report a crime. Counselors are defined as:

### **Pastoral Counselor**

A pastoral counselor is an employee of an institution who is associated with a religious order or denomination, who is recognized by that religious order or denomination as someone who provides confidential counseling, and who is functioning within the scope of that recognition as a pastoral counselor. VCU does not have pastoral counselors on staff.

### **Professional Counselor**

A professional counselor is a campus employee whose official responsibilities include providing psychological counseling to members of the campus community and who is functioning within the scope of his or her license or certification.

The only location on the VCU campus with confidential professional counselors is University Student Counseling. This office is located in suite 238 of the University Student Commons. In their capacity and function, professional counselors do not make identifiable reports of incidents unless the student specifically requests them to do so; however, VCU encourages counselors to tell survivors about the confidential reporting process if and when they deem it appropriate, and to inform students that they can report incidents of crime to VCU police and other reporting offices on campus.

Campus “Pastoral Counselors” and “Professional Counselors,” when acting as such, are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors are or encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to VCU or VCU Police.

### **Understanding Your Reporting Options and What Comes Next**

The VCU Police Department is responsible for responding to all crimes or emergencies reported on campus property. The response will depend on how the report was made and to whom it was made. Certain reports, like a report made to a Campus Security Authority (CSA), will not automatically generate a police response, similarly reports made to campus offices don’t always initiate a law enforcement response unless requested. All reports made directly to the police department will initiate a response, the type of response is dependent upon the call received.

Some instances of misconduct may constitute a violation of state, federal, or local law, while others may constitute university policies violations only, or in addition to a criminal violation. It is the student’s or employee’s option to report misconduct to the university, local law enforcement, or both. VCU offices and employees are happy to assist in making a report to law enforcement and will accompany the survivor if requested. Reporting to VCU police can lead to an investigation, criminal charges, and prosecution.

If a student or employee wishes to report to both VCU police and an office on campus, if feasible the departments will coordinate together to ensure a smooth reporting process and investigation. There are many different reporting options available for the campus community. While some reporting options will initiate a police investigation, others will not. Below are the response options consistent with the reporting method.

### **Police Response**

VCU Police dispatchers are available 24 hours a day to answer your calls. VCU police works closely with the full range of city and county emergency resources to assure a complete and timely response to all emergency calls. Priority response is given to crimes against persons and personal injuries. For non-emergency calls, VCU will take the required action, either dispatching an officer or asking the survivor to file an incident report at the police department. Some incidents may require special services which include investigators and support of local, state and federal law enforcement agencies. A daily report of all VCU police activity is forwarded to the Dean of Student Advocacy's office, Residential Life and Housing, Title IX, and the Office of Student Conduct and Academic Integrity for review and potential action, as deemed appropriate.

Once a report is made, patrol officers are responsible for documenting initial interviews, collecting evidence, identifying witnesses and suspects, and filing the police report. Criminal reports are initially investigated by the patrol operations. Reports that require additional investigation are reviewed by the Investigations Division and, when appropriate, assigned to a detective for follow-up investigation.

When responding to an emergency, police officers will evaluate the situation and summon the appropriate resources to respond to the scene. If assistance is required from the local police or fire departments, VCU dispatch will contact the appropriate department(s). If a sexual assault or other violent crime is reported, staff on the scene will offer a variety of services including medical, counseling, and psychological assistance. Police reports in Virginia are public records and, for the most part, cannot be kept in confidence.

When the VCU police respond to a criminal incident they may:

- take an initial statement and begin follow up interviews with all parties involved: survivors, witnesses, suspects and others who may have been identified.
- collect any evidence that may be available.
- review video, if available.
- Make arrest or referrals
- complete a written report that will be submitted to the Virginia Commonwealth Attorney's Office and various university departments.

If a survivor is not ready to file a report for criminal charges, an administrative report can be generated. A survivor may meet with an officer at his or her residence, the police department or a place of his or her choosing. A support person may accompany a survivor when filing a police report.

## **University Response to Reports**

In some instances, a report may be made directly to the university and not involve law enforcement. Whether or not you choose to file a report with law enforcement, the university will offer assistance and will work to address any factors that may have led to this crime. A report to the university may allow for the initiation of interim protective measures such as academic accommodations, housing changes, and adjustments to class or work schedules. The university may conduct its own hearings, interviews, and processes based on the information submitted and the office handling the report. A survivor may bring someone with them for support while making a report, to include a friend, roommate, or family member. If a report involving a Title IX violation is submitted to the university through an employee or the police, the university will begin its own independent investigation.

## **Reports to Campus Security Authorities and Responsible Employees**

Under Clery, a crime is “reported when it is brought to the attention of a CSA or local law enforcement personnel by a survivor, witness, or other third party or even offender, regardless of if the individual is involved in the crime, reporting the crime, or is associated with the institution.” If a CSA receives crime information and believes it was provided in good faith, they should document it as a crime report. In “good faith” means there is a reasonable basis for believing the information is not simply a rumor or hearsay. That is, there is little or no reason to doubt the validity of the information. CSAs are required to forward a Campus Security Authority Incident Reporting Form to the Clery Compliance Team. CSA reports are not investigated, forwarded to other offices, or used in university disciplinary sanctions. CSA reports are used for statistics purposes and for evaluation related to timely warnings and emergency notifications.

## **Campus Incident Reporting Forms**

There are times when calling the police is not necessary or you chose to not involve law enforcement and would prefer to report and handle the incident with university staff and processes. There are also opportunities where a police report and university report may be necessary and you may choose to work with both entities. While a report made to the police department does not automatically initiate a university response, and similar to the university reports initiated a police report, the choice is yours. VCU has several online reporting forms that can assist with a variety of needs. None of these forms will generate an immediate police response.

## **Dean of Student Advocacy Report**

Use this form if you/a student needs support or resources. Your concern will be routed to the Dean of Student Advocacy team to provide assistance. If you/a student are experiencing a mental health crisis or wish to speak confidentially, call [University Counseling Services](#) 24/7 at (804) 828-6200. The Dean of Student Advocacy Report can be found [here](#).

## **Discrimination Incident Report**

This form should be used to report incidents prohibited by the [Preventing and Responding to Discrimination Policy](#) (discrimination or harassment based on race, color, religion, national origin (including ethnicity and actual or perceived shared ancestry), age, sex (including pregnancy, childbirth, lactation and related medical conditions), parenting status, marital status, political affiliation, military status (including veteran status), genetic information (including family medical history), sexual orientation, gender identity, gender expression, or disability; or retaliation related to a complaint of discrimination or harassment).



The university urges any person with knowledge of an incident of prohibited conduct to report the incident immediately to the university using this form. These reports are received and reviewed by Equity and Access Services. VCU will make reasonable efforts to protect privacy while balancing the need to gather information to assess the report and to take steps to eliminate prohibited conduct, prevent its recurrence, and remedy its effects. Retaliation in response to these activities will not be tolerated. Knowingly making a false report, or reporting with malice or reckless disregard for the truth is also prohibited.

More information on the university's process, resources, and reporting options can be found on the [Equity and Access Services](#) website. The Discrimination Incident Report can be found [here](#).

**Title IX and Sex-Based Misconduct Reporting Form** Use this form to report incidents of sexual harassment, sexual assault, dating violence, domestic violence, stalking, sexual exploitation, and related retaliation. VCU will make reasonable efforts to protect privacy while balancing the need to gather information to assess the report and to take steps to eliminate reported misconduct, prevent its recurrence and remedy its effects.

This report will be sent directly to the university's Title IX office. Emergencies should be reported to VCU Police at (804) 828-1234. If you would like to speak with a confidential advocate, please contact University Counseling Services at (804) 828-6200 or [myoptions@vcu.edu](mailto:myoptions@vcu.edu). Faculty and staff can contact the Employee Assistance Program at (855) 223-9227. For 24-hour assistance, contact the Greater Richmond YWCA Regional Hotline at (804) 612-6126.

The university is required to provide certain crime statistics and reports of sexual violence to VCU Police and local law enforcement. Individuals have the right to participate or decline to participate in any criminal investigations. Please contact the Title IX office at [titleix@vcu.edu](mailto:titleix@vcu.edu) or (804) 828-1347 if you have any questions completing this form or would like more information on the university's grievance process and available supportive measures. The Title IX and Sex-Based Misconduct Reporting Form can be found [here](#).

### **Student Conduct Incident Reporting Form**

This form gathers information about potential violations of the [Student Code of Conduct](#). This information will be shared with the proper campus offices for appropriate action. To help us fully investigate your report, please give as much information as you can. You may choose to provide your information or to remain anonymous. However, anonymous reporting limits our ability to offer supportive measures to all parties involved. A reporter should not fear a loss of privacy by making a report because it allows the university to discuss the options available to them as well as supportive measures, which are available regardless of the level of involvement in the report. The Student Conduct Incident Reporting Form can be found [here](#).

If there is an immediate and significant risk to health or safety, contact VCU Police at (804) 828-1234 or dial 911. To speak with a confidential counselor, please call University Counseling Services at (804) 828-6200. To contact the Dean of Student Advocacy Office, please call (804) 828-8940 during business hours.

## Hazing

The form gathers information about potential hazing activity in our community. This information will be shared with the proper campus offices for appropriate action. To help us fully investigate your report, please give as much information as you can. You can choose to provide your contact information or to remain anonymous. If there is an immediate and significant risk to health or safety, contact VCU Police at (804) 828-1234 or dial 911. The Hazing Incident Report Form can be found [here](#).

## Campus Security Authority Incident Reporting Form

VCU encourages reporting and the accurate collection of campus crime statistics to promote crime awareness and enhance campus safety through reliable statistical records. This form is to be used for a Campus Security Authority (CSA) to report incidents to the Clery Compliance Team for statistical purposes, required notification assessments, and entry into the daily crime log. Data collected on this form is used to increase public safety, not to identify the victim; therefore, no personal identifying information is required to be included. If this incident has the potential to be an imminent or ongoing threat to the community, contact VCU Police at (804) 828-1196. Submitting this report will not generate a police report or investigation, Title IX report, or student conduct report. The Campus Security Authority Incident Reporting Form can be found online [here](#).



# Transparency: Timely Warnings, Emergency Notifications, and Crime and Fire Logs

VCU is committed to fostering a safe and transparent campus environment. As part of this commitment, VCU maintains robust policies and procedures for issuing Timely Warnings and Emergency Notifications. These notifications alert the campus community about crimes, serious threats, and potential threats to safety. These alerts are coordinated by the VCU Police Department in collaboration with the Integrity and Compliance Office, Residence Life & Housing, Title IX, Dean of Students Office, and Enterprise Marketing and Communications.

In addition to real-time alerts, VCU ensures public access to its Daily Crime Log and Fire Log, which documents reported crimes. These logs are available both online and in person at the police department.

## Timely Warning/Crime Alert Notifications

### Overview

Timely warnings are notifications about Clery Act crimes that have already occurred, but represent a serious or ongoing threat to the campus community, and apply to crimes that occur within VCU's Clery geography. At VCU, a Timely Warning is called a Crime Alert, and is issued as soon as pertinent information about a Clery Act crime is available. These warnings are provided in a manner that is timely, that withholds the names of victims as confidential, and aids in the prevention of similar occurrences.

Timely Warnings (Crime Alerts) are primarily disseminated via VCU email and may also be published to the [VCU Alert Page](#).

The intent of a crime alert is to aid in the prevention of similar crimes by helping members of the campus community protect themselves. The university encourages anyone with information regarding criminal activity that may warrant a crime alert to immediately report the circumstances to VCU Police. VCU also works directly with Richmond Police and has asked them to notify VCU Police if they receive reports or information warranting a crime alert. Clery crimes disclosed to pastoral and professional counselors are exempt from crime alert consideration.

## **Enrolling and Signing up for VCU Alerts**

The mass notification system, branded VCU Alerts, is the primary means to proactively contact students, staff, and faculty. Current students, faculty, and staff are automatically registered for VCU Alerts using their VCU email address and cell phone number in their personnel or registration record. All students, faculty, and staff should keep their information updated or add it on the personal information page of the eServices/VCU Self Services website. Community members may sign up for VCU's text message alert system on the VCU Alert Page. After signing up for the VCU Alert messages, non-VCU subscribers may log in to change their settings or add an additional cell phone number or email address.

## **Crime Alert Policy and Procedures**

### **Crime Alert Criteria**

VCU may issue a Crime Alert to the campus community when a report of a Clery crime or other serious crime is reported to the VCU Police Department, local law enforcement, or a Campus Security Authority, if the incident presents a serious or ongoing threat. VCU is not required to issue a crime alert with respect to crimes reported to a professional or pastoral counselor. All decisions on whether or not a crime alert is issued shall be made on a case-by-case basis, considering the facts surrounding a crime including:

- The nature of the crime,
- The continuing danger or threat to the campus community,
- The amount of time that has elapsed between the occurrence and report date which may impede the university's ability to issue a warning that is timely,
- Whether the identity of the offender(s) is known and is in custody, and
- The possible risk of compromising law enforcement efforts.

Crime Alerts are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another;
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger VCU community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known at time of report). All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson



### **Decision to Issue a Crime Alert**

The decision to issue a Crime Alert is made on a case-by-case basis considering the facts known at the time of the report. The assessment includes factors such as: the nature of the crime, the continuing danger to the campus community (including whether the suspect was quickly apprehended by law enforcement), and the amount of time that has elapsed between the crime's occurrence and the date of the report.

When a property crime is reported to VCU police, the on-duty lieutenant will assess the incident, complete the Crime Alert Determination Matrix, and make a final decision to issue or not issue a Crime Alert. The lieutenant will notify the major on-duty or on-call upon the final decision.

When a personal crime is reported to VCU police, the on-duty patrol supervisor will contact the on-call major, who will assess the incident, complete the Crime Alert Determination Matrix, and make a final decision to issue or not issue a Crime Alert. The major will notify the Chief of Police upon the final decision.

There may be times when a Clery Act crime has occurred on Clery geography, but the situation does not present a serious or ongoing threat to the campus community, and thus would not necessitate a crime alert.

### **Determining the Content of a Crime Alert**

VCU utilizes templates for Crime Alerts and has developed a standard format for all alerts. The templates are used to ease the development of the notification and ensure all required elements of the notification are included. Following the same procedures outlined above, the specific content of the alert, outside of the required template language, will be determined by the patrol lieutenant for property crimes, and the major will be responsible for personal crimes.

The content of the Crime Alert is intended to enable members of the campus community to protect themselves, and will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- A succinct statement of the incident including the date, time, general location, and nature of the reported crime(s);
- Possible connection to previous incidents;
- Information that will promote safety and potentially aid in the prevention of similar crimes (i.e., crime prevention or safety tips).
- Suspect description(s) when deemed appropriate and if there is sufficient detail (see below)
- VCU Police or local law enforcement contact information
- Other relevant and important information about the crime(s); as deemed appropriate
- The description of subjects in a case will only be included in the alert if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, that will not be included

## **Authority and Dissemination of Crime Alerts**

The crime alert notification is distributed by the VCU Police Department and will be issued to the campus community (students, faculty and staff, and community members) via blast email. A Crime Alert may be supplemented with a text message and/or posters on a case-by-case basis. Crime Alerts will be posted on the VCU Alert website at [alert.vcu.edu](http://alert.vcu.edu), which will be updated regularly with information and instructions about how to respond in an emergency situation. VCU Enterprise Marketing and Communications will work with local media outlets to disseminate a message, when deemed necessary, to notify the larger community.

## **Emergency Notifications**

### **Overview**

VCU will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees. A threat is imminent when the need for action is instant, overwhelming, and leaves no moment for deliberation. Such situations include but are not limited to a hazardous materials incident, an armed intruder on or near campus, an approaching tornado, a bomb threat, a gas leak, or a fire in a campus building.

Upon confirmation, the university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system to the appropriate segment or segments of the campus community, 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 an emergency.

In the event that a significant emergency or dangerous situation occurs, VCU will; (1) confirm the existence of a significant emergency or dangerous situation; (2) determine the appropriate segment or segments of the campus community to notify; (3) determine the content of the emergency notification; and (4) initiate the emergency notification system.

### **Emergency Notification Policy and Procedures**

- When the VCU Police Department becomes aware of a situation that may warrant immediate notification, the on-duty supervisor, or designee, is notified immediately. Officers confirm (through response, investigation, or collaboration with emergency responders) that there is a significant emergency.
- The supervisor quickly evaluates the situation to determine if an alert is warranted. The supervisor will develop the content of the message, (typically using pre-planned templated messages), determine the appropriate segment or segments of the campus community to receive the notification, and the Emergency Communications Center will send the initial notification and subsequent follow-up notifications.

- After reviewing the emergency situation, the senior vice president for finance and administration and chief financial officer (acting as the Incident Coordination Team (ICT) leader) will decide whether to declare an emergency and activate VCU's CEMP and a determination will be made regarding the level of emergency declared. If there is an immediate threat to the health or safety of students or employees occurring on campus, VCU must follow its emergency notification procedures. The following information explains each process in more detail.

### **Confirming a Significant Emergency or Dangerous Situation**

Most significant emergencies are reported to VCU Police or local police or fire. When a call is received by VCU Police Emergency Communications Center, they will notify the appropriate emergency services department unless those services have already been notified and are responding. Emergency services will typically be provided by VCU Police, Richmond Police, Richmond Fire, and the Richmond Ambulance Authority. Confirmation may also involve the response and assessment of university offices, such as Facilities Management, the Office of Safety and Risk Management, the Office of the Senior Vice Provost for Student Affairs, University Student Health Services, or through the report of a credible witness.

Some emergencies (e.g. infectious diseases) may be reported through other university offices first, such as VCU Health. Once first responders confirm that there is a significant emergency or dangerous situation that poses an immediate threat to the health or safety of the campus community, first responders will notify supervisors at VCUPD. If the university activates its emergency notification system in response to a situation that poses an immediate threat to members of the campus community, several offices at the university are responsible for notifying the larger community, such as parents, the local community, alums, etc., about the situation and steps the university has taken to address the emergency if warranted. Primarily, the VCU Public Relations team is responsible for crisis communications and for maintaining communications with national, regional, and local news outlets.

### **Determining the Appropriate Segment or Segments of the Campus Community to Notify**

Regardless of the event, whenever the Emergency Notification system is activated all members of the VCU community will be notified. There will be no segments of the MPC or MCV campuses that will be omitted from receiving an Emergency Notification. There may be times, after consultation, when alerts are determined not to be relevant for VCU Health and therefore are only sent to VCU enrolled members.

Notifications will include as much of the following information as is known at the time of the notification:

- (1) specific information about the nature of the incident/threat to include the location;
- (2) directions about how students, faculty, staff, and guests should respond to the threat;
- (3) details on what to do to get additional information. Follow up/status update notifications may be released when/if there is new information or instructions for the campus.

Messages may also be sent at appropriate intervals to reiterate the current state of the emergency, especially if significant time has passed since the last update. An all-clear notification will be sent at the conclusion of an event when/if it is helpful to provide an all-clear message.

## Initiating the Notification System

The university has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated during the event for emergency notification to all or a segment of the campus community. The university may post updates during a critical incident on the VCU alert page ([alert.vcu.edu](http://alert.vcu.edu)), particularly in the event of a prolonged emergency, and use its mass notification system and social media to direct attention back to the websites.

The authorized representatives to request or initiate all or some portions of the emergency notification system in an emergency, urgent, or important situation include a sergeant or above at the police department, staff within emergency management, and VCU Enterprise Marketing & Communications.

## Distribution Methods

While cell phone text/voice messaging and campus email are the most common and quickest forms of communication under these circumstances, the university utilizes a multichannel communications system to provide crime alerts and emergency notifications to the university community. The following describes each system available for use, and in many situations, more than one of the following communication channels will be activated:

- Alertus devices are strategically installed in residence halls, all classrooms that house more than 20 students, and other high-volume areas throughout the university. The devices are designed to transmit audio and visual alerts, as well as a protective action statement that will scroll on the screen.
- Desktop alerts may be used to provide protective action statements related to an event. The majority of VCU-sup-ported computers now support full-screen notifications on computer workstations in offices, laboratories, classrooms, and study spaces.
- Digital signage in major academic buildings, the University Student Commons and all residence halls will display the emergency alert and reference information that is posted to Alertus boxes and text messaging.
- Fire alarm system may be used to evacuate a building(s) if there is a potential threat to the health and safety of that segment of the university community.
- LiveSafe is a free cell phone app and users will receive messages through the VCU LiveSafe application that will also contain protective action statements related to an event.
- Mass Email will be used to send more detailed information to everyone with a VCU email account.
- Outdoor siren system consists of multiple sirens that are strategically located across both campuses and are meant to be heard outdoors. Sirens on the Monroe Park and MCV campuses, and at VCU Police headquarters, could be activated to signal that an immediate, life-threatening emergency has occurred or may be imminent. The purpose of the siren is to alert people outside buildings that there is an active threat to their safety. Outdoor sirens will never sound alone, and will always be activated in conjunction with other communication methods that will notify individuals about the type of emergency that is occurring and what actions they should take.
- Text messaging provides personal communication to all cell phone users who register for the service. In addition to emergency communications, text messages will also be used to announce weather delays and cancellations.



- VCU Alert website can be accessed online at [www.alert.vcu.edu](http://www.alert.vcu.edu) and is updated regularly with information and instructions about how to respond in an emergency situation.

### **Procedures for Disseminating Emergency Information to the Larger Community and Follow Up Messages (i.e. individuals and organizations outside the campus community)**

If the university activates VCU Alert in response to a situation that poses an immediate threat to members of the campus community, the VCU Police Department is responsible for disseminating the initial Emergency Notification, and subsequent follow-up messages. In certain situations, VCU police may be unable to send updates, in these situations VCU Enterprise Marketing & Communications (EMC) will assist as necessary. VCU EMC will communicate with local, regional, and national media outlets. By following the above university procedures, the university is not required to issue a crime alert based on the same circumstances that initiated the emergency notification; however, the university must provide adequate follow-up information to the community as needed. When a threat is neutralized or effectively removed, campus community members will be appropriately informed via a VCU Alert notification.

## **Daily Crime and Fire Log**

### **Daily Crime Log**

VCU police maintains and publishes a daily crime log of all crimes reported to the VCU Police Department that occurred within their patrol jurisdiction. The most recent 60 days of the log is available online 24 hours per day to members of the public. The log includes the date reported, the police report number, the date/time incident occurred, type of incident, general location, as well as the disposition of the report. The log is updated within two business days of the reporting of the information to VCU Police. A business day is Monday through Friday, except for days when the university is closed. Upon request, a copy of log entries made prior to the most recent 60 days will be made available for viewing within 2 business days of the request.

Faculty, staff, and students are encouraged to review the daily crime log periodically to become more familiar with the types and locations of incidents that may impact the university and VCU Health communities. The daily crime log can be accessed at [police.vcu.edu/facts/logs.html](http://police.vcu.edu/facts/logs.html), or in person at the VCU Police Department at 224 E. Broad St.

### **Fire Log**

VCU maintains a fire log which contains the information regarding fires that occurred within on-campus residential facilities. The fire log includes the date reported, the reported number, date/ time occurred, the nature of the fire, and the location. The fire log can be accessed at [police.vcu.edu/facts/logs.html](http://police.vcu.edu/facts/logs.html), or in person at the VCU Police Department at 224 E. Broad St.



# VCU Response to Hazing

Hazing has no place at VCU, on or off campus, and is prohibited by the [Student Code of Conduct](#), the [Hazing Prevention and Discipline](#) policy, and [Virginia Law](#). The 2024 Stop Campus Hazing Act is a significant legislative milestone in the effort to combat hazing in higher education institutions across the United States. It requires reporting of hazing incidents and the implementation of comprehensive hazing prevention policies. The Act also renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to the Jeanne Clery Campus Safety Act, underscoring the importance of transparency and accountability in campus safety. This section outlines key provisions of the Stop Campus Hazing Act and Virginia Code § 23.1-822, known as Adam's Law. This section includes VCU reporting and investigation information, programming and education opportunities, and transparency reports including the [Campus Hazing Transparency Report](#) and the [Student Organization Conduct Report](#).

For more information about hazing and prevention at VCU, please visit the [hazing prevention website](#), [hazing.vcu.edu](http://hazing.vcu.edu).

## **Virginia Law: Adam's Law (Virginia Code § 18.2-56)**

Adam's Law was enacted in Virginia on July 1, 2022, and is a significant piece of legislation aimed at preventing hazing at Virginia higher education institutions. Named in memory of Adam Oakes, a Virginia Commonwealth University student who tragically died from an alcohol related hazing incident, the law mandates several key requirements:

- **Hazing Prevention Training:** Universities must provide in-person hazing prevention training to all members, new members, prospective members, and advisors of student organizations with new member processes. This training covers the dangers of hazing, including alcohol intoxication, and outlines hazing laws and institutional policies.
- **Mandatory Training for Certain Organizations:** The law specifically targets organizations with structured membership processes, such as fraternities and sororities, requiring them to complete this training to remain active and in good standing with the university.
- **Transparency and Accountability:** Institutions must ensure all relevant student organizations participate in the training sessions, with attendance tracked and verified. Failure to comply can result in the organization losing recognition and privileges. Additionally, institutions are required to publicly publish a student conduct report identifying student organizations responsible for hazing policy violations and relevant information. This information is also required to be provided to all students at orientation through a hard copy notice.
- **Disciplinary Amnesty:** Adam's Law also requires institutions to provide immunity from disciplinary action based on hazing or personal consumption of drugs or alcohol when disclosure is made by a bystander not involved in the acts in conjunction with a good faith report of an act of hazing in advance of or during an incident of hazing that causes injury or is likely to cause injury to a person.

Virginia significantly strengthened penalties for hazing with the passing of Adams Law. The following is a synopsis of those penalties:

- Hazing that causes serious bodily injury
  - Classified as a Class 1 misdemeanor
  - Penalty: Up to 12 months in jail and/or up to \$2,500 fine
- Second or subsequent hazing offense
  - Elevated to a Class 6 felony
  - Penalty: 1–5 years imprisonment, or up to 12 months in jail and/or up to \$2,500 fine
- Failure to summon emergency aid: Adam’s Law added criminal liability for failing to call 911 when someone is in danger due to hazing.
  - Treated similarly to failure-to-report provisions in child-injury statutes: failure to report within required timelines can trigger misdemeanor or felony penalties depending on severity and repeat violations.

### **Stop Campus Hazing Act**

The Stop Campus Hazing Act is designed to strengthen campus safety by increasing transparency and accountability around hazing. The Act requires institutions to publicly report hazing incidents, include hazing statistics in their Annual Security Reports, and provide students with clear, accessible information about hazing prevention and institutional policies. It also emphasizes early education, timely communication, and coordinated institutional responses. The goal is to help prevent hazing, keep students informed, and ensure a quick and consistent response when concerns are reported.

The Stop Campus Hazing Act defines Hazing as “any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons, regardless of the willingness of such other person or persons to participate, that

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in a student organization; and
- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury, including:
  - whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
  - causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
  - causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
  - causing, coercing, or otherwise inducing another person to perform sexual acts;
  - any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
  - any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
  - any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.”

## **Hazing Prevention and Discipline Policy**

The [Hazing Prevention and Discipline](#) policy was implemented in March 2022 and outlines guidelines for the VCU. The following explains the policy and expectations of the university community. It emphasizes that everyone associated with VCU is responsible for fostering an atmosphere of learning, social responsibility, and respect for human dignity. This policy applies to all persons and groups associated with the university, including, but not limited to, administrators, coaches, faculty, staff, students, student organization advisors, athletic teams, bands, fraternities, sororities, and other registered student organizations. Failure to comply with this policy may result in disciplinary action, up to and including termination or expulsion.

## **Definitions**

### **Hazing**

Any reckless or intentional psychological or physical requirement, request, or obligation placed upon any person for the purpose of admission, affiliation, initiation, or continued association with a student organization that could cause discomfort, pain, fright, disgrace, or injury; that is personally degrading; or that violates Virginia law, regardless of the voluntary or willful participation of the so endangered or injured person.

### **Student**

All persons taking courses through VCU for any type of academic credit, including credit or non-credit classes (including auditing a class or English Language Program classes), whether full-time or part-time, online or in-person, single or dual enrolled, and pursuing undergraduate, graduate, or professional studies. "Student" also includes all persons who withdraw after allegedly violating university policy but prior to adjudication, persons who are not enrolled officially for a particular term but who have not officially withdrawn from the university, persons who have been notified of their acceptance for admissions, and persons living in VCU residence halls regardless of course enrollment. Employees of Virginia Commonwealth University or the Virginia Commonwealth University Health System may also be students.

### **Student Organization**

Any student group registered or has applied for registration with the university, to include student organizations supported by university departments, colleges, or schools.

For purposes of the University's Hazing policy, the phrase "student organization" means "an organization at VCU (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the University." While student organizations that are not recognized or established by the University are not subject to the University's disciplinary jurisdiction, individuals who engage in violations of the standards of conduct outlined in the University's Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized or established by the institution.



## Reporting Prohibited Hazing Conduct

Anyone who learns of hazing activities, or alleged hazing activity, that occurred within a student organization, should report it to the university or law enforcement as soon as possible. Anyone designated as a Campus Security Authority (CSA) must report it to the university. Reporting allows the university to initiate a coordinated response that includes supporting those affected, conducting a fair and thorough investigation, and adjudicating any policy violations to address and prevent hazing.

If you have immediate safety concerns for yourself or another member of the VCU community, please call local law enforcement for your area. The below information is applicable to all VCU campuses. For incidents in Richmond please contact VCU Police immediately at 804-828-1234.

To file a report of Hazing, please use the [Hazing Reporting Form](#). The form walks you through a series of questions to help capture as much information as possible regarding the alleged incident. VCU can best address an incident of hazing when provided with detailed information. Helpful information includes: name of the organization and/or individuals involved, relationship to the organization/people involved, when the incident occurred, location of the incident, names of who was present or would have additional information about the incident, and specific details of the incident.

Upon submission the form is routed to appropriate offices in addition to the Hazing Incident Review Team. Incidents involving employees can also be reported directly to Human Resources or the [VCU Helpline](#) or calling 866.921.4971.

## Hazing Incident Review Team

Representatives from Student Conduct and Academic Integrity, the Dean of Students Office, Fraternity & Sorority Life, Hazing Prevention, and Clery Compliance review incoming hazing reports to determine immediate response needs, including safety concerns, potential hazing under university policy, law enforcement referrals, and Clery Timely Warning considerations. The group's purpose is to quickly align stakeholders, activate the appropriate response steps, and ensure the investigation and campus support processes are initiated effectively.

## Hazing Incident Investigation Process

**Criminal Investigations:** VCU Police investigates all reports of crime that occur on property owned by the University and incidents in which Richmond Police request assistance. When applicable, VCU Police will report incidents of hazing as they pertain to Virginia State law and work with the Commonwealth Attorney's office throughout the process.

**Student, Student Organization, and Employee Conduct Investigations:** Upon receipt of a report, the Student Conduct & Academic Integrity office will work with campus partners to adjudicate the complaint in accordance with the applicable disciplinary procedures for student organizations and students. If the reported conduct involves an employee, the incident will be referred to the applicable human resources partner for review pursuant to applicable policies and procedures.

More information related to student, student organization, and employee conduct can be found below.

## **The Student Conduct Investigative Process**

### **1. Report Intake and Initial Assessment:**

- When a hazing concern is reported, an initial assessment is done to determine:
  - Whether the allegation meets the definition of hazing under university policy
  - Which office has jurisdiction based on the individuals or groups involved
  - Whether an interim suspension or other immediate safety measure is necessary

### **2. Notification and Coordination**

- Student Conduct & Academic Integrity has the responsibility to investigate hazing allegations. When an investigation begins the involved student organization receives a Notification Letter outlining:
  - The nature of the reported concern
  - The next steps in the investigative process
  - Expectations for cooperation and timelines

### **3. Investigation Process**

- VCU uses a tiered investigation model to ensure that the response is proportional to the nature and severity of the allegation.
  - Tier 1 Investigation: address concerns that may be resolved through an educational process.
    - SCAI reviews available information and determines whether hazing occurred
    - The organization has five business days to respond to the finding
    - Organizations may submit evidence or witness information during this period
    - If concerns remain unresolved or additional information emerges, the case may be elevated to Tier 2.
  - Tier 2 Investigation: used for more serious or complex allegations.
  - Investigation Orientation Meeting: SCAI meets with the organization to explain the process, expectations, and rights.
  - Investigation Activities: the investigator may use multiple methods, including:
    - Interviews with involved parties and witnesses
    - Collection of physical or documentary evidence
    - Review of locations or environments relevant to the allegation
  - Investigation Report
    - A written report is completed within five business days after the investigation concludes
    - The organization has five business days to review the report and submit additional evidence or witness information

#### 4. Administrative Adjudication

- After the investigation, SCAI conducts an administrative review of all information.
  - SCAI applies the preponderance of the evidence standard
  - Findings are issued for each charge
  - Sanctions are assigned with an educational foundation, focusing on prevention, accountability, and organizational development
  - The organization then completes a Hearing Outcomes Form documenting receipt of the findings and required actions.

#### 5. Administrative Adjudication Agreement

- Organizations may enter into an Administrative Adjudication Agreement, which outlines:
  - The findings
  - Required sanctions
  - Timelines for completion
  - Expectations for future compliance

#### 6. Sanction Review Board and Decision Board

- In some cases, sanctions or outcomes may be reviewed by:
  - A Sanction Review Board, which evaluates the appropriateness of assigned sanctions
  - A Decision Board, which may review findings or outcomes as outlined in university policy

### **Investigation of Hazing Incidents Involving Faculty and Staff Respondents**

#### 1. Report Intake and Initial Assessment

- When a hazing concern involving an employee is reported, VCU conducts an initial assessment to determine:
  - Whether the allegation meets the definition of hazing under university policy
  - Which office has jurisdiction based on the individuals involved
  - Whether any immediate safety measures are necessary
  - Reports may be routed to Human Resources – Employee Relations, the Integrity and Compliance Office, or VCU Police if criminal conduct is suspected.

#### 2. Assignment of a Neutral Investigator

- Once jurisdiction is established, VCU assigns a neutral investigator to ensure a fair and impartial review. Investigations may be led by:
  - A Human Resources investigator, or
  - An Integrity and Compliance Office investigator, depending on the circumstances
  - The investigator outlines the process and expectations for all parties involved.

#### 3. Investigation Process

- The investigation focuses on gathering relevant, reliable information. Activities may include:
  - Conducting an intake meeting with the complainant
  - Interviewing identified parties and witnesses
  - Reviewing documents, communications, and other available evidence
  - The investigator evaluates all information using the preponderance of the evidence standard.

#### 4. Findings

- After reviewing the evidence:
  - The investigator prepares written findings summarizing the facts and conclusions
  - Findings are shared with Human Resources and other appropriate university officials for review and action
  - Reporters and involved parties may be notified when the investigation has concluded.

#### 5. Adjudication and Corrective Action

- If the investigation substantiates hazing or related misconduct, VCU determines appropriate corrective or disciplinary action. Possible outcomes include:
  - Coaching or corrective guidance
  - Formal disciplinary action
  - Suspension
  - Termination, for serious or repeated violations
  - Corrective actions are designed to address the behavior, uphold university policy, and maintain a safe and respectful environment.

#### Campus Hazing Transparency Report & Student Organization Conduct Report

VCU is required to maintain and make publicly available a Campus Hazing Transparency Report. The report must be published on a prominent location of their public website. The report will summarize findings concerning any student organization found to be in violation of the institution's standards of conduct related to hazing.

Any student organization recognized or established by the University that is found to be responsible for violating the University's Hazing policy will be recorded in the Campus Hazing Transparency Report. However, all reports of hazing involving student organizations that occur in the University's Clery Geography will be included in the crime statistics regardless of whether the organization is established or recognized by the institution.

The Hazing Transparency Report will be updated to include new findings of organizational responsibility no less than twice annually following a final determination that a student organization has violated the University's Hazing policy. It should be noted, the first Transparency Report will be published by December 23, 2025, unless no organizations have been found responsible for Hazing at that time, as the University is not required to publish a Transparency Report until a student organization has been found responsible for violating the University's Hazing policy on or after July 1, 2025.

The report will include:

- The name of the student organization;
- A general description of the violation that resulted in a finding of responsibility;
- Whether the violation involved the abuse or illegal use of alcohol or drugs;
- The findings of the institution (i.e., the rationale for finding the organization responsible for Hazing);



- Any sanctions placed on the student organization; and
- Related dates (the date of the alleged incident, the date of the initiation of the investigation, the date the investigation ended with a finding, and the date the institution provided notice to the organization of the finding).

Similar to the Hazing Transparency Report, Adam's Law requires institutions to maintain and publicly report actual findings of violations of the institution's code of conduct or of federal or state laws pertaining to hazing that are reported to the institution. Investigations that do not result in findings of violations of codes of conduct or convictions in a court of law shall not be included in the report. The report shall be updated at least 10 calendar days before the start of fall and spring academic semesters. The report shall include:

- The name of the student organization recognized;
- When the student organization was found responsible or convicted of misconduct pertaining to hazing;
- The date on which such hazing misconduct occurred and the dates that the investigation was initiated and concluded by the institution or local law enforcement; and
- A comprehensive description of the incident, including the findings, charges, and sanctions placed on the organization.

While required to provide transparency around responsible findings related to hazing, VCU provides transparency regarding all policy violations for student organizations. As such, VCU has created the Student Organization Conduct Report to compile and make publicly available the requirements under both legal requirements and beyond.

The Campus Hazing Transparency Report can be found [here](#).

