SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

A G E N D A

February 28, 2006 - 5:00 P.M. - Council Chambers - City Hall - City of Dover

Public comments are welcomed on any item and will be permitted at appropriate times. When possible, please notify the City Clerk** (736-7008 or e-mail at Jgreen@dover.de.us) **should you wish to be recognized.

AGENDA ADDITIONS/DELETIONS

1. "Jeanne Clery Act" Presentations
   A. Delaware Tech & Community College - Mr. John Schaible, Chief of Public Safety
   B. Wilmington College - Mr. Jack Cunningham, Director of Public Safety
   C. Delaware State University - Mr. James Overton, Chief of Police
   D. Wesley College - Dr. Ken Waldrop, Dean of Students

2. Housing/Crime Presentation (*Chief Horvath and Ami Sebastian-Hauer*)

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THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

Delaware Technical and Community College

TERRY CAMPUS

CLERY ACT COMPLIANCE

CLERY ACT COMPLIANCE

- Three Main Categories
- Policy Disclosure
- Records Collection/Retention
- Information Dissemination

Policy Disclosure-Terry Campus

- Dissemination of college polices
  - Student Handbook
  - College Wide Web Page
  - Campus Public Safety Web Page
  - Admissions Counseling Sessions
  - New Student Orientations
  - Public Safety Pamphlets

Policies for Clery Compliance

- Crime Alert Bulletins (Timely Warnings)
- Violence-Free College Policy
- Policy Prohibiting Deadly Weapons and Dangerous Instruments and Devices
- Drug-Free Schools and Workplace
- Facilities Access
- Sexual Assault

Policy Disclosure
Methods of Reporting

- Criminal action reported to Public Safety officers and or other Designated Campus Personnel (Deans or Directors)

- Use of the campus Public Safety Web Page

- Direct reporting to Dover Police Dept.

Records Collection and Retention

- Campus Crime Log
  - Date Reported (Not occurred)
  - Type of Crime (as reported)
  - Where it occurred
  - Date, Time, when the crime occurred
  - Disposition of the Complaint if known
  - Entries must be made within two business days of the report

Campus Crime Log-continued

- Contains provisions to protect ongoing investigations
- Must be for the most current past 60 days
- Must be available to the public during “Normal Business Hours”
- Logs older than 60 days must also be available upon request and produced within two business days.

Annual Report

- Three Primary Components
  - Crime Statistics
    - Information from the Campus Crime Log from January 1 to December 31
    - Information from Local Authorities for crime committed in the immediate area

Annual Report

- Policies and Procedures
  - Published policies and procedures of the institution as required for Clery compliance

Reportable Crimes

- Criminal Homicide
  - Murder and non-negligent manslaughter
  - Negligent Manslaughter
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson

Reportable Crime

- Sex Offenses
  - Forcible sex offenses
  - Non-forcible sex offenses
- Arrests
  - Liquor law violations
  - Drug law violations
  - Weapons violations

Reportable Crime

- Hate Crimes
- Categories of prejudice
  - Race
  - Gender
  - Religion
  - Sexual Orientation
  - Ethnicity
  - Disability

Annual Report Distribution

- Who gets the report
  - All current students
  - All current employees
  - Perspective students, upon request
  - Perspective employees, upon request

Annual Report Distribution

- Campus Publications
  - College Catalog
  - Student Handbook
  - Admissions Counseling Sessions
- College Wide Web Page

Stanton/Wilmington Campus, New Castle County

More Collegewide Resources For Students

Career Planning & Placement

College Calendar

College Catalog

Course Descriptions & Schedules

Current Publications

Current Tuition and Fees

Policy Updates

Online Registration Info for Current Students

Student Handbook

Student Technology Information

- GRADUATION POLICY

CRIME ALERT BULLETINS (TIMELY WARNINGS)