On this page, the University also publishes additional information, including:

- A statement notifying the public of the availability of Hazing statistics that are published in the Annual Security Report;
- Information about the institution's policies relating to Hazing; and
- Information on applicable local, State, and Tribal laws regarding Hazing.

# Policies Governing Alcohol & Drugs

VCU strives to maintain a campus community free from illegal use, possession, or distribution of alcohol and controlled substances, as defined in 21 United States Code Section 812 and by regulations in 21 Code of Federal Regulations Section 1308. In alignment with the Drug-Free Schools and Communities Act and the Drug-Free Workplace Act, VCU enforces comprehensive policies governing the possession, use, and distribution of alcohol and other drugs. These policies apply to all students, faculty, and staff, and are designed to promote well-being, academic success, and campus safety.

VCU employees and students are prohibited from unlawful manufacture, distribution, dispensing, possession, use, or sale of alcohol or controlled substances on college premises or at official college-sponsored functions. In addition, employees and students shall not use illegal substances or abuse legal substances in a manner that impairs work performance, scholarly activities, or student life. Students who violate this policy may face disciplinary action, up to and including dismissal, as set forth in the Student Code of Conduct. Employees found to be in violation of this policy, including student employees, when circumstances warrant, may face corrective action, up to and including termination. More information related to sanctions for both students and employees can be found below.

VCU students and employees receive an annual email about the components of the VCU Drug and Alcohol Abuse Prevention Program (DAAPP), which is found in the Alcohol and Other Drugs (AOD) policy. This document includes information about the standards of conduct, sanctions for violations of university policy, legal ramifications of drug and alcohol abuse, the health risks of alcohol and illicit drug use, and a summary of university prevention and education efforts.

The Alcohol and Other Drugs Advisory Committee is responsible for the implementation and oversight of the DAAPP. The university offers a wide range of resources, including early intervention services, peer support through Rams in Recovery, and ongoing educational programming through departments such as Recreation and Well-Being, University Counseling Services, and Student Health Services. Through consistent enforcement and regular biennial reviews, VCU ensures that its alcohol and drug policies remain effective, equitable, and responsive to the needs of the campus community.

In compliance with the Drug Free Schools and Communities Act, VCU publishes information regarding the University's prevention programs related to drug and alcohol abuse prevention which include standards of conduct that prohibit the unlawful possession, use, and distribution of alcohol and illegal drugs on campus and at institution-associated activities; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use and abuse; and a description of available counseling, treatment, rehabilitation and/or re-entry programs for VCU students and employees. A complete description of these topics is available online at: <https://students.vcu.edu/student-life-at-vcu/health-wellness-and-safety/health-and-wellness/aod-resource-faq>

The [AOD policy](#) and its procedures incorporate the legal requirements of the Virginia Department of Alcoholic Beverage Control, which requires a person to be 21 years of age to drink alcoholic beverages.

This policy encourages community members to prioritize each other's safety and well-being by actively seeking help for an alcohol or other drug related emergency. It urges those concerned about potential substance use problems they or their family members may have to seek assistance. The policy promotes using qualified professionals to assess substance use disorders and identify appropriate sources of help; provides a current list of VCU resources; and allows the use of accrued paid or unpaid leave for employees while seeking treatment for substance use disorders. All students and employees are responsible for reading the VCU Alcohol and Other Drugs policy.

### **VCU Medical Amnesty Policy**

VCU has joined many other universities in creating a medical amnesty process in the Student Code of Conduct related to alcohol, drugs, and hazing. The intent is to encourage seeking help without fear of punishment, preventing inaction that can lead to injury. The university will not take disciplinary action against a student who has demonstrated prohibited conduct in the following limited circumstances; (1) for seeking emergency or timely medical assistance, (2) for reporting and cooperating, (3) for bystander reporting hazing. Limitations to the above and they may be found in the Student Code of Conduct.

**VCU Policy prohibits the unlawful possession, use, and sale of alcoholic beverages and illegal drugs on campus. VCU Police is responsible for the enforcement of state underage drinking laws and enforcement of Federal and State drug laws.**

**Alcohol poisoning, and other drug related emergencies, can be life-threatening. If you or a friend may have had too much to drink or experience an adverse reaction to a drug, it is imperative medical help is sought immediately. Remember the acronym P.U.B.S. to help recognize the signs of an alcohol overdose, which is a medical emergency:**

- **P**uking while passed out
- **U**nresponsive to pinching or shaking
- **B**reathing is irregular, slow, shallow, or has stopped
- **S**kin is cold or blue, cold, or clammy

**If you see even one sign, call VCU Police at (804) 828-1234 or 911.**

### **Standards of Conduct - Students**

The enforcement of alcohol and drug laws on-campus is the primary responsibility of the VCU Police Department. Violators of alcohol policies are subject to the provisions of applicable state and federal laws as well as university disciplinary actions. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the university.

VCU Student Code of Conduct outlines behavioral standards addressing misconduct for students and student organizations. The university may impose disciplinary charges against any student who violates the VCU Code of Student Conduct and/or local, state and federal laws.

### **Alcoholic Beverages Policy**

Specifically, VCU prohibits:

- The unlawful possession, use, or distribution of alcohol, including but not limited to, conduct prohibited by the Alcohol and Other Drugs policy, the Tobacco and Smoke-Free Campus policy, and the Events with Alcohol policy in the Student Organization Handbook.

### **Illegal Drug Use Policy**

Specifically, VCU prohibits:

- The unlawful possession, use, or distribution of drugs, including but not limited to, conduct prohibited by the Alcohol and Other Drugs policy, the Tobacco and Smoke-Free Campus policy, and the Events with Alcohol policy in the Student Organization Handbook.
- Paraphernalia – Possession of paraphernalia used to consume illegal drugs is not permitted on university property. Paraphernalia includes but is not limited to roach clips, bongs, pipes, blow tubes, bowls, and any type of water pipe or object filled with water through which smoke is drawn.

### **Standards of Conduct - Employees**

Employees are prohibited from engaging in any of the following acts:

- The unlawful possession, use, or distribution of drugs and/ or alcohol on university property, or as part of any university activity, or off campus.
- Reporting to or remaining at work impaired by or under the influence of alcohol or drugs except from the use of drugs for legitimate medical purposes.
- Violation of any criminal drug law based upon conduct occurring either in or outside the workplace.
- Violation of any law that governs driving while intoxicated based upon conduct occurring in the workplace.

## **Consequences Related to University Policy - Alcohol and Drug Violations**

### **Students**

Upon any final finding of responsibility for a violation of policy, one or more sanctions may be imposed for each violation, up to and including expulsion from the university. Failure to complete any assigned sanction is a separate violation of policy. Impairment from the voluntary use of alcohol and/or other drugs (other than as medically prescribed) shall be considered an aggravating, and not a mitigating, factor in sanctioning.

The university will not take disciplinary action against a student who has demonstrated prohibited conduct in the following limited circumstances, where Disciplinary (Medical) Amnesty may be applied:

- (1) if a student seeks medical assistance for themselves or others due to the use of alcohol or drugs, neither the student seeking assistance nor the student needing aid will be subject to disciplinary action by the university for prohibited conduct under this policy, or
- (2) based on disclosure of personal consumption of alcohol or other drugs where such disclosures are made in connection with a good faith report of violation of university policy or cooperation with a university investigation.

The following describe the sanctions that may be imposed when there is a finding of responsibility:

- **Warning** - A written notice to the student to avoid a recurrence of any conduct that violates the Student Code of Conduct and/or any University policy. Subsequent violations may result in more severe disciplinary action.
- **Disciplinary Probation** - A specified period of time requiring the respondent to avoid the recurrence of any conduct that violates the Student Code of Conduct and/or any University policy that may result in additional university sanctions including suspension or expulsion.
- **Deferred Suspension** - During this designated period of time, a respondent is given the opportunity to demonstrate the ability to abide by the Student Code of Conduct's articulated behavioral expectations. Subsequent violations of this policy during the term of a deferred suspension will result in suspension or expulsion.
- **Educational Experiences**
  - **Well-Being Coaching** – Students found responsible for violation of the VCU Alcohol and Drug Policy will be sanctioned by this program sponsored by VCU's [Recreation and Well-Being Office](#). Participants complete a well-being self-assessment, module experience, and meeting with a well-being coach to discuss alcohol and drug related behavior
  - **Reflective Paper Series** – Focused on Alcohol or Drugs with the goals of having students reflect on the incident, the finding of responsibility, the impact on themselves and the broader university community, and how they progress and make a positive impact in the future.
  - **RAMS Lead** - A program designed to explore ethical decision making and goals. Students will critically examine their own past decision making and how chosen decisions impact them as well as their community. They will also gain a greater understanding of basic ethical decision making and how to implement those skills into their daily life. Students examine their correct short- and long-term goals and develop comprehensive goals for the future and reflect on their role and responsibilities as a VCU community member, both locally and globally.
  - **Meeting with Rams in Recovery** – Students are directed to schedule a meeting with VCU's Rams in Recovery program where they have the opportunity to discuss the support [Rams in Recovery](#) offers and identify what services may be most beneficial to them.
- **Loss of Privileges** - Loss of privileges is a denial for a designated period of time of access to university services, privileges, and benefits, which may impact participating in extracurricular activities, residence in university housing, university student leadership responsibilities, leadership within student organizations, academic activities, ability to reserve space, funding, intramurals, and study abroad. Bans, deactivations, and holds are restrictions on access to university services, activities, facilities, or registration.
- **Restitution** - Restitution is monetary recompense to the university and/or a member of the university community or others to cover the cost of damage, injury, or loss of community or personal property as a result of a violation.



- **University Policy Sanctions** - University Policy Sanctions are any sanctions not specified in this policy, but which are applied to a respondent as a result of prohibited conduct of another university policy and as set forth therein.
- **Suspension** - Removal of a student for a defined period during which a student loses all university privileges, which generally includes access to classes, facilities, programs, activities, services, and property.
- **Expulsion** - Permanent dismissal from the university, administrative withdrawal from classes, and loss of all University privileges. Notation of expulsion remains on the student's transcript permanently.

### **Housing-Specific Sanctions**

- **Deferred Contract Cancellation** – During this designated period of time should a resident be involved in any future violations of Residence Hall or University Policy during this designated period of time, their housing contract may be terminated without refund immediately and will be asked to vacate the residence hall.
- **Contract Cancellation** – The cancellation of a resident's housing contract which will require them to move out of their residence hall, banned from all residence halls at the university until otherwise stated. The resident will still be held financially accountable for the remainder of their housing contract.

When students under the age of 21 are found responsible for violating alcoholic beverage and/or drug laws or policies, VCU may notify their parent or guardian of such violations at the time of the notification in accordance with the Family Educational Rights and Privacy Act (FERPA).

### **Employees**

Violation of any of the foregoing prohibitions may subject an employee to disciplinary action including, but not limited to termination or suspension, in accordance with applicable state and university policies. Employees are also subject to the VCU Criminal Convictions Investigations Policy, which may include alcohol or other drug related criminal convictions. Upon any final finding of responsibility of a violation of policy, one or more sanctions may be imposed for each violation. The following describe the sanctions that may be imposed when there is a finding of responsibility:

### **Sanctions based on progressive discipline for University Staff**

[Working @ VCU: "Great Place" HR Policies](#) - University and Academic Professionals

- **Written Warning I & II**
  - A manager may issue a formal Written Warning I for minor and non-recurring substandard performance, attendance problems, minor misconduct, and other types of minor yet impactful issues that warrant formal action, or a Written Warning II when conduct and/or performance concerns are recurring, significant and/or have a direct, adverse impact on the workplace.

- **Imposed probation**

- A manager may place an employee on probation with the approval of that manager's manager and VCU HR for 30, 45, 60, or 90 calendar days. Imposed probation does not ordinarily occur prior to a written warning or an unsatisfactory performance review and a notice of imposed probation may accompany a written warning. Employees who fail to meet the expectations set forth in the Notice of Imposed Probation during the probationary period may be dismissed or face further disciplinary action with appropriate notice and a reasonable opportunity to respond.

- **Suspension:**

- A manager may suspend an employee, with the approval of that manager's manager and VCU HR, where behavioral, performance or misconduct issues pose substantial risk. Suspension may occur after prior warning or may be imposed without notice where the behavioral, performance or misconduct issues pose immediate risk. Suspensions may be with or without pay.

- **Demotion:**

- A manager may demote an employee, with the approval of that manager's manager and VCU HR, into a position with lesser qualifications and lower pay where that employee has demonstrated an inability to satisfactorily perform the essential functions of the current job. Demotion may also be used as a disciplinary measure.

- **Dismissal:**

- A manager may dismiss an employee, with the approval of that manager's manager and VCU HR, where that employee has demonstrated a documented pattern of unsatisfactory job performance that has not been corrected after written notice and an opportunity has been provided to correct identified performance deficiencies through the progressive discipline process, has been convicted of a felony or committed an act of serious misconduct, or performance or conduct that has a severe adverse impact on university operations and/or reputation.

### **Sanctions-Based on Progressive Discipline for Classified Staff**

#### **DHRM Policy 1.60, Standards Of Conduct** - Classified employees

- A Written Notice may be accompanied by additional actions including suspension; a demotion or transfer with reduced responsibilities with a disciplinary salary action; a transfer to an equivalent position in a different work area; or termination.
  - **Group I Written Notice** - Offenses in this category include acts of minor misconduct that require formal disciplinary action. This level is appropriate for repeated acts of minor misconduct or for first offenses that have a relatively minor impact on business operations but still require formal intervention.
  - **Group II Written Notice** - Offenses in this category include acts of misconduct of a more serious and/or repeat nature that require formal disciplinary action. This level is appropriate for offenses that significantly impact business operations and/or constitute neglect of duty involving major consequences, insubordinate behaviors and abuse of state resources, violations of policies, procedures, or laws.

- **Group III Written Notice** - Offenses in this category include acts of misconduct of such a severe nature that a first occurrence normally should warrant termination. This level is appropriate for offenses that, for example, endanger others in the workplace, constitute illegal or unethical conduct; indicate significant neglect of duty; result in disruption of the workplace; or other serious violations of policies, procedures, or laws.
- **Disciplinary Suspensions** - All disciplinary suspensions represent a Leave without Pay or pay docking transaction. Employees on suspension normally shall not be allowed on the agency's premises, nor shall they be allowed to work except to fulfill previously scheduled court obligations or to file and process a grievance or Equal Employment Opportunity complaint.
- **Disciplinary Demotion** - Management initiated assignment of an employee to the same or a different position in the same or lower Pay Band/Grade with reduced job responsibilities that must result in a minimum of a 5% reduction in base salary. In no case may an employee's salary exceed the maximum of the pay band following a disciplinary salary action.

### **Progressive Discipline Guidelines for Faculty**

Progressive discipline is a process that includes a series of graduated steps to address performance or conduct, typically beginning with verbal counseling and potentially leading to further discipline, up to and including dismissal from employment.

#### **Informal Discipline**

- **Counseling:** This initial step entails issuing informal counseling to the employee in the form of verbal feedback and/or a written counseling memorandum. Managers may also assign certain training or development as part of the written counseling in instances where additional learning is needed to correct performance or conduct concerns. Depending upon the level of severity, a supervisor may bypass the informal counseling step and move to formal discipline.

#### **Formal Discipline**

- **Written Warning:** If problematic conduct/performance concerns escalate, or if the initial concern warrants, a written warning letter may be issued. Written warning letters clearly outline the concern(s) and/or issue(s), including specific details such as dates and times of infractions where possible.
- **Suspension:** Disciplinary suspension, which may be with or without pay, may occur if behavior/performance concerns continue after the written warning(s). It may also be imposed without notice where behavioral, performance or misconduct issues pose an immediate risk or threat, or where the faculty member is being investigated for alleged criminal activity that is related to their job or to the university's mission.
- **Dismissal:** A faculty member (including tenured faculty) may be dismissed for cause under certain circumstances including, but not limited to conviction of a felony, committing an act of serious misconduct.

## **Laws Pertaining to Alcohol**

The following summary is a general representation and not intended to be a definitive explanation of the law, but rather an overview regarding the possession, use, and distribution of alcohol. The penalties for each law are provided following the applicable statute. More information about Virginia laws pertaining to alcohol can be found [here](#).

## Public Intoxication

Virginia Code §18.2-388: Being intoxicated in public.

- **Penalty:** class 4 misdemeanor, punishable by a fine up to \$250

## Illegal Purchasing Or Possession

Virginia Code §4.1-305: The purchase, possession, or consumption of alcoholic beverages by a person under 21 years of age.

- **Penalty: class 1 misdemeanor.**
  - Additional consequences can include:
  - Mandatory fines: A minimum fine of \$500
  - Community service: A minimum of 50 hours of community service
  - License suspension: Suspension of the individual's driver's license for a period of not less than six months and not more than one year.
  - Possible jail time: Up to one year in jail.
  - Fines: A fine of up to \$2,500

## Drinking or Possessing on Public School Ground

Virginia Code §4.1-309: pertains to the prohibition of possessing or consuming alcoholic beverages on public school grounds during school hours or school or student activities. It also prohibits serving alcoholic beverages on such grounds after school hours or during school or student activities, except for religious congregations using wine for sacramental purposes.

- **Penalty: class 2 misdemeanor in Virginia** can result in a fine of up to \$1,000 and/or up to six months of jail time.

## Driving/Operating Under the Influence

Virginia Code §18.2-323.1: Drinking while operating a motor vehicle, or possession of open container while operating a motor vehicle.

- **Penalty: class 4 misdemeanor**, typically resulting in a \$250 fine.

## City of Richmond Criminal Ordinances, Chapter 19

- Sec. 19-3: Possession of open alcohol beverages containers in public parks, playgrounds and streets
- Sec. 19-4 Drinking alcoholic beverages or offering to another in public places
- Sec.19-5 Drinking or possessing alcoholic beverages in or upon public school grounds
  - **Penalty: class 1 misdemeanor:** By a fine of not more than \$2,500, and by confinement in jail for not more than 12 months, either, or both

## Laws Pertaining to Drugs

Virginia and federal law prohibit the unauthorized manufacture, distribution, use and/or possession of "controlled substances" (illegal drugs), including prescription drugs, cannabis, and cocaine. VCU does not tolerate or condone such conduct. Students and employees who violate Virginia or federal drug laws may be referred by University authorities for criminal prosecution.

As of July 2021, the Commonwealth of Virginia will permit the possession of up to an ounce of cannabis and use of cannabis for those 21 and older. With recent changes to the Commonwealth of Virginia's cannabis laws, students and employees should be aware of the impact of these laws both on and off university property. The University's alcohol and other drug policy has NOT changed and continues to prohibit possession and use of cannabis on property owned or controlled by the University.

Federal law classifies cannabis/marijuana as a Schedule 1 drug. As such, possession, use, and distribution of cannabis remains prohibited on all University property and at all University Functions under the Drug-Free Schools and Communities Act and the Drug Free Workplace Act. This prohibition includes dorms and other student residences on university property.

### **Controlled Substance Law**

In compliance with the Drug-Free Workplace Act of 1988, the Drug-Free Communities and Schools Act Amendments of 1989, and the Commonwealth of Virginia's Policy on Alcohol and Other Drugs of 1991, the following summary is provided to explain the difference between the controlled substances schedules. Each schedule indicates their medicinal use and probability of abuse and dependence.

- **Schedule I:** This drug or other substance has a high potential for abuse. The drug or other substance has no currently accepted medical use in treatment in the United States. Some Schedule I substances are heroin, LSD, marijuana, GHB, MDMA (Ecstasy), and methaqualone.
- **Schedule II:** The drug or other substance has a high potential for abuse. The drug or other substance has a currently accepted medical use in treatment in the United States or a currently accepted medical use with severe restrictions. Schedule II substances include morphine, PCP, cocaine, methadone, Ritalin, and methamphetamine.
- **Schedule III:** The drug or other substance has a potential for abuse less than substances in Schedules I and II. The drug or other substance has a currently accepted medical use in treatment in the United States. Schedule III substances include anabolic steroids, codeine and hydrocodone with aspirin or Tylenol, Ketamine, and some barbiturates.
- **Schedule IV:** The drug or other substance has a low potential for abuse relative to the drugs or other substances in Schedule III. The drug or other substance has a currently accepted medical use in treatment in the United States. Included in Schedule IV are Darvon, Talwin, Equanil, Valium, Rohypnol, and Xanax.
- **Schedule V:** The drug or other substance has a low potential for abuse relative to the drugs or other substances in Schedule IV. The drug or other substance has a currently accepted medical use in treatment in the United States.
- **Schedule IV.** Over-the-counter cough medicines with codeine.

The law prescribes ranges of permissible penalties upon conviction for controlled substances. As required by the Federal Safe and Drug-Free Communities and Schools Act of 1994, the pertinent state laws, including sanctions for their violation, are summarized below.

- Possession of a controlled substance classified in Schedule I or II exposes the violator to a felony conviction for which the punishment is a term of imprisonment ranging from 1 to 10 years, or in the discretion of the jury or the court trying the case without a jury, confinement in jail for up to 12 months and a fine of up to \$2,500, either or both.



- Possession of a controlled substance classified in Schedule III exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to 12 months and a fine of up to \$2,500, either or both.
- Possession of a controlled substance classified in Schedule IV exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to six months and fine of up to \$1,000, either or both.
- Possession of a controlled substance classified in Schedule V exposes the violator to a misdemeanor conviction for which the punishment is a fine of up to \$500.
- Possession of a controlled substance classified in Schedule I or II with the intent to sell or otherwise distribute exposes the violator to a felony conviction for which the punishment is imprisonment from 5 to 40 years and a fine of up to \$500,000. Upon conviction, the violator must be imprisoned for not less than five years, but may suffer life imprisonment, and a fine of up to \$500,000.
- Possession of a controlled substance classified in Schedules III, IV, or V with the intent to sell or otherwise distribute exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to one year and a fine of up to \$2,500, either or both.

The following summary is a general representation of other Virginian laws and not intended to be a definitive explanation of the law, but rather an overview regarding the possession, use, and distribution of drugs. The penalties for each law are provided following the applicable statute. More information about Virginia laws pertaining to alcohol can be found [here](#).

### **Possession of Marijuana**

Virginia Code § 4.1-1105.1: No person younger than 21 years of age shall consume or possess, or attempt to consume or possess, any marijuana or marijuana products,

- Any person 18 years of age or older who violates subsection A is subject to a civil penalty of no more than \$25 and shall be ordered to enter a substance abuse treatment or education program or both, if available, that in the opinion of the court best suits the needs of the accused.
- Any juvenile who violates subsection A is subject to a civil penalty of no more than \$25 and the court shall require the accused to enter a substance abuse treatment or education program or both, if available, that in the opinion of the court best suits the needs of the accused.

### **Marijuana Consumption While in Motor a Motor Vehicle on Public Highway**

Virginia Code § 4.1-1107: It is unlawful for any person to use or consume marijuana or marijuana products while driving a motor vehicle upon a public highway of the Commonwealth or while being a passenger in a motor vehicle being driven upon a public highway of the Commonwealth.

- Any person who violates this section is guilty of a Class 4 misdemeanor.

### **Marijuana Consumption, Offering to Another, in a Public Place**

Virginia Code § 4.1-1108: No person shall consume marijuana or a marijuana product or offer marijuana or a marijuana product to another, whether accepted or not, at or in any public place.

- Any person who violates this section is subject to a civil penalty of no more than \$25 for a first offense.
- A person who is convicted under this section of a second offense is subject to a \$25 civil penalty and shall be ordered to enter a substance abuse treatment or education program or both, if available, that in the opinion of the court best suits the needs of the accused.

- A person convicted under this section of a third or subsequent offense is guilty of a Class 4 misdemeanor.

Federal and Virginia law penalize the unlawful manufacturing, distribution, use and possession of controlled substances, including prescription drugs. Synthetic designer drugs such as bath salts, plant food, and carpet cleaner, contain mixtures of many different chemicals, including those that resemble cocaine, meth-amphetamine, and MDMA. Federal law makes the distribution of analogue substances marketed for human consumption illegal if those substances are chemically like a scheduled illegal drug and have the same pharmacological effect on a user.

- The penalties vary based on many factors, including the type and amount of the drug involved, and whether there is intent to distribute.
  - Federal law holds that any person who distributes, possesses with the intent to distribute, or manufactures a controlled substance on or within 1,000 feet of an educational facility is subject to doubling of the applicable maximum punishments and fines.
  - A similar Virginia law carries sanctions of between one-and five-years imprisonment and up to a \$100,000 fine for similar first-time violations.

## **Alcohol Poisoning is a Medical Emergency**

Call for help. You could save someone's life. Call (804) 828-1234 or call 911.

### **Emergency Warning Signs & Steps**

Know the Signs:

- Cold, clammy skin
- Unconsciousness
- Slowed or irregular breathing
- Vomiting, particularly while passed out

Know How to Help:

- Make health and safety the top priority
- Stay with the person
- Put them in a recovery position to prevent them from choking on their own vomit

### **The Recovery Position is as Follows:**

- With the person lying on their back, kneel on the floor at their side.
- Extend the arm nearest you at a right angle to their body with their palm facing up.
- Take their other arm and fold it so the back of their hand rests on the cheek closest to you, and hold it in place.
- Use your free hand to bend the person's knee farthest from you to a right angle.
- Carefully roll the person onto their side by pulling on the bent knee.
- Their bent arm should be supporting the head, and their extended arm will stop you from rolling them too far.
- Open their airway by gently tilting their head back and lifting their chin, and check that nothing is blocking their airway.

- Stay with the person and monitor their condition until help arrives. Cooperate and don't obstruct police and emergency services.

## Drug Types and Associated Hazards

Fact sheets describing the health effects to your body and brain while using drugs and alcohol can be found on the [Drug Enforcement Administration's website](#).

## Health Risks Associated with Alcohol and Drugs

The [health risks and effects](#) of alcohol and other drugs are well-documented. However, the risks and effects of these drugs vary from person to person based on factors such as frequency of use, concentration or dosage of substance, the person's health, etc. Excessive alcohol use poses immediate health risks as well as long-term physical consequences. Those concerned about their own use or the use of a family or friend are encouraged to contact one of the resources listed on [VCU Alcohol and Other Drugs Resources and FAQs](#).

## Reduce Alcohol-Related Risks

If you choose to drink alcohol, there are many ways that you can reduce your risk of experiencing some of the not-so-fun things often associated with drinking.

- **EAT BEFORE AND WHILE YOU DRINK:** Having food in your stomach makes the alcohol absorb more slowly into the bloodstream. Foods high in fat and protein are best to eat because they take a long time to digest.
- **USE THE BUDDY SYSTEM:** Always stick with a friend; they don't leave you, and you don't leave your friend.
- **PACE YOUR DRINKS:** To avoid drinking too quickly, try alternating an alcoholic beverage with water, talk with friends, go to the dance floor, or play pool or darts between drinks.
- **BEWARE OF UNFAMILIAR DRINKS:** Pay attention to what you are drinking and how much alcohol is in it.
- **PLAN FOR A SOBER RIDE HOME:** Before you go out, plan how you will be getting home at the end of the night safely. Find a designated driver, walk with a group or take public transit.
- **KNOW THE WARNING SIGNS OF ALCOHOL POISONING:** The signs of alcohol poisoning are unconsciousness, cold/ clammy skin, vomiting, seizures, slow breathing, pale/ blue/ashen skin color. If you see any of these signs, seek medical attention ASAP.
- **BE AWARE OF HOW DRUGS INTERACT:** Educate yourself on potentially negative interactions of over-the-counter drugs, prescription medications and recreational drugs before you mix them with alcohol or other drugs.
- **MEDICAL CONDITIONS:** If you have medical conditions be sure to tell friends, wear a medical alert or keep a note of them in your phone.

# University Procedures and Response to Sexual Assault, Dating Violence, Domestic Violence, and Stalking

## Policy Statement

VCU is committed to providing an environment that emphasizes the dignity and value of every member of its community while maintaining a safe and non-discriminatory learning, living, and working environment. VCU prohibits the crimes of sexual assault, dating violence, domestic violence, and stalking. To affirm this commitment, the university has developed two policies that address sexual harassment and sex-based misconduct: (1) [Title IX Sexual Harassment Policy - Interim](#); and (2) [Sex-Based Misconduct Policy - Interim](#). These policies are interrelated and must be read together. The Sex-Based Misconduct Policy covers sex-based misconduct that falls outside the scope of the Title IX Sexual Harassment Policy, including university sexual harassment and sexual exploitation. It also applies to incidents of sexual assault, domestic violence, dating violence, and stalking that do not meet the jurisdictional requirements of the Title IX Sexual Harassment Policy. Retaliation against a person for reporting violations of this policy or for participating, or refusing to participate, in any investigation or proceeding is strictly prohibited.

The VCU Title IX Sexual Harassment policy is based on the requirements from the U.S. Department of Education's Final Rule under Title IX of the Education Amendments of 1972. This rule narrowed the geographic scope of a university's authority to act under Title IX and defined the types of sexual harassment must be subject to its investigation and grievance process.

This policy applies only to incidents involving complainants who were participating in or attempting to participate in a VCU Education Program or Activity and experienced Title IX Sexual Harassment, sexual assault, dating violence, domestic violence, and/or stalking that occurred in the United States and in one of these locations:

- on campus;
- in any off-campus building owned or controlled by a Student organization officially recognized by the university; or
- in a VCU Education Program or Activity off-campus, over which the university exercised substantial control over both the Respondent and the context in which the incident occurred.

VCU is committed to addressing incidents that do not meet the narrow standards defined under the Title IX Final Rule while maintaining a safe, and non-discriminatory learning, living, and working environment for all members of the university community. All forms of Prohibited Conduct under these policies are regarded as serious offenses that are harmful to the safety and well-being of our community. Depending on the nature of the violation, employees or students who violate this policy may face disciplinary action up to and including expulsion or termination of employment. Third Parties who violate this policy may be permanently barred from VCU, including its education programs and activities.

The university strongly urges students, faculty, staff and third parties to report incidents of prohibited conduct. Responsible Employees of the University are required to promptly report such incidents as outlined in this policy. The University will respond to all reports with prompt, fair, and impartial investigation. The standard of evidence that will be used in investigating and resolving complaints made under this policy is the “preponderance of the evidence” standard. An allegation is considered true if it is “more likely than not” to be true based on the available evidence.

The following will give more information about policy definitions, Clery Act, VAWA, and Title IX definitions, local criminal laws, confidentiality, retaliation, risk reduction information, resources, reporting options, resolution options, the hearing and appeals process, sanctions, and programs to prevent dating violence, domestic violence, sexual assault, and stalking.

## **Policy Definitions**

There are numerous terms used by VCU in our policies and procedures. The terms sexual assault, domestic violence, dating violence and stalking are at times defined differently by university policy, the Commonwealth of Virginia, the Clery Act and the Federal Bureau of Investigation. Students and employees reporting sexual misconduct have access to on campus administrative processes for reporting and complaint resolution, as well as criminal complaint reporting and resolution.

### **Advisor**

The person chosen by a party or provided by the university to provide guidance during the grievance process and, when a Formal Complaint progresses to hearing, to conduct cross-examination.

### **Affirmative consent**

The voluntary expression of willingness, permission, or agreement to engage in specific sexual activity. Consent must be clearly communicated by mutually understandable words or actions. Silence, passivity or lack of resistance do not imply consent. It is important not to make assumptions about whether a sexual partner is consenting. If confusion arises during sexual activity, participants must stop and verbally clarify willingness to continue.



Prior consent does not imply consent to future acts, even in ongoing relationships. Consent to one form of sexual activity does not imply consent to other forms. Violating agreed upon boundaries is non-consensual conduct. A person who is incapacitated or coerced by force or threat of force cannot consent. Using alcohol or drugs is not an excuse for failing to obtain consent. Consent can be withdrawn at any time, through clear words or actions. Once consent is withdrawn, the sexual activity must stop immediately.

The person who initiates a sexual act is responsible for obtaining consent. When disputes arise about whether a specific sexual activity was consensual, the university will assess whether the person initiating, knew, or should have known that it was not consensual. The burden of determining policy violations rests with the university, not with either party.

**Coercion**

An unreasonable amount of pressure to compel a person to take an action, make a choice or allow an act to happen that they would otherwise not choose or to which they would not give consent.

**Complainant**

The individual who is alleged to have been subjected to conduct prohibited under the policy.

**Force**

The use of physical violence, threats, intimidation and/or coercion to cause or make a person engage in an activity that they would not have otherwise agreed to or did not want to engage in.

**Formal Complaint**

A document or electronic submission filed by a Complainant alleging conduct that could violate the policy. It names a Respondent and requests that the university investigate the allegation(s). A complaint must contain the Complainant's physical or digital signature, or otherwise indicate that the Complainant is filing it. The Title IX Coordinator may sign a Formal Complaint but is not a Complainant or otherwise a party to the complaint.

**Incapacitation**

The state in which a person's perception or judgment is so impaired that they lack the cognitive capacity to make or act on conscious decisions. Specifically, an incapacitated person lacks the ability to make an informed and rational decision about whether to engage in sexual activity. They are unable, temporarily or permanently, to give affirmative consent because they are mentally or physically helpless, asleep, unconscious or unaware that sexual activity is taking place.

Incapacitation may result from alcohol, or other drugs, or due to a temporary or permanent physical or mental health condition. A person who is incapacitated cannot give affirmative consent even if they appear to be a willing participant to the sexual activity.

**Intimidation**

An implied threat that menaces or causes reasonable fear in another person.

**No Contact Directive**

An official university directive that serves as notice to an individual that they are prohibited from verbal, electronic, written, or third-party communications with another individual.

## **Physical Violence**

When a person exerts control over another person through the use of physical force.

## **Respondent**

The individual who has been reported to be the perpetrator of conduct that could violate the policy.

## **Retaliation**

Any materially adverse action taken against an individual or group of individuals for reporting an alleged violation of the policy, filing a formal complaint, filing an external complaint, participating or refusing to participate in an investigation or grievance process, opposing in a reasonable manner an action believed to constitute a violation of the policy, or assisting in any manner in an investigation and grievance process. This includes intimidation, threats, coercion, harassment, discrimination, or any other conduct against any individuals for the purpose of interfering or discouraging a person from engaging in the activity. A materially adverse action "has an adverse effect on the working, academic or VCU-controlled living environment of an individual or actions that hinder or prevent the individual from effectively carrying out their VCU responsibilities.

## **Sexual Harassment (Title IX)**

For the purpose of Title IX and this policy, sexual harassment is conduct on the basis of sex that satisfies one or more of the following:

- An employee conditioning the provision of an aid, benefit, or service of the university on an individual's participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to the university's education programs or activities; and/or,
- Sexual assault, dating violence, domestic violence or stalking.

## **Sexual Harassment (University)**

Conduct on the basis of sex that satisfies one or more of the following:

- Unwelcome verbal or physical conduct that is sufficiently severe, persistent or pervasive and objectively offensive that it unreasonably interferes with, denies, or limits an individual's ability to participate in or benefit from the university's education programs and activities or the individual's employment;
- Unwelcome sexual advance, request for sexual favors, or other unwanted conduct of a sexual nature by an individual not employed by the university in which submission to or rejection of such conduct is either an explicit or implicit term or condition of an individual's employment or advancement in employment, academic work or advancement in an academic program, or basis for participation in any aspect of a VCU program or activity or decisions affecting the individual; and/or
- Sexual assault, dating violence, domestic violence or stalking.

## **Sexual Exploitation (University)**

Taking non-consensual sexual advantage of another person, excluding behavior that constitutes one of the other forms of sex-based misconduct.

## **Threats**

Words or actions that would compel a reasonable person to engage in unwanted activity.

## **Jeanne Clery Campus Safety Act, Violence Against Women Act, and Title IX Definitions**

In accordance with its prohibition against sex discrimination, including sexual assault, domestic violence, dating violence and stalking, VCU's Title IX Sexual Harassment (Title IX) and Sex-Based Misconduct (University) Policies define the following as prohibited conduct:

### **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.

### **Fondling**

The touching of the private body 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 statutory age of consent.

Note: if force was used or threatened, or the victim was incapable of giving consent because of his/her age or temporary or permanent mental impairment the offense is rape.

### **Dating Violence**

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.
- For the purposes of this definition:
  - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - It does not include acts covered under the definition of domestic violence.

### **Domestic Violence**

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.

### **Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others
- Suffer substantial emotional distress
- For the purpose of this definition:
  - 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, surveils, 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 other professional treatment or counseling.

## **Virginia Crime Laws**

The Commonwealth of Virginia criminalizes and punishes some behavior that violates university policy. There is no statutory definition of consent in Virginia, but the definition for rape in Section 18.2-61 describes the concept of unwillingness in the context of rape, and Section 18.2-67.1 describes "mental incapacity" and "physical helplessness" in the context of sexual violence.

Additionally, Virginia does not define dating violence or consent to engage in sexual activity. In determining whether a person gave consent, or could give consent, the facts of the situation will be assessed. The compilation of criminal statutes may not be exhaustive but is offered to notify the University community that some behaviors may also constitute crimes under Virginia law, which may subject a person to criminal prosecution and punishment in addition to any sanctions under university policies.

### **§ 18.2-61. Rape.**

Rape occurs when a person has sexual intercourse with another (including a spouse) or causes another to do so when:

- It is against the victim's will, by force, threat, or intimidation; or
- The victim is mentally incapacitated or physically help-less; or
- The victim is under 13 years old.

### **§ 18.2-67.1. Forcible Sodomy**

A person commits forcible sodomy if they engage in oral or anal sexual acts (cunnilingus, fellatio, anilingus, or anal intercourse) with another person, or cause another person to engage in such acts, when:

- The victim is under 13 years old, OR
- The act is against the victim's will by force, threat, intimidation, or due to the victim's incapacity or helplessness.

### **§ 18.2-67.2 Object Sexual Penetration**

It is a crime to penetrate the vagina or anus of another person with any object (other than for medical reasons), or to cause someone to do so to themselves, another person, or an animal if:

- The victim is under 13; or
- The act is against the victim's will by force, threat, intimidation, or by exploiting their mental or physical incapacity.

### **§ 18.2-67.3. Aggravated Sexual Battery**

A person commits this crime if they sexually abuse someone and:

- Victim is under 13; or
- Victim is mentally or physically incapacitated; or
- Offender is a parent/step-parent/grandparent of a victim age 13–17; or
- Abuse involves force, threat, or intimidation where:
  - Victim is 13–14, or
  - Victim suffers serious injury, or
  - A weapon is threatened; or
- Abuse is by a massage therapist, healer, or physical therapist without consent and not legitimate treatment.

### **§ 18.2-67.4. Sexual Battery**

A person commits this if they sexually abuse:

- Against the victim's will by force, threat, intimidation, or trick; or
- More than one victim, or the same victim more than once in two years; or
- An inmate, when the abuser is staff/volunteer with authority; or
- A probationer, parolee, or defendant under correctional/ probation authority when the abuser is staff/volunteer.

### **§ 18.2-60.3. Stalking**

- It is stalking if a person repeatedly follows, contacts, or harasses another, knowing it causes fear of death, sexual assault, or injury to them or family. Continuing after being told to stop is clear evidence of intent.

### **§ 18.2-57.2. Domestic Violence: Assault and Battery Against a Family or Household Member**

Assault/battery on a family or household member



## § 16.1-228 Family or Household Member Defined

### Includes:

- Current or former spouse.
- Parents, stepparents, children, stepchildren, siblings, half-siblings, grandparents, grandchildren.
- In-laws living in the same home.
- Person with whom one shares a child.
- Current or recent (within 12 months) cohabitant and their children living in the same home.

## Resources Emergency, Law Enforcement, Medical, Campus and Community Resources

When VCU receives a report of dating violence, domestic violence, sexual assault, or stalking, the university will provide written notification to students and employees about existing assistance with and information about obtaining resources and services, including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and assistance in notifying appropriate local law enforcement. If a sexual assault should occur on campus, staff on-scene, including VCU police, will offer the student services. The following is a list of services and resources on campus, within Richmond, and other areas where VCU has a campus.

### Emergency, Law Enforcement, and Medical Resources

| Resource                                          | Address               | Phone number                                                                                                                                                                                                                                                                     |
|---------------------------------------------------|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| VCU Police Department                             | 224 E. Broad St.      | Emergency: (804) 828-1234<br>Non-Emergency:<br>(804) 828-1196                                                                                                                                                                                                                    |
| VCU Police: You Have Options Program              |                       | Report by Phone: (804) 828-1234 or<br>Report online :<br><a href="https://www.reportingoptions.org/agency/virginia/virginia-commonwealth-university-police-department/">https://www.reportingoptions.org/agency/virginia/virginia-commonwealth-university-police-department/</a> |
| Richmond Police Department (Campus: 4th Precinct) | 2219 Chamberlayne Ave | (804) 626-5100                                                                                                                                                                                                                                                                   |
| Henrico County Police Department                  | 7721 E. Parham Rd.    | (804) 501-5000                                                                                                                                                                                                                                                                   |
| Chesterfield County Police Department             | 9901 Lori Rd.         | (804) 748-1251                                                                                                                                                                                                                                                                   |

| Resource                                                   | Address                                          | Phone number                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| VCU Police Department                                      | 224 E. Broad St.                                 | Emergency: (804) 828-1234<br>Non-Emergency: (804) 828-1196                                                                                                                                                                                                                      |
| VCU Police: You Have Options Program                       |                                                  | Report by Phone: (804) 828-1234 or<br>Report online:<br><a href="https://www.reportingoptions.org/agency/virginia/virginia-commonwealth-university-police-department/">https://www.reportingoptions.org/agency/virginia/virginia-commonwealth-university-police-department/</a> |
| Richmond Police Department (Campus: 4th Precinct)          | 2219 Chamberlayne Ave                            | (804) 626-5100                                                                                                                                                                                                                                                                  |
| Henrico County Police Department                           | 7721 E. Parham Rd.                               | (804) 501-5000                                                                                                                                                                                                                                                                  |
| Chesterfield County Police Department                      | 9901 Lori Rd.                                    | (804) 748-1251                                                                                                                                                                                                                                                                  |
| Legal Aid (Civil domestic violence cases)                  |                                                  | (804) 648-1012                                                                                                                                                                                                                                                                  |
| Richmond Magistrate's Office (Emergency protective orders) | 1701 Fairfield Way,<br>Richmond, VA 23223        | (804) 646-6689                                                                                                                                                                                                                                                                  |
| Richmond General District Courthouse (Protective orders)   | 400 N. 9th St., Room 203<br>Richmond, VA 23219   | (804) 646-6461                                                                                                                                                                                                                                                                  |
| Richmond Juvenile and Domestic Relations Courthouse        | 1600 Oliver Hill Way,<br>Richmond, VA 23219-1214 | (804) 646-2942                                                                                                                                                                                                                                                                  |
| Richmond City Victim-Witness Services (Victim services)    | 800 E. Marshall St.,<br>Richmond, VA 23219       | (804) 646-7665                                                                                                                                                                                                                                                                  |
| Commonwealth's Attorney                                    | 400 N. 9th St.<br>Richmond, VA 23219             | (804) 646-3500                                                                                                                                                                                                                                                                  |
| Employee Health                                            | 1200 E. Broad St.                                | (804) 828-0584                                                                                                                                                                                                                                                                  |
| VCU Medical Center Emergency Department                    | 1213 E. Clay St.                                 | (804) 828-9000                                                                                                                                                                                                                                                                  |
| St. Mary's Hospital                                        | 5801 Bremono Rd. Richmond,<br>VA                 | Emergency Department:<br>(804) 281-8184   Forensic<br>Nursing: (804) 281-8574                                                                                                                                                                                                   |
| University Student Health Services (Monroe Park Campus)    | 1300 W. Broad St.,<br>Suite 2200                 | (804) 828-8828                                                                                                                                                                                                                                                                  |
| University Student Health Services (MCV Campus)            | 1000 E. Marshall St.,<br>Room 305                | (804) 828-9220                                                                                                                                                                                                                                                                  |

## VCU (MPC and MCV) On-Campus Resources

| Resource                                                                                                               | Address                                                  | Phone number                          |
|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|---------------------------------------|
| University Counseling Services (Monroe Park Campus)                                                                    | University Student Commons, Room 238, 907 Floyd Ave.     | (804) 838-6200                        |
| University Counseling Services (MCV Campus)                                                                            | VMI Building, Room 412, 1000 E. Marshall St.             | (804) 828-3962                        |
| Survivor Support Services                                                                                              | 907 Floyd Ave., Room 238                                 | (804) 828-6200                        |
| Equity and Access Services (ADA & Accessibility Services, Equal Opportunity, Title VI, Protection of Minors, Title IX) | Grace Street Center<br>912 W. Grace St.,<br>Second Floor | (804) 828-1347<br>TDD: (804) 828-1420 |
| University Title IX Coordinator (Elizabeth Scott-Francis)                                                              | Grace Street Center<br>912 W. Grace St.,<br>Second Floor | (804) 828-1347<br>TDD: (804) 828-1420 |
| Deputy Title IX coordinator for Athletics                                                                              | Siegel Center,<br>1200 W. Broad St.                      | (804) 828-2184                        |
| Dean of Students Advocacy                                                                                              | 907 Floyd Ave, Suite 229                                 | (804) 828-8940                        |
| Student Conduct & Academic Integrity                                                                                   | 815 S. Cathedral St, Second Floor                        | (804) 828-1963                        |
| Residence Life & Housing                                                                                               | 721 W. Main St                                           | (804) 828-7666                        |
| Human Resources                                                                                                        | 600 W. Franklin St.                                      | (804) 828-0177                        |
| Integrity and Compliance Office                                                                                        | 918 W. Franklin St.                                      | (804) 828-0500                        |
| VCU Helpline                                                                                                           | <a href="#">VCU Helpline</a>                             | (888) 242-6022                        |
| VCU Health Helpline                                                                                                    | <a href="#">VCU Health Helpline</a>                      | (804) 620-1438                        |

| Resource                                 | Address                                                                                                                                                                                                     | Phone number                                                           |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Employee Relations                       | 600 W. Franklin St.                                                                                                                                                                                         | (804) 828-1510                                                         |
| Employee Assistance Program              | <a href="http://www.anthemeap.com">http://www.anthemeap.com</a><br><a href="http://www.covahealthaware.com">http://www.covahealthaware.com</a><br><a href="http://www.achievesol">http://www.achievesol</a> | Member Services:<br>(855) 223-9277<br>(888) 238-6232<br>(866) 517-7042 |
| Visa and Immigration Assistance          | Global Education Office, 912 W. Grace St., Fourth Fl.                                                                                                                                                       | (804) 828-0595                                                         |
| Office of Multicultural Student Affairs  | 907 Floyd Ave., Room 215,                                                                                                                                                                                   | (804) 828-6672                                                         |
| Interfaith Campus Ministries Association | Sitterding House,<br>901 Floyd Ave.                                                                                                                                                                         | (804) 828-1244                                                         |
| Office of Financial Aid                  | Harris Hall, First Floor, 1015 Floyd Ave.                                                                                                                                                                   | (804) 828-6699                                                         |
| Office of the Ombudsperson               | 1015 Floyd Ave<br>Richmond, VA 23284                                                                                                                                                                        | (804) 828-4357                                                         |

## Community Resources

| Resource                  | Address                               | Phone number                                       |
|---------------------------|---------------------------------------|----------------------------------------------------|
| Richmond Regional Hotline | 24-hour crisis line                   | (804) 612-6126                                     |
| YWCA Richmond             | 6 N. 5th St.,<br>Richmond, VA 23219   | (804) 612-6126 (crisis)<br>(804) 643-6761 (office) |
| Virginia State Hotline    | 24-hour Crisis Line                   | (804) 838-8238                                     |
| Safe Harbor               | P.O. Box 17996,<br>Richmond, VA 23226 | (804) 249-9470                                     |

| Resource                                                   | Address                                       | Phone number                            |
|------------------------------------------------------------|-----------------------------------------------|-----------------------------------------|
| Hanover Safe Place                                         | 629A N. Washington Hwy.,<br>Ashland, VA 23005 | (804) 752-2702                          |
| Health Brigade                                             | 1010 N. Thompson St.,<br>Richmond, VA 23230   | (804) 358-6343                          |
| Planned Parenthood                                         | 201 N. Hamilton St.,<br>Richmond, VA 23221    | (804) 355-4358<br>(804) 508-6045        |
| Virginia Anti-Violence Project<br>(VAVP)                   | 2311 Westwood Ave.                            | (804) 925-9242                          |
| LGBTQ Partner Abuse & Sexual<br>Assault Helpline           | 24-hour crisis line                           | (866) 356-6998<br>(804) 893-9999 (text) |
| The Family Violence and Sexual<br>Assault Virginia Hotline |                                               | 800.838.8238<br>(804) 793-9999 (text)   |

## Statewide Resources

| Resource                                                 | Address                                               | Phone number                                          |
|----------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|
| Virginia Sexual and Domestic<br>Violence Action Alliance | 1118 W. Main St.,<br>Richmond, VA 23220               | (804) 377-0335<br>24-hour hotline: (800) 838-<br>8238 |
| State Employee Assistance Program<br>(Health)            | n/a                                                   | (888) 238-6232                                        |
| Central Virginia Legal Aid Society<br>(Legal assistance) | 101 W. Broad St.,<br>Suite 101,<br>Richmond, VA 23220 | (804) 648-1012<br>Toll free: (800) 868-1012           |



## National Resources

| Resource                                        | Address                                                      | Phone number   |
|-------------------------------------------------|--------------------------------------------------------------|----------------|
| Department of Education-Office for Civil Rights | 400 Maryland Ave. SW,<br>Washington, D.C. 20202-1100         | (800) 421-3481 |
| Community United Against Violence (LGBTQ)       | 427 S. Van Ness Ave.,<br>San Francisco, CA 94103             | (415) 777-5500 |
| Visa and Immigration Assistance                 | U.S. State Department, 2201 C St. NW, Washington, D.C. 20520 | (202) 647-4000 |

## INOVA Campus - Fairfax area resources

| Resource                                                      | Address                                                   | Phone number                                                |
|---------------------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------|
| Fairfax County Police Department                              | 12099 Government Center Pkwy., Fairfax, VA 22035          | 911 (emergency)<br>(703) 691-2131<br>(nonemergency)         |
| George Mason University Counseling and Psychological Services | Fairfax Campus<br>Student Union Building I,<br>Room 3129, | (703) 527-4077 (crisis)<br>(703) 993-2380<br>(nonemergency) |
| Virginia Hospital Center                                      | 1701 N. George Mason Dr.,<br>Arlington, VA 22205          | (703) 558-6168                                              |
| YWCA (Rape Crisis Center) (Counseling/Mental Health/Advocacy) | 2303 14th St. NW, Suite 100,<br>Washington, D.C. 20009    | (202) 626-0700                                              |
| Commonwealth's Attorney                                       | 4110 Chain Bridge Rd.,<br>Fairfax, VA 22030               | (703) 246-2776                                              |

## Rice Rivers Center Campus - Charles City area resources

| Resource                             | Address                                                  | Phone number                                              |
|--------------------------------------|----------------------------------------------------------|-----------------------------------------------------------|
| Charles City County Sheriff's Office | 10780 Courthouse Rd<br>Charles City, VA 23030            | (804) 829-9265                                            |
| Project Hope at Quin Rivers, Inc.    | 7911 Courthouse Circle,<br>Suite 300, New Kent, VA 23124 | Office: (804) 966-8720<br>24-hour hotline: (877) 966-4357 |

| Resource                | Address                                         | Phone number  |
|-------------------------|-------------------------------------------------|---------------|
| Commonwealth's Attorney | 10780 Courthouse Rd.,<br>Charles City, VA 23030 | 804) 652-2178 |

### Southwest Virginia Higher Education Center Campus - Abingdon area resources

| Resource                                     | Address                                            | Phone number                                  |
|----------------------------------------------|----------------------------------------------------|-----------------------------------------------|
| Highlands Community College<br>Campus Police | ISC Building, Room 151<br>Abingdon, VA 24210       | (276) 614-8282                                |
| Abingdon Police Department                   | 425 W. Main St<br>Abingdon, VA 24210               | (276) 628-3111                                |
| Johnston Memorial Hospital                   | 16000 Johnston Memorial<br>Dr., Abingdon, VA 24211 | (276) 258-1000                                |
| Abuse Alternatives                           | 195 Park St. SE,<br>Abingdon, VA 24210             | (800) 987-6499                                |
| Highlands Community Services                 | 610 Campus Dr.,<br>Abingdon, VA 24210              | 276.525.1550<br>24-hr hotline: (866) 589-0269 |
| Commonwealth's Attorney                      | 165 E. Valley St.,<br>Abingdon, VA 24210           | (276) 676-6291                                |

### NoVA Poplar Run Campus - Alexandria area resources

| Resource                                                            | Address                                                | Phone number   |
|---------------------------------------------------------------------|--------------------------------------------------------|----------------|
| City of Alexandria Police<br>Department                             | 3600 Wheeler Ave.,<br>Alexandria, VA 22304             | (703) 746-4444 |
| Inova Alexandria Hospital                                           | 4320 Seminary Rd.,<br>Alexandria, VA 22304             | (703) 504-3000 |
| YWCA (Rape Crisis Center)<br>(Counseling/Mental<br>Health/Advocacy) | 2303 14th St. NW, Suite 100,<br>Washington, D.C. 20009 | (202) 246-2776 |
| Commonwealth's Attorney                                             | 520 King St. #301,<br>Alexandria, VA 22314             | (703) 746-4100 |

## Risk Reduction Strategies

The following risk-reduction strategies are designed to decrease perpetration and to increase empowerment in an effort to promote safety and to help individuals and communities address conditions that facilitate violence:

- Be aware of your surroundings, avoid isolated areas. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Walk with purpose and trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Make sure your cell phone is with you and charged.
- Avoid being isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other through-out the evening and leave together.
- Don't accept drinks from people you don't know or leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- If you suspect you or a friend has been drugged, contact law enforcement immediately.
- If you need to get out of a situation here are some things that you can try:
  - Be true to yourself. Don't feel obligated to do any-thing you don't want to do.
  - Remember that being in this situation is not your fault.
  - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort.
  - Lie. If you don't want to hurt the person's feelings, it is better to lie and make up a reason to leave.
- Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- If you drink, drink responsibly: eat a full meal before go-ing out, have a glass of water between each drink, stick to one type of alcoholic beverage, know your limits and don't go beyond them, have a designated driver, and don't let anyone else make the decision of how much you will drink.
  - Listen carefully. Take time to hear what the other person has to say. If you feel they are not being direct or are giving you a "mixed message," ask for clarification.
  - Be careful in group situations; resist pressure from friends to participate in violent acts.

Remember that even if you follow any, all, or none of the above, an assault can still occur. It is not your fault and you are not alone.

## Assistance for Complainants and Respondents

### **Responsibilities for orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.**

As part of the criminal complaint process, you can seek relief and protection from the court. A protective order is a civil order issued by a judge requiring a person to stay away from you, refrain from further contact, and/or attend counseling. Violating a protective order can result in contempt charges, fines, and/or arrest. For assistance in obtaining this type of relief, please contact the police, a victim advocate, or local attorney. All protective orders must be requested through the court and require evidence to show the need for such order.

The university complies with Commonwealth of Virginia law in recognizing orders of protection and requests that any person who obtains an order of protection provide a copy to the VCUPD. A complainant may then meet with campus police to develop a safety action plan if necessary. This plan may include, escorts, special parking arrangements, providing a temporary cellphone, and other measures. The university cannot apply for a legal order of protection (no contact directive or restraining order) for a complainant, the complainant is required to apply directly for these services.

When an initial report indicates a persistent and potentially escalating conflict between members of the University community, a “No Contact Directive” may be issued as a remedial, non-punitive deterrent to further conflict or situational complication. “No Contact Directives” can be issued by staff in the Division of Student Affairs, including Student Advocacy and Residence Life, and Title IX Staff. The notice serves as an official directive that the parties have no contact. A No Contact Directive is a non-disciplinary, non-punitive measure; although failure to abide by the terms of a No Contact Directive could result in disciplinary action under the Student code of conduct or Employee conduct policies, as applicable.

Failure to comply with the “No Contact Directive” may result in disciplinary action, including possible suspension or expulsion and may also result in emergency removal pending the completion of a grievance process.

## Advisors

Both parties may choose an advisor of their choice to accompany them to accompany them to all meetings, interviews, and hearings during the grievance process. An advisor of choice may include a friend, mentor, family member, attorney, or any other individual a party chooses to advise, support, and/or consult with them throughout the resolution process.

The university will not limit the choice or presence of an advisor for any meeting or proceeding in the grievance process. However, advisors may not speak on behalf of the party or otherwise participate in any proceeding during the grievance process. The sole exception is that the advisor for a party will conduct cross-examination in accordance with policy. An advisor can assist a party by taking notes, providing emotional support and reassurance, organizing documentation, or consulting directly with a party in a way that does not disrupt or delay the process.

## University Commitment to Confidentiality

The university will make reasonable efforts to protect the privacy of participants while balancing the need to gather information to assess the report and effectively and appropriately respond to the misconduct.

Confidentiality exists in the context of laws that protect certain relationships, including with medical and clinical care providers, mental health providers, counselors, advocates and ordained clergy, all of whom may engage in confidential communications under Virginia law. Information shared with designated confidential employees and confidential resources listed in Section 5 of the policy will not be revealed to any other person without expressed permission of the individual, or as otherwise permitted or required by law. Further, the university will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

If a complainant or another reporting party wishes to keep a report confidential, such report must be made to licensed health care providers or licensed counselors, or an accredited rape crisis or domestic violence counselor. VCU does not publish any personal identifying information belonging to survivors or other necessary parties in its disclosures of public records in compliance with the Jeanne Clery Campus Safety Act.

All publicly available record keeping will be made without inclusion of identifying information about the complainant, which includes any required Clery Act reporting and disclosures. Under Virginia Code § 23.1-806, the university is required to report information about certain allegations of prohibited conduct to the law enforcement agencies and the prosecuting authorities who would be responsible for investigating and prosecuting such allegations. Further, the institution will maintain as confidential any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

## Prohibition on Retaliation

University policies applicable to students and employees prohibit retaliation against individuals who file a complaint. Retaliation is any materially adverse action taken against an individual or group of individuals for reporting an alleged violation of university policy, filing a formal complaint, filing an external complaint, participating or refusing to participate in an investigation or grievance process, opposing in a reasonable manner an action believed to constitute a violation of the policy, or assisting in any manner in an investigation and grievance process. Retaliation includes intimidation, threats, coercion, harassment, discrimination, or any other conduct against any individuals in a manner that would discourage a reasonable person from engaging in activity protected under the policy.



The Title IX office keeps a list of advisors who are trained by the university and familiar with the university's grievance process. Parties may, but are not required to, select a trained advisor from the list. A party must have an advisor present at the hearing to conduct the questioning of the other party and witnesses. If a party does not have an advisor for the hearing, regardless of their participation, the party may select an advisor from the university's list at no fee or charge to the party. If the party does not select an advisor, the Title IX Coordinator will appoint an advisor from the list of trained advisors for the limited purpose of conducting any questioning. A party may have more than one advisor upon special request to the Title IX Coordinator. The Coordinator has the sole discretion to grant this request and will do so equitably to all parties.

Parties must provide the Title IX office with the name of advisor and contact information at least two days before the meeting or proceeding. Parties must also inform the Title IX office if they change their advisor during any stage of the process. Advisors should plan to be available for meetings throughout the process. While the university will make reasonable efforts to accommodate the advisors schedule, an advisor's inability to attend a meeting does not constitute good cause that would necessitate rescheduling. An advisor whose presence is deemed at the sole discretion of the university official conducting the meeting or proceeding to be abusive, disruptive or improperly interfering with the meeting or proceeding will be required to leave and may be prohibited from participating in future meetings or proceedings.

## **Rights, Options, and Supportive Measures**

Whether a victim elects to pursue a criminal complaint or the offense is alleged to have occurred on- or off-campus, the university will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault, or stalking has occurred
- information about how the institution will protect the confidentiality of victims and other necessary parties
- a statement that the institution will provide written notification to students and employees about victim services in the institution and in the community
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures
- an explanation of the procedures for institutional disciplinary action
- an explanation of the institutional/law enforcement ability to enforce civil/criminal protective orders

## **Supportive Measures**

The university will maintain as confidential any supportive measures provided to the extent that maintaining such confidentiality would not impair the ability of the university to provide such services. Upon receipt of a report, the Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, regardless of formal complaint.

Supportive measures are described in writing in the initial communication following a report and include academics, living, transportation, and working situations. A supportive measures document is provided to parties during the intake meetings and made available at multiple offices on campus. The university will offer supportive measures to maintain an environment free from harassment, discrimination, and/or retaliation; protect the safety and well-being of the parties and the university community; and restore or preserve equal access to the university's education programs or activities. These supportive measures remain in place through or beyond the conclusion of any review, investigation, or appeal process and may be implemented regardless of whether the complainant files a formal complaint.

Supportive measures are individualized services that are designed to restore or preserve equal access to the university's education program or activity. In addition to any sanctions imposed by the Hearing Panel, the university may provide remedies designed to restore and preserve equal access to the university's Education Program or Activity to the complainant. The Title IX Coordinator is responsible for coordinating and implementing any services and has the discretion to ensure the appropriateness of any supportive measure based on all available information. Supportive measures include, but are not limited to:

- no-contact directives
- campus ban
- residence modifications
- academic modification and support, such as an extension of deadlines or other course-related adjustments
- counseling, training and/or other support services
- safety planning
- work schedule and/or location modifications
- Referral to the Employee Assistance Program
- campus escort services
- leaves of absence
- increased security and monitoring of certain areas of the campus or workplace
- any other actions deemed appropriate by the Title IX Coordinator

## Reporting Options

Procedures to report a crime of dating violence, domestic violence, sexual assault, or stalking.

If you experience sexual assault, dating violence, domestic violence, or stalking you may file a report with the police, the university, or anonymously. There are multiple channels for reporting and it is important to be aware of the options in order to make informed choices when reporting. This section will cover the available options at VCU and within the community.

In addition to reporting crimes, a survivor should seek medical attention as soon as possible to make sure you are physically well. It is important that a survivor of sexual assault take steps to preserve and collect evidence; doing so preserves the full range of options available to you, be it through the university process or criminal prosecution.

To preserve evidence; do not wash your face or hands; do not shower or bathe; do not brush your teeth; do not change clothes; do not straighten up the area where the assault took place; do not dispose of clothes or other items that were present during the assault, or use the restroom; and seek a medical exam immediately.

### **Reporting to VCU Police or Local Law Enforcement**

VCU encourages anyone who experiences or witnesses a crime to report it to VCU Police or local law enforcement. Reports may be made to the university, law enforcement, or both and can be pursued simultaneously. Police can help with criminal charges and connect survivors to university processes and resources, but reporting is always the survivor's choice. VCU Police are considered Responsible Employees and must forward reports to the Title IX Coordinator, even if the conduct is not a crime.

The university may pause its investigation during a criminal inquiry, while the Title IX Coordinator keeps both parties informed about rights, supportive measures, and expected timelines.

Reporting to law enforcement is specific to the jurisdiction in which the offense occurred. Agencies can assist in contacting the correct jurisdiction, but the list below is specific to areas where VCU has campuses.

In Richmond, VCUPD has jurisdiction to investigate incidents of sexual assault, domestic violence, sexual exploitation, stalking and dating violence occurring at VCU-owned or VCU-controlled property. The Richmond Police Department also responds to calls for the above referenced offenses that occur outside of the VCUPD's jurisdiction, but within Richmond's city limits. Both agencies work cooperatively to assist complainants and investigate offenses as needed.

In Fairfax, the Fairfax County Police Department is the law enforcement agency with jurisdiction at VCU Inova and is the primary law enforcement agency to investigate incidents of sexual assault, sexual exploitation, domestic violence, stalking and dating violence. Both Fairfax County Police and VCU work cooperatively to assist complainants and investigate offenses as needed.

In Charles City, the Charles City County Sheriff's Office is the law enforcement agency with jurisdiction at VCU Rice Rivers Center and is the primary law enforcement agency to investigate incidents of sexual assault, sexual exploitation, domestic violence, stalking and dating violence.

In Abingdon, the Abingdon Police Department is the law enforcement agency with jurisdiction at the Southwest Virginia Higher Education Center and is the primary law enforcement agency to investigate incidents of sexual assault, sexual exploitation, domestic violence, stalking and dating violence. Both the Abingdon Police Department and VCU work cooperatively to assist complainants and investigate offenses as needed.

In Alexandria, the city of Alexandria Police Department is the law enforcement agency with jurisdiction at the VCU NoVA at Poplar Run campus and is the primary law enforcement agency to investigate incidents of sexual assault, sexual exploitation, domestic violence, stalking and dating violence. Both the City of Alexandria Police Department and VCU work cooperatively to assist complainants and investigate offenses as needed.

## **You Have Options Reporting Program**

The VCU Police Department uses the You Have Options reporting program for crimes that are sexual in nature. VCU recognizes the need for a victim-centered and offender-focused response to sexual violence.

The You Have Options Program provides investigators with information they would otherwise never have received. When a survivor is given the ability to control certain aspects of a sexual assault investigation – such as who is contacted and if an arrest is made – law enforcement and the survivor both benefit. Survivors are provided with the time they need to make a decision that is right for them, independent of the needs of the criminal justice system and are more likely to report a positive experience with law enforcement regardless of the judicial outcome.

The You Have Options Program focuses on identifying serial sexual perpetration. The program utilizes the Inquiry into Serial Sexual Assault (ISSA) to provide a clearer picture of the reported incident and the offender. Utilizing the victim-centered and offender-focused strategies of the You Have Options Program allows law enforcement to work collaboratively and gather the information necessary to identify and successfully investigate serial sexual predators.

To read more about You Have Options Program (YHOP) or to file a report with VCU Police Department, please click the following [link](#).

## **Reporting to the University**

If you have experienced sexual assault, dating violence, domestic violence, or stalking you may report to the Title IX Office 24 hours a day, 365 days a year by filing a report [online](#). A survivor may also report in person by visiting the office located at 912 W. Grace St., 2nd Floor, by calling (804) 828-1347, or via email [titleix@vcu.edu](mailto:titleix@vcu.edu). Reports made to VCU Police will automatically be referred to the Title IX Coordinator for review. The Title IX Office is not a confidential reporting entity and is required to report criminal incidents as a Campus Security Authority (CSA) for Clery Act compliance purposes. Reporting options include:

- Contacting the university's Title IX Coordinator (Elizabeth Scott-Francis) by telephone (804) 828-1347, email [titleix@vcu.edu](mailto:titleix@vcu.edu), or in person during regular office hours at Grace Street Center, 912 W. Grace Street, 2nd Floor, Box 843022, Richmond, VA 23284
- Using the [Title IX and Sex-Based Misconduct Reporting Form](#)

The university can most effectively respond to reports when they are made as promptly as possible after the conduct has occurred. However, there is no time limitation on reporting alleged violations of the policy. If the Respondent is no longer enrolled as a student or employed by the university at the time of reporting and/or a significant time has elapsed, the university will still inform the complainant of the availability of supportive measures and discuss options available under applicable policy.

## **Anonymous Reporting**

There are two ways to anonymously report conduct that may violate policy:

- You have Options Program
- Through the Title IX and Sex-Based Misconduct Reporting Form. To remain anonymous do not complete the Complainant information section of the form.

While the university accepts anonymous reports, a formal complaint may only be filed by an identified complainant. The university seeks to provide supportive measures for all complainants, which is not possible with an anonymous report. Reporting an incident does not require filing a formal complaint that would initiate an investigation. A complainant should not fear a loss of privacy by making a report. A report allows the university to discuss the options available, provide supportive measures and other resources, as well as the option to file a formal complaint. Responsible Employees cannot use anonymous reporting to fulfill their mandatory reporting obligations.

### **Mandatory Reporting Requirements**

All VCU Employees are either “Confidential Employees” or “Responsible Employees” as defined in this policy. All responsible Employees have a responsibility to immediately share a report of misconduct with the university’s Title IX Coordinator. In addition to the reporting obligations imposed by this policy, responsible employees have a legal obligation pursuant to Virginia Code § 23.1-806 to report to the Title IX Coordinator. The purpose of this requirement is to permit the university to take immediate and corrective action to respond to the allegations and offer supportive measures.

An employee may face disciplinary consequences up to and including termination of their employment for failure to make the mandated reports. The responsible employee must report all relevant details of the incident (dates, times, locations, names, incident details) to the Title IX Coordinator. Responsible employees should make the extent of their reporting obligations clear to the disclosing individual and provide the individual with information on support resources, to the best of their ability. While a responsible employee cannot offer confidentiality to an individual who discloses an incident, they will maintain privacy by sharing the information with only those who “need to know.”

## **Confidential Resources**

### **Student Resources:**

- University Counseling Services: Monroe Park Campus 804.828.6200 or MCV Campus 804.828.3964; assists Students by providing counseling, advocacy and support.
- University Student Health Services: Monroe Park Campus 804.828.8828 or MCV Campus 804.828.9220; assists Students by providing examination, consultation and treatment.

### **Employee Resources:**

- Employee Assistance Program at 1 (855) 223-9277
- Office of the Ombudsperson at (804) 827-4357

### **General Resources:**

- Local Sexual Violence/IPV Response Organizations: Regional Hotline through Richmond YWCA (804) 612-6126; assists survivors of sexual violence, intimate partner violence and/or stalking by facilitating contact with local non-profit agencies that provide crisis intervention, counseling and advocacy support.

- The Family Violence and Sexual Assault Virginia Hotline: (800) 838-8238, also available via chat or text at (804) 793-9999; assists survivors of sexual violence, intimate partner violence and/or stalking by providing crisis intervention, support and referrals to local resources.

### **Amnesty for Certain Infractions**

To encourage both reporting and cooperation in investigations when a formal complaint is filed and in accordance with Virginia Code § 23.1-808, the university will not pursue disciplinary action based on disclosure of personal consumption of drugs or alcohol where such disclosures are made in connection with a good faith report or an individual's cooperation in an investigation under the policy. Because alcohol and drug misuse can negatively impact an individual's physical and emotional wellbeing, the university may still refer a student or employee for health or medical intervention related to their alcohol or drug use.

### **Procedures the police will follow with a crime of dating violence, domestic violence, sexual assault, or stalking is reported**

Generally, a report to the police will involve speaking with a uniformed patrol officer who will make sure you are safe, gather basic information about the incident, collect evidence, and document the circumstances in a police report. The officer may also take photographs to document any injuries or other evidence. During a sexual assault investigation, the officer may recommend a medical exam for your health and the collecting of evidence, you also have the right to decline a medical exam.

This medical exam will be conducted by specially trained medical practitioners at a hospital and there will be no cost to you. A [Forensic Nurse \(SANE Nurse\)](#) at the hospital is trained in collecting physical evidence. You have the option to have forensic evidence formally documented if you are considering reporting to law enforcement now or in the future. If survivors do not opt for forensic evidence collection, health care providers can still treat injuries and address concerns of pregnancy and/or sexually transmitted infections.

Preserving DNA evidence can be key to identifying the perpetrator in a sexual violence case. As time passes, evidence may be lost or unavailable, making investigation, prosecution, disciplinary proceedings difficult. Timely collection of physical evidence through a forensic medical exam may aid in the possibility of a successful criminal prosecution or obtaining a protection order. If possible, a victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. If possible, any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries, following an incident of sexual assault or dating/domestic violence should be documented if possible, including through the preservation of photographic evidence.

Evidence of stalking, including any communication, such as written notes, voicemail, or other electronic communications should be saved and not altered in any way.

After the initial responding police officer documents the report, it may be necessary for a detective to contact you for further follow-up. This would typically happen within a few days; however, If you become aware of any additional details you would like to have documented you may contact VCU Police at any time and ask to speak with an officer.



Once an investigation is complete and a suspect has been identified, VCU Police will present the case to the Commonwealth Attorney's office for review. A prosecutor will determine if there is enough evidence to move forward with the prosecution of a suspect. If charges are filed, the Commonwealth Attorney's office will work with you moving forward. Sometimes a case will proceed to a trial, which would require your testimony, however, not all cases will result in a trial.

As a survivor, you have the right to speak with a confidential advocate to help explain your rights and options, give you information, and provide emotional support. These resources can explain your rights and options, give you information, and provide emotional support. The university has procedures in place to be sensitive to those who report sexual assault, domestic violence, dating violence and stalking.

### **Procedures the university will follow with a crime of dating violence, domestic violence, sexual assault, or stalking is reported**

Upon receipt of a report, the Title IX office will reach out to the complainant to discuss options and resources. The university provides written notification to students and employees about the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid assistance and other services on and/or off campus; and options for, and available assistance in preventing contact between a complainant and a respondent through changes in academic, living, transportation and working situations if requested by the complainant and if reasonably available.

Declining law enforcement involvement does not prevent you from receiving assistance from the university. You have the right to use the university's procedures in addition to or independent of filing a criminal complaint.

The following information discusses procedures specific to both policies, regarding resolution processes, the hearing process, appeals process, and sanctions. Many of the sections are the same for both policies, however any differences will be specifically noted as to which policy they apply. To get started, it is important to understand how and when these policies apply.

## **Policy Scope and Jurisdiction**

The following information applies to all conduct that occurs on or after the effective date (August 16, 2021) of these policies; Title IX Sexual Harassment and Sex-Based Misconduct Policy. When the incident precedes the effective date of this policy, the definitions of misconduct and the procedures in the Sexual Misconduct/Violence and Sex/ Gender Discrimination Policy, dated August 5, 2015, as revised March 13, 2016 shall be used to address, investigate and/or resolve the matter.

It is important to know these policies have limitations related to covered persons and locations.

### **Persons Covered**

The policies apply to all members of the VCU community, including employees, students, officially recognized student organizations, and third-parties.

- **Unknown and Unaffiliated Respondents**

- If a Respondent to a Formal Complaint is not enrolled as a student or employed by the university, the university may dismiss the Formal Complaint and resolve the matter administratively.

- **Unaffiliated Complainants**

- When an unaffiliated complainant has experienced conduct which is alleged to have been committed by a VCU student or employee and may or may not have occurred as part of a VCU education program or activity, the university may address the incident under the Sex-Based Misconduct Policy.

### **Locations Covered Under the Title IX Sexual Harassment Policy**

This policy applies to VCU's Education Programs and Activities. When the conduct occurs outside of the university's educational program and activities, the policy applies if the conduct effectively deprives someone of access to a VCU educational program or activity.

### **Under the Sex-Based Misconduct Policy**

This policy also applies to VCU's Education Programs and Activities. When the conduct occurs outside of the university's education program and activities, the policy applies if the conduct effectively deprives someone of access to a VCU Education Program or Activity. The university may extend jurisdiction to off-campus and/or to online conduct when the Title IX Coordinator determines that the conduct affects a substantial university interest.

When a report is received, the Title IX Coordinator conducts an initial assessment, then the report moves through several structured steps designed to evaluate safety, determine required notifications, and guide the university's response. The below information explains each of those steps.