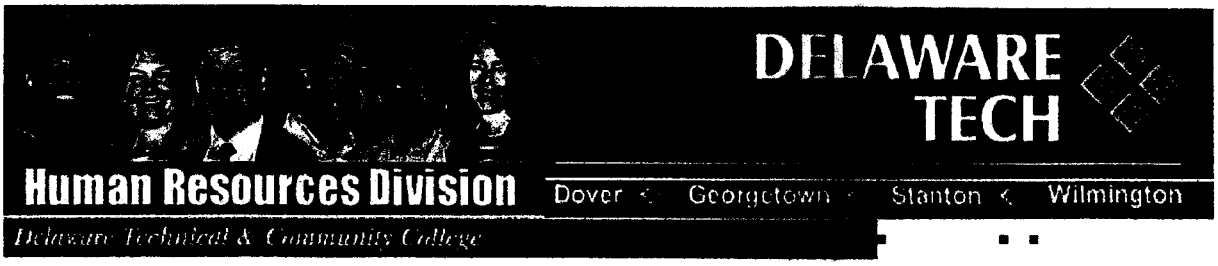
In support of crime prevention efforts, each Delaware Tech campus provides reports (Timely Warnings) to its College Community concerning the occurrence of any Reportable Offense reported to either a local law enforcement agency or to a Campus Security Authority where the occurrence of such an offense is deemed by the relevant Vice President and Campus Director, after consultation with the relevant Chief of Public Safety, to constitute a threat to students or employees.

Warnings are designed based on the severity of the crime, the continuing threat to the College Community and the population most likely to be at risk. Warnings will provide a description of the incident, where and when it occurred, a physical description of the perpetrator, any connection to previous reported incidents, category of individuals who may be at risk and the date and time the warning was issued. Dissemination of warnings will depend on similar factors and will consist of posting on a given Campus Web page, targeted announcements on the College portal (EDGE), posting on campus information television monitors, bulletin board postings or electronic mail. Similar mechanisms may be used in the event of other emergency circumstances that, while not criminal in nature, nevertheless threaten the safety of members of the College Community. The Chief of Public Safety at each campus is responsible for determining when Crime Alert Bulletins will be made and the duration of the Crime Alert Warning.

(posted on the web June 21, 2004)

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DELAWARE TECHNICAL & COMMUNITY COLLEGE
BOARD OF TRUSTEES
RESOLUTION NO. 04-01



Violence-Free College Policy

Benefits Eligibility
Catastrophic Leave Bank
Contact Us/Location
Drug-Free Schools and Workplace Policy
Forms
Holiday Schedule
Leadership Development
Personnel Policy Manual
Policy Prohibiting Deadly Weapons and Dangerous Devices
Position Openings
Salary Schedules
Violence-Free College Policy

POLICY STATEMENT

The Board of Trustees of Delaware Technical & Community College, through its President, Administration, Faculty and Staff, is committed to providing a safe, violence-free environment for the College Community. In furtherance of its opposition to violence in the College environment, it adopts this Delaware Technical & Community College Violence-Free College Policy.

PROHIBITED CONDUCT

No type of violence will be tolerated on College property or in any place where College students or employees are engaged in College-related activity or in connection with any College-sponsored activity. College employees, students (including persons participating in any activity sponsored by the College) and visitors to the College (the "College Community") are directed not to engage in threatening or violent conduct or activities.

The conduct described below constitutes actions that are expressly prohibited on College property or in connection with College-sponsored activities. The list of prohibited activities is designed to provide examples and is not exclusive of other conduct that may constitute a violation of this Policy:

- Causing or threatening to cause physical injury to another person
- Making threatening, abusive or harassing remarks
- Disorderly, aggressive or hostile behavior that creates a reasonable fear in another of injury or subjects another person to emotional distress; such conduct may include shouting, throwing or pushing objects, punching walls or slamming doors

- Intentionally causing damage to College property or to the property of an employee, student or visitor to the College while on College property or in connection with a College-sponsored activity

- Possession of a weapon or dangerous instrument or engaging in any other conduct in violation of the College Policy Prohibiting the Possession of Deadly Weapons, Dangerous Instruments or Devices

- Committing violent or hostile acts motivated by, or related to, race, age, color, national origin, sexual orientation, sex, disability, marital status, sexual harassment or domestic relationships.