### **Initial Assessment**

Upon receipt of a report the Title IX Coordinator completes an initial assessment that includes:

- Offer supportive measures to the complainant;
- Inform the complainant of the importance of obtaining and preserving forensic and other evidence;
- Inform the complainant of the right to contact law enforcement, decline to contact law enforcement and/or seek a protective order;
- Determine whether the appropriate child protective service agency should be notified pursuant to mandatory child abuse and neglect reporting laws;
- Determine whether the report triggers any Clery Act obligations, including entry of the report into the daily crime log and/or issuance of a timely warning, and take steps to meet those obligations;
- Explain the university's prohibition against retaliation;
- Discuss available options with the complainant for addressing the conduct, including their right to seek resolution under this policy; and
- Ascertain the complainant's wishes to: file a formal complaint or request confidentiality

### **Sexual Violence Review Committee (“SVRC”)**

In accordance with Va. Code § 23.1-806, the SVRC will review all reports of sexual violence against a student on campus or off-campus within the United States or; any individual within the university’s Clery Act geography. The SVRC shall meet within seventy-two (72) hours of the Title IX Coordinator’s receipt of a report involving alleging an act of sexual violence meeting the above criteria.

### **Actions Following SVRC Review**

When SVRC determines the report presents a health or safety risk to the complainant and/or the university community, it will advise the Title IX Coordinator and the law enforcement representative to undertake any reporting required by applicable state (and/or federal) laws. SVRC shall also consider and recommend other appropriate or necessary university actions, which may include:

- causing the university registrar to place a “hold” on the respondent’s university registration and transcript;
- initiating an investigation and resolution process in the absence of a formal complaint by the complainant;
- providing additional supportive measures beyond any already in place; or
- referring to the university’s Threat Assessment Team for review pursuant to Va. Code § 23.1-805.

The Title IX Coordinator will inform the complainant if information regarding the incident is reported to law enforcement and of any additional actions taken by the university to address a health or safety risk.

### **Emergency Removal of a Student**

The university’s threat assessment team may recommend an interim suspension, or emergency removal from a particular aspect of the university’s educational programs and activities. Such recommendations will be based on an individualized safety and risk analysis. The university will provide the Respondent with written notice of the decision and an opportunity to request review of any interim suspension or emergency removal decision.

**NOTE:** This provision applies to student-respondents. Existing university policies for administrative leave apply to employee-respondents.

## **TIX Policy Information**

### **Filing a Formal Complaint**

If a Complainant wishes to proceed with an investigation, they must submit a Formal Complaint to the university’s Title IX office using any of the following options:

- In-person during normal business hours or by surface mail to the university’s Title IX office located in Grace Street Center, 912 W. Grace Street, 2nd Floor, Box 843022, Richmond, VA 23284
- Email [titleix@vcu.edu](mailto:titleix@vcu.edu) or call (804) 828-1347 to schedule an appointment.
- Online using the [Online Complaint Form](#)

### **Timeframe for Filing Formal Complaints**

There is no time limitation on filing a Formal Complaint. If a Respondent is no longer enrolled as a student or employed by the university, the Title IX Coordinator has the discretion to dismiss the Formal Complaint. If at the time the Complainant is not participating in or attempting to participate in the university's educational program or activity, the complaint will be dismissed under this policy but may, in the discretion of the Title IX Coordinator, be investigated and resolved under the Sex-Based Misconduct Policy.

### **When a Complainant Does Not Want to File a Formal Complaint**

If a Complainant does not wish to file a Formal Complaint, they may make such request to the Title IX Coordinator, who will evaluate that request in light of the university's obligation to provide a safe and nondiscriminatory learning and work environment and to comply with state and federal law and regulations.

The Title IX Coordinator has the ultimate discretion over whether the university proceeds with an investigation when a Complainant does not wish to do so. The Title IX Coordinator may, in some circumstances, sign a Formal Complaint to initiate the investigation and grievance process. The Title IX Coordinator's decision will be based upon a determination of whether there is a risk to health and/or safety that requires the university to pursue formal action to protect the university community.

### **Dismissal of a Formal Complaint**

Dismissal of a Formal Complaint does not preclude the university from taking further action under other university codes of conduct or policies.

### **Mandatory Dismissal**

The Title IX Coordinator shall dismiss a Formal Complaint or any allegations therein if, at any time during the grievance process:

- The conduct alleged would not constitute Title IX Sexual Harassment even if proved true;
- The conduct did not occur in a VCU Education Program or Activity and/or the university did not exercise substantial control of the Respondent at the time of the events giving rise to the complaint;
- The conduct did not occur against a person in the United States; and/or,
- At the time of filing a Formal Complaint, the Complainant is not participating in or attempting to participate in a VCU Education Program or Activity.

### **Discretionary Dismissal**

The Title IX Coordinator may dismiss a Formal Complaint or any allegations if, at any time during the grievance process:

- A Complainant submits written notification that they would like to withdraw their Formal Complaint or any allegations therein;
- The Respondent is no longer enrolled in or employed by the university; or
- Specific circumstances prevent the university from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.

### **Notification of Dismissal and Opportunity to Appeal**

Upon any dismissal, the Title IX Coordinator will promptly send written notice of the dismissal and the rationale for doing so simultaneously to the Parties. Any party may appeal the dismissal decision or decision not to dismiss.

## **Informal Resolution**

Informal resolution resolves a formal complaint by the parties reaching a mutually agreed upon resolution that does not involve a full investigation and adjudication. Informal resolution is voluntary and the university will not compel a complainant or a respondent to engage in this resolution option.

### **Eligibility**

Informal resolution is not appropriate in all cases and any informal resolution must address the concerns of the complainant and the respondent, as well as the overall interest of the university in stopping, remedying and preventing the misconduct. Informal resolution is not available to resolve allegations that an employee sexually harassed a student.

### **Initiation of Informal Resolution**

To initiate the informal resolution process, a complainant needs to submit a formal complaint and communicate their preference to resolve the matter informally to the Title IX Coordinator. A respondent who wishes to initiate the informal resolution process should contact the Title IX Coordinator.

### **Informal Resolution Facilitator**

Once the parties have provided written consent to engage in informal resolution and it has been determined that informal resolution is appropriate, the Title IX Coordinator will appoint a trained person to facilitate the informal resolution process. Any facilitator appointed to informally resolve a formal complaint will be free from bias and any actual conflict of interest.

### **Disclosure of Information**

If the complainant or respondent withdraws from informal resolution, if informal resolution is otherwise terminated for any reason, or an informal resolution agreement is breached by either party, any statements or disclosures made by the parties during the course of informal resolution cannot be used in the grievance process without written consent of the parties.

### **Acceptance of Responsibility**

A respondent may accept responsibility for all or part of the alleged policy violations at any point during the grievance process. When a resolution is accomplished, the appropriate sanction and/or remedies are promptly implemented, prevent its recurrence, and remedy its effects, both on the complainant and the university community.

### **Outcome**

Any agreement reached during informal resolution must be approved by the Title IX Coordinator. Once approved the formal complaint is considered resolved and the matter will be closed, both parties will receive simultaneous written notification of the final outcome.

Failure to abide by a resolution agreement may result in recommending the grievance process and/or disciplinary action. If no agreement is reached, the formal complaint will be referred back to the Title IX Coordinator for further action. The outcome of formal complaints resolved by informal resolution is not appealable.

### **Time Frame**

The time frame for completing informal resolution may vary, but the university will seek to complete the process within thirty (30) business days of a party's request for informal resolution.

## **Grievance Process Formal Complaint**

The grievance process is initiated when one of the following occurs:

- A complainant signs a formal complaint requesting that the university investigate allegations of a violation of the policy;
- The parties do not reach an agreement following the informal resolution process; or
- The Title IX Coordinator signs a formal complaint to initiate the investigation and grievance process based upon a determination that there is a risk to health and/or safety that requires the university to pursue formal action to protect the university community.

The university's grievance process involves an objective evaluation of all relevant evidence obtained, including evidence that supports that the respondent engaged in a policy violation and evidence that supports that the respondent did not engage in a policy violation. Credibility determinations may not be based solely on an individual's status or participation as a complainant, respondent, or witness.

### **Notice of Investigation**

Following receipt of a formal complaint that is not subject to dismissal, the Title IX Coordinator will notify the complainant and the respondent, in writing, of the commencement of an investigation. Such notice will:

- Identify the parties involved in the incident (if known);
- Specify the date, time and location of the alleged misconduct (if known);
- Summarize the allegations and conduct being investigated;
- Identify the specific policies implicated;
- Identify the applicable procedures;
- Describe the range of potential sanctions;
- Identify the individual(s) appointed to conduct the investigation and the process for raising an objection of the appointment based on bias or conflict of interest;
- Inform the parties of their right to be accompanied by an advisor of their choosing at all meetings, interviews and proceedings;
- State that the respondent is presumed not responsible for the alleged misconduct unless and until the evidence supports a different determination;
- Explain that the investigation is a neutral fact-gathering process with a conclusion dependent on the preponderance of the evidence;



- Notify the parties of the opportunity to inspect and review the evidence and information obtained during the investigation;
- State the university's policy on prohibiting retaliation;
- Instruct the parties to preserve any potentially relevant evidence;
- Describe privacy and confidentiality of information;
- Notify the parties of their obligation to provide truthful information;
- Include any No Contact Directive issued by the university; and
- Explain how to request reasonable accommodations.

### **Resolution Timeline**

The university will make a good faith effort to complete the grievance process within a ninety to one hundred twenty (90-120) business day time period, including appeal. Any extension will be communicated via written notice to both Parties and include the reasons for the action.

### **Overview of Investigation**

During the investigation, the parties will have equal opportunity to be heard, to present witnesses, to gather and present inculpatory and exculpatory evidence, and to submit questions that they believe should be directed by the Investigator to each other and/or to any witness. The Investigator will notify and meet separately with the complainant, respondent, witnesses and will collect available evidence and information. The university bears the burden of proof and the burden of gathering evidence sufficient to make a determination regarding responsibility.

Investigations are completed promptly, normally within forty-five (45) business days, though some investigations may take longer. The university will make a good faith effort to complete investigations as promptly as circumstances permit and will communicate regularly with the parties to update them on the progress and timing of the investigation.

### **Appointment of Investigator(s)**

The Title IX Coordinator will designate one or more Investigators to conduct a prompt, thorough, fair and impartial investigation. The investigator(s) will typically be a member of the Title IX office, although the investigator may be a trained individual from inside or outside the university. A party who has concerns that the appointed investigator cannot conduct a fair and impartial investigation may report those concerns to the Title IX Coordinator.

### **Stages of the Investigation**

Investigations involve interviews with all relevant parties and will be conducted in stages as follows:

#### **1. Preliminary Investigation**

During the preliminary investigation stage, the Investigator will:

- Interview all parties and conduct follow-up interviews as necessary
- Collect any available physical or documentary evidence
- Visit relevant sites or locations as necessary and record observations through written, photographic or others means
- Consult medical, forensic, technological or other experts when expertise on a topic is needed

- Contact any law enforcement agency known to be conducting its own investigation to ascertain the extent to which any evidence collected by law enforcement may be available to the university in its investigation
- Allow each party the opportunity to submit written or oral questions they wish the investigator to ask the other party and witnesses

Interviews with the parties will be audio-recorded and interviewees will be provided the opportunity to review and correct the transcript of their interview. If the interviewee has no corrections to the interview transcript, the interviewee will sign an acknowledgement that they have reviewed the transcript and agree that it is accurate. If the interviewee has corrections to the interview transcript, the interviewee may submit any corrections that the interviewee believes are necessary to ensure the accuracy of the transcript within the five (5) business day time frame.

## **2. Inspection and Review of Evidence and the Preliminary Investigation Report**

Prior to the completion of the investigation, the investigator will prepare a preliminary investigation report summarizing all of the evidence gathered. Both parties will have the opportunity to review the preliminary investigation report and to inspect and review all evidence obtained as part of the investigation that is directly related to the allegations in the formal complaint.

The parties will have ten (10) business days from the date of the preliminary investigation report to review and respond to the report and the evidence collected. During the inspection and review period, the parties may meet with the investigator; submit comments on the preliminary investigation report or the evidence to the Investigator; submit additional evidence or identify additional witnesses for the Investigator to pursue; submit further questions that they believe should be directed by the Investigator to a party or to any witness; and, object to evidence that has been included or excluded as an exhibit to the preliminary investigation report.

## **3. Additional Investigation**

The investigator may conduct further investigations based on the information by the parties during the inspection and review period and the parties' responses to the preliminary investigation report.

## **4. Final Investigation Report**

Under the Title IX Sexual Harassment Policy - Interim, the investigator will prepare a final investigation report that summarizes the relevant evidence, including relevant elements of the parties' responses to the preliminary investigation report and evidence inspection and review. The investigator will share the final investigation report with the Title IX Coordinator who will send the final investigation report and exhibits to the parties and their advisors, if any, in an electronic format or hard copy, at least ten (10) business days prior to the hearing. The parties will have five (5) business days from the issuance of the final investigation report to provide a written response to the Title IX Coordinator. The final investigation report will not include findings of whether the conduct occurred as alleged or whether a policy violation occurred. These determinations will be made at a hearing.

#### **4a. Final Investigation Report and Notice of Investigative Finding**

Under the Sex-Based Misconduct Policy - Interim, the investigator will prepare a final investigation report that fairly summarizes the relevant evidence, including relevant elements of the parties' responses to the preliminary investigation report and evidence inspection and review. The final investigation report will include the investigator's findings as to whether the conduct occurred as alleged and whether a policy violation occurred. The investigator will use the preponderance of the evidence standard in reaching a determination regarding responsibility.

The investigator will submit the final investigation report to the Title IX Coordinator, who will issue a Notice of Investigative Finding simultaneously to the parties. The notice will:

- Identify the allegations and the policy violations for which the Respondent was found responsible or not responsible;
- Explain the procedures and permissible bases for con-testing the investigator's findings; and
- Attach a copy of the final investigation report and exhibits.

#### **Sex-Based Misconduct Policy Resolution Options Following Notice of Investigative Finding**

The following information is specific to the Sex-Based Misconduct Policy.

##### **Finding(s) of Responsibility**

When the investigator determines there is sufficient evidence to support a finding of responsibility for one or more of the allegations, the respondent may accept or contest the investigator's finding(s). The respondent must communicate their decision, in writing, to the Title IX Coordinator, within five (5) business days of receipt of the Notice of Investigative Finding.

If the respondent accepts the investigator's finding(s) or does not submit a response within five (5) business days, the Title IX Coordinator will refer the case for an administrative resolution on sanctions. In an administrative resolution on sanctions, the complainant, respondent, the Title IX Coordinator, the Vice President for Student Affairs or the responsible senior management executive (in the case of Employees) will attempt to agree upon an appropriate sanction. If an agreement on sanctions is not reached, the Title IX Coordinator will refer the case for a hearing solely on the issue of sanctions.

If the respondent contests one or more of the investigator's finding(s), the respondent shall submit a written statement explaining the reasons for contesting and how the grounds to contest are met. The matter will then proceed through the hearing process. The Title IX Coordinator will ensure that the complainant has an opportunity to review and respond in writing to any such statement within five (5) business days. The Title IX Coordinator shall review these statements and may return the case for additional investigation or refer the case to the Hearing Officer for further proceedings as outlined below, notifying the parties of the action taken.

##### **Finding(s) of No Responsibility**

When the investigator has found that there is insufficient evidence, by a preponderance of the evidence, to support a finding of responsibility for one or more of the allegations, the complainant may accept or contest the investigator's finding(s).

The complainant must submit written notification of their decision to the Title IX Coordinator, within five (5) business days or receipt of the Notice of Investigative Finding.

If the complainant accepts the investigator's finding(s) or does not submit a response within five (5) business days, the Formal Complaint will be considered resolved and the case closed and documented in accordance with applicable university policies. If the complainant contests one or more of the investigator's finding(s), the complainant shall submit a written statement explaining the reasons for contesting and how the grounds to contest are met. The Title IX Coordinator will ensure that the respondent has an opportunity to review and respond in writing to any such statement within five (5) business days. The Title IX Coordinator shall review these statements and may return the case for additional investigation or refer the case to the Hearing Officer for further proceedings as outlined below, notifying the parties of the action taken. The matter will then proceed through the hearing process.

*Under the Title IX Sexual Harassment Policy, once the final investigation report is shared with the parties, the Title IX Coordinator will refer the matter for a hearing. Different from the Sex-Based Misconduct Policy, which will only proceed to a hearing if a party contests the findings of responsibility or the sanctions. Once the matter is referred for a hearing, the process is the same for both policies.*

## **Hearing Process**

Under the Title IX Sexual Harassment Policy, the hearing will be held no less than ten (10) business days from the date the final investigation report is transmitted to the parties. This hearing is not a re-investigation of a formal complaint, rather, the hearing is an opportunity for the parties to:

- Address the hearing panel,
- Address the other party and/or witnesses through indirect cross-examination by their advisor, and
- Provide information to the hearing panel that is necessary to determine whether the conduct occurred as alleged in the formal complaint and whether the Respondent violated the policy.

Under the Sex-Based Misconduct Policy, the hearing will be held no less than ten (10) business days following receipt of a party contesting the investigators findings of responsibility or when the parties are unable to come to an agreement as to appropriate sanctions.

## **Review Standard**

When a party contests the investigator's findings regarding responsibility for an alleged violation of the policy, a hearing will be held to determine whether the preponderance of the evidence standard was appropriately applied by the investigator.

### **Hearing Panel Composition**

The panel will be composed of three members; two members to serve on the Hearing Panel, and an individual to serve as the Hearing Officer. The Hearing Officer presides over and is a

voting member of the Hearing Panel. The panel shall include trained members of the university community and also may include external professionals with appropriate experience and training at the Title IX Coordinator's discretion. All individuals appointed to the Hearing Panel pool shall receive training.

### **Notice of Hearing**

No less than ten (10) business days prior to the hearing, the Hearing Officer will send written notice of the hearing to the parties, which will include, but not limited to:

- The time, date, and location of the hearing;
- The names of the individuals who will serve on the Hearing Panel
- Information on how to object to a Hearing Panel member
- A reminder that if any party does not appear at the scheduled hearing, the hearing may be held in their absence;
- A reminder that a party may have an Advisor accompany them at the hearing
- Information on how to arrange any reasonable accommodations based on disability, language assistance, and/or interpretation services that may be needed at the hearing.

### **Access to Evidence**

All evidence that was the subject of the parties' inspection and review as described above, will be available at the hearing to give each party equal opportunity to refer to such evidence during the hearing, including for the purposes of cross-examination. The Hearing Panel will have access to the final investigation report, including exhibits and the evidence that was subject to the parties' inspection and review.

### **Pre-Hearing Meeting**

Prior to the hearing, the Hearing Officer will conduct a pre-hearing meeting with the parties and their advisors. The purpose of the pre-hearing meeting is to confirm the advisors for the parties, review the date, time, and location for the hearing, determine the order of proceeding and procedures to be followed, identify the witnesses that each party expects to call, review the evidence and/or exhibits that will be presented, and identify any requests for accommodation and safety concerns.

### **Hearing Format**

The Hearing Officer is responsible for maintaining an orderly, fair, and respectful hearing; and determining the sequence of events during the hearing. Hearings are closed to the public. The individuals who may be present at the hearing include but are not limited to the complainant, respondent, advisors to the parties, the investigator, and/or witnesses.

Anyone appearing at the hearing to provide information will respond to questions on their own behalf. Each party has the opportunity to be heard and respond to any questions of the Hearing Panel. Under the Sex-based Misconduct policy, the parties may not directly question one another, the investigator, or any witnesses.

A party may proffer questions to the Hearing Officer, who will determine whether the question will be permitted. Under the Title IX Sexual Harassment policy advisors are involved in the process to cross examine and ask questions.

The hearing (excluding deliberations of the Hearing Panel) will be recorded. This is the sole official recording of the hearing and all other recording is prohibited. The recording or transcript of the hearing will be made available to the parties for inspection and review in a secure manner.

### **Determination Regarding Responsibility**

The Hearing Panel will deliberate in private to determine whether the conduct occurred as alleged and whether the respondent violated the policy. The Hearing Panel shall reach its decision by majority vote using the preponderance of the evidence standard.

### **Determination of Sanction**

The panel will determine the appropriate sanctions. As part of its deliberations, the panel shall receive the respondent's prior conduct record/personnel actions (if any) and the parties' impact and mitigation statements. The appropriateness of any particular sanction is reviewed on an individual basis based on the unique facts and circumstances of the case. The panel will determine sanctions by a majority vote.

### **Hearing Determination**

Within (10) business days of the hearing, the Hearing Officer will simultaneously issue a written determination to both parties regarding responsibility. The determination will include the identification of the allegations, a description of the procedural steps taken, findings of fact supporting the determination, conclusions regarding the application of the policy, a statement of, and rationale for, the result as to each allegation, any sanctions imposed, any supportive measures or other remedies provided, the procedures and permissible bases for an appeal.

## **Appeal Process**

The following information is the same for both students and employees and the Title IX Sexual Harassment Policy and the Sex-Based Misconduct Policy process. Any areas that may be different will be specifically noted. A party may appeal the dismissal of a formal complaint and/or a determination regarding responsibility. The party who submits a request for appeal is considered the "Appellant" and the responding party is considered the "Appellee." Any sanctions imposed as a result of the hearing are stayed during the appeal process.

### **Grounds for Appeal**

A request for appeal must specifically explain the reasons for appealing and how the grounds to appeal are met. Appeals are limited to the following grounds:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- The Title IX Coordinator or Investigator(s), Hearing Officer or other member of the Hearing Panel had a Conflict of Interest or bias against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.



### **Process for Appeal**

Appeals are initiated by submitting a written appeal request to the Title IX Coordinator within five (5) business days of the date of the Notice of Dismissal or Hearing Determination. If a request for appeal is not received within the five (5) Business Day time frame, the outcome (i.e, dismissal or determination of responsibility) will be considered final and the grievance process will be permanently closed.

### **Review of Appeal Request**

The Appellate Officer will review the request and determine if it meets the grounds for appeal. The Appellate Officer's review is not a review of the merits of appeal, but whether the request is: (1) timely, and (2) based on at least one of the limited grounds for appeal listed above. The request shall be denied if both conditions are not met and will notify the Parties, their Advisors, and the Title IX Coordinator, in writing of the denial and the rationale.

If both conditions are met then the Appellate Officer will notify the Parties, their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator and/or Hearing Officer, in writing that the request has been approved.

The Parties will have ten (10) business days from the date they received notice that the appeal has been accepted to submit a written statement in support of, or challenging, the appeal. The Title IX Coordinator, the Investigator and/or Hearing Officer will also be provided an opportunity to respond to any portion of the appeal that was approved and that involves them. Copies of written responses will be shared with the other Parties.

### **Appellate Review**

Typically, the appeal will be confined to a review of the written documentation and record of the investigation and/or hearing, and pertinent documentation regarding the grounds for appeal. The Appellate Officer, however, may choose to meet with a party if they deem it necessary for their review of the appeal. If the opportunity to meet is provided to one party, it will be provided automatically to the other party.

### **Appeal Outcome**

Within ten (10) business days of receipt of the written statements in support of or challenging the appeal, the Appellate Officer will issue the outcome of the appeal and the rationale for the result to the Parties and Title IX Coordinator. The Appellate Officer's decision is final and not subject to any further appeal.

## **Sanctions and Remedies**

The policies prohibit a broad range of conduct, all of which is serious in nature. Where there is a finding of responsibility or a Respondent accepts responsibility, the Hearing Panel may impose one or more sanctions. In keeping with the university's commitment to foster an environment that is safe, inclusive and free from discrimination and harassment, the Hearing Panel shall have wide latitude in the imposition of sanctions tailored to the facts and circumstances of each complaint, the impact of the conduct on the Complainant and university community and accountability for the Respondent.

Sanctions may include educational, restorative, rehabilitative and punitive components. In determining the appropriate sanction(s), the Hearing Panel will be guided by a number of considerations, including:

- The nature and severity of the policy violation
- The impact of the misconduct on the Complainant
- The impact or implications of the misconduct within the university community
- Prior misconduct by the Respondent, including the Respondent's relevant prior discipline history, at the university or elsewhere, and any relevant criminal convictions
- Whether the Respondent has accepted responsibility for the misconduct
- The maintenance of a safe, nondiscriminatory and respect-ful university environment
- Any other mitigating, aggravating or compelling factors
- When present, the following aggravating factors may lead to more severe sanctions:
  - Respondent is in a position of authority or influence
  - Use of Force or violence related to the violation of the policy or a pattern of violent behavior
  - Use or display of a weapon
  - Deliberately taking advantage of another person's state of Incapacitation
- Victim under the statutory age of consent.

### **Sanctions for Students**

Sanctions are effective immediately, unless otherwise specified by the university. They may include any of the sanctions below, individually or in combination:

- **Campus Ban:** Prohibits access to all or a portion of the VCU campus.
- **Censure:** Written notice warning a Respondent to avoid recurrence of any conduct that violates the policy and/or any university policy. Subsequent violations of the policy or any university policy may result in more severe disciplinary action.
- **Deferred Suspension:** Designated period of time during which a student is given the opportunity to demonstrate the ability to abide by university policy. Subsequent violations of university policy during the term of a deferred suspension will result in a full suspension.
- **Disciplinary Probation:** A specified period of time, a minimum of one semester, requiring a Respondent to avoid a recurrence of any conduct that violates the Student Code of Conduct and/or any university policy that may result in additional university sanctions, including but not limited to, suspension or expulsion.
- **Expulsion:** Permanent dismissal from the university, administrative withdrawal from classes and loss of all university privileges.
- **Loss of University-Related Privileges:** Denial of services, privileges, and benefits which may impact participation in extracurricular activities, residence in university housing, university employment, Honors College, leadership within Student organizations, academic activities, and study abroad.
- **Restitution:** Monetary reimbursement to the university and/or members of the university community or others to cover costs of damage, injury, or loss of community or personal property as a result of misconduct.
- **Revocation of Admission:** Rescinding an offer of university admission.

- **Revocation of Degree:** Rescinding a university degree that has been awarded.
- **Suspension:** Removal of a Respondent from the university for a defined period of time, for a maximum of six (6) consecutive semesters, during which a student loses all university privileges, which generally includes access to facilities, programs, classes, and premises.
- **Withholding Degree:** Delay awarding a degree otherwise earned until completion of all sanctions imposed.

### Sanctions for Employees

Sanctions are effective immediately, unless otherwise specified by the university. They may include any of the sanctions below, individually or in combination:

- **Campus Ban:** Prohibits access to all or a portion of the VCU campus.
- **Counseling:** Verbal or written communication which conveys that an Employee's conduct was improper and must be corrected.
- **Demotion:** Change in position with lower qualifications and pay.
- **Loss of Merit Pay Increase:** Ineligibility for a merit pay increase for a defined period of time.
- **Loss of Supervisory Titles and/or Responsibilities:** Loss title and/or the ability to supervise other Employees or Students, which may have an effect of changing an Employee's job classification status.
- **Suspension/Administrative Leave (Employee-Respondents):** Loss of work for a defined period of time, with or without pay, during which Respondent will not be allowed on university premises or permitted to participate in, or supervise, any university Education Program or Activity.
- **Termination of Employment:** Permanent separation of the employment relationship between the university and the Respondent.
- **Written Notice or Warning:** Formal disciplinary action which has been taken in response to misconduct. Formal disciplinary actions are placed in an Employee's personnel record.

Nothing in this policy prevents the university from imposing disciplinary action against a Respondent for misconduct which does not constitute a violation of the policy, but may violate other university policies. The university reserves its right to take such action as it deems appropriate to further its educational mission and to protect the safety and security of the university community.

### Executive Review of Sanction(s)

The ultimate determination and imposition of sanctions is made by the appropriate senior management executive (Vice President or equivalent) as determined by the Respondent's university affiliation. The appropriate senior management executive will base their decision on the recommendations made by the panel and the factors detailed above.

When there is no appeal of a Hearing Panel's determination, the appropriate senior management executive will have three (3) business days from the last date on which the Parties may submit a Request for Appeal to review all information and affirm, reject or modify the panel's recommendation on sanctions. The appropriate senior management executive will consult with other university officials as needed, including university Human Resources and the Title IX Coordinator, to ensure that any sanction is appropriate for the violation and consistent with prior university action for similar policy violations. The decision of the senior management executive is final without further recourse or appeal by the Parties.

### **Account Holds and Transcript Notation**

The university shall place an administrative hold on a Respondent's Student account when there is an allegation pending for a violation of the policy. The hold is a registration lock and prohibits class registration, transcripts and graduation. The hold will remain in effect until pending allegations are resolved. The hold may be temporarily lifted during the course of the investigation for certain actions by contacting the Title IX Coordinator.

As required by § 23.1-900 of the Code of Virginia, the university shall include a prominent notation on the transcript of any Student who is suspended, expelled, or withdraws while under investigation for Sexual Assault as defined in the policy.



# Education, Prevention, and Awareness Programs

VCU provides comprehensive educational programs designed to promote safety, prevent crime, reduce harm, and support a healthy and respectful campus environment. These programs fulfill federal requirements under the Clery Act, the Violence Against Women Reauthorization Act (VAWA), the Drug-Free Schools and Campuses Act (DFSCA), and the Stop Campus Hazing Act (SCHA).

Together, these initiatives help ensure that students and employees receive accurate information, practical skills, and accessible resources that support personal safety, community responsibility, and compliance with university policies and federal law.

Below is a list of VCU programs administered throughout the year. Before exploring the details, it is helpful to understand the key difference between them.

- Awareness Programs are designed to increase understanding of the topic through community-wide or audience-specific presentations, activities, or discussions.
- Ongoing Prevention and Awareness Campaigns are sustained programs, initiatives, or strategies designed to prevent specific crimes from occurring.
- Primary Prevention Programs are initiatives or strategies intended to stop crime before it occurs.

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

In accordance with the Drug-Free Schools and Campuses Act (DFSCA), the Higher Education Act, and the Clery Act, VCU provides comprehensive alcohol and drug abuse prevention programs for students and employees. These programs are designed to prevent the unlawful possession, use, or distribution of alcohol and drugs; promote responsible decision-making; and support individuals seeking assistance. These programs are designed to prevent the unlawful possession, use, or distribution of alcohol and drugs; promote responsible decision-making; and support individuals seeking assistance.

## **Program Components**

VCU provides a range of educational programs addressing alcohol and drug misuse, including:

- Online prevention modules for incoming students and new employees
- Workshops and presentations on substance misuse, harm reduction, and responsible decision-making
- Awareness campaigns promoting safe behaviors and available support resources
- Targeted outreach for high-risk groups, including student organizations and residential communities
- Annual notifications outlining policies, sanctions, and available resources

## **Crime Prevention and Security Awareness Programs**

VCU provides crime prevention and security awareness programs designed to inform students and employees about campus security procedures and practices, encourage personal and community responsibility for safety, and reduce the likelihood of crime.

VCU offers a variety of crime prevention programs throughout the year. These programs are designed to increase awareness of personal safety, reduce opportunities for crime, and promote a culture of shared responsibility within the campus community. Programs are delivered through in-person presentations, online modules, outreach campaigns, and collaborative initiatives with campus partners. These programs help ensure that students and employees understand how to recognize unsafe situations, respond appropriately, and report concerns promptly.

Crime prevention programs include:

- Security awareness presentations explaining campus security procedures and personal safety strategies
- Personal safety workshops focusing on situational awareness and crime-avoidance strategies
- Programs encouraging responsibility for personal and community safety
- Crime reporting education, including how to contact VCU Police, how to report anonymously, and how to report to university offices
- Awareness campaigns promoting safety technologies, escort services, and emergency communication systems

## **Security Awareness Programs**

These programs are designed to inform students and employees about campus security procedures and practices. They help community members understand how to respond to suspicious activity, how to access safety resources, and how to take steps to reduce the likelihood of victimization. These programs encourage students and employees to be responsible for their own security and the security of others.

Security awareness programs include:

- Information sessions during student orientation
- Annual employee training modules
- Campus safety presentations delivered by VCU Police and campus partners
- Awareness campaigns promoting safety apps, escort services, and reporting options

## **Hazing Prevention Programs**

VCU offers a variety of programs designed to increase prevention and awareness related to hazing. While some programs aim to increase understanding of hazing, others strive to increase skills that help decrease the likelihood of hazing. These programs are research-informed, campus wide in scope and designed to reach all members of the VCU community throughout the academic year or upon request. Programs address various topics, including:

- the University's definition of Hazing, including a clear statement that the University prohibits Hazing;
- the definition of Student Organization, as it applies to the University's Hazing policy;
- how to report Hazing;



- the process the University will use to investigate reports of Hazing;
- information on applicable local, and State laws regarding Hazing; and
- primary prevention strategies intended to stop Hazing before it occurs including bystander intervention, ethical leadership, and strategies for building group cohesion.

These programs are part of the University's comprehensive strategy to prevent incidents of Hazing before they occur. These programs also raise awareness about the University's Campus Hazing Transparency Report that summarizes findings concerning student organizations established or recognized by the University that have been found responsible for violating the University's Hazing policy.

These programs are delivered through training modules, workshops, outreach campaigns, and targeted initiatives for student organizations.

### **Primary Hazing Prevention Programs**

VCU provides primary hazing prevention programs for incoming students and new employees. These programs include:

- A statement that VCU prohibits hazing
- Federal and state definitions of hazing
- Examples of prohibited behaviors
- Safe and positive bystander intervention strategies
- Risk-reduction strategies
- Information on reporting options, including anonymous reporting
- Information on VCU's response procedures following a hazing report
- Information on sanctions for individuals and student organizations

### **Ongoing Hazing Prevention and Awareness Campaigns**

VCU provides ongoing hazing prevention programming throughout the year, including:

- Annual training for student organizations, athletic teams, and performance groups
- Awareness campaigns promoting respectful group practices
- Digital and in-person educational outreach
- Workshops addressing leadership, group dynamics, and harm prevention

### **VAWA Primary Prevention and Awareness Programs**

VCU provides primary prevention and awareness programs for all incoming students and new employees, as required by VAWA. These programs are designed to prevent dating violence, domestic violence, sexual assault, and stalking, and to promote a culture of respect and safety. These programs involve presenting and distributing educational materials during new student and employee orientations, providing programs by invitation at staff meetings or academic programs, and requiring all incoming students to take online courses related to the prevention of sexual assault and high-risk drinking. These trainings include:

- Orientation Programs: all incoming students are required to complete the Sexual Assault Prevention for Students training (which is provided by Vector Solutions). Incoming students also complete Ram Ready Orientation Modules online that educate new students about bystander intervention, alcohol, drugs, dating violence, domestic violence, sexual assault, and stalking.

- State Required Employee Trainings: New employees are required to complete an online training Building Supportive Communities: Clery Act and Title IX Training within 45 days of being hired.

VCU engages in 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, assessed for value, effectiveness, and outcome, and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. VCU collaborates with campus departments and community resources to ensure population-specific relevance and awareness.

VAWA programs include:

- Clearly communicate that the institution prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking (as defined by the Clery Act).
- Provide the definitions of dating violence, domestic violence, sexual assault, and stalking as defined by the Violence Against Women Act (VAWA).
- Provide the definitions of dating violence, domestic violence, sexual assault, and stalking according to any applicable jurisdictional definitions of these terms.
- Define consent (institutional definition and local jurisdiction) and describe what behaviors and actions that constitute Consent.
- Provide a description of safe and positive options for bystander intervention.
- Provide information on risk reduction.
- Provide information regarding:
  - Procedure's victims should follow if a crime of dating violence, domestic violence, sexual assault, or stalking occurs
  - Written information about
    - The importance of preserving evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order;
    - How and to whom incidents should be reported, including the Title IX Coordinator;
    - Options to notify proper law enforcement authorities, including on-campus and local police;
  - Be assisted in notifying law enforcement authorities if the victim so chooses; and
  - The option to decline to notify law enforcement; and
  - How the institution will protect the confidentiality of victims and other necessary parties
  - Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both in the institution and in the community
  - Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures
- Procedures that the institution will follow when one of these crimes is reported.
- Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking

### **Ongoing Prevention and Awareness Campaigns**

Ongoing prevention and awareness campaigns include domestic violence month events and

activities, sexual assault and awareness month events and activities, bystander intervention programming, and programming specific to developing healthy relationships.

Several options are available as options that may be presented in academic courses, student housing, student organizations, and fraternities and sororities. Available workshops include information about bystander intervention, dating violence, domestic violence, sexual assault, and stalking. All educational workshops are designed 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.

Topics include:

- **Consent Education:** helps students learn what consent looks like through interaction and instructional slides and videos.
- **Sexual Assault Prevention:** Education provided around what is sexual assault and efforts for prevention.
- **Bystander Intervention:** Teaches how to respond to potential sexual assault or domestic violence
- **Domestic Violence Workshops:** Education on unhealthy relationships and defines domestic and intimate partner violence

### Awareness Months and Events

Multiple VCU departments come together throughout the year to develop campus-wide programming related to alcohol abuse, sexual assault, dating violence, domestic violence, stalking and bystander intervention. Events and resource fairs are offered to students and employees and are designed to increase knowledge, share information and resources to prevent violence, promote safety, and reduce perpetration. Topics include: Sexual Assault Awareness Month, Domestic Violence Awareness Month.

### Requesting an Education Program

There are several VCU offices that provide programs across VCU campus. Many times the offices collaborate with each other. In addition to standard programs, some offices will create specific courses to fit your needs. Reach out to one of the following offices to help the VCU community stay informed

- **The Recreation and Well-Being Center:** Call (804) 827-1100, email [recwell@vcu.edu](mailto:recwell@vcu.edu), or complete this [form](#) to request a program.
- **VCU Police Department Crime Prevention:** Call (804) 828-1209 or email [crimeprevreq@vcu.edu](mailto:crimeprevreq@vcu.edu).
- **Equity & Access Services; Title IX Office:** Call (804) 828-1347, email [titleix@vcu.edu](mailto:titleix@vcu.edu), or complete this [form](#) to request a program.
- **Hazing Prevention:** Students can sign up through [RamsConnect](#) or email [preventhazing@vcu.edu](mailto:preventhazing@vcu.edu).
- **Survivor Support Services:** Call (804) 828-6200, email [myoptions@vcu.edu](mailto:myoptions@vcu.edu), or complete this [form](#) to request a program.
- **Human Resources:** Call (804) 828-0177, email [learndev@vcu.edu](mailto:learndev@vcu.edu), or complete this [form](#) to request a program.

**The following provides an overview of each program offered at VCU.**

## **Alcohol and Drug Abuse Prevention Programs:**

| <b>Program Title</b>                                                     | <b>Frequency</b>                                                      | <b>Target Audience</b>     | <b>Topic Area</b> | <b>Description of Event</b>                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------|----------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Recovery Ally Training                                                   | Fall Semester, Spring Semester, Summer Semester, Ongoing as Requested | "Faculty, Staff, Students" | Alcohol and Drugs | This training builds recovery capital, reduces stigma, and strengthens intervention skills within the VCU community. It prepares faculty and staff to become Recovery Allies through modules covering science, ally roles, racial justice, philosophies of care, families, language, and collegiate recovery. Recovery Ally Programs are trainings that are designed to increase a community's recovery capital, decrease stigma and grow intervention skills. |
| Naloxone Training                                                        | Ongoing as Requested, Spring Semester, Summer Semester, Fall Semester | "Faculty, Staff, Students" | Alcohol and Drugs | This program teaches participants how naloxone reverses opioid overdoses and why it is a critical tool in combating the opioid epidemic. The session provides essential safety information and practical awareness. Naloxone is a very safe drug that reverses opioid overdoses and is a really important tool in combatting the opioid epidemic.                                                                                                              |
| That (Difficult) Patient is Me: Health Care Professionals Speaker Series | Fall Semester, Spring Semester                                        | "Faculty, Staff, Students" | Alcohol and Drugs | This speaker series aims to destigmatize addiction among health care providers. Participants hear directly from professionals in recovery to better understand addiction and reduce bias. Speakers are health care professionals in Recovery from addiction.                                                                                                                                                                                                   |
| Residential Life & Housing Education with Drunk Goggles                  | Ongoing as Requested, Fall Semester, Spring Semester                  | Students                   | Alcohol and Drugs | This interactive program increases awareness of alcohol impairment and promotes safer decision making. Students use drunk goggles to experience reduced coordination, delayed reaction time, and distorted vision. Helps students understand the effects of alcohol impairment by simulating reduced coordination, delayed reaction time, and distorted vision.                                                                                                |
| Residential Life & Housing Education with Drug ID Display                | Ongoing as Requested, Fall Semester, Spring Semester                  | Students                   | Alcohol and Drugs | This educational display helps students identify commonly misused substances and understand associated risks. It includes images or replicas of drugs along with information on effects, legal consequences, and health impacts. An educational tool to help students recognize commonly misused substances and understand their appearance, names, and potential risks.                                                                                       |

| Program Title                                     | Frequency        | Target Audience | Topic Area        | Description of Event                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------|------------------|-----------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| RA Program - Blurring the Lines with Officer Lyle | One Time Program | Students        | Alcohol and Drugs | This program teaches alcohol safety and helps residents understand how their decisions affect themselves and their community. Students participate in an educational session, simulated activities, and receive safety materials.                                                                                                                                                   |
| RA Program - Tipsy Racing                         | One Time Program | Students        | Alcohol and Drugs | This event demonstrates how alcohol affects coordination, reaction time, and decision making using drunk goggles provided by VCU Police. Resident's complete tasks and races to experience impairment effects firsthand. Residents will have the opportunity to complete different tasks while wearing the goggles to experience firsthand how alcohol affects cognitive abilities. |
| RA Program - Guard Your Glass                     | One Time Program | Students        | Alcohol and Drugs | This workshop raises awareness about drink spiking and teaches students practical strategies to protect themselves. Participants create reusable drink covers as a hands on safety tool. Guard your Glass is an interactive workshop designed to raise awareness about the dangers of drink spiking.                                                                                |
| Fall 2025 RA Training - Narcan Training           | Annual           | Students        | Alcohol and Drugs | This training teaches RAs how to recognize opioid overdose symptoms and administer Narcan. The session includes a presentation, demonstration, and hands on practice. Training presentation and hands-on demonstration and practice for RAs.                                                                                                                                        |
| RA Program - Party Talk and Pizza                 | One Time Program | Students        | Alcohol and Drugs | This program teaches residents practical safety skills for parties and social gatherings. In partnership with VCU PD, it promotes responsible decision making and personal well being. Cover how to stay safe at parties, social gatherings, and in daily life in RVA.                                                                                                              |

| Program Title                                              | Frequency        | Target Audience | Topic Area        | Description of Event                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------|------------------|-----------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| RA Program - Monday Mocktails                              | One Time Program | Students        | Alcohol and Drugs | This event promotes safe drinking habits by offering mocktails and distributing educational flyers. It encourages students to use campus resources and make informed choices. Make mocktails for people to drink and give flyers on safe drinking.                                                                                        |
| RA Program - Mocktails & Monsters: A Halloweentown Hangout | One Time Program | Students        | Alcohol and Drugs | This program provides credible information about safe drinking in a relaxed, social environment. VCUPD offers a brief talk, and students enjoy mocktails, pizza, and a movie while learning harm reduction strategies.                                                                                                                    |
| RA program - Scaryoke                                      | One Time Program | Students        | Alcohol and Drugs | This Halloween themed karaoke event helps residents build community and confidence. It promotes safety in numbers and connection within residence halls. Designed to help residents build confidence and make friends... promote safety in numbers.                                                                                       |
| RA Program - Mocktail Manor                                | One Time Program | Students        | Alcohol and Drugs | This social event features Halloween themed mocktails and alcohol safety resources from RecWell. It encourages students to engage with campus well being tools. Safety tips/handouts from RecWell on alcohol safety.                                                                                                                      |
| RA Program - Trick, Treat, and Safe Streets                | One Time Program | Students        | Alcohol and Drugs | This drop in program uses rotating learning stations to teach standard drink sizes, pacing, alcohol poisoning signs, consent, and safe going out practices. Students receive brief lessons, ask questions, and learn harm reduction strategies. Three rotating tables; standard drinks, alcohol poisoning, consent, and going out safely. |
| RA Program - Mocktails & Munchies: Savoring Safe Choices   | One Time Program | Students        | Alcohol and Drugs | This social event highlights the importance of safe or no alcohol and drug consumption. It encourages residents to make informed choices about substance use. Highlights the importance of safe consumption of alcohol or drugs.                                                                                                          |



| Program Title                                                                  | Frequency                          | Target Audience | Topic Area        | Description of Event                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------|------------------------------------|-----------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| RA Program - Drunk Goggles Squid Games                                         | One Time Program                   | Students        | Alcohol and Drugs | This interactive program uses drunk goggles and themed games to show how alcohol impairs perception and coordination. Residents compare impaired and sober performance and receive alcohol safety education and consent resources. Residents will participate in Squid Games then be invited to play again without the drunk goggles.                       |
| Have You Herd? What New Rams Need to Know about Alcohol and Other Drugs at VCU | Required - New Student Orientation | Students        | Alcohol and Drugs | This required course introduces new students to safety, policies, and resources related to alcohol and other drugs. It corrects misperceptions about student substance use and promotes supportive community norms. Provides incoming VCU students with information about safety, policies, and supportive resources related to alcohol and other drug use. |
| Let's Get Into The Weeds: Cannabis 101                                         | "Ongoing, online program"          | Students        | Alcohol and Drugs | This module teaches the effects of cannabis, relevant laws, VCU policy, and protective behaviors. Students engage in interactive reflections to build healthier habits. Identify the effects of cannabis, understand state laws and VCU policy.                                                                                                             |
| What In Your Cup? All About Alcohol                                            | "Ongoing, online program"          | Students        | Alcohol and Drugs | This module covers serving sizes, social norms, safer-use strategies, and campus resources. Interactive components help students reflect and apply harm-reduction behaviors. Identify alcohol serving sizes... ways to stay safer if you choose to use.                                                                                                     |
| Cannabis 101 Trivia                                                            | Fall Semester, Spring Semester     | Students        | Alcohol and Drugs | This trivia event teaches the effects of alcohol, cannabis, nicotine, and other drugs while promoting protective behaviors. Students test their knowledge and can win prizes. Test your knowledge and win prizes in a trivia game.                                                                                                                          |

| Program Title                          | Frequency                      | Target Audience                 | Topic Area                                         | Description of Event                                                                                                                                                                                                                                                                        |
|----------------------------------------|--------------------------------|---------------------------------|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Pour it Up (Alcohol)                   | Spring Semester, Fall Semester | Students                        | Alcohol and Drugs                                  | This program educates students about standard drink sizes, the Golden Zone, and protective behaviors. Peer Health Educators promote awareness of alcohol norms among VCU students. Educate and promote awareness around standard drink size for alcohol, the Golden Zone.                   |
| Alcohol 101 Trivia                     | Fall Semester, Spring Semester | Students                        | Alcohol and Drugs                                  | Students learn about alcohol's effects and harm-reduction strategies through a trivia game. The event reinforces protective behaviors and peer norms. Test your knowledge about the effects of alcohol using a trivia game.                                                                 |
| Alcohol 101                            | Ongoing as Requested           | Students, Student Organizations | Alcohol and Drugs                                  | This training teaches basic alcohol information, signs of intoxication, and bystander intervention skills. It provides foundational knowledge for safer decision-making. Participants will learn to both recognize signs of intoxication and bystander intervention skills.                 |
| Cannabis 101: Let's Get Into the Weeds | Ongoing as Requested           | Students, Student Organizations | Alcohol and Drugs                                  | This program explains cannabis effects, laws, and VCU policy while teaching protective behaviors. It helps students understand risks and make informed choices. To help students better understand the risks and protective behaviors related to the use of cannabis.                       |
| #Protect the Herd                      | Summer Semester                | Students                        | Alcohol and Drugs, Other (indicate in next column) | This interactive workshop prepares new students for unexpected situations and encourages safer choices as they join the VCU community. It challenges assumptions about college life and promotes well-being. #ProtectTheHerd is an interactive workshop to help prepare for the unexpected. |
| Adam's Day of Remembrance Workshop     | Annual, Spring Semester        | Student Organizations, Students | Hazing, Alcohol and Drugs                          | Educating student leaders on the power of courageous leadership through the story of Adam Oakes. To raise awareness of hazing and ways to address it.                                                                                                                                       |

| Program Title                         | Frequency                                                        | Target Audience                 | Topic Area                | Description of Event                                                                                                                                                        |
|---------------------------------------|------------------------------------------------------------------|---------------------------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adam's Law Hazing Prevention Training | Required - Student Organizations, Fall Semester, Spring Semester | Students, Student Organizations | Hazing, Alcohol and Drugs | Educating students on the hazing, the dangers of hazing, risks associated with alcohol intoxication, bystander intervention (calling for medical assistance), and reporting |

## Crime Prevention and Security Awareness Programs:

| Program Title                                   | Delivery Mode       | Frequency                         | Target Audience            | Topic Area                   | Description of Event                                                                                                                                                                                                                                                                  |
|-------------------------------------------------|---------------------|-----------------------------------|----------------------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| General Safety                                  | Virtual & In-Person | Ongoing as Requested, Required    | "Faculty, Staff, Students" | General Safety               | This session equips students with essential campus safety knowledge, including emergency procedures, reporting, and common risks. It promotes informed decision-making and risk reduction. Present key campus safety resources, policies, and best practices for staying safe.        |
| Coffee with a Cop                               | In-Person           | Fall Semester, Spring Semester    | "Faculty, Staff, Students" | General Safety               | This informal event builds trust and communication between students and campus police. Participants can ask questions, share concerns, and learn about safety efforts. Provides an informal, approachable setting where students interact with campus police officers.                |
| Pedestrian Safety Initiatives                   | Virtual & In-Person | Fall Semester, Spring Semester, S | "Faculty, Staff, Students" | General Safety               | These initiatives increase awareness of pedestrian safety, reduce speeding and crosswalk violations, and promote shared responsibility. Repeated outreach reinforces safe habits across campus. To decrease pedestrian-related incidents on campus by increasing awareness.           |
| Community Walks                                 | In-Person           | Fall Semester, Spring Semester, S | "Faculty, Staff, Students" | General Safety               | Joint walks with VCU and Richmond Police build trust and promote safety awareness. Officers share resources and tips directly with community members. Designed to strengthen relationships... while promoting safety awareness.                                                       |
| De-Escalation Training                          | Virtual & In-Person | Ongoing as Requested, Fall Seme   | Faculty & Staff            | General Safety               | This training teaches faculty and staff techniques to defuse conflicts and support student well-being. It emphasizes communication, active listening, and recognizing distress. Training focuses on teaching techniques to calmly and safely manage tense situations.                 |
| Fall 2025 RA Training - Active Shooter Training | In-Person           | Annual                            | Students                   | General Safety               | This session teaches RAs how to respond during an active shooter situation. It provides essential safety procedures and response strategies. To provide information on how to respond during an active shooter situation.                                                             |
| Theft prevention Initiatives                    | Virtual & In-Person | Fall Semester, Spring Semester, S | "Faculty, Staff, Students" | Theft Prevention & Awareness | These initiatives teach theft prevention techniques, reporting practices, and security measures. Campus police use both in-person and online outreach to address physical and digital theft. To reduce incidents of theft on campus by increasing awareness of prevention techniques. |
| Inova Health System New Student Orientation     | In-Person           | Required - New Student Orientat   | Students                   | Crime Prevention & Awareness | Security and crime prevention education is to promote awareness about general crime prevention, active shooter/threats, fire safety, and theft prevention.                                                                                                                            |
| Inova Health System New Employee Orientation    | Virtual & In-Person | Required - New Employee Orient    | Faculty & Staff            | Crime Prevention & Awareness | Security and crime prevention education is to promote awareness about general crime prevention, active shooter/threats, fire safety, and theft prevention.                                                                                                                            |
| SVHEC New Student Orientation                   | Virtual & In-Person | Required - New Student Orientat   | Students                   | Crime Prevention & Awareness | Security and crime prevention education is to promote awareness about general crime prevention, active shooter/threats, fire safety, and theft prevention.                                                                                                                            |
| SVHEC New Employee Orientation                  | Virtual & In-Person | Required - New Student Orientat   | Faculty & Staff            | Crime Prevention & Awareness | Security and crime prevention education is to promote awareness about general crime prevention, active shooter/threats, fire safety, and theft prevention.                                                                                                                            |

## Hazing Prevention Programs:

| Program Title                                                                  | Delivery Mode | Frequency                        | Target Audience                 | Topic Area                 | Description of Event                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------|---------------|----------------------------------|---------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sport Club Officer Hazing Prevention Training                                  | In-Person     | Annual, Spring Semester          | Students, Student Organizations | Hazing                     | This training teaches hazing definitions, prevalence, bystander intervention, and risk assessment. It equips sport club officers to identify and prevent hazing. Provide basic hazing prevention information including definition of hazing.                                                                                                                |
| Hazing: A Byron Hurt Film Screening and Discussion                             | Virtual       | Fall Semester                    | Students, Student Organizations | Hazing                     | Offers a deeply personal look inside the culture, tradition, and secrecy surrounding hazing rituals in fraternities and sororities, sports teams, marching bands, the military and beyond.                                                                                                                                                                  |
| <a href="#">Adam's Day of Remembrance Workshop</a>                             | In-Person     | Annual, Spring Semester          | Student Organizations, Students | Hazing, Alcohol and Drugs  | Educating student leaders on the power of courageous leadership through the story of Adam Oakes. To raise awareness of hazing and ways to address it.                                                                                                                                                                                                       |
| <a href="#">Adam's Law Hazing Prevention Training</a>                          | In-Person     | Required - Student Organizations | Students, Student Organizations | Hazing, Alcohol and Drugs  | Educating students on the hazing, the dangers of hazing, risks associated with alcohol intoxication, bystander intervention (calling for medical assistance), and reporting                                                                                                                                                                                 |
| Have You Herd? What New Rams Need to Know about Alcohol and Other Drugs at VCU | Virtual       | Required - New Student Orientat  | Students                        | Alcohol and Drugs, Hazing  | This required course introduces new students to safety, policies, and resources related to alcohol and other drugs. It corrects misperceptions about student substance use and promotes supportive community norms. Provides incoming VCU students with information about safety, policies, and supportive resources related to alcohol and other drug use. |
| <a href="#">Health Foundations Modules</a>                                     | Virtual       | "Ongoing, online program"        | "Faculty, Staff, Students"      | Bystander Training, Hazing | Available in Canvas, VCU students, faculty, and staff can register for the program to learn more about bystander intervention at their own pace.                                                                                                                                                                                                            |
| <a href="#">Peer Health Educator Class Presentation:</a>                       | In-Person     | Ongoing as Requested             | Students, Student Organizations | Bystander Training, Hazing | Upon invitation, RecWell's Peer Health Educators come to various classes to provide a workshop on harm reduction and bystander intervention techniques. Approximately 100 presentation requests are received each academic year.                                                                                                                            |
| <a href="#">Well-Being Coaching</a>                                            | In-Person     | Ongoing as Requested             | Students, Student Organizations | Alcohol and Drugs, Hazing  | RecWell's well-being coaching program provides a space for students to reflect on and leverage their strengths to meet their personal goals while also offering information and resources that help students make informed decisions about their health with a focus on alcohol and other drug use concerns.                                                |
| <a href="#">Rams L.E.A. D (Learning Ethics and Decis</a>                       | In-Person     | Ongoing as Requested             | Students, Student Organizations | Ethical Leadership         | This program is designed to help VCU students develop their own personal and ethical decision making and relate these ideals to their long- and short-term goals as well as understand and articulate the responsibility of being a member of the VCU community.                                                                                            |
| Student-Athlete Hazing Prevention Training                                     | In-Person     | Ongoing as Requested             | Students, Student Organizations | Hazing                     | VCU varsity student-athletes receive hazing prevention training through student-athlete development programming. Programming has included a presentation from the Love Like Adam Foundation and workshops focused on hazing and dangerous traditions, and through team based training.                                                                      |
| Ram Camp Bystander Intervention Programming                                    | In-Person     | Annual                           | Students                        | Bystander Training         | New VCU students participating in Ram Camp receive interactive education on correcting misperceptions about VCU students' health behaviors and practice ways to support their peers by recognizing and intervening in potentially harmful situations.                                                                                                       |

# VAWA Primary Prevention and Awareness Programs:

| Program Title                                                                                                       | Delivery Mode | Frequency                        | Target Audience            | Topic Area                                         | Program Goal                                                                                                                                                                                           | Description of Event                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------|----------------------------|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Title IX Education events (Sexual Assault, Dating/Domestic Violence, Stalking) by VCU PD Victim/Witness Coordinator | In-Person     | Fall Semester, Spring Semester   | C Students                 | All VAWA Offenses                                  | Increase awareness of VAWA-related offenses and resources, encourage reporting and help-seeking behaviors, and foster a campus culture that prioritizes prevention, safety, and support for survivors. | These events increase awareness of sexual assault, dating/domestic violence, and stalking, and promote reporting and help-seeking. Tabling and outreach provide accessible information on prevention strategies and survivor resources. Campus police host VAWA offense education and tabling events. |
| Fall 2025 RA training - CSA & Clery Training                                                                        | In-Person     | Annual                           | Students                   | All VAWA Offenses                                  | To provide information on reporting clery-reportable offenses                                                                                                                                          | This training teaches RAs how to identify and report Clery-reportable offenses. It provides foundational knowledge for compliance and safety. To provide information on reporting Clery-reportable offenses.                                                                                          |
| Green Flags: Relationships                                                                                          | In-Person     | Spring Semester, Fall Semester   | Students                   | All VAWA Offenses                                  | Reflect on signs of healthy relationships and learn about VCU resources available to support students.                                                                                                 | This peer-led activity helps students reflect on healthy, unhealthy, and concerning relationship behaviors. Participants learn about campus resources that support relationship wellness. Reflect on green, yellow, and red flags in relationships.                                                   |
| Rape Aggression Defense (RAD) Training                                                                              | In-Person     | Ongoing as Requested, Fall Seme  | "Faculty, Staff, Students" | All VAWA Offenses, General Safety                  | Empower participants with knowledge, confidence, and self-defense skills to enhance personal safety and reduce the risk of victimization.                                                              | RAD empowers participants with self-defense skills, situational awareness, and confidence. The training combines education with hands-on techniques to reduce vulnerability. Training for women that teaches practical self-defense skills.                                                           |
| Protecting the Herd: Bystander Intervention and Helping Behavior                                                    | Virtual       | "Ongoing, online program"        | Students                   | Bystander Training                                 | Recognize the warning signs that someone needs help, learn strategies and boost confidence to be able to successfully intervene.                                                                       | This module teaches students how to recognize when someone needs help and intervene safely. Interactive components build confidence and practical skills. Recognize the warning signs that someone needs help.                                                                                        |
| Campus Safety Day                                                                                                   | In-Person     | Spring Semester                  | "Faculty, Staff, Students" | Domestic/Dating Violence                           | To promote safe dating.                                                                                                                                                                                | This event promotes safe dating and educates students about intimate partner violence. Through interactive games and resources, students learn key safety concepts. Interacted with students through an educational game about IPV.                                                                   |
| DV Month Kickoff Outreach Event                                                                                     | In-Person     | Fall Semester                    | "Faculty, Staff, Students" | Domestic/Dating Violence                           | To provided an overview of the SSS program and DV Awareness Month                                                                                                                                      | This tabling event introduces Domestic Violence Awareness Month and the Survivor Support Services program. It raises awareness of DV prevalence on college campuses. Tabling conducted to bring awareness to the prevalence of Domestic Violence.                                                     |
| DV Lunch and Learn                                                                                                  | In-Person     | Fall Semester                    | "Faculty, Staff, Students" | Domestic/Dating Violence                           | To promote DV Awareness month.                                                                                                                                                                         | This educational session teaches students about domestic violence and IPV, providing resources and support information. It promotes awareness during DV Month. Provided education regarding domestic violence and IPV among college students.                                                         |
| DV Tabling/Awareness Tabling Event                                                                                  | In-Person     | Fall Semester                    | Staff                      | Domestic/Dating Violence                           | To bring awareness regarding DV.                                                                                                                                                                       | These tabling events raise awareness about domestic violence and IPV. Students receive information, resources, and opportunities for engagement. Tabling event to provide education regarding domestic violence and IPV.                                                                              |
| RA Program - Twilight and Toxic Love                                                                                | In-Person     | One Time Program                 | Students                   | Domestic/Dating Violence                           | Residents will utilize resources on campus that promote aspects of wellbeing (physical, mental, community, financial, professional, leadership).                                                       | This program teaches relationship red/green flags using a movie-based case study and Survivor Support Services materials. Students identify behaviors and discuss healthy vs. toxic dynamics. Residents will be asked to take a handout regarding red/green flags in relationships.                   |
| RA Program - Pop the Red Flag                                                                                       | In-Person     | One Time Program                 | Students                   | Domestic/Dating Violence                           | Residential students will identify and develop their personal values and gain awareness about red flags in relationships.                                                                              | This interactive balloon-popping activity teaches students to recognize red flags in relationships. It encourages critical thinking, discussion, and personal values exploration. Pop the Balloon of Red Flag Education is an engaging and interactive way to educate participants.                   |
| Consent and Boundaries Workshop                                                                                     | In-Person     | Fall Semester                    | Students                   | Domestic/Dating Violence, Sexual Assault           | To provide education about establishing healthy boundaries and giving consent.                                                                                                                         | This workshop teaches students how to set healthy boundaries and understand consent. Scenarios and discussion deepen learning and practical application. Provided classroom education... included scenarios.                                                                                          |
| Safety Day Tabling                                                                                                  | In-Person     | Fall Semester                    | Students                   | Domestic/Dating Violence, Sexual Assault, Stalking | General awareness regarding safe dating and violence prevention.                                                                                                                                       | This event promotes safe dating and violence prevention through interactive IPV education. Students receive resources and learn key safety concepts. Interacted with students through an educational game about IPV.                                                                                  |
| Prevention Education Outreach                                                                                       | In-Person     | Fall Semester                    | Students                   | Domestic/Dating Violence, Stalking, Sexual Assault | Awareness education.                                                                                                                                                                                   | This tabling event raises awareness about DV, IPV, sexual assault, and stalking. It provides students with information and resources. Tabling to bring awareness to DV, IPV, SA and Stalking.                                                                                                         |
| Winter 2025 RA Training - Equity & Access Services & Title IX                                                       | In-Person     | Spring Semester                  | Students                   | General Title IX Information                       | To provide information on how to support students when they report a Title IX incident                                                                                                                 | This training teaches RAs how to support students reporting Title IX incidents. It provides essential information on resources and response expectations. To provide information on how to support students when they report a Title IX incident.                                                     |
| Fall 2025 RA Training - Title IX                                                                                    | In-Person     | Annual                           | Students                   | General Title IX Information                       | To provide information on how to support students when they report a Title IX incident                                                                                                                 | This training, offered in sessions for new and returning RAs, teaches how to support students reporting Title IX incidents. It reinforces consistent, informed response practices. Training presentation for RAs... broken into two sessions.                                                         |
| RA Program - Painting Pumpkins Palooza                                                                              | In-Person     | One Time Program                 | Students                   | General Title IX Information                       | Residents will utilize resources on campus that promote aspects of wellbeing (physical, mental, community, financial, professional, leadership).                                                       | This social event uses pumpkin painting and a movie to create a comfortable space for Title IX education. Students receive information about available resources. Create a safe space to provide information on Title IX and the resources that they offer.                                           |
| Take Back the Night                                                                                                 | In-Person     | Annual                           | "Faculty, Staff, Students" | Sexual Assault                                     | To support survivors of SA.                                                                                                                                                                            | Provided a space for survivors to speak out about their healing journey. The messaging was hope and healing from SA. Resources were also provided.                                                                                                                                                    |
| Start By Believing                                                                                                  | In-Person     | Annual                           | "Faculty, Staff, Students" | Sexual Assault                                     | To support survivors of SA.                                                                                                                                                                            | Tabling event in conjunction with VCU PD to bring awareness to Sexual Assault. The messaging was focused on believing and supporting survivors. Resources were also provided.                                                                                                                         |
| Sexual Violence Seminar                                                                                             | In-Person     | Spring Semester                  | Staff, Students            | Sexual Assault                                     | To provide basic education around sexual violence.                                                                                                                                                     | Interactive seminar where participants learned about sexual violence and prevention strategies. The messaging was focused on what constituted sexual violence and how to access help.                                                                                                                 |
| Sexual Assault Overview                                                                                             | In-Person     | Spring Semester                  | Students                   | Sexual Assault                                     | To educate Taiwanese students on sexual assault.                                                                                                                                                       | Met specifically with international students and provided education on sexual assault. Defined sexual assault and discussed possible outcomes for perpetrators and victims.                                                                                                                           |
| Consent Education                                                                                                   | In-Person     | Spring Semester                  | Students                   | Sexual Assault                                     | To educate Summer Scholars about consent.                                                                                                                                                              | Provided education regarding consent to incoming freshmen. The messaging was around safety and boundary setting.                                                                                                                                                                                      |
| Red Zone Tabling                                                                                                    | In-Person     | Part of awareness month          | Students                   | Sexual Assault                                     | To bring awareness regarding the Red Zone                                                                                                                                                              | Tabling event to provide education and awareness regarding SA on college campuses.                                                                                                                                                                                                                    |
| Consent and Boundaries Workshop                                                                                     | In-Person     | Required - Student Organizations | Students                   | Sexual Assault, Domestic/Dating Violence           | To educate student athletes.                                                                                                                                                                           | Provided consent and boundary setting education. Reviewed scenarios and had an in depth discussion on how to set boundaries.                                                                                                                                                                          |
| I AM A Stalker- Awareness Event                                                                                     | In-Person     | Once                             | Students                   | Stalking                                           | To bring awareness to the issue of stalking and how it affects victims                                                                                                                                 | Conducted a screening of the program "I am a Stalker" followed by a discussion around stalking, resources, and how to report it to the police.                                                                                                                                                        |

## **How to be an active bystander**

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but recognize situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. VCU promotes a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. You may not always know what to do, even if you want to help. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive toward another and it is not safe for you to interrupt.

### **Below is a list of some ways to be an active bystander.**

- Recognize a Problem
  - Be aware of your surroundings, look for red flags, and trust your gut.
- Assume Responsibility
  - Check-in with your friends to make sure they are okay, if you see something – say something.
- Determine a Plan
  - Stay calm, choose a course of action, make a plan, give clear and direct requests, don't judge the person.
- Engage Others
  - Who do you need to help you, give specific and clear instructions, if you're the person in need, call people to help, empower others to help
- Respond
  - Approach everyone as a friend, do not be antagonistic/ confrontational, be honest and direct, when possible, keep yourself safe.
- Create a Safer Community
  - Hold people accountable for their actions, respect boundaries, communicate safety, and set clear expectations.



# Disclosure of Crime Statistics

## Annual Disclosure of Crime Statistics

This section includes information on crime statistics specific to the VCU Monroe Park Campus and MCV Campus in Richmond, VA and is reflective of the calendar years 2023, 2024, and 2025.

This report includes statistics for crimes reported that occurred within VCU's Clery geography and were reported to VCU Police or Campus Security Authorities (CSAs). The report also includes statistics for referrals for campus disciplinary action for categories required under the Clery Act. These categories include liquor, drug and weapon law violations. Statistical information for certain off-campus locations or property owned or controlled by the university, as well as public property within or immediately adjacent to campus, is gathered by VCU Police after requesting such information from local law enforcement agencies.

The crime statistic tables appearing on the following page(s) are prepared using data from documents provided, maintained and reviewed by the VCU Police Department, Office of Student Conduct & Academic Integrity, Equity and Access Services/ Title IX, Dean of Students, Residence Life & Housing, Integrity and Compliance, designated CSAs, local police, and cooperating external law enforcement agencies.

## Clery Geography

To understand the following tables, please note that the included crime statistics are for reported crimes that occurred within a specific set of geography defined by the Clery Act. The crime statistics include all persons and incidents that occurred within this geography regardless of affiliation with the university. This means not all reported crimes involve a student or employee, not all reports are investigated, and statistics are based on reported allegations and location.

## On-Campus

- Any building or property owned or controlled by an institution within the same reasonably contiguous geo-graphic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) above, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or retail vendor).

## On-Campus Residence Halls

Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

## Noncampus Property

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or

- Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

### **Public Property**

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

### **Reasonably Contiguous**

Refers to a building or property an institution owns or controls that is in a location that students consider to be, and treat as, part of the "campus." VCU generally considers locations within one mile from the core or main campus border to be reasonably contiguous with the campus.

### **Clery Reportable Crime Definitions**

The Clery Act discloses statistics in five general categories; Criminal Offenses, Violence Against Women's (VAWA) Offenses, Arrests and Referrals for Disciplinary Action, Hazing Incidents, and Hate Crimes. Statistics must be disclosed separately for each category. When an incident meets definitions in more than one of these categories, it must be reported in each category.

For example, any Criminal Offense that is also a Hate Crime or VAWA Offense, or results in an arrest or disciplinary action for a Weapons, Drug Abuse or Liquor Law Violation, should be counted as a Criminal Offense and also as a Hate Crime, VAWA Offense, arrest, or disciplinary referral, as appropriate.

When counting crimes within the Criminal Offenses category, the Hierarchy Rule applies. Under this rule, when more than one criminal offense was committed during a single incident, only the most serious offense counts. A single incident means that the offenses were committed at the same time and place. Beginning with the most serious offense, the hierarchy for reporting Criminal Offenses is: (1) Murder and Non-negligent Manslaughter, (2) Manslaughter by Negligence, (3) Sexual Assault, (4) Robbery, (5) Aggravated Assault, (6) Burglary, and (7) Motor Vehicle Theft. Exceptions to this rule applies to the crimes of Arson, Sexual Assault, Dating Violence, Domestic Violence, Stalking, Hazing, and Hate Crimes are not governed by the Hierarchy Rule. Statistics for these incidents are reported in these categories in addition to any other crime category covered under the Hierarchy Rule, if applicable. There is no Hierarchy Rule for drug, liquor and weapon law violations. For those violations, the institution counts the most severe infraction. For example, if a person was arrested or referred for drug and liquor violations, a drug statistic would be counted and not the alcohol and an arrest is counted over a referral. The following definitions and statistics are reported in accordance with those guidelines.

## **Criminal Offenses**

**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.

**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.

**Fondling:** The touching of the private body 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.

## **Violence Against Women Act (VAWA) Offenses**

**Dating Violence:** 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.
- For the purposes of this definition:
  - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - It does not include acts covered under the definition of domestic violence.

**Domestic Violence:** 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.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- Fear for the person's safety or the safety of others
- Suffer substantial emotional distress
- For the purpose of this definition:
  - 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, surveils, threatens or communicates to or about a person, or interferes with a person's property.

- A 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 other professional treatment or counseling.

## Arrest and Disciplinary Referrals

**Arrest for law violation:** Persons processed by arrest, citation or summons

Referred for campus disciplinary action (Referral): The referral of any person to any campus official who initiates a disciplinary action for which a record is maintained and may result in the imposition of a sanction.

**Liquor Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrest for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Weapons Law Violations (Carrying, Possessing, Etc.):** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

## Hazing

Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons, regardless of the willingness of such other person or persons to participate, that

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in a student organization; and
- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury, including
  - whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
  - causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
  - causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;

- causing, coercing, or otherwise inducing another person to perform sexual acts;
- any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
- any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

## Hate Crimes

The Clery Act defines a Hate Crime as a criminal offense (larceny-theft, simple assault, intimidation, destruction/damage/ vandalism of property, and other Clery Act crimes) that manifests evidence that the victim was intentionally selected because of the perpetrator's bias (race, ethnicity, national origin, gender, gender identity, sexual orientation, religion and/or disability) against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin and disability. In addition to the above mentioned Clery crime categories, the following crimes are also reportable as Hate Crimes.

### Hate Crimes (in addition to the above categories)

**Larceny-Theft:** The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**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 without the consent of the owner or the person having custody or control of it.

### Hate Crime Bias Categories:

**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 or African Americans, whites.

**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 non-existence of a supreme being, e.g., Catholics, Jews, Muslims, Protestants, atheists.

**Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

**Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

**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 non-conforming individuals.

**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.

**National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

### **Unfounded Crimes**

The reauthorization of the Violence Against Women Reauthorization Act added the requirement to include information related to Unfounded Crimes. This change allows create a reporting category where an institution may withhold or subsequently remove a reported crime from its crime statistics only if sworn or commissioned law enforcement personnel have fully investigated the reported crime and based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless. A reported crime cannot be designated "unfounded" if no investigation was conducted or the investigation was not completed. Nor can a crime report be designated unfounded merely because the investigation failed to prove that the crime occurred; this would be an inconclusive or unsubstantiated investigation. For the purposes of Unfounded Crimes, the recovery of stolen property, the low value of stolen property, refusal of the victim to cooperate with the prosecution, the failure to make an arrest, and a determination by a coroner, court or jury are not adequate grounds for unfounding a crime report.



# Crime Statistics

The crime statistics for the calendar years of 2023, 2024, 2025 are on the following pages. These tables are divided by Clery geography and specific crimes. The Monroe Park Campus includes data related to On-campus Student Housing Facilities, while the MCV campus does not have this category as they do not have these facilities. The On-Campus geography category is divided into two groups; On-Campus Student Housing and the On-Campus total.

## 2023-2025 Monroe Park Campus Statistics

The following crime statistics are compiled and reconciled from reports submitted by VCU Police Department, Residential Life & Housing, Dean of Student Advocacy, Office of Student Advocacy, Office of Student Conduct & Academic Integrity, Integrity and Compliance Office, Equity and Access Services (Title IX), and local law enforcement agencies. Crime statistics include reports of allegations of crime and are not related to the adjunction of an incident.

| Criminal Offenses                 |      |                           |                                                      |                    |                 |
|-----------------------------------|------|---------------------------|------------------------------------------------------|--------------------|-----------------|
| Crime Classification              | Year | On-Campus Student Housing | On-Campus Total (includes On-Campus Student Housing) | Noncampus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2025 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2024 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2023 | 0                         | 0                                                    | 0                  | 2               |
| Manslaughter by Negligence        | 2025 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2024 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2023 | 0                         | 0                                                    | 0                  | 0               |
| Sex Offense: Rape                 | 2025 | 28                        | 33                                                   | 0                  | 0               |
|                                   | 2024 | 14                        | 16                                                   | 1                  | 0               |
|                                   | 2023 | 10                        | 12                                                   | 0                  | 1               |
| Sex Offense: Fondling             | 2025 | 29*                       | 37*                                                  | 0                  | 2               |
|                                   | 2024 | 4                         | 8                                                    | 1                  | 1               |
|                                   | 2023 | 9                         | 11                                                   | 0                  | 2               |
| Sex Offense: Incest               | 2025 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2024 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2023 | 0                         | 0                                                    | 0                  | 0               |
| Sex Offense: Statutory Rape       | 2025 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2024 | 0                         | 0                                                    | 0                  | 0               |
|                                   | 2023 | 0                         | 0                                                    | 0                  | 0               |
| Robbery                           | 2025 | 2                         | 2                                                    | 0                  | 6               |
|                                   | 2024 | 0                         | 2                                                    | 0                  | 5               |
|                                   | 2023 | 0                         | 1                                                    | 0                  | 6               |
| Aggravated Assault                | 2025 | 11                        | 12                                                   | 0                  | 9               |
|                                   | 2024 | 2                         | 5                                                    | 0                  | 13              |
|                                   | 2023 | 9                         | 15                                                   | 1                  | 19              |
| Burglary                          | 2025 | 15**                      | 18**                                                 | 0                  | 0               |
|                                   | 2024 | 9                         | 13                                                   | 0                  | 0               |
|                                   | 2023 | 5                         | 10                                                   | 0                  | 0               |
| Motor Vehicle Theft               | 2025 | 0                         | 11                                                   | 0                  | 20              |
|                                   | 2024 | 0                         | 6                                                    | 0                  | 19              |
|                                   | 2023 | 0                         | 8                                                    | 0                  | 33              |
| Arson                             | 2025 | 0                         | 0                                                    | 0                  | 1               |
|                                   | 2024 | 1                         | 3                                                    | 0                  | 0               |
|                                   | 2023 | 3                         | 5                                                    | 0                  | 0               |

\* In 2025, VCU received a report that contained 20 allegations of fondling and domestic violence which were reported to have occurred over a two-year period. Under Clery, because all of the incidents were reported at once, they are counted in the 2025 data.