PROCEDURES

I. Reporting Procedures

A. Immediate Threat Procedures

Members of the College Community who encounter an armed or otherwise dangerous person should not challenge or attempt to disarm the individual. In such an event, a person confronted by such an individual should proceed as follows:

If possible,

- Remove yourself from danger

Otherwise,

- Remain calm

- Maintain eye contact

- Talk to the individual

- Cooperate as much as feasible

- Notify law enforcement authorities first and then the Public Safety Office as soon as possible.

B. Potentially Dangerous Threat Procedures

Any potentially dangerous situation of which a member of the College Community becomes aware should immediately be reported to a Public Safety Office. If warranted, the Public Safety Office shall report the violation to the appropriate police authority and will also notify a Dean of Student Services (student violation) or a Human Resource Officer (employee

violation), as applicable. The Dean of Student Services and/or the Human Resource Officer will inform the Campus Director of all reported incidents. Initial reports may be made anonymously to the Public Safety Office. All reported incidents will be investigated. Reports or incidents requiring confidentiality will be handled with due regard to privacy interests, and information will only be disclosed to others on a "need to know" basis. To the greatest extent feasible, the results of an investigation into a reported and or investigated incident will be provided to and discussed with all parties involved in such incidents. In compliance with the Delaware Technical & Community College Crisis Management Policy, College officials will actively intervene at any indication of a possibly hostile or violent situation.

While it is not expected that members of the College Community be skilled at identifying potentially dangerous persons, it is expected that, through the exercise of good judgment, persons observing behavior that could signal a potentially dangerous situation or evidence a potentially violent person will report such an observation to the Public Safety Office. The Public Safety Office must notify a Dean of Student Services (student) or a Human Resource Officer (employee) of all reports.

In addition to the conduct identified in this Policy as prohibited conduct, potentially dangerous behavior or warning signs of a potentially violent person may include:

- discussion of weapons or bringing weapons onto College property or property used for College-sponsored activities
- displaying overt signs of extreme stress, resentment, hostility, paranoia or anger;
- intimidating, belligerent, harassing, bullying or threatening conduct;
- sudden or significant deterioration in performance; displaying irrational or disproportionately inappropriate behavior

All members of the College Community are responsible for notifying the Public Safety Office of any threats, witnessed or received. Even if no actual threat has been made, members of the College Community should report any conduct witnessed which, in the exercise of reasonable judgment, appears threatening or violent, when the behavior is connected to or may be carried out in the College environment.

C. Domestic Violence Procedures

Domestic violence is a serious threat to affected individuals and the place where such individuals work or are engaged in other activities.

Members of the College Community who obtain a protective or restraining order that lists College or College-related property as an area to be

protected by such order are asked to provide the relevant Public Safety Office with a copy of the order.

Employees may obtain information concerning services related to domestic violence from the Delaware State Personnel Offices and the College's Human Resource Offices. Students and employees may obtain information from the College's Counseling Offices.

II. Enforcement Procedures

Threats, threatening conduct, or any acts of aggression or violence will not be tolerated in the College environment. Any College employee or student who is determined to have committed an act prohibited by this Policy will be subject to disciplinary action, up to and including termination of employment or expulsion and may be reported to law enforcement authorities. Disciplinary action shall be taken in cases of chargeable offenses under the provisions of applicable state law or comparable federal law; however, a conviction of the charged offense shall not be necessary to take action against the employee/student for violation of this Policy. The employee/student against whom such action is taken shall be entitled to the benefits of the procedures identified in the College Personnel Policy or Student Code of Conduct/College Policy for Student Rights & Student Responsibilities. Persons not subject to the College Personnel Policy or Student Code of Conduct/College Policy for Student Rights and Student Responsibilities who violate this Policy will be directed to leave the premises and may be reported to law enforcement authorities for criminal prosecution. Other legal remedies may also be invoked.