\*\* In 2025, VCU received a report detailing 8 incidents of burglary that occurred in a residence hall.

| Violence Against Women Act Offenses |      |                           |                                                      |                    |                 |
|-------------------------------------|------|---------------------------|------------------------------------------------------|--------------------|-----------------|
| Crime Classification                | Year | On-Campus Student Housing | On-Campus Total (includes On-Campus Student Housing) | Noncampus Property | Public Property |
| Domestic Violence                   | 2025 | 20*                       | 22*                                                  | 1                  | 0               |
|                                     | 2024 | 3                         | 4                                                    | 0                  | 1               |
|                                     | 2023 | 0                         | 0                                                    | 0                  | 3               |
| Dating Violence                     | 2025 | 21                        | 24                                                   | 0                  | 6               |
|                                     | 2024 | 21                        | 25                                                   | 0                  | 4               |
|                                     | 2023 | 13                        | 21                                                   | 1                  | 1               |
| Stalking                            | 2025 | 37                        | 70                                                   | 0                  | 6               |
|                                     | 2024 | 42                        | 75                                                   | 0                  | 7               |
|                                     | 2023 | 46                        | 90                                                   | 1                  | 0               |

| Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws |      |                           |                                                      |                    |                 |
|-----------------------------------------------------------------------------------------|------|---------------------------|------------------------------------------------------|--------------------|-----------------|
| Crime Classification                                                                    | Year | On-Campus Student Housing | On-Campus Total (includes On-Campus Student Housing) | Noncampus Property | Public Property |
| Liquor Law Arrest                                                                       | 2025 | 6                         | 18                                                   | 1                  | 43              |
|                                                                                         | 2024 | 5                         | 13                                                   | 1                  | 16              |
|                                                                                         | 2023 | 9                         | 16                                                   | 1                  | 14              |
| Drug Law Arrest                                                                         | 2025 | 2                         | 14                                                   | 0                  | 14              |
|                                                                                         | 2024 | 2                         | 7                                                    | 0                  | 9               |
|                                                                                         | 2023 | 1                         | 15                                                   | 0                  | 11              |
| Weapon Law Arrest                                                                       | 2025 | 2                         | 2                                                    | 0                  | 22              |
|                                                                                         | 2024 | 0                         | 4                                                    | 0                  | 21              |
|                                                                                         | 2023 | 0                         | 0                                                    | 0                  | 15              |
| Liquor Law Referral                                                                     | 2025 | 141                       | 144                                                  | 0                  | 8               |
|                                                                                         | 2024 | 162                       | 166                                                  | 0                  | 6               |
|                                                                                         | 2023 | 176                       | 188                                                  | 0                  | 35              |
| Drug Law Referral                                                                       | 2025 | 104                       | 113                                                  | 1                  | 9               |
|                                                                                         | 2024 | 93                        | 96                                                   | 0                  | 7               |
|                                                                                         | 2023 | 72                        | 108                                                  | 4                  | 0               |
| Weapon Law Referral                                                                     | 2025 | 2                         | 4                                                    | 0                  | 0               |
|                                                                                         | 2024 | 0                         | 0                                                    | 0                  | 0               |
|                                                                                         | 2023 | 4                         | 4                                                    | 0                  | 0               |

| Hazing               |      |                           |                                                      |                    |                 |
|----------------------|------|---------------------------|------------------------------------------------------|--------------------|-----------------|
| Crime Classification | Year | On-Campus Student Housing | On-Campus Total (includes On-Campus Student Housing) | Noncampus Property | Public Property |
| Hazing               | 2025 | 1                         | 1                                                    | 1                  | 0               |
|                      | 2024 | N/A                       | N/A                                                  | N/A                | N/A             |
|                      | 2023 | N/A                       | N/A                                                  | N/A                | N/A             |

## 2023-2025 Unfounded Crimes

- **2025**
  - There were zero (0) unfounded crimes
- **2024**
  - There were two (2) unfounded crimes
- **2023**
  - There was one (1) unfounded crime

## 2023-2025 Hate Crimes

- **2025:**
  - One (1) incident of **Simple Assault** occurred on-campus, characterized by **religious bias**
  - One (1) incident of **Simple Assault** occurred on-campus, characterized by **national origin bias**
  - Two (2) incidents of **Intimidation** occurred on-campus, within on-campus student housing facility, characterized by **national origin bias**
  - One (1) incident of **Destruction/Damage/Vandalism** of Property occurred on-campus, within on-campus student housing facility, characterized by **national origin bias**
- **2024:**
  - There were zero (0) hate crimes reported
- **2023:**
  - One (1) incident of **Intimidation** occurred on-campus, characterized by **national origin bias**
  - One (1) incident of **Intimidation** occurred on public property, characterized by **racial bias**
  - One (1) incident of **Simple Assault** occurred on public property characterized by **national origin bias**
  - Seven (7) incidents of **Intimidation** occurred on-campus, characterized by **ethnicity bias**
  - One (1) incident of **Intimidation** occurred on-campus, within on-campus student housing facility, characterized by gender identity bias

## 2023-2025 Medical College of Virginia Campus Statistics

The following crime statistics are compiled and reconciled from reports submitted by VCU Police Department, Dean of Student Advocacy, Office of Student Advocacy, Office of Student Conduct & Academic Integrity, Integrity and Compliance Office, Equity and Access Services (Title IX), and local law enforcement agencies. Crime statistics include reports of allegations of crime and are not related to the adjudication of an incident. The MCV Campus does not have any residential housing facilities.

| Criminal Offenses                 |      |                           |           |                    |                 |
|-----------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification              | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | 0                  | 0               |
|                                   | 2023 | N/A                       | 1         | 0                  | 0               |
| Manslaughter by Negligence        | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | 0                  | 0               |
|                                   | 2023 | N/A                       | 0         | 0                  | 0               |
| Sex Offense: Rape                 | 2025 | N/A                       | 22*       | 0                  | 1               |
|                                   | 2024 | N/A                       | 3         | 1                  | 0               |
|                                   | 2023 | N/A                       | 5         | 0                  | 2               |
| Sex Offense: Fondling             | 2025 | N/A                       | 9         | 2                  | 1               |
|                                   | 2024 | N/A                       | 3         | 0                  | 0               |
|                                   | 2023 | N/A                       | 6         | 1                  | 1               |
| Sex Offense: Incest               | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | 0                  | 0               |
|                                   | 2023 | N/A                       | 0         | 0                  | 0               |
| Sex Offense: Statutory Rape       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | 0                  | 0               |
|                                   | 2023 | N/A                       | 0         | 0                  | 0               |
| Robbery                           | 2025 | N/A                       | 0         | 0                  | 2               |
|                                   | 2024 | N/A                       | 0         | 0                  | 2               |
|                                   | 2023 | N/A                       | 1         | 0                  | 0               |
| Aggravated Assault                | 2025 | N/A                       | 13        | 0                  | 2               |
|                                   | 2024 | N/A                       | 3         | 0                  | 2               |
|                                   | 2023 | N/A                       | 16        | 1                  | 4               |
| Burglary                          | 2025 | N/A                       | 4         | 0                  | 0               |
|                                   | 2024 | N/A                       | 1         | 0                  | 0               |
|                                   | 2023 | N/A                       | 7         | 0                  | 0               |
| Motor Vehicle Theft               | 2025 | N/A                       | 10        | 1                  | 4               |
|                                   | 2024 | N/A                       | 3         | 0                  | 2               |
|                                   | 2023 | N/A                       | 7         | 0                  | 4               |
| Arson                             | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 2         | 0                  | 0               |
|                                   | 2023 | N/A                       | 1         | 0                  | 1               |

| Violence Against Women Act Offenses |      |                           |           |                    |                 |
|-------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Domestic Violence                   | 2025 | N/A                       | 11        | 2                  | 1               |
|                                     | 2024 | N/A                       | 7         | 0                  | 1               |
|                                     | 2023 | N/A                       | 19        | 2                  | 5               |
| Dating Violence                     | 2025 | N/A                       | 3         | 0                  | 0               |
|                                     | 2024 | N/A                       | 1         | 0                  | 0               |
|                                     | 2023 | N/A                       | 2         | 0                  | 3               |
| Stalking                            | 2025 | N/A                       | 5         | 1                  | 1               |
|                                     | 2024 | N/A                       | 11        | 0                  | 0               |
|                                     | 2023 | N/A                       | 19        | 1                  | 0               |

| Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws |      |                           |           |                    |                 |
|-----------------------------------------------------------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                                                                    | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Liquor Law Arrest                                                                       | 2025 | N/A                       | 5         | 0                  | 12              |
|                                                                                         | 2024 | N/A                       | 2         | 0                  | 4               |
|                                                                                         | 2023 | N/A                       | 1         | 0                  | 1               |
| Drug Law Arrest                                                                         | 2025 | N/A                       | 22        | 0                  | 20              |
|                                                                                         | 2024 | N/A                       | 28        | 1                  | 4               |
|                                                                                         | 2023 | N/A                       | 15        | 0                  | 6               |
| Weapon Law Arrest                                                                       | 2025 | N/A                       | 3         | 1                  | 17              |
|                                                                                         | 2024 | N/A                       | 22        | 0                  | 5               |
|                                                                                         | 2023 | N/A                       | 19        | 0                  | 5               |
| Liquor Law Referral                                                                     | 2025 | N/A                       | 1         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 3         | 0                  | 0               |
|                                                                                         | 2023 | N/A                       | 0         | 0                  | 1               |
| Drug Law Referral                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2023 | N/A                       | 0         | 0                  | 0               |
| Weapon Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2023 | N/A                       | 0         | 0                  | 0               |

\* In 2025, a patient receiving psychiatric care alleged 18 incidents of rape during their hospitalization

| Hazing               |      |                           |           |                    |                 |
|----------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Hazing               | 2025 | 0                         | 0         | 0                  | 0               |
|                      | 2024 | N/A                       | N/A       | N/A                | N/A             |
|                      | 2023 | N/A                       | N/A       | N/A                | N/A             |

## 2023-2025 Unfounded Crimes

- **2025:**
  - There were zero (0) unfounded crimes
- **2024:**
  - There were zero (0) unfounded crimes
- **2023:**
  - There was one (1) unfounded crime

## 2023-2025 Hate Crimes

- **2025:**
  - One (1) incident of **Intimidation** occurred on-campus, characterized by **racial bias**.
- **2024:**
  - There were zero (0) hate crimes reported
- **2023:**
  - One (1) incident of **Simple Assault** occurred On-campus, characterized by **religious bias**.

Part 2:

# Virginia-Based Separate Campuses



# VCU INOVA Fairfax Campus

The VCU School of Pharmacy Inova Campus is situated on the Inova Fairfax Medical Campus in Falls Church, Virginia. The campus offers a dynamic and enriching learning environment where students engage with diverse patient populations. Each academic year, up to 24 Pharm.D. students choose to complete their final two years (P3 and P4) on this campus, benefiting from its strategic proximity to Washington, D.C., and access to a wide array of professional organizations and career opportunities.

In 2007, the VCU School of Pharmacy Inova Campus was established, whereby up to 24 students per class year self-select to come to the Inova Campus to complete their P3 and P4 years on the grounds of the Inova Fairfax Medical Campus. The VCU School of Pharmacy Inova Campus is located in the VCU/Educational Conference Center (ECC) building, first floor.

The combination of a diverse patient population, state-of-the-art hospital facilities and a committed teaching faculty helps to create an exceptional learning environment for pharmacy and all allied health students. Click [here](#) for more information about the VCU Inova Campus.

Throughout this report, the VCU School of Pharmacy Inova Campus will be referred to as the VCU Inova Campus, or simply VCU Inova.

## Security and Maintenance of Campus Facilities

### Maintenance Of Campus Facilities

The Safety Management Program is designed to develop, coordinate, manage and evaluate safety activities to support a safe, effective and functional environment. The program relies on monitoring conditions, compliance with applicable laws and standards, staff education, and verification employees have the knowledge and skills needed to carry out their responsibilities.

Facilities Management promptly addresses safety-related issues such as inoperable doors, burned-out lights and broken windows and screens. The hospital requires and supports an effective safety management program and requires quarterly reports from the Environment of Care Safety Committee on key items, issues and concerns.

Hazards can be reported to the Security Control Center by calling 703.776.3180. Security officers will investigate, complete a report and take action to make the hazard safe, including notifying the Public Safety and Emergency Management Department, Engineering Department and/or other departments as appropriate.

The VCU/Educational Conference Center building is provided with security features consisting of:

- ID badge prox readers
- Electronic locking systems
- Panic alarm systems
- Security cameras
- Voice discrimination systems
- Security officer patrols
- Emergency call boxes
- Vehicle patrols



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

### **Access to facilities**

Inova Fairfax Medical Campus is open to patients, staff, physicians, students, contractors and visitors. Building entrances, to include the Educational Conference Center, are controlled by coded ID prox card access issued in the form of a photo identification badge to authorized individuals or by means of a video intercom system commonly known as an A phone, which is answered by an officer at the Security Control Center 24 hours a day, seven days a week.

Interior space access is controlled by a combination of keys, cipher locks, electronic locks using ID prox cards or video intercom systems. Access to designated staff, physician, student and contractor parking areas is controlled by the issued ID prox card system. All ID use is monitored in the Security Control Center, where dispatchers can view the name, department, title and photo of the individual using the ID. Select areas have a secondary validation by means of a video system.

## **Emergency Response, Evacuation, and Preparedness**

In accordance with the Inova Fairfax Medical Campus Emergency Operations Plan, Inova public safety and emergency management officials will coordinate the emergency notification, response and evacuation of the Inova Fairfax Medical Campus, which includes VCU Inova.

These officials will also publicize VCU Inova's emergency response and evacuation procedures in conjunction with announcing the annual testing of these procedures. Individuals who are responsible for carrying out these procedures locally include, but are not limited to the: President Chief Operating Officer, Chief Medical Officer, Chief Nursing Officer, AVP, Building and Support Services, and Human Resources VP (if staff related).

The Public Safety and Emergency Management Department and the Security Department shall be responsible for the safe evacuation of all VCU Inova buildings in the event of fire, bomb threat, power outage, other natural disasters, civil disturbances and active threats. When appropriate, Fairfax County Police will be notified to assist in any crisis situation.



## **Emergency Evacuation Procedures**

At the sound of a fire alarm, facility alert, fire alarm activation announcement or if you are instructed to evacuate, leave your work area or classroom and immediately proceed to the nearest exit and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit and notify the Security Control Center, (703) 776-3180 or extension 4911 from any Inova telephone to notify Security, (703) 776-3180.

- Remain calm.
- Do not use elevators. Use the stairs.
- Assist the physically impaired; if the person is not ambulatory, make sure they are in a safe place and notify responding emergency services of the person's location.
- Move to the designated assembly area.
- Keep all roadways clear for emergency vehicles.
- Security will make sure the buildings are clear if safe to do so.
- Do not re-enter the building until Fairfax County Fire and Rescue, Public Safety and Emergency Management or security personnel advise it is safe to do so.

## **Testing And Exercise Procedures**

The emergency alert system is tested once per shift, per quarter, per building during campus wide fire drills and quarterly or semi-annually for other emergency plan activations (may be announced or unannounced). In addition, all speaker circuits are inspected, serviced and tested in order to maintain compliance with applicable codes/standards.

## **Campus and Community Resources**

### **Important numbers**

- Security Control Center: (703) 776-3180
- Public Safety and Emergency Management Office: (703) 776-3685
- Inova Director of Public Safety and Emergency Management: (703) 776-2987
- Allied Security Director: (703) 776-3837
- Allied Security Manager: (703) 776-7950
- Inova Safety Manager: (703) 776-2808
- Inova Parking Services Manager: (703) 776-3557
- Inova Emergency Manager: (703) 776-6418
- Domestic Violence Action Center (DVAC): (703) 776-7273

### **Local Resources**

#### **Counseling and Mental Health Services**

- George Mason University Counseling and Psychological Services: (703) 993-2380
- Inova Adult Psychiatry: (703) 776-3626

#### **Student Health Services**

- Fairfax Family Practice: (703) 391-2020
  - 3650 Joseph Siewick Dr., Suite 400 | Fairfax, VA 22033

## **VCU School of Pharmacy**

- Student Services Coordinator: (703) 776-7972

## **How VCU INOVA Protects You**

Inova Fairfax Medical Campus Public Safety and Emergency Management is the primary law enforcement agency responsible for the INOVA Fairfax Medical Campus. The department serves the entire campus. Uniformed Allied security officers are available 24 hours a day by calling the Security Control Center for routine service, or during emergency or critical incidents.

The campus, including buildings, parking areas, grounds and roadways, is patrolled by security officers using a zone concept. Officers in the field are dispatched by a Security Control Center located inside of the hospital. During select hours, security officers' staff the Women's Hospital, the Children's Hospital, the Heart and Vascular Institute, the South Patient Tower, Professional Services Building and the ER/Trauma Center. Officers respond to calls for service from these locations and roving officers are able to respond from their locations throughout the campus when needed. The security force is augmented with 1,796 security cameras, 1,825 ID prox readers, more than 129 emergency security call stations and 650 portable and fixed duress panic alarms. More than 140 stairwell voice discriminators are located throughout the campus. Identification badges are required by all students, faculty and staff.

Administrative services are provided by the Inova Director of Public Safety and Emergency Management, Allied Director of Security, Allied Security Manager, Allied Security Analyst, Inova Safety Manager, Inova Parking Services Manager, Inova Safety Technician and Inova Emergency Management Coordinator.

Managers are available 24 hours a day for matters involving critical incidents. The senior administrative coordinator is available Monday through Friday from 7 a.m. to 3:30 p.m. for processing applications for ID badges, parking permits and shuttle and car-pooling requests.

## **VCU Inova Security**

VCU Inova has a campus security force via the Inova Fairfax Medical Campus. The Inova Fairfax Medical Campus provides and administers this service.

## **Enforcement Authority of Campus Security**

The campus security force consists of contracted security officers, without police powers, who are not sworn personnel and one-armed officer from Sentry Force assigned to the Emergency Department lobby. The security officers are assigned to a variety of patrol and fixed-post assignments while on duty. This includes, but is not limited to, controlling ingress to the emergency department, patrolling their assigned buildings and any other special assignment that their supervisor may deem appropriate.

Allied, contracted by Inova Health System to provide security officers for Inova, does not have power of arrest although they are licensed by the Department of Criminal Justice Services. Arrests would be made by the Fairfax County Police. Fairfax County Police do not sign memorandums of understanding with facilities. Criminal incidents are reported to the Fairfax County Police. Inova Fairfax Medical Campus security maintains liaisons with federal, state and local law enforcement with an emphasis on preplanning; VIP/executive protection; and medical care access (emergency and non-emergent). Their primary jurisdiction includes all Fairfax Medical Campus-owned, -leased and -controlled property and the adjacent streets and sidewalks.

### **VCU Inova security response to student organizations**

VCU Inova does not have any officially recognized student organizations. As such, VCU Inova does not monitor or record through local police agencies any criminal activity involving students engaged at off-campus locations that do not meet the Clery definition of noncampus geography.

## **Policies on Crime or Emergency Reporting**

### **Reporting to INOVA Fairfax Medical Campus Security**

The Security Department employs an officer to staff a Security Control Center 24 hours a day. By calling the Security Control Center (703) 776-3180, you will reach an officer who can assist with your security needs and may dispatch one or more officers to any location for routine or emergency needs. All individuals are encouraged to accurately and promptly report crimes or emergencies to the Security Department, including when the victim of a crime elects to or is unable to make such a report. This enables the Security Department to have the incident assessed for a timely warning or crime alert and for the purposes of annual statistical disclosure.

### **Recognizing Officers**

Security officers are distinguished by a uniform consisting of black pants and a black shirt with upper left chest insignia, as well as related security equipment. Part of this equipment is a two-way radio that can summon help immediately. Either on foot or in a security vehicle (white Ford Explorer or white Dodge Journey with a blue Allied logo on the sides), officers should be approached for any assistance you might require.

### **Reporting a Crime or Emergency to the Fairfax County Police Department**

A person reporting a crime to Inova Fairfax Medical Campus Security has the right to report the crime to the Fairfax County Police Department by calling 911 or utilizing the Fairfax County Police nonemergency call center at (703) 691-2131. Reporting crimes and emergencies may generate a law enforcement response. Whenever possible, the survivor or witness of the crime should call directly to report the incident. Firsthand information is always more accurate and complete. Any suspicious activity or person(s) seen in the parking lots or loitering around vehicles, inside buildings or around residence halls should immediately be reported to police. Accurate and prompt reporting ensures a strategic law enforcement response.

Allied, contracted by Inova Health System to provide security officers for Inova, does not have power of arrest although they are licensed by the Department of Criminal Justice Services. Arrests would be made by the Fairfax County Police. Fairfax County Police do not sign memorandums of understanding with facilities. Criminal incidents are reported to the Fairfax County Police. Inova Fairfax Medical Campus security maintains liaisons with federal, state and local law enforcement with an emphasis on preplanning; VIP/executive protection; and medical care access (emergency and non-emergent). Their primary jurisdiction includes all Fairfax Medical Campus-owned, -leased and -controlled property and the adjacent streets and sidewalks.

### **Reporting Workplace Violence Incidents**

Inova Health System endeavors to provide a workplace that is safe for its employees. Threats or acts of violence that are made toward or by an employee will not be tolerated in support of a zero-tolerance policy. Although not all inclusive, workplace violence may include assaults, arguments, employee desertion, gossip, rumors, prejudice, unsafe working conditions, numerous accidents, petty or major thefts, domestic problems, use of drugs or alcohol, narcotic diversion, harassment, troublemakers, angry phone conversations and carrying a weapon at work. To report workplace violence:

- Notify immediate supervisor/director/administrative supervisor
- Notify human resources: (703) 776-3172
- Notify the Employee Assistance Program: (800) 346-0110
- Notify the compliance hotline: (888) 800-4030
- Contact Employee Occupational Health Services: (703) 776-3271
- Notify risk management/legal: (703) 776-2789 or (703) 289-2027
- Submit Safety Always form

### **Anonymous And Confidential Reporting Options**

Voluntary, Confidential and Anonymous Reporting Procedures

There are no VCU-employed pastoral or professional counselors at VCU Inova. VCU does not allow and, therefore, there are no procedures for voluntary confidential reporting due to state open-record laws. Crimes may be reported anonymously in multiple ways:

- Security Control Center: (703) 776-3180
- Allied Security Director: (703) 776-3837
- Allied Security Manager: (703) 776-7950
- Inova Emergency Manager: (703) 776-6418
- Inova Safety Manager: (703) 776-2808
- Fairfax County Police Crime Solvers: (866) 411-8477

### **Understanding Your Reporting Options And What Happens Next**

The Inova Fairfax Medical Campus Security and Fairfax County Police Department is responsible for responding to all crimes or emergencies reported on campus property. The response will depend on how the report was made and to whom it was made. Certain reports, like a report made to a Campus Security, will not automatically generate a police response, similarly reports made to campus offices don't always initiate a law enforcement response unless requested. All reports made directly to the security or police department will initiate a response, the type of response is dependent upon the call received.

Some instances of misconduct may constitute a violation of state, federal, or local law, while others may constitute university policies violations only, or in addition to a criminal violation. It is the student's or employee's option to report misconduct to the university, local law enforcement, or both. Employees are happy to assist in making a report to law enforcement and will accompany the survivor if requested. There are many different reporting options available for the campus community. While some reporting options will initiate a police investigation, others will not. Below are the response options consistent with the reporting method.

### **Security and Police Response to Reports**

Inova Fairfax Medical Campus Security procedures are in place which require a security officer(s) on the scene within six minutes or less for all critical (emergency) incident calls. Routine calls (nonemergency) require a Security Officer(s) on-scene within 12 minutes or less. Security dispatchers have the ability to communicate with Fairfax County Police and Fairfax County Fire Department through the Public Safety Communication Center and through the county radio system as a backup. Fairfax County Police have immediate access to five Rapid Deployment Stations on campus for rapid entry into buildings and for communication with security.

All reported safety and security incidents are documented in reports, and those reports are submitted to the Allied security director, Allied security manager, Inova safety manager, Inova parking manager and Inova director of public safety and emergency management for appropriate follow-up. Reports are further provided to Risk Management/Legal, appropriate department leaders and appropriate senior leaders for action. The current report classification system separates Clery reportable from all other security documents. Incidents involving crimes are logged into the daily incident log.

### **University Response to Reports**

A report may be made directly to the university and not involve law enforcement. Students are encouraged to speak with a CSA, faculty, staff, or other University staff member for assistance in filing a report. Whether or not you choose to file a report with law enforcement, the university will offer a variety of options for assistance.

A report to the university may allow for the initiation of interim protective measures such as academic accommodations, changes to housing, and changes to class or work schedules. The university may conduct its own hearings, interviews, and processes based on the information submitted and the office handling the report. A survivor may bring someone with them for support while making a report, to include a friend, roommate, or family member. If a report involving a Title IX violation is submitted to the university through an employee or the police, the university will begin its own independent investigation.

### **Transparency: Timely Warnings, Emergency Notifications and Crime Logs**

This section includes detailed information on policies, procedures, and processes related to campus notifications and transparency.

## **Enrolling And Signing Up For Inova Alerts**

Alerting Inova team members in a timely and accurate manner is an essential part of Inova's emergency response protocol. All team members with an Inova email address are automatically enrolled to receive an email to your Inova email address. It is also mandatory for VCU Inova students to register for text alerts. VCU Inova recommends you update your profile to include a phone number to receive voice and/or text alerts as well as to opt in to get location specific alerts, e.g., hospital, facility, etc. Updated instructions for customizing your profile settings are available on the Inova Alerts page on InovaConnect.

To sign up for text alerts, visit <https://inovanet.net.inova.org/InovaAlerts>.

## **Timely Warning/Crime Alert Notifications**

Additional information about the requirements of Timely Warnings can be found in the main body of this report. This section will provide information specific to the VCU Inova campus and its policies and procedures.

Anyone with information warranting a timely warning/crime alert should report the circumstances to the Security Department, 703.776.3180, or in person to Security or Public Safety and Emergency Management in the Original Building, second floor.

### **Decision to Issue a Crime Alert**

The decision to issue a Crime Alert is made on a case-by-case basis considering the facts known at the time of the report. The assessment includes factors such as: the nature of the crime, the continuing danger to the campus community (including whether the suspect was quickly apprehended by law enforcement), and the amount of time that has elapsed between the crime's occurrence and the date of the report. A timely warning/crime alert is sent when Inova Fairfax Medical Campus senior leaders determine a reported incident presents a serious or ongoing threat to members of the community, which includes VCU Inova.

The senior leaders involved in the decision process include: President, Chief Operating Officer, Chief Medical Officer, Chief Nursing Officer, Administrative supervisor, AVP - Building and Support Services, Administrator on-call, and the VP - Human Resources (if staff related)

### **Determining the Content of a Crime Alert**

The content of the Crime Alert is intended to enable members of the campus community to protect themselves, and will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- A succinct statement of the incident including the date, time, general location, and nature of the reported crime(s);
- Possible connection to previous incidents;
- Information that will promote safety and potentially aid in the prevention of similar crimes (i.e., crime prevention or safety tips).
- Suspect description(s) when deemed appropriate and if there is sufficient detail (see below)
- Fairfax Medical Campus Security and local law enforcement contact information



Other relevant and important information about the crime(s); as deemed appropriate  
The description of subjects in a case will only be included in the alert if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, that will not be included in the alert. To maintain confidentiality, all timely warnings/crime alerts will be provided to students and employees without the names of victims.

The following individual(s) develop the timely warning/crime alert messages: Inova Director of Public Safety and Emergency Management, Allied Security Director, Allied Security Manager, Inova Emergency Management Coordinator, Media Relations manager on-call, or the Telecommunications Manager.

### **Authority and Dissemination of Crime Alerts**

If a timely warning/crime alert is deemed necessary, it will be initiated for the Inova Fairfax Medical Campus Emergency Management department. All members with an Inova email address are automatically enrolled to receive an email to your Inova email address. A Crime Alert may be supplemented with a text message on a case-by-case basis. Security Control Center dispatchers, Telecommunications and/or media relations activates the message.

## **Emergency Notifications**

Additional information about the requirements of Emergency Notifications can be found in the main body of this report. This section will provide information specific to the VCU Inova campus and its policies and procedures.

### **Confirming the Existing of a Significant Emergency or Dangerous Situation**

Most significant emergencies are reported to Inova Medical Campus Security Control Center or directly to the Fairfax County Police Department. When a call is received, they will notify the appropriate emergency services department unless those services have already been notified and are responding. Emergencies on the Inova Fairfax Medical Campus are typically confirmed by the Security Department in coordination with local emergency responders and Inova public safety and emergency management officials. Confirmation may also involve the response and assessment of university offices and officials.

### **Determining the Appropriate Segment or Segments of the Campus Community to Notify**

Regardless of the event, whenever the Emergency Notification system is activated all members of the Inova Medical Campus will be notified. There will be no segments of the campus that will be omitted from receiving an Emergency Notification.

### **Determining the Content of the Emergency Notification**

The Inova public safety and emergency management officials will determine the content of the emergency notification. Notification content is determined based on the type of incident, the context with which it is occurring, and the immediate danger or threat to the campus community and the need to advise campus community members to take action. The university will attempt to make such notification sufficiently specific so as to enable recipients to take an appropriate response to the threat.

### **Initiating the Notification System**

If an emergency situation is confirmed, the Inova public safety and emergency management officials will, without delay, and taking into account the safety of the community, activate the components of the emergency communications system, unless issuing a notification will compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Activation of the emergency notification system will occur immediately upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty or staff occurring on the VCU Inova campus, so that they may take reasonable precautions for their safety.

In the event a situation poses an immediate threat to campus community members, the university has various systems in place for communicating information quickly. The primary emergency communication tool is Inova Alert, which distributes notifications via phone call, text messages, and email.

### **Distribution Methods**

While cell phone text/voice messaging and campus email are the most common and quickest forms of communication under these circumstances, a mass notification system allows notification to a wide range of electronic media. In the event of an impending or actual emergency, one or more of the following communication channels will be activated:

- Text messages: alert system will notify students, faculty and staff immediately about campus emergencies.
- Emails: sent to Inova email accounts
- Message boards: can be programmed and activated with messages
- Emergency communication speaker system: is utilized for digital and live voice for emergency alert announcements in order to provide the larger university community with emergency information, as needed.
- Public address system: serves as a backup to the Emergency Communication Speaker System.

### **Procedures for Disseminating Emergency Information to the Larger Community and Follow Up Messages (i.e. individuals and organizations outside the campus community)**

Follow-up information will be communicated as it becomes available using one of the above methods. By following the above university procedures, the university is not required to issue a crime alert based on the same circumstances that initiated the emergency notification; however, the university must provide adequate follow-up information to the community as needed.

In addition to the above internal notification methods, VCU Inova communicates with the larger community utilizing four digital message signs. These signs are capable of being programmed with messages pertaining to an incident. There are also two towable message boards located on the campus and are capable of being programmed in the field as necessary.

## Daily Crime Log

The Security Department will maintain a crime log. The log will include the nature, date, time and general location of reported criminal incidents, as well as the disposition of the complaint, if that is known at the time the log is created.

The Security Department reserves the right to exclude crime report information from the log in circumstances where posting may compromise ongoing police operations. Faculty, staff and students are encouraged to review the crime log periodically to become more familiar with the types and locations of criminal incidents which may impact the Inova community. The daily crime log can be accessed at the Security Office, Original Building, Second Floor, Inova Fairfax Medical Campus, 3300 Gallows Rd., and is available during regular business hours, Monday through Friday, 7 a.m. to 3:30 p.m.



### **Daily Crime Log**

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The Security Department reserves the right to exclude crime report information from the log in circumstances where posting may compromise ongoing police operations. Faculty, staff and students are encouraged to review the crime log periodically to become more familiar with the types and locations of criminal incidents which may impact the Inova community. The daily crime log can be accessed at the Security Office, Original Building, Second Floor, Inova Fairfax Medical Campus, 3300 Gallows Rd., and is available during regular business hours, Monday through Friday, 7 a.m. to 3:30 p.m.

## Inova Fairfax Campus Crime Statistics

The following statistical information was furnished by Inova Fairfax Medical Campus Security and the Fairfax County Police Department. The VCU Inova Campus does not have any residential housing facilities. More information about the Clery Geography categories and Clery Reportable Crime Definitions can be found on page 128.

| Criminal Offenses                 |      |                           |           |                    |                 |
|-----------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification              | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Manslaughter by Negligence        | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Rape                 | 2025 | N/A                       | 3         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 1         | N/A                | 0               |
| Sex Offense: Fondling             | 2025 | N/A                       | 4         | 0                  | 0               |
|                                   | 2024 | N/A                       | 6         | N/A                | 0               |
|                                   | 2023 | N/A                       | 5         | N/A                | 0               |
| Sex Offense: Incest               | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Statutory Rape       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Robbery                           | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Aggravated Assault                | 2025 | N/A                       | 3         | 0                  | 0               |
|                                   | 2024 | N/A                       | 2         | N/A                | 0               |
|                                   | 2023 | N/A                       | 1         | N/A                | 0               |
| Burglary                          | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Motor Vehicle Theft               | 2025 | N/A                       | 3         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Arson                             | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |

| Violence Against Women Act Offenses |      |                           |           |                    |                 |
|-------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Domestic Violence                   | 2025 | N/A                       | 5         | 0                  | 0               |
|                                     | 2024 | N/A                       | 0         | N/A                | 0               |
|                                     | 2023 | N/A                       | 0         | N/A                | 0               |
| Dating Violence                     | 2025 | N/A                       | 2         | 0                  | 0               |
|                                     | 2024 | N/A                       | 0         | N/A                | 0               |
|                                     | 2023 | N/A                       | 0         | N/A                | 0               |
| Stalking                            | 2025 | N/A                       | 0         | 0                  | 0               |
|                                     | 2024 | N/A                       | 0         | N/A                | 0               |
|                                     | 2023 | N/A                       | 0         | N/A                | 0               |

| Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws |      |                           |           |                    |                 |
|-----------------------------------------------------------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                                                                    | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Liquor Law Arrest                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Drug Law Arrest                                                                         | 2025 | N/A                       | 6         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Weapon Law Arrest                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Liquor Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Drug Law Referral                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Weapon Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |

| Hazing               |      |                           |           |                    |                 |
|----------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Hazing               | 2025 | N/A                       | 0         | 0                  | 0               |
|                      | 2024 | N/A                       | N/A       | N/A                | N/A             |
|                      | 2023 | N/A                       | N/A       | N/A                | N/A             |

## 2023-2025 Unfounded Crimes

- **2025:**
  - There were zero (0) unfounded crimes
- **2024:**
  - There were zero (0) unfounded crimes
- **2023:**
  - There were zero (0) unfounded crimes

## 2023-2025 Hate Crimes

- **2025:**
  - There were zero (0) unfounded hate crimes
- **2024:**
  - There were zero (0) unfounded hate crimes
- **2023:**
  - There were zero (0) unfounded hate crimes



# VCU Rice Rivers Center

The VCU Rice Rivers Center is located at 3701 John Tyler Memorial Highway in Charles City, Virginia. The center is a field station devoted to environmental research, teaching and public service, with a mission to be internationally recognized for its academic programs focused on scientific research, education and public outreach, and for informing public policy related to river ecosystems, their watersheds and the conservation of species that inhabit those watersheds.

Located on 360 acres along the historic James River, midway between Richmond and Williamsburg, Virginia, the center is in the heart of diverse aquatic and terrestrial habitats. The grounds and research facilities provide an ideal gathering place for scientists, educators and resource managers. Students from different disciplines come for field-based instruction, often working on studies led by faculty and affiliated research partners.

In June 2017, the Inger Rice Lodge opened, and it provides short-term, overnight living and cooking facilities for students and non-VCU guests who reserve the space. In October 2008, the Walter L. Rice Education Building opened, providing lecture and laboratory classrooms, a conference room and administrative offices, as well as an outdoor classroom pavilion.

In October of 2021, the Rice Rivers Center Research Facility opened and provides 14,000 square feet of collaborative research laboratory space, a separate teaching laboratory, an office wing, flexible teaching and student resource spaces, a conference room, kitchen and dining area, and 3 bays for storage and for unloading equipment and samples.

## Security and Maintenance of Facilities

### Maintenance Of Campus Facilities

VCU works to develop, coordinate, manage and evaluate safety activities in an effort to provide a safe, effective and functional environment of care in a manner consistent with standards and federal, state and local regulatory requirements. This process is based on monitoring and evaluating the environment with care, applicable laws and regulations, education about the environment, staff knowledge and skills to perform their responsibilities, and recognized practice. Facilities staff responds to reports including, but not limited to, inoperable doors, burned-out lights and broken windows and screens.

### Security Of And Access To Campus Facilities

The front gate to the Center is closed and locked 24/7 which requires an access code. The administrative building at the VCU Rice Rivers Center is open 7:00 a.m.- 4:00 p.m. Monday through Friday. The administrative building has manual keyed locks on the exterior doors, and students, staff and faculty are not able to access this secured building after hours.

## Emergency Response, Evacuation, and Preparedness

Due to the center's close proximity to VCU's Richmond-based main campuses, the Monroe Park and MCV campuses' emergency response, evacuation, and preparedness policies and procedures also apply to the VCU Rice Rivers Center campus. For additional information on these policies and procedures, see page 18.

### How VCU Rice Rivers Protects You Campus and Community Resources:

#### Police and Emergency Management

Charles City Sheriff's Office is the primary law enforcement agency responsible for the VCU Rice Rivers Campus. The department serves the entire campus. The campus, including buildings, parking areas, grounds and roadways, is not regularly patrolled by officers. Officers respond to calls for service upon receiving a call.

#### Enforcement Authority of Police

The Charles City Sheriff's Office has full police powers, with sworn personnel and the authority to arrest. Their primary jurisdiction includes all VCU Rice Rivers Campus-owned, leased, and controlled property and the adjacent streets and sidewalks within the county.

#### Response to Student Organizations

VCU Rice Rivers Center does not have any officially recognized student organizations other than those on the Monroe Park and MCV campuses. As such, VCU Rice Rivers Center does not monitor or record, through local police agencies, any criminal activity involving students engaged at off-campus locations that do not meet the Clery definition of non-campus geography.

#### Important numbers

- Security Control Center: (703) 776-3180
- Public Safety and Emergency Management Office: (703) 776-3685
- Inova Director of Public Safety and Emergency Management: (703) 776-2987
- Allied Security Director: (703) 776-3837
- Allied Security Manager: (703) 776-7950
- Inova Safety Manager: (703) 776-2808
- Inova Parking Services Manager: (703) 776-3557
- Inova Emergency Manager: (703) 776-6418
- Domestic Violence Action Center (DVAC): (703) 360-7273

#### Local Resources

##### Counseling and Mental Health Services

- George Mason University Counseling and Psychological Services: (703) 993-2380
- Inova Adult Psychiatry: (703) 776-3626

## **Student Health Services**

- Fairfax Family Practice: (703) 391-2020
  - 3650 Joseph Siewick Dr., Suite 400 | Fairfax, VA 22033

## **VCU School of Pharmacy**

- Student Services Coordinator: (703) 776-7972

## **Policies on Crime or Emergency Reporting**

VCU Rice Rivers Center does not have a campus security department, and does not have a written agreement or contract with any local law enforcement personnel to provide campus security services.

## **Reporting to Charles City County Sheriff's Office**

All individuals are encouraged to accurately and promptly report crimes or emergencies, including when the victim of a crime elects to or is unable to make such a report. As the VCU Rice Rivers Center is located in Charles City County, crimes and other emergencies should be reported to the Charles City County Sheriff's Office by calling 911 (from a landline) for emergencies or (804) 829-9265 for non-emergencies. (This also serves as the emergency number if calling from a cellular device.) The VCU Police can also be reached by calling (804) 828-1234 for emergencies and (804) 828-1126 for non-emergencies. Calling VCU police allows the incident to be assessed for a timely warning or crime alert and for the purposes of annual statistical disclosure.

## **Reporting to Other Campus Security Authorities**

While community members are strongly encouraged to promptly report all crimes and other emergencies directly to the Charles City County Sheriff's Office or the VCU Police, reports can also be made to certain university officials and offices as "campus security authorities" (CSAs). For the VCU Rice Rivers Center, you can reach out to the designated CSA to whom criminal incidents may also be reported for the purpose of making timely warning reports and the annual statistical disclosure: Operations Coordinator, [ricerivers@vcu.edu](mailto:ricerivers@vcu.edu), or calling (804) 827-5600.

## **Anonymous and Confidential Reporting Options**

There are no VCU-employed pastoral or professional counselors at VCU Rice Rivers Campus, but professional counselors with University Counseling Services may be accessed on the main MPC campus in Richmond. VCU does not allow and, therefore, there are no procedures for voluntary confidential reporting due to state open-record laws. To report crimes anonymously, please call the Charles City County Sheriff's Office or VCU Police.



## **Understanding Your Reporting Options and What Happens Next**

The Charles City County Sheriff's Office is primarily responsible for responding to all crimes or emergencies reported on campus property. The response will depend on how the report was made and to whom it was made. Certain reports, like a report made to a Campus Security, will not automatically generate a police response, similarly reports made to campus offices don't always initiate a law enforcement response unless requested. All reports made directly to the security or police department will initiate a response, the type of response is dependent upon the call received.

Some instances of misconduct may constitute a violation of state, federal, or local law, while others may constitute university policies violations only, or in addition to a criminal violation. It is the student's or employee's option to report misconduct to the university, local law enforcement, or both. Employees are happy to assist in making a report to law enforcement and will accompany the survivor if requested.

There are many different reporting options available for the campus community. While some reporting options will initiate a police investigation, others will not. Below are the response options consistent with the reporting method.

### **Police Response to Reports**

All crimes reported to Charles City Sheriff's Office are documented in reports maintained by the Sheriff's Office and shared with VCU Police upon request.

### **University Response to Reports**

In some instances, a report may be made directly to the university and not involve law enforcement. Students are encouraged to speak with a CSA, faculty, staff, or other University staff member for assistance in filing a report. Whether or not you choose to file a report with law enforcement, the university will offer a variety of options for assistance and will work to address any factors that may have led to this crime. A report to the university may allow for the initiation of interim protective measures such as academic accommodations, changes to housing, and changes to class or work schedules. The university may conduct its own hearings, interviews, and processes based on the information submitted and the office handling the report. A survivor may bring someone with them for support while making a report, to include a friend, roommate, or family member. If a report involving a Title IX violation is submitted to the university through an employee or the police, the university will begin its own independent investigation.

## **Transparency: Timely Warnings, Emergency Notifications, and Crime Logs**

Due to the center's close proximity to VCU's Richmond-based main campuses, the Monroe Park and MCV campuses' timely warning/crime alert and emergency notification policies and procedures also apply to the VCU Rice Rivers Center campus. For additional information on these policies and procedures, see page 47.

## Daily Crime Log

Because VCU Rice Rivers Campus does not have on-site police or security, there is no crime log for this location.

## Rice Rivers Center Crime Stats

The following statistical information was furnished by the Charles County Sheriff's Office and the Virginia Department of Wildlife Resources. The VCU Rice Rivers Center does not have any residential housing facilities. More information about the Clery Geography categories and Clery Reportable Crime Definitions can be found on page 128.

| Criminal Offenses                 |      |                           |                 |                    |                 |
|-----------------------------------|------|---------------------------|-----------------|--------------------|-----------------|
| Crime Classification              | Year | On-Campus Student Housing | On-Campus Total | Noncampus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Manslaughter by Negligence        | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Sex Offense: Rape                 | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Sex Offense: Fondling             | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Sex Offense: Incest               | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Sex Offense: Statutory Rape       | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Robbery                           | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Aggravated Assault                | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Burglary                          | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Motor Vehicle Theft               | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |
| Arson                             | 2025 | 0                         | 0               | N/A                | 0               |
|                                   | 2024 | N/A                       | 0               | N/A                | 0               |
|                                   | 2023 | N/A                       | 0               | N/A                | 0               |
|                                   | 2022 | N/A                       | 0               | N/A                | 0               |

| Violence Against Women Act Offenses |      |                           |                 |                    |                 |
|-------------------------------------|------|---------------------------|-----------------|--------------------|-----------------|
| Crime Classification                | Year | On-Campus Student Housing | On-Campus Total | Noncampus Property | Public Property |
| Domestic Violence                   | 2025 | 0                         | 0               | N/A                | 0               |
|                                     | 2024 | N/A                       | 0               | N/A                | 0               |
|                                     | 2023 | N/A                       | 0               | N/A                | 0               |
|                                     | 2022 | N/A                       | 0               | N/A                | 0               |
| Dating Violence                     | 2025 | 0                         | 0               | N/A                | 0               |
|                                     | 2024 | N/A                       | 0               | N/A                | 0               |
|                                     | 2023 | N/A                       | 0               | N/A                | 0               |
|                                     | 2022 | N/A                       | 0               | N/A                | 0               |
| Stalking                            | 2025 | 0                         | 0               | N/A                | 0               |
|                                     | 2024 | N/A                       | 0               | N/A                | 0               |
|                                     | 2023 | N/A                       | 0               | N/A                | 0               |
|                                     | 2022 | N/A                       | 0               | N/A                | 0               |

| Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws |      |                           |                 |                    |                 |
|-----------------------------------------------------------------------------------------|------|---------------------------|-----------------|--------------------|-----------------|
| Crime Classification                                                                    | Year | On-Campus Student Housing | On-Campus Total | Noncampus Property | Public Property |
| Liquor Law Arrest                                                                       | 2025 | 0                         | 0               | N/A                | 0               |
|                                                                                         | 2024 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2022 | N/A                       | 0               | N/A                | 0               |
| Drug Law Arrest                                                                         | 2025 | 0                         | 0               | N/A                | 0               |
|                                                                                         | 2024 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2022 | N/A                       | 0               | N/A                | 0               |
| Weapon Law Arrest                                                                       | 2025 | 0                         | 0               | N/A                | 0               |
|                                                                                         | 2024 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2022 | N/A                       | 0               | N/A                | 0               |
| Liquor Law Referral                                                                     | 2025 | 0                         | 0               | N/A                | 0               |
|                                                                                         | 2024 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2022 | N/A                       | 0               | N/A                | 0               |
| Drug Law Referral                                                                       | 2025 | 0                         | 0               | N/A                | 0               |
|                                                                                         | 2024 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2022 | N/A                       | 0               | N/A                | 0               |
| Weapon Law Referral                                                                     | 2025 | 0                         | 0               | N/A                | 0               |
|                                                                                         | 2024 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0               | N/A                | 0               |
|                                                                                         | 2022 | N/A                       | 0               | N/A                | 0               |

| Hazing               |      |                           |                 |                    |                 |
|----------------------|------|---------------------------|-----------------|--------------------|-----------------|
| Crime Classification | Year | On-Campus Student Housing | On-Campus Total | Noncampus Property | Public Property |
| Hazing               | 2025 | 0                         | 0               | 0                  | 0               |
|                      | 2024 | N/A                       | N/A             | N/A                | N/A             |
|                      | 2023 | N/A                       | N/A             | N/A                | N/A             |

## 2023-2025 Unfounded Crimes

- **2025:**
  - There were zero (0) unfounded crimes
- **2024:**
  - There were zero (0) unfounded crimes
- **2023:**
  - There were zero (0) unfounded crimes

## 2023-2025 Hate Crimes

- **2025:**
  - There were zero (0) unfounded hate crimes
- **2024:**
  - There were zero (0) unfounded hate crimes
- **2023:**
  - There were zero (0) unfounded hate crimes



# Southwest Virginia Higher Education Center

The Southwest Virginia Higher Education Center (SVHEC) was established by the Virginia General Assembly in 1991 to strengthen the economy of southwest Virginia through education and training of the workforce.

SVHEC is surrounded by Virginia Highlands Community College property and is located at One Partnership Circle in Abingdon, Virginia. The Center is a collaborative partnership between various higher education institutions, including Virginia Highlands Community College, Virginia Polytechnic Institute and State University, UVA-Wise Radford University, Old Dominion University, Emory & Henry College, King University, Bluefield College, Appalachian College of Pharmacy and VCU. The Center is comprised of one, 100,000-square-foot building, which contains professional classrooms, large conference areas, labs and administrative space. VCU currently offers degree programs for Bachelor of Science in medical laboratory sciences and Doctor of Nurse Anesthesia Practice at the Center.



## Security and Maintenance of Facilities

### Maintenance Of Campus Facilities

All campus facilities are maintained by VHCC Buildings and Grounds staff and patrolled by VHCC Campus Police. All buildings, grounds, parking areas, and roadways are maintained with concern for safety and security. Campus buildings and equipment are inspected regularly, and needed repairs to replace faulty equipment and to mitigate potential hazards are made promptly. To report safety or security concerns directly related to facilities, contact the facilities department at 276. 614.-8383 or online via the TIPS system on the website [www.vhcc.edu/incident-report](http://www.vhcc.edu/incident-report). VHCC Camera System In addition to Campus Police patrols, an added security feature is the VHCC Camera system which is used to aid in investigations.



## **Security Of And Access To Campus Facilities**

Access to Campus Buildings Exterior doors on all buildings on the main campus shall be open from 8 a.m. until 10:00 p.m. each day, Monday through Thursday, and from 8 a.m. until 7:00 p.m. on Friday, to allow ease of access by all college employees, visitors, and students, with the exception of certain administrative and special purpose buildings not utilized for teaching. On Saturday and Sunday, only the buildings that are necessary will be unlocked for the specified time of classes and or events scheduled. Any access being granted to the campus after normal operating hours must be preceded by written approval from the appropriate Dean and the Vice President of Finance and Administration.

This approval should be forwarded to the Superintendent of Buildings and Grounds and the Chief of Police well in advance to the required entry. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Diesel Lab, Welding Lab and the testing center. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

## **Emergency Response, Evacuation, and Preparedness**

### **Emergency Evacuation Procedures**

In some cases, college personnel and students may be asked to evacuate the building(s) or the campus. Evacuation maps are posted in all classrooms and throughout hallways. When evacuation becomes necessary or desirable, some or all of the communication systems listed above will be used to announce the evacuation.

### **Testing And Exercise Procedures**

At least annually, VHCC will test elements of its emergency response plan. The test may include a simulation or be combined with an actual emergency. For example, evacuation and emergency notification procedures are often tested in conjunction with a sudden weather event. Tests of the emergency response plan may be announced or unannounced. The college makes every effort to issue reminders of relevant procedures prior to any announced test. Each test is documented and reviewed for appropriate corrective actions or improvements.

## **Campus and Community Resources**

### **Important Numbers**

- Highlands Community College Police: (276) 614-8282
- Abingdon Police Department: (276) 628-3111
- Abingdon Fire Department: (276) 628-5563
- Abingdon Ambulance Service: (276) 628-8470

### **Local Resources**

- Abuse Alternatives | (276) 628-6940
  - 195 Park St. SE, Abingdon, Va.
- Hope and Healing Counseling Center LLC | (276) 300-4422
  - 454 E. Main St. Abingdon, Va.
- Johnston Memorial Hospital | (276) 258-1000
  - 16000 Johnston Memorial Dr, Abingdon, Va.

## **Highlands Community College Police**

The Police Department is committed to providing a safe and healthy environment for teaching and learning. The Police Chief/Emergency Management Coordinator is responsible for developing and recommending policies and procedures to the President and the Administrative Cabinet that meet regional, state, local, and institutional needs and requirements for effective emergency plans and operations. Campus safety policies and procedures are reviewed annually to ensure consistency with the Governor's Executive Order #41 (2019) and other applicable federal and state laws.

## **Enforcement Authority of Highlands Community College Police**

VHCC campus police have full police authority within the jurisdiction of the VHCC campus and off-campus locations leased for college sponsored events under the Code of Virginia (Title 23.1, Chapter 8, Sections 812 and 815).

As a sworn law enforcement department of the Commonwealth of Virginia, the VHCC Campus Police mission is to: protect life and property; identify and prevent any criminal activity that may occur; apprehend and assist in the prosecution of any person who commits a crime on campus; provide a safe learning environment for all members of the college community utilizing campus oriented community policing philosophies as well as rules and regulations of the college and VCCS; providing training for faculty, staff and students; serving as a resource/liaison with community service agencies including mental health agencies; developing strategies to prevent and prosecute violent crimes against women at all campus locations; provide service to all people in a manner that demonstrates respect and dignity for each person; and to treat all persons fairly and equally.

### **SVHEC response to student organizations**

SVHEC does not have any officially recognized student organizations other than those on the Monroe Park and MCV campuses. As such, SVHEC does not monitor or record, through local police agencies, any criminal activity involving students engaged at off-campus locations that do not meet the Clery definition of noncampus geography.

## **Policies on Crime or Emergency Reporting**

### **Reporting To Virginia Highlands Community College Campus Police**

Students, employees and visitors are encouraged to report any issues, criminal activity or safety concerns to Campus Police as soon as possible, preferably as it is occurring. If there is a risk of imminent danger, the person witnessing or experiencing the threat should call 911. In a situation other than an imminent threat or danger, contact Campus Police at (276) 614-8282, or by going to the ISC building, room 151.

When a criminal or safety complaint is made, VHCC will seek to honor the complainant/victim's request for anonymity, if made, to the extent permitted under law; however, confidentiality is not assured. If you wish to make a confidential report in a nonemergency situation, you may do so (identifying yourself or anonymously) through [www.vhcc.edu/incident-report](http://www.vhcc.edu/incident-report).

If you have any doubts about whether or not to report something that has occurred, report it. Making a report ensures that the annual reported crime statistics will be accurate and prevents a crime from being committed.

If an incident occurs off campus, VHCC Campus Police will assist, if needed, those affected in contacting the appropriate Law Enforcement Agency for reporting the incident. VHCC has no residential facilities or off-campus student organizations.

### **Reporting To Other Campus Security Authorities**

While community members are strongly encouraged to promptly report all crimes and other emergencies directly to the Abingdon Police Department, reports can also be made to certain university officials and offices known as campus security authorities (CSAs).

### **Anonymous and Confidential Reporting Options**

There are no VCU-employed pastoral or professional counselors at SVHEC and VCU does not allow and, therefore, there are no procedures for voluntary confidential reporting because of state open-record laws. To report crimes anonymously, please contact the Abingdon Police Department or Virginia Highlands Community College Campus Police Department.

### **Understanding Your Reporting Options And What Happens Next**

The Highlands Community College Police is responsible for responding to all crimes or emergencies reported on campus property. The response will depend on how the report was made and to whom it was made. Certain reports, like a report made to a Campus Security, will not automatically generate a police response, similarly reports made to campus offices don't always initiate a law enforcement response unless requested. All reports made directly to the security or police department will initiate a response, the type of response is dependent upon the call received.

Some instances of misconduct may constitute a violation of state, federal, or local law, while others may constitute university policies violations only, or in addition to a criminal violation. It is the student's or employee's option to report misconduct to the university, local law enforcement, or both. Employees are happy to assist in making a report to law enforcement and will accompany the survivor if requested.

There are many different reporting options available for the campus community. While some reporting options will initiate a police investigation, others will not. Below are the response options consistent with the reporting method.

### **Police Response to Reports**

VHCC Campus Police document and investigate all reported incidents and do what is necessary to bring the incident to a logical conclusion. If necessary, Campus Police will work with the appropriate State's or Federal Prosecutor to prosecute offenders in the appropriate court of law, or disciplinary restrictions may be applied through referral to the Dean of Student Success' office.

## **University Response to Reports**

In some instances, a report may be made directly to the university and not involve law enforcement. Students are encouraged to speak with a CSA, faculty, staff, or other University staff member for assistance in filing a report. Whether or not you choose to file a report with law enforcement, the university will offer a variety of options for assistance and will work to address any factors that may have led to this crime. A report to the university may allow for the initiation of interim protective measures such as academic accommodations, changes to housing, and changes to class or work schedules. The university may conduct its own hearings, interviews, and processes based on the information submitted and the office handling the report. A survivor may bring someone with them for support while making a report, to include a friend, roommate, or family member. If a report involving a Title IX violation is submitted to the university through an employee or the police, the university will begin its own independent investigation.

## **Transparency: Timely Warnings, Emergency Notifications, and Crime Logs**

Additional information about the requirements of Timely Warnings can be found in the main body of this report. This section will provide information specific to the VCU SVHEC campus and its policies and procedures.

To receive notifications, subscribers must enroll a mobile phone number for SMS text alerts. When an incident or emergency occurs, authorized senders will instantly notify you using HEC Alerts. HEC Alerts will provide you with real-time updates in the event of an emergency or other critical incident.

### **Enrolling And Signing Up For HEC Alerts**

Click [here](#) to enroll your mobile phone number to receive HEC Alerts. You will be redirected to our vendor, InformaCast, to complete enrollment. Alternatively, you may text #HECAAlerts to (276) 695-3567 to sign-up for SMS alerts. HEC staff, partners, and tenants on the HEC building-wide email distribution list will also receive an email notification each time an alert is sent.

## **Timely Warning Notifications**

### **Decision to Issue a Timely Warning**

The decision to issue a Timely Warning is made on a case-by-case basis considering the facts known at the time of the report. The assessment includes factors such as: the nature of the crime, the continuing danger to the campus community (including whether the suspect was quickly apprehended by law enforcement), and the amount of time that has elapsed between the crime's occurrence and the date of the report. A timely warning is sent when, in the judgment of the Campus Police Chief, Dean of Student Services, or Vice President of Finance and Administration (or their designee), an incident constitutes an ongoing or continuing threat.

### **Determining the Content of a Timely Warning**

The content of the Timely Warning is developed by the Public Information Officer and is intended to enable members of the campus community to protect themselves, and will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- A succinct statement of the incident including the date, time, general location, and nature of the reported crime(s);
- Possible connection to previous incidents;
- Information that will promote safety and potentially aid in the prevention of similar crimes (i.e., crime prevention or safety tips).
- Suspect description(s) when deemed appropriate and if there is sufficient detail (see below)
- Law enforcement contact information
- Other relevant and important information about the crime(s); as deemed appropriate

### **Authority and Dissemination of Timely Warning**

If a timely warning is deemed necessary, it will be initiated by the Campus Police Chief (or designee) or the Vice President of Finance & Administration. The warning will be sent through the college email system, IP phone based public address system and VHCC Alert (text messaging system) to students, faculty, staff, and other VHCC Alert subscribers.

## **Emergency Notifications**

Additional information about the requirements of Emergency Notifications can be found in the main body of this report. This section will provide information specific to the SVHEC campus and its policies and procedures.

### **Confirming the Existing of a Significant Emergency or Dangerous Situation**

Most significant emergencies are reported to VHCC Police department. When a call is received, they will notify the appropriate emergency services department unless those services have already been notified and are responding. Emergencies on the VHCC campus are typically confirmed by Chief of Police in coordination with local emergency responders and Inova public safety and emergency management officials. Confirmation may also involve the response and assessment of university offices and officials.

### **Determining the Appropriate Segment or Segments of the Campus Community to Notify**

Because an emergency often involves a life-threatening situation, initial notification will be guided by the first emergency responders (police and/or fire) called to the incident. Those in active or imminent danger will receive emergency alerts with instructions – evacuate, seek shelter or lockdown. The breadth and timing of notification for any type of emergency will depend upon the individual incident, using these guidelines:

- **Campus-wide Emergency:** This level of emergency affects, or has the potential to affect, the entire campus. This type of emergency might include an approaching tornado or the threat of an active shooter or shooters at large on campus. In a campus-wide emergency, a text message will be sent to students, faculty and staff as quickly as possible. Subsequent information will be sent using one or more of the following: additional texts, email, social media, VHCC website, police bullhorns and campus fliers. It is important to note that in such cases, full information might not be immediately available. In those cases, until the exact nature of the emergency or threat is known, you may receive preliminary information with instructions for protective action, to be updated as more details become available.
- **Limited Area Emergency:** This level of emergency affects a limited area of campus. An example might be a small fire or flooding in a building that requires evacuation but is otherwise contained. Officials will restrict access to the affected area. In a limited area emergency, no general campus-wide text message should be anticipated. VHCC will inform affected areas via police personnel, building wardens and public address systems. A targeted communication protocol aims to minimize the arrival of observers who may put themselves in danger and/or interfere with police activity. VHCC may inform the broader campus at any point during or after the emergency has been resolved, depending on the circumstances of the emergency. Communication tools could include phone, email, social media, VHCC website and campus fliers.

### **Determining the Content of the Emergency Notification**

The Public Information Officer will determine the content of the emergency notification. Notification content is determined based on the type of incident, the context with which it is occurring, and the immediate danger or threat to the campus community and the need to advise campus community members to take action. The university will attempt to make such notification sufficiently specific so as to enable recipients to take an appropriate response to the threat.

### **Initiating the Notification System**

Once a determination is made that a threat exists, the college's Emergency Communications Team will initiate the notification system. VHCC will, without delay, and taking into account the safety of the community, activate the components of the emergency communications system, unless issuing a notification will compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Activation of the emergency notification system will occur immediately upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty or staff occurring on the VHCC campus, so that they may take reasonable precautions for their safety.

In the event a situation poses an immediate threat to campus community members, the university has systems in place for communicating information quickly. The primary emergency communication tool is HEC Alert, which distributes notifications via phone call, text messages, and email.

## **Distribution Methods**

VHCC's Emergency Notification System is designed for redundancy and employs both high and low-tech solutions for notifying constituents located on any of our locations. The ENS may utilize all, or any combination of the following communication modes based on the direction of first responders and the type of emergency at hand.

- VHCC Alert
- E-mails
- Cisco's InformaCast
- Public address systems
- Outdoor siren/speaker
- Hand-held radios
- The VHCC website and social media pages
- Runners and Bullhorns

## **Procedures for Disseminating Emergency Information to the Larger Community and Follow Up Messages (i.e. individuals and organizations outside the campus community)**

The college's Public Information Officer (PIO) will, in consultation with the College President, Incident Commander, Emergency Coordination Officer, Campus Police and/or Threat Assessment Team, decide when information should be disseminated to the broader community. The PIO will be responsible for the timing, frequency, content, and choice of media outlets to be used for all information communicated to the broader community about threats or emergencies occurring at the college. Furthermore, the PIO and campus police chief/emergency coordination officer are responsible for providing following-up information on emergencies to the college community.

## **Daily Crime Log**

The Daily Crime Log is used to record all criminal incidents that are reported to the VHCC Campus Police Department. The Daily Crime Log contains information referencing the offense, case number, date and time the offense was reported, date and time the offense occurred, location of the offense and case status/ disposition. The crime log is updated daily by the VHCC Campus Police Department. The Daily Crime Log may be viewed by visiting the VHCC Campus Police Department in ISC, room 151. The College reserves the right to divulge information obtained, if it could affect the safety of others.



## SVHEC Crime Statistics

The following statistical information was furnished by the executive director of the SVHEC, the Virginia Highlands Community College, and the Abingdon Police Department. Individuals who want to report crimes for inclusion in the Annual Security Report should report them to the Abingdon Police Department or the executive director of the SVHEC. The center does not have any residential housing facilities. More information about the Clery Geography categories and Clery Reportable Crime Definitions can be found on page 128.

| Criminal Offenses                 |      |                           |           |                    |                 |
|-----------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification              | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Manslaughter by Negligence        | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Rape                 | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Fondling             | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Incest               | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Statutory Rape       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Robbery                           | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Aggravated Assault                | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Burglary                          | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Motor Vehicle Theft               | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Arson                             | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |

| Violence Against Women Act Offenses |      |                           |                 |                    |                 |
|-------------------------------------|------|---------------------------|-----------------|--------------------|-----------------|
| Crime Classification                | Year | On-Campus Student Housing | On-Campus Total | Noncampus Property | Public Property |
| Domestic Violence                   | 2025 | 0                         | 0               | N/A                | 0               |
|                                     | 2024 | N/A                       | 0               | N/A                | 0               |
|                                     | 2023 | N/A                       | 0               | N/A                | 0               |
| Dating Violence                     | 2025 | 0                         | 0               | N/A                | 0               |
|                                     | 2024 | N/A                       | 0               | N/A                | 0               |
|                                     | 2023 | N/A                       | 0               | N/A                | 0               |
| Stalking                            | 2025 | 0                         | 0               | N/A                | 0               |
|                                     | 2024 | N/A                       | 0               | N/A                | 0               |
|                                     | 2023 | N/A                       | 0               | N/A                | 0               |

| Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws |      |                           |           |                    |                 |
|-----------------------------------------------------------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                                                                    | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Liquor Law Arrest                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Drug Law Arrest                                                                         | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Weapon Law Arrest                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Liquor Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Drug Law Referral                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Weapon Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |

| Hazing               |      |                           |           |                    |                 |
|----------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Hazing               | 2025 | N/A                       | 0         | 0                  | 0               |
|                      | 2024 | N/A                       | N/A       | N/A                | N/A             |
|                      | 2023 | N/A                       | N/A       | N/A                | N/A             |

## 2023-2025 Unfounded Crimes

- **2025:**
  - There were zero (0) unfounded crimes
- **2024:**
  - There were zero (0) unfounded crimes
- **2023:**
  - There were zero (0) unfounded crimes

## 2023-2025 Hate Crimes

- **2025:**
  - There were zero (0) unfounded hate crimes
- **2024:**
  - There were zero (0) unfounded hate crimes
- **2023:**
  - There were zero (0) unfounded hate crimes

# VCU NoVA Poplar Run

VCU NoVA at Poplar Run, located at 5285 Shawnee Rd in Alexandria Virginia, was officially recognized as a separate campus on August 11, 2023. The VCU NoVA campus helps bridge the gap between employers' education and staffing needs and the residents' education and workforce development needs. VCU currently offers the Doctor of Nurse Anesthesia Practice (DNAP) in Nurse Anesthesia Practice degree program at this campus.

The 3,443 square feet of space is on the first floor of the Poplar Run office building and includes two classrooms, two private study or meeting rooms, a simulation lab/operating room, one faculty office, storage rooms, a break room and a reception area. The campus has a fully-equipped simulation laboratory and attached simulation control room that houses the equipment and supplies needed to simulate a functional operating room.



## Security and Maintenance of Facilities

### Maintenance Of Campus Facilities

VCU works to develop, coordinate, manage and evaluate safety activities in an effort to provide an effective and functional environment of care consistent with federal, state and local regulatory requirements. This process relies on monitoring conditions, compliance with applicable laws and standards, staff education about the environment, and verification that employees have the knowledge and skills needed to carry out their responsibilities. Facilities staff promptly addresses safety-related issues such as inoperable doors, burned-out lights and broken windows and screens.

### Security Of And Access To Campus Facilities

The VCU at NoVA Poplar Run site is on the first floor of the Poplar Run building in Alexandria Va. The building is open Monday through Friday from 6am to 6pm. Entry to the suite requires a security access code. An administrative receptionist is present during class times. Staff and faculty have after-hours access via issued keys, while students are not permitted entry outside of operating hours. The building features comprehensive fire and life safety systems, including full sprinkler coverage and smoke detectors. These systems are regularly inspected and monitored 24/7 by a remote center that alerts the fire department in an emergency. Ground parking is available in front of the building.

## Emergency Response, Evacuation, and Preparedness

### Emergency Evacuation Procedures

Due to the center's close proximity to VCU's Richmond-based main campuses, the Monroe Park and MCV campuses' emergency response, evacuation, and preparedness policies and procedures also apply to the VCU NoVA at Poplar Run campus. For additional information on these policies and procedures, see pages 18.

## Campus and Community Resources

### Important Numbers

- Alexandria Police Department: (703) 746-4444
- Alexandria Fire Department: (703) 746-5200
- Alexandria Sheriff's Office: (703) 746-4114

### Local Resources

#### Rape Crisis Center

- Sexual Assault and Domestic Violence Program | (703) 683-7273
  - Alexandria, Va.

#### Student Referral Service

- NOVA Community College Wellness | (703) 527-4077

#### Medical

- Alexandria Health Department | (703) 746-4996
  - 4850 Mark Center Drive, Alexandria Va

### City of Alexandria Police

The City of Alexandria police is the primary law enforcement agency responsible for the VCU Poplar Run Campus. The department serves the entire campus, including buildings, parking areas, grounds and roadways, but it is not regularly patrolled by officers. Officers respond for service upon receiving a call.

### Enforcement Authority of Police

The Alexandria Police Department has full police powers, with sworn personnel and the authority to arrest. Their primary jurisdiction includes the City of Alexandria and all VCU Poplar Run campus-owned, -leased and -controlled property and the adjacent streets and sidewalks within the city.

### Response to Student Organizations

VCU NoVA does not have any officially recognized student organizations other than those on the Monroe Park and MCV campuses. As such, VCU NoVa does not monitor or record, through local police agencies, any criminal activity involving students engaged at off-campus locations that do not meet the Clery definition of non-campus geography.

## Policies on Crime or Emergency Reporting

### Reporting To City Of Alexandria Police

VCU NoVA at Poplar Run does not have a campus security department, nor does it have a written agreement or contract with any local law enforcement personnel to provide campus security services. All individuals are encouraged to accurately and promptly report crimes or emergencies, including when the victim of a crime elects to or is unable to make such a report. Crimes and other emergencies should be reported to the City of Alexandria Police Department by calling 911 for emergencies or 703.746.4444 for non-emergencies.

## **Reporting To Other Campus Security Authorities**

While community members are strongly encouraged to promptly report all crimes and other emergencies directly to the City of Alexandria Police Department (see above contact information), reports can also be made to university officials and offices known as campus security authorities (CSA's).

### **Anonymous And Confidential Reporting Options**

There are no VCU-employed pastoral or professional counselors at VCU NoVA at Poplar Run. VCU does not allow and, therefore, there are no procedures for voluntary confidential reporting because of state open-record laws. To report crimes anonymously, please call the City of Alexandria Police Department or VCU Police (see above contact information).

## **Understanding Your Reporting Options And What Happens Next**

The City of Alexandria Police Department is responsible for responding to all crimes or emergencies reported on campus property. The response will depend on how the report was made and to whom it was made. All reports made directly to the police department will initiate a response, the type of response is dependent upon the call received.

Some instances of misconduct may constitute a violation of state, federal, or local law, while others may constitute university policies violations only, or in addition to a criminal violation. It is the student's or employee's option to report misconduct to the university, local law enforcement, or both. Employees are happy to assist in making a report to law enforcement and will accompany the survivor if requested. There are many different reporting options available for the campus community. While some reporting options will initiate a police investigation, others will not. Below are the response options consistent with the reporting method.

### **Police Response to Reports**

All crimes reported to City of Alexandria Police are documented in reports maintained by the Sheriff's Office and shared with VCU Police upon request.

### **University Response to Reports**

A report may be made directly to the university and not involve law enforcement. Students are encouraged to speak with a CSA, faculty, staff, or other University staff member for assistance in filing a report. Whether or not you choose to file a report with law enforcement, the university will offer a variety of options for assistance such as academic accommodations, changes to housing, and changes to class or work schedules. The university may conduct its own hearings, interviews, and processes based on the information submitted and the office handling the report. A survivor may bring someone with them for support while making a report, to include a friend, roommate, or family member. If a report involving a Title IX violation is submitted to the university through an employee or the police, the university will begin its own independent investigation.

## **Transparency: Timely Warnings, Emergency Notifications, and Crime Logs**

Due to the center's close proximity to VCU's Richmond-based main campuses, the Monroe Park and MCV campuses' timely warning/crime alert and emergency notification policies and procedures also apply to the VCU NoVA Poplar Run campus. For additional information on these policies and procedures, see page 27.

## Daily Crime Log

Because the VCU NoVA Poplar Run campus does not have on-site police or security, there is no crime log for this location.

## VCU NoVA Poplar Run Crime Statistics

The following statistical information was furnished by the City of Alexandria Police Department. Individuals who want to report crimes for inclusion in the Annual Security Report should report them to the City of Alexandria Police Department. The center does not have any residential housing facilities. More information about the Clery Geography categories and Clery Reportable Crime Definitions can be found on page 47.

| Criminal Offenses                 |      |                           |           |                    |                 |
|-----------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification              | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Manslaughter by Negligence        | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Rape                 | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Fondling             | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Incest               | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Sex Offense: Statutory Rape       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Robbery                           | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Aggravated Assault                | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Burglary                          | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Motor Vehicle Theft               | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |
| Arson                             | 2025 | N/A                       | 0         | 0                  | 0               |
|                                   | 2024 | N/A                       | 0         | N/A                | 0               |
|                                   | 2023 | N/A                       | 0         | N/A                | 0               |

| Violence Against Women Act Offenses |      |                           |           |                    |                 |
|-------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Domestic Violence                   | 2025 | N/A                       | 0         | 0                  | 0               |
|                                     | 2024 | N/A                       | 0         | N/A                | 0               |
|                                     | 2023 | N/A                       | 0         | N/A                | 0               |
| Dating Violence                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                     | 2024 | N/A                       | 0         | N/A                | 0               |
|                                     | 2023 | N/A                       | 0         | N/A                | 0               |
| Stalking                            | 2025 | N/A                       | 0         | 0                  | 0               |
|                                     | 2024 | N/A                       | 0         | N/A                | 0               |
|                                     | 2023 | N/A                       | 0         | N/A                | 0               |

| Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws |      |                           |           |                    |                 |
|-----------------------------------------------------------------------------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification                                                                    | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Liquor Law Arrest                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Drug Law Arrest                                                                         | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Weapon Law Arrest                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Liquor Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Drug Law Referral                                                                       | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |
| Weapon Law Referral                                                                     | 2025 | N/A                       | 0         | 0                  | 0               |
|                                                                                         | 2024 | N/A                       | 0         | N/A                | 0               |
|                                                                                         | 2023 | N/A                       | 0         | N/A                | 0               |

| Hazing               |      |                           |           |                    |                 |
|----------------------|------|---------------------------|-----------|--------------------|-----------------|
| Crime Classification | Year | On-Campus Student Housing | On-Campus | Noncampus Property | Public Property |
| Hazing               | 2025 | N/A                       | 0         | 0                  | 0               |
|                      | 2024 | N/A                       | N/A       | N/A                | N/A             |
|                      | 2023 | N/A                       | N/A       | N/A                | N/A             |

## 2023-2025 Unfounded Crimes

- **2025:**
  - There were zero (0) unfounded crimes
- **2024:**
  - There were zero (0) unfounded crimes
- **2023:**
  - There were zero (0) unfounded crimes

## 2023-2025 Hate Crimes

- **2025:**
  - There were zero (0) unfounded hate crimes
- **2024:**
  - There were zero (0) unfounded hate crimes
- **2023:**
  - There were zero (0) unfounded hate crimes



# Part 3: Annual Fire Safety Report

Monroe Park Campus



*This report is for the 2026-2027 academic year and contains statistical information for calendar years 2023, 2024, and 2025. Report published September 2026.*

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## Introduction

Virginia Commonwealth University maintains a comprehensive fire safety program that requires an ongoing commitment on the part of the community, the institution, and the administration. Careful planning, implementation, and maintenance are all essential in a successful fire safety program.

VCU publishes this report as part of its annual compliance with the Jeanne Clery Campus Safety Act and the Campus Fire Safety Right-to-Know Act of 2007. The goal of these Acts is to ensure that students, prospective students, parents and employees have access to policy statements as well as fire statistics associated with each on-campus student housing facility, including the number of fires, cause of fires, injuries, deaths and property damage. The report contains statistics about the number of fires for the 2023, 2024 and 2025 calendar years. The description, cause of the fire, and the estimated dollar amount of damages range follow guidance by the U.S. Department of Education. The report also includes a description of fire systems, the number of fire drills, evacuation procedures, education and training programs, future plans for fire safety improvements (if applicable), and the institution's current policies on appliances, smoking, open flames, and other potential hazards. For more information on fire safety in the residence halls, visit [housing.vcu.edu/help/resources/gtr/](https://housing.vcu.edu/help/resources/gtr/) or call VCU Fire Safety at (804) 828-0040.

## Report Preparation

The Clery Compliance team compiles this report with support from numerous campus partners, including VCU Police, Residential Life & Housing, and Safety & Risk Management. Each year, these departments collaborate on reported fires, policies, and the preparation of this report. All policies referenced in this document are current, as of publication, and apply to all VCU campuses to the extent consistent with applicable federal and state law. All university policies and procedures are applicable to all campus locations, unless otherwise stated in the respective campus section. To view all university policies, please visit [vcu.public.doctract.com](https://vcu.public.doctract.com).

The Annual Fire Safety Report is distributed electronically within the Annual Security Report to all current faculty, staff, and students through email. Paper copies of this report may be obtained in person from the Office of Audit and Compliance Services, 918 W. Franklin St. during normal business hours, 8:00 A.M. - 5:00 P.M., Monday through Friday. If you have questions about this report or would like a copy in an alternate format, please contact the Clery Compliance Office at [Clery@vcu.edu](mailto:Clery@vcu.edu) or by calling (804) 828-2336.

## Fire Safety Information

VCU Residential Life and Housing, a division of Student Affairs, supports 6,000 residents across 12 residential buildings so students can make their hall a home in a responsible and safe environment. Policies in the [Guide to Residential Living](#), along with regular testing of fire safety systems and fire drills, help promote a safe campus community.

VCU Fire Safety, a division of the Department of Occupational Health and Safety department, partners with VCU Police, VCU Residential Life & Housing, VCU Facilities, Richmond Fire Department, and the State Fire Marshal to advance fire safety and coordinate responses during emergencies. During normal business hours, Fire Safety, VCU Police, and Richmond Fire respond directly to residence hall fire alarms. After hours, a structured on-call process through VCU Facilities ensures that every situation is handled promptly with care.

Each semester, VCU Fire Safety conducts fire drills in coordination with the State Fire Marshal's Office (SFMO), reinforcing critical safety procedures. Because a sense of security is essential to feeling at home, Fire Safety works closely with Residential Life and Housing and places a special emphasis on cooking safety, one of the most common causes of alarms in the residence halls.

### **Reporting a fire**

If a fire occurred in a residential facility, students and employees should:

- Call VCUPD at (804) 828-1234.
- Report the incident to Residential Life and Housing staff. This includes Desk Assistants, Resident Assistants, Residence Hall Administrative Assistant, Hall Director, or Assistant Director for Residential Life.

If a member of the campus community finds evidence of a fire that has been extinguished and you are not sure whether VCUPD or the fire department has already responded, you should immediately notify VCUPD to investigate and document the incident.

Fire incidents reported to the staff, Residential Life and Housing, Occupational Health & Safety, or VCUPD which are found to have been actual fires will be included in the annual fire statistics.

### **Fire/Arson Investigations**

Every fire that is not known to be accidental (such as a cooking fire) is investigated by Residential Life & Housing and VCU Fire Safety. The primary investigator in response to fire incidents is VCU Fire Safety and requests assistance from The Virginia State Fire Marshal's Office as necessary. Fires determined through investigation to be willfully or maliciously set are classified as arsons for Clery reporting purposes.

### **Fire Alarms and Fire Evacuation Drills**

As required by the Statewide Fire Prevention Code of Virginia, the university schedules four fire drills per year in residence halls. One drill must take place within 10 days of the commencement of the fall semester. Then, at least one drill must take place during the hours after sunset and before sunrise.

Fire evacuation drills provide an opportunity for faculty, staff, students, and emergency responders to become familiar with the building's fire safety features, to practice emergency procedures, and ensure the efficient and safe use of exits.

## **Fire Log**

A log of all campus fires is maintained by VCUPD, in collaboration with Residential Life and Housing and Occupational Health & Safety. Upon receiving a report of a fire in on-campus student housing facilities, that report is entered in the log within two business days of receipt of that information. The log for the most recent 60 days may be viewed at the VCUPD Headquarters (224 E. Broad St.). To request a copy of the fire log please visit VCUPD during the hours of 8 a.m. to 4:30 p.m., Monday through Friday. For information on the fire log, call (804) 828-1196 or go to <https://police.vcu.edu/facts/logs.html>.

## **Plans for future improvements in fire safety**

The university regularly reviews and inspects the fire systems in our residence halls and will make upgrades, repairs and/or revisions as needed. While there are no specific plans for future improvements, Residential Life and Housing and Occupational Health & Safety will continue ongoing maintenance and assessments, with improvements when issues arise.

## **On-Campus Student Housing Facilities Fire Safety Policies**

Residential Life and Housing has developed policies and procedures for a safe community. These procedures are communicated to residential students through the publication, the Guide to Residential Living. Students are also responsible for these policies, which are the rules and regulations for all students at the university as outlined in the VCU Student Code of Conduct. The following information is from VCU 2026-27 Guide to Residential Living and provides information on prohibited conduct and items within the residence halls.

### **Prohibited Items**

Small appliances and equipment are permitted in residence halls only if they are UL-certified products and not on the Prohibited Items list. UL-certified products meet certain product safety standards permitting them to be allowed within a residence hall. University policy, and Virginia Statewide Fire Prevention Code, prohibits the following activities and/or possession of the following items in residence halls to prevent fire or the spread of fire, unless they are provided by Residential Life and Housing:

- Smoking
- Items that require an open flame to operate
- Prohibited Cooking Appliances: items with an exposed heating element are not permitted to be stored or used anywhere in a residence hall or apartment:
  - Examples include hot plates, deep fryers, electric frying pans/griddles, electric stoves
- Approved Cooking Appliances: These items may be stored, but not used in the residence hall room. They may only be used in community kitchen areas, where available (Gladding Residence Center):
  - Crockpots, instapots and pressure cookers; rice cookers; toasters or toaster ovens, George



- Electrical Appliances:
  - Air conditioners, black lights and black light bulbs, ceiling fans, desk lamps with USB charging ports, electric blankets, extension cords and multi-plug adapters (except for surge protectors, halogen lamps, lava lamps, portable dishwashers, refrigerators (including mini-fridges and freezers), space heaters, USB outlet adapter/extender, washing machines, window fans (floor fans are permitted)
- Flammable Decorations and Open Flames:
  - Candles (lit or unlit), candle wax burners, incense (lit or unlit), incense burners, live plants and trees exceeding two feet,
  - non-flame-retardant curtains, oil lamps (lit or unlit), plug in air fresheners, torches/camping stoves, neon sign lights
- Flammable Substances: gasoline, lighter fluid, motor and engine oil, propane
- Hoverboards, electronic skateboards or scooters, eBikes, or any other electric wheeled board or ride on equipment

For a complete list of prohibited items, visit [housing.vcu.edu/help/resources/gtrl](https://housing.vcu.edu/help/resources/gtrl).

## Fire Prevention

### Fire Safety Education and Training

VCU is continuously working to reduce fire incidents and alarms through awareness and education for residents living on campus. The health and safety of all employees, students and visitors is paramount to everyone working and learning at the university. In order to achieve this, everyone must work together, be responsible for their own actions, and look out for those around you.

Faculty, staff and students play an important role in ensuring campus safety, specifically within the residence halls and the reporting and protection from fires. In order to respond to emergencies, VCU provides training and education for those living in on-campus residential facilities.

Fire safety and prevention training is offered to all students and residence hall staff year round, including during orientation, university events, and special programs. Sessions cover the steps students and staff should take if a fire occurs. Residential students and Resident Assistants also receive ongoing education on fire and life safety throughout the year. Additional training is available upon request. Each October, during National Fire Prevention week, VCU features campus wide safety activities.

### On-campus Student Housing Facilities Fire Safety Systems

Fire equipment saves lives. Tampering with smoke detectors, intentionally causing false fire alarms, hanging items from sprinkler heads, covering smoke detectors, propping fire and smoke doors open, discharging a fire extinguisher, or tampering with other safety equipment could result in personal tragedy and, additionally, criminal charges, fines, university disciplinary action, and/or termination of a resident's housing contract.

All residence halls are fully equipped with sprinklers with quick-response heads in accordance with NFPA 13. (The NFPA is the National Fire Protection Association standard that provides guidelines.) VCU has recently completed a campus-wide fire alarm system upgrade, improving the university's communication reliability of fire alarm transmissions to the monitoring station. See the Fire Safety Systems information on page 178 for specific information about each residential facility.

### **Sprinklers**

Do not hang anything on or from sprinkler heads. This can cause unnecessary water discharge and you could be held liable for damage to university and private property.

### **Fire Extinguishers**

Fire extinguishers will be charged, available, and operable at all times. Tampering with fire extinguishers is a serious offense and could lead to your dismissal from the university.

### **Smoke Detectors**

Smoke detectors save lives. Students must submit a work order at [fss.vcu.edu](https://fss.vcu.edu) or [mycommunity.americancampus.com](https://mycommunity.americancampus.com) for GRC residents to report a damaged or faulty smoke detector. Only professionally trained staff may disconnect smoke detectors. Any resident who disconnects, covers, or otherwise tampers with a smoke detector will be referred to the university student conduct process. Also, state law provides that tampering with, removing, or destroying a life safety system, or device is a Class 1 Misdemeanor. This equipment is in place for residents' safety and for that of neighboring rooms.

### **Inspection, Testing and Maintenance of Fire Protection Systems and Equipment**

All residence halls have smoke detectors within bedrooms, suite/ apartment spaces, hallways, and other community spaces. The smoke detectors in Ackell Residence Center, Broad & Belvidere, Gladding Residence Center III, The Honors College, and Rhoads Hall are tested on a monthly basis. VCU Fire Safety functionally tests and inspects smoke detectors on an annual basis per NFPA 72 and conducts quarterly sprinkler testing and inspections per NFPA 25.

# Virginia Commonwealth University On-Campus Student Housing Facilities Fire Safety Systems

*Current Fire Safety Systems in place as of Calendar Year 2026*

| Residential Facility                                                | Fire Alarm Monitoring Done on Site | Sprinkler System | Alarms | Pull Stations | Smoke Detection | Heat Detection | Fire Extinguishers | Evacuation Plans & Placards | # Fire Drills Per Year |
|---------------------------------------------------------------------|------------------------------------|------------------|--------|---------------|-----------------|----------------|--------------------|-----------------------------|------------------------|
| <b>Monroe Park Campus</b>                                           | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Ackell Residence Center<br/>1100 W. Broad St.</b>                | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Brandt Hall<br/>710 W. Franklin St.</b>                          | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Broad and Belvidere Student Apts<br/>700 W. Broad St.</b>        | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Cary and Belvidere Residential College<br/>301 W. Cary St.</b>   | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Gladding Residence Center<br/>711 W. Main St.</b>                | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Gladding Residence Center III<br/>711 W. Main St.</b>            | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Honors College<br/>701 W. Grace St.</b>                          | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Rhoads Hall<br/>710 W. Franklin St.</b>                          | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>West Grace Street Student Housing North<br/>830 W. Grace St.</b> | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>West Grace Street Student Housing South<br/>835 W. Grace St.</b> | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Grace and Broad Residence Center 1<br/>1000 W. Grace St.</b>     | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |
| <b>Grace and Broad Residence Center 2<br/>1010 W. Grace St.</b>     | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 4                      |



## Evacuation Procedures for On-Campus Student Housing Facilities

If a fire occurs in a residence hall, the fire alarm directly reports to the VCU Operations Center, and they contact VCUPD and Richmond Fire. Because the fire alarm system is an addressable system, the responding fire department will be given information in route that identifies the specific location in the building that was activated. Evacuation information and route signs are located in the hallways, typically by the fire extinguisher on the floor, and are posted on the back of each room door.

The fire alarm system notifies building occupants of a potential fire, and an evacuation is required by everyone who is within the building. Building occupants are directed to the nearest building exit upon activation of the fire alarm system. Use of the elevators is strictly prohibited and is controlled by the fire department upon arrival. Upon evacuation everyone should move as far away from the building as possible upon exiting. It is against the law to remain in a building during a fire alarm. Residents who do not evacuate in a timely manner or fail to adhere to instructions given by emergency personnel will be subject to disciplinary action. Building occupants cannot re-enter the building until the fire department, police department, or Residential Life staff indicates it is safe to do so.

### **Persons with disabilities**

Residents who have a disability or accessibility need that makes it difficult to follow standard evacuation should contact Residential Life and Housing as early as possible to request accommodations, learn about alternative emergency procedures, and share information RLH staff may need to assist during evacuations.

Residential Life and Housing maintains a list of students with approved accommodations including but not limited to residents with mobility or access issues and residents with approved service or emotional support animals. This list is available to emergency personnel upon request from a Residential Life and Housing staff member.

### **Fire Evacuation: What to do**

It is important for building occupants to become familiar with the procedures for evacuating the building before the need for evacuation occurs. Evacuation is required for safety and the safety of the firefighters, police and staff who respond during alarms.

In case of fire, immediately activate the building's fire alarm system. Evacuate the building unless otherwise notified and contact VCUPD at (804) 828-1234.

### **If you discover a fire:**

- Manually activate the building's fire alarm system.
- Immediately evacuate the building, closing doors and windows behind you.
- Do not use the elevators.
- Report to your building's designated gathering point.
- Call VCUPD at (804) 828-1234 to report the fire or possible fire. Be prepared to give location, name and phone number if possible.

**Once the fire alarm is activated:**

- Dress quickly and appropriately for the weather conditions (i.e., coat, shoes).
- Walk quickly to the nearest exit. Do not use the elevators.
- If you can, help those who need assistance.
- Notify fire personnel if you believe someone may still be in the building.
- Gather away from the building and emergency responders at a designated location.
- Do not re-enter the building until the fire department has cleared the scene.

**If caught in smoke:**

- Do not breathe the smoke.
- Drop to your knees and crawl to the closest safe exit.
- Breathe through your nose, and use a shirt or towel to breathe through, if possible.

**If trapped in a building:**

- Close all doors and windows.
- Wet and place cloth material around and under the door to prevent smoke from entering.
- Attempt to signal people outside of the building. Call for help using a telephone or cell phone.

**Fire Evacuation, Persons with Disabilities: What to do**

*If you are a person with a disability, follow the above directions in addition to:*

*If you are in your residence hall room/apartment and are NOT ABLE to evacuate:*

- Call VCUPD at 804-828-1234 or 911
- State you have a disability and need assistance
  - You may have to explain the nature of your disability to the dispatch officer
- Designate your location (In my room #X in X residence hall or in X stairwell on X floor in X hall)
- The Fire Department Will Conduct the Rescue and Evacuation If Necessary.
- Be prepared to explain or have a step-by-step explanation of the most efficient way to disengage any equipment to facilitate the evacuation.
- Evacuation will occur only if necessary.

*If you are not in your room and use a wheelchair or other mobility vehicle or device:*

- If you cannot safely reach the ground floor and exit, go to the nearest outside stairwell. Stay on the landing, off to the side.
- As a last resort, go to the nearest interior stairwell.
- If the fire alarm is sounding, NEVER use the elevators!
- Establish a "buddy system" for your residence hall and each of your classes. Your "buddy" can assist you in evacuating quickly or notifying emergency personnel of your location in the event you cannot leave the building. This person cannot be a residence hall staff member as they cannot ensure availability or ability to perform only as your "buddy."

## Fire Statistics

The fire statistics for the 2023, 2024, 2025 calendar years are provided in the sections that follow. The category and cause of each listed fire follows the classifications used by the Department of Education. The estimated dollar values of damages for the events in each facility or complex area are also included utilizing the ranges required by the reporting criteria of the Department of Education. These statistics are reported to the Department of Education annually. Fires which occurred in dining facilities which are part of the residence hall complexes are entered in the Department of Education website as occurring in one of the residence halls that are physically attached to the dining facility.

The following guides the classification of incidents.

A Fire is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. VCU will include all fires that meet defined guidance regardless of size, cause, or whether the fire results in injury, death, or property damage, including:

- Fires on the roof or the outside walls of a building even if the fire doesn't reach the inside;
- Incidents where there is evidence that there was burning; and
- Fires in parking facilities and dining halls that are physically attached to and accessed directly from on-campus student housing authorities

Fires are classified as unintentional, intentional, or undetermined, below are examples of each.

An Unintentional Fire is a fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.

Causes are listed below:

- Cooking
- Smoking Materials
- Open flames
- Electrical
- Heating Equipment
- Hazardous products
- Machinery/Industrial
- Natural
- Other

An Intentional Fire is a fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.

An Undetermined Fire is a fire in which the cause cannot be determined.

# Virginia Commonwealth University - Monroe Park Campus On-Campus Residential Facilities

## Annual Fire Statistics - Calendar Year 2025

| VCU On-campus Student Housing Facility                      | Total Fires in Each Building | Fire Number | Cause & Category of Fire               | # of injuries that required treatment at a medical facility | # of deaths related to a fire | Value of property damage caused by fire |
|-------------------------------------------------------------|------------------------------|-------------|----------------------------------------|-------------------------------------------------------------|-------------------------------|-----------------------------------------|
| Ackell Residence Center<br>1100 W. Broad St.                | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Brandt Hall<br>710 W. Franklin St.                          | 1                            | 1           | Unintentional:<br>Excessive Dryer Lint | 0                                                           | 0                             | \$100,000 – 249,999                     |
| Broad and Belvidere Student Apts<br>700 W. Broad St.        | 1                            | 1           | Unintentional: Open Flame              | 0                                                           | 0                             | \$1,000 – 9,999                         |
| Cary and Belvidere Residential College<br>301 W. Cary St.   | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Gladding Residence Center<br>711 W. Main St.                | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Gladding Residence Center III<br>711 W. Main St.            | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Honors College<br>701 W. Grace St.                          | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Rhoads Hall<br>710 W. Franklin St.                          | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| West Grace Street Student Housing North<br>830 W. Grace St. | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| West Grace Street Student Housing South<br>835 W. Grace St. | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Grace and Broad Residence Center 1<br>1000 W. Grace St.     | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |
| Grace and Broad Residence Center 2<br>1010 W. Grace St.     | 0                            | 0           | N/A                                    | 0                                                           | 0                             | N/A                                     |

## Annual Fire Statistics - Calendar Year 2024

| VCU On-campus Student Housing Facility                      | Total Fires in Each Building | Fire Number | Cause & Category of Fire    | # of injuries that required treatment at a medical facility | # of deaths related to a fire | Value of property damage caused by fire |
|-------------------------------------------------------------|------------------------------|-------------|-----------------------------|-------------------------------------------------------------|-------------------------------|-----------------------------------------|
| Ackell Residence Center<br>1100 W. Broad St.                | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Brandt Hall<br>710 W. Franklin St.                          | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Broad and Belvidere Student Apts<br>700 W. Broad St.        | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Cary and Belvidere Residential College<br>301 W. Cary St.   | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Gladding Residence Center<br>711 W. Main St.                | 1                            | 1           | Accidental:<br>Cooking      | 0                                                           | 0                             | \$0 – 99                                |
| Gladding Residence Center III<br>711 W. Main St.            | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Honors College<br>701 W. Grace St.                          | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Rhoads Hall<br>710 W. Franklin St.                          | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| West Grace Street Student Housing North<br>830 W. Grace St. | 2                            | 1           | Accidental:<br>Candle fire  | 0                                                           | 0                             | \$100 – 999                             |
|                                                             |                              | 2           | Unintentional:<br>Fireworks | 0                                                           | 0                             | \$1,000 – 9,999                         |
| West Grace Street Student Housing South<br>835 W. Grace St. | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Grace and Broad Residence Center 1<br>1000 W. Grace St.     | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |
| Grace and Broad Residence Center 2<br>1010 W. Grace St.     | 0                            | 0           | N/A                         | 0                                                           | 0                             | N/A                                     |

## Annual Fire Statistics - Calendar Year 2023

| VCU On-campus Student Housing Facility                             | Total Fires in Each Building | Fire Number | Cause & Category of Fire                         | # of injuries that required treatment at a medical facility | # of deaths related to a fire | Value of property damage caused by fire |
|--------------------------------------------------------------------|------------------------------|-------------|--------------------------------------------------|-------------------------------------------------------------|-------------------------------|-----------------------------------------|
| <b>Ackell Residence Center</b><br>1100 W. Broad St.                | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>Brandt Hall</b><br>710 W. Franklin St.                          | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>Broad and Belvidere Student Apts</b><br>700 W. Broad St.        | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>Cary and Belvidere Residential College</b><br>301 W. Cary St.   | 1                            | 1           | Intentional: Arson - paper burnt in hallway      | 0                                                           | 0                             | \$0 – 99                                |
| <b>Gladding Residence Center</b><br>711 W. Main St.                | 2                            | 1           | Electical                                        | 0                                                           | 0                             | \$0 – 99                                |
|                                                                    |                              | 2*          | Intentional: Arson - burnt paper bag in trashcan | 0                                                           | 0                             | \$0 – 99                                |
| <b>Gladding Residence Center III</b><br>711 W. Main St.            | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>Honors College</b><br>701 W. Grace St.                          | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>Rhoads Hall</b><br>710 W. Franklin St.                          | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>West Grace Street Student Housing North</b><br>830 W. Grace St. | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>West Grace Street Student Housing South</b><br>835 W. Grace St. | 2                            | 1           | Accidental/cooking                               | 0                                                           | 0                             | \$0 – 99                                |
|                                                                    |                              | 2           | Accidental/cooking                               | 0                                                           | 0                             | \$0 – 99                                |
| <b>Grace and Broad Residence Center 1</b><br>1000 W. Grace St.     | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>Grace and Broad Residence Center 2</b><br>1010 W. Grace St.     | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>The Graduate Hotel**</b><br>301 W. Franklin St.                 | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |
| <b>1200 Marshall Apartments***</b><br>1200 W. Marshall St.         | 0                            | 0           | N/A                                              | NA                                                          | N/A                           | N/A                                     |

\* This incident was not disclosed in the 2024 Annual Fire Safety Report, and was found during reconciliation and case review of incidents for the 2025 Annual Security Report.

\*\* This facility was leased for the Fall 2023 semester (August 1- December 31) only.

\*\*\* VCU utilized this facility to house various student-athletes throughout the 2023 calendar year. For Clery Act purposes, this location therefore constitutes an On-Campus Student Housing Facility.



# Part 3: Annual Fire Safety Report

Rice Rivers Center



*This report is for the 2026-2027 academic year and contains statistical information for calendar years 2023, 2024, and 2025. Report published September 2026.*

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## Introduction

Virginia Commonwealth University maintains a comprehensive fire safety program that requires an ongoing commitment on the part of the community, the institution, and the administration. Careful planning, implementation, and maintenance are all essential in a successful fire safety program.

VCU publishes this report, specifically for Inger Rice Lodge on the Rice Rivers Campus, as part of its annual compliance with the Jeanne Clery Campus Safety Act and the Campus Fire Safety Right-to-Know Act of 2007. The goal of these Acts is to ensure that students, prospective students, parents and employees have access to policy statements as well as fire statistics associated with each on-campus student housing facility, including the number of fires, cause of fires, injuries, deaths and property damage. The report contains statistics about the number of fires for the 2023, 2024 and 2025 calendar years. The description, cause of the fire, and the estimated dollar amount of damages range follow guidance by the U.S. Department of Education. The report also includes a description of fire systems, the number of fire drills, evacuation procedures, education and training programs, future plans for fire safety improvements (if applicable), and the institution's current policies on appliances, smoking, open flames, and other potential hazards.

## Report Preparation

The Clery Compliance team compiles this report with support from numerous campus partners, including VCU Police, Safety & Risk Management, and staff at Rice Rivers Campus. Each year, these departments collaborate on reported fires, policies, and the preparation of this report. All policies referenced in this document are current, as of publication, and apply to all VCU campuses to the extent consistent with applicable federal and state law. All university policies and procedures are applicable to all campus locations, unless otherwise stated in the respective campus section. To view all university policies, please visit [vcu.public.doctract.com](https://vcu.public.doctract.com).

The Annual Fire Safety Report is distributed electronically within the Annual Security Report to all current faculty, staff, and students through email. Paper copies of this report may be obtained in person from the Office of Audit and Compliance Services, 918 W. Franklin St. during normal business hours, 8:00 A.M. - 5:00 P.M., Monday through Friday. If you have questions about this report or would like a copy in an alternate format, please contact the Clery Compliance Office at [Clery@vcu.edu](mailto:Clery@vcu.edu) or by calling (804) 828-2336.

## Fire Safety Information

Inger Rice Lodge is an overnight residential facility located on the Rice Rivers Center campus in Charles City, Virginia. Overlooking the Kimages Creek Wetland, the facility allows the campus to host top international ecologists, faculty and students conducting on-site research or multi-day fieldwork excursions.

Inger Rice Lodge can accommodate up to 22 overnight guests in bunk beds. The lodge has a living area, a full kitchen and a large screened porch and is designed as a day-use or residential venue for meetings, symposia and professional retreats.

VCU Fire Safety, a division of the Department of Occupational Health and Safety department, partners with VCU Police, VCU Facilities, Charles City Volunteer Fire Department, and the State Fire Marshal to advance fire safety and coordinate responses during emergencies.

Each semester, VCU Fire Safety conducts fire drills in compliance with the Virginia Statewide Fire Prevention Code, reinforcing critical safety procedures.

### **Reporting a fire**

If a fire occurs, students and employees should:

- Call 911 or (804) 829-9265
- Report to Rice Rivers Staff

If a member of the campus community finds evidence of a fire that has been extinguished and you are not sure whether police or the fire department has already responded, you should immediately notify VCU Fire Safety and Rice Rivers Center Staff to investigate and document the incident.

### **Fire/Arson investigations**

Every fire that is not known to be accidental (such as a cooking fire) is investigated by local fire officials and VCU Fire Safety. The primary investigator in response to fire incidents is VCU Fire Safety and requests assistance from the Virginia State Fire Marshal's Office as necessary. Fires determined through investigation to be willfully or maliciously set are classified as arsons for Clery reporting purposes.

### **Fire Alarms and Fire Evacuation Drills**

As required by the Statewide Fire Prevention Code of Virginia, the university schedules four fire drills per year in Inger Rice Lodge. One drill must take place within 10 days of the commencement of the fall semester. Then, at least one drill must take place during the hours after sunset and before sunrise.

Fire evacuation drills provide an opportunity for faculty, staff, students, and emergency responders to become familiar with the building's fire safety features, to practice emergency procedures, and ensure the efficient and safe use of exits.

### **Fire log**

A log of all campus fires is maintained by VCUPD, in collaboration with VCU Fire Safety. Upon receiving a report of a fire in on-campus student housing facilities, that report is entered in the log within two business days of receipt of that information. The log for the most recent 60 days may be viewed at the VCUPD Headquarters (224 E. Broad St.). To request a copy of the fire log please visit VCUPD during the hours of 8 a.m. to 4:30 p.m., Monday through Friday. For information on the fire log, call (804) 828-1196 or go to <https://police.vcu.edu/facts/logs.html>.

### **Plans for future improvements in fire safety**

The university regularly reviews and inspects the fire systems in our residence halls and will make upgrades, repairs and/or revisions as needed. An improvement to the access road for emergency vehicle access was recently completed, Fall 2026. While there are no additional plans for future improvements, Rice Rivers Staff and Occupational Health & Safety will continue ongoing maintenance and assessments, with improvements when issues arise.

### **Inger Rice Lodge Facility Fire Safety Policies**

Inger Lodge does not have any specific policies related to fire safety or prohibited items. The Rice Rivers staff go over procedures and emergency protocols in person to renters upon check-in and they are sent emergency contacts and procedures.

## **Fire Prevention**

### **Fire Safety Education and Training**

VCU is continuously working to reduce fire incidents and alarms through awareness and education for residents living on campus. The health and safety of all employees, students and visitors is paramount to everyone working and learning at the university. In order to achieve this, everyone must work together, be responsible for their own actions, and look out for those around you. Faculty, staff and students play an important role in ensuring campus safety, specifically within the residence halls and the reporting and protection from fires. In order to respond to emergencies, VCU provides training and education for those living in on-campus residential facilities.

Fire safety and prevention training is offered year round, upon request. Sessions cover the steps students and staff should take if a fire occurs, general fire safety, and fire extinguisher handling and use.

### **Housing Facilities Fire Safety Systems**

Fire equipment saves lives. Tampering with smoke detectors, intentionally causing false fire alarms, hanging items from sprinkler heads, covering smoke detectors, propping fire and smoke doors open, discharging a fire extinguisher, or tampering with other safety equipment could result in personal tragedy and, additionally, criminal charges, fines, university disciplinary action, and/or termination of a resident's housing contract.

Inger Rice Lodge is fully equipped with sprinklers with quick-response heads in accordance with NFPA 13. (The NFPA is the National Fire Protection Association standard that provides guidelines.) See the Fire Safety Systems information on page 187 for specific information about each residential facility.

### **Sprinklers**

Do not hang anything on or from sprinkler heads. This can cause unnecessary water discharge and you could be held liable for damage to university and private property.

### **Fire Extinguishers**

Fire extinguishers will be charged, available, and operable at all times. Tampering with fire extinguishers is a serious offense and could lead to your dismissal from the university.

### **Smoke Detectors**

Smoke detectors save lives. Anyone who disconnects, covers, or otherwise tampers with a smoke detector will be referred to the university student conduct process. Also, state law provides that tampering with, removing, or destroying a life safety system, or device is a Class 1 Misdemeanor. This equipment is in place for residents' safety and for that of neighboring rooms.

### **Inspection, Testing and Maintenance of Fire Protection Systems and Equipment**

Inger has smoke detectors within bedrooms, suite/ apartment spaces, hallways, and other community spaces. VCU Fire Safety functionally tests and inspects smoke detectors on an annual basis per NFPA 72 and conducts quarterly sprinkler testing and inspections per NFPA 25.

## Virginia Commonwealth University Rice Rivers Campus On-Campus Student Housing Facilities Fire Safety Systems *Current Fire Safety Systems in place as of Calendar Year 2026*

| Residential Facility                                                            | Fire Alarm Monitoring Done on Site | Sprinkler System | Alarms | Pull Stations | Smoke Detection | Heat Detection | Fire Extinguishers | Evacuation Plans & Placards | # Fire Drills Per Year |
|---------------------------------------------------------------------------------|------------------------------------|------------------|--------|---------------|-----------------|----------------|--------------------|-----------------------------|------------------------|
| <b>Inger Rice Lodge</b><br>3701 John Tyler Memorial Highway<br>Charles City, VA | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 1                      |

### Evacuation Procedures for Inger Rice Lodge

If a fire occurs at the Inger Rice Lodge, the fire alarm directly reports to the VCU Operations Center, and they contact Charles City Fire. Because the fire alarm system is an addressable system, the responding fire department will be given information in route that identifies the specific location in the building that was activated. Evacuation information and route signs are located in the hallways, typically by the fire extinguisher on the floor, and are posted on the back of each room door.

The fire alarm system notifies building occupants of a potential fire, and an evacuation is required by everyone who is within the building. Building occupants are directed to the nearest building exit upon activation of the fire alarm system. Use of the elevators is strictly prohibited and is controlled by the fire department upon arrival. Upon evacuation everyone should move as far away from the building as possible upon exiting. It is against the law to remain in a building during a fire alarm. Residents who do not evacuate in a timely manner or fail to adhere to instructions given by emergency personnel will be subject to disciplinary action. Building occupants cannot re-enter the building until the fire department, police department, or staff indicates it is safe to do so.

#### Persons with disabilities

Residents who have a disability or accessibility need that makes it difficult to follow standard evacuation should contact staff as early as possible to request accommodations, learn about alternative emergency procedures, and share information staff may need to assist during evacuations.

#### Fire Evacuation: What to do

It is important for building occupants to become familiar with the procedures for evacuating the building before the need for evacuation occurs. Evacuation is required for safety and the safety of the firefighters, police and staff who respond during alarms.

In case of fire, immediately activate the building's fire alarm system. Evacuate the building unless otherwise notified and call 911.

**If you discover a fire:**

- Manually activate the building's fire alarm system.
- Immediately evacuate the building, closing doors and windows behind you.
- Do not use the elevators.
- Report to your building's designated gathering point.
- Call 911 to report the fire or possible fire. Be prepared to give location, name and phone number if possible.

**Once the fire alarm is activated:**

- Dress quickly and appropriately for the weather conditions (i.e., coat, shoes).
- Walk quickly to the nearest exit. Do not use the elevators.
- If you can, help those who need assistance.
- Notify fire personnel if you believe someone may still be in the building.
- Gather away from the building and emergency responders at a designated location.
- Do not re-enter the building until the fire department has cleared the scene.

**If caught in smoke:**

- Do not breathe the smoke.
- Drop to your knees and crawl to the closest safe exit.
- Breathe through your nose, and use a shirt or towel to breathe through, if possible.

**If trapped in a building:**

- Close all doors and windows.
- Wet and place cloth material around and under the door to prevent smoke from entering.
- Attempt to signal people outside of the building. Call for help using a telephone or cell phone.



## **Fire Evacuation, Persons with Disabilities: What to do**

If you are a person with a disability, follow the above directions in addition to:

If you are in your residence hall room/apartment and are NOT ABLE to evacuate:

1. Call 911
2. State you have a disability and need assistance
  - a. You may have to explain the nature of your disability to the dispatch officer
3. Designate your location (In my room #X in X residence hall or in X stairwell on X floor in X hall)
4. The Fire Department will conduct the rescue and evacuation if necessary.
5. Be prepared to explain or have a step-by-step explanation of the most efficient way to disengage any equipment to facilitate the evacuation.
6. Evacuation will occur only if necessary.

If you are not in your room and use a wheelchair or another mobility vehicle or device:

1. If you cannot safely reach the ground floor and exit, go to the nearest outside stairwell. Stay on the landing, off to the side.
2. As a last resort, go to the nearest interior stairwell.
3. If the fire alarm is sounding, NEVER use the elevators!
4. Establish a "buddy system." Your "buddy" can assist you in evacuating quickly or notifying emergency personnel of your location in the event you cannot leave the building.

## **Fire Statistics**

The fire statistics for the 2023, 2024, 2025 calendar years are provided in the sections that follow. The category and cause of each listed fire follows the classifications used by the Department of Education. The estimated dollar values of damages for the events in each facility or complex area are also included utilizing the ranges required by the reporting criteria of the Department of Education. These statistics are reported to the Department of Education annually. Fires which occurred in dining facilities which are part of the residence hall complexes are entered in the Department of Education website as occurring in one of the residence halls that are physically attached to the dining facility.

The following guides the classification of incidents.

A Fire is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. VCU will include all fires that meet defined guidance regardless of size, cause, or whether the fire results in injury, death, or property damage, including:

- Fires on the roof or the outside walls of a building even if the fire doesn't reach the inside;
- Incidents where there is evidence that there was burning; and
- Fires in parking facilities and dining halls that are physically attached to and accessed directly from on-campus student housing authorities



Fires are classified as unintentional, intentional, or undetermined, below are examples of each.

An Unintentional Fire is a fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.

Causes are listed below:

- Cooking
- Smoking Materials
- Open flames
- Electrical
- Heating Equipment
- Hazardous products
- Machinery/Industrial
- Natural
- Other

An Intentional Fire is a fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.

An Undetermined Fire is a fire in which the cause cannot be determined.

## **Virginia Commonwealth University Rice Rivers Campus**

### **On-Campus Residential Facilities**

#### ***Annual Fire Statistics - Calendar Year 2025***

| Residential Facility                                                     | Fire Alarm Monitoring Done on Site | Sprinkler System | Alarms | Pull Stations | Smoke Detection | Heat Detection | Fire Extinguishers | Evacuation Plans & Placards | # Fire Drills Per Year |
|--------------------------------------------------------------------------|------------------------------------|------------------|--------|---------------|-----------------|----------------|--------------------|-----------------------------|------------------------|
| Inger Rice Lodge<br>3701 John Tyler Memorial Highway<br>Charles City, VA | Yes                                | Yes              | Yes    | Yes           | Yes             | Yes            | Yes                | Yes                         | 1                      |