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Policy Prohibiting Deadly Weapons and Dangerous Instruments or Devices Policy

POLICY STATEMENT

The Board of Trustees of Delaware Technical & Community College, through its President, Administration, Faculty and Staff, is committed to providing a safe, violence-free environment. In furtherance of its opposition to violence in the College environment, it adopts this Delaware Technical & Community College Policy Prohibiting Deadly Weapons and Dangerous Instruments or Devices.

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Dangerous Devices
Position Opening
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Policy

SCOPE

This Policy applies to the possession or use of any prohibited weapon, dangerous instrument or device and to any prohibited conduct (see Violence-Free College Policy) on any property owned, leased, or otherwise controlled by the College or in any place where College students or employees are engaged in College-related activity or College-sponsored activity ("College Property"). This Policy also applies to any College employee or student (including persons participating in any activity sponsored by the College) and to visitors to the College (collectively the "College Community"). Subject to the exceptions listed below, this Policy applies regardless of whether a person covered by the terms of the Policy has a permit to carry a prohibited weapon or is otherwise authorized by law to possess, discharge or use a prohibited weapon, instrument or device.

PROHIBITIONS

Subject to the exceptions outlined below, no member of the College Community shall, while on C property, possess, use, attempt to use, or threaten to use a weapon, dangerous instrument, or d defined below. Further, any violation of a federal, state, or local law or ordinance pertaining to th possession, use, attempt or threat to use a deadly weapon, dangerous instrument, or device, cor College property, shall constitute a violation of this Policy. Copies of Delaware and local law may obtained from the Public Safety Office.

Delaware law defines dangerous instrument as: "any instrument, article or substance which, und circumstances in which it is used, attempted to be used or threatened to be used, is readily capa causing death or serious physical injury, or any disabling chemical spray . . ." "Chemical spray" mace, tear gas, pepper spray or any other mixture containing quantities thereof, or any other aer or any liquid, gaseous or solid substance capable of producing temporary physical discomfort, di injury through being vaporized or otherwise dispersed in the air, or any canister, container or dev designed or intended to carry, store, or disperse such aerosol spray or such as gas or solid.

Delaware law defines a deadly weapon as: a firearm (any weapon from which a shot, projectile, c object may be discharged by force of combustion, explosive, gas and/or mechanical means, whe operable or inoperable, loaded or unloaded but does not include a BB gun (which is considered a under this Policy) a knife of any sort (other than an ordinary pocket knife, i.e., a folding knife have more than 3 inches in length, carried in a closed position), switchblade knife, billy, blackjack, bluc

for criminal prosecution, as appropriate. Other legal remedies may also be invoked.

III. Exception Procedures

A member of any bona fide law enforcement agency present on College Property who is in comp any applicable departmental Policy pertaining to the possession of a weapon is excluded from th prohibitions contained in this Policy.

Any member of the College Community who believes he or she has good cause to be excluded f terms of this Policy may direct a request for an exception to the Campus Director for the Campus exception is desired, or to the College President for an exception pertaining to either the Preside a college-wide purpose. Exceptions may be granted in the sole discretion of the Campus Directo the request is directed or in the sole discretion of the College President when a request is made President. Exceptions may be granted in cases, including but not limited to, where an individual's safety is at substantial and identifiable risk, where an otherwise prohibited item is to be used for scientific, professional, ceremonial or religious purposes, or in other circumstances where the pu Policy would not be fostered through strict application. If an exception is granted, such exception identified in writing and include the terms, conditions, and duration of the exception. A copy of th authorizing an exception to this Policy will be sent to the Public Safety Office of an affected Cam any other College official deemed appropriate under the circumstances at least 24 hours in adva effective date of the exception.

Amendment to the College Policy for Student Responsibilities and Student Rights Item 4 of Secti "Standards of Student Conduct" Section of the College Policy for Student Responsibilities and St Rights is hereby amended to include this Policy as part of the prohibition against the use and/or of weapons or firearms.

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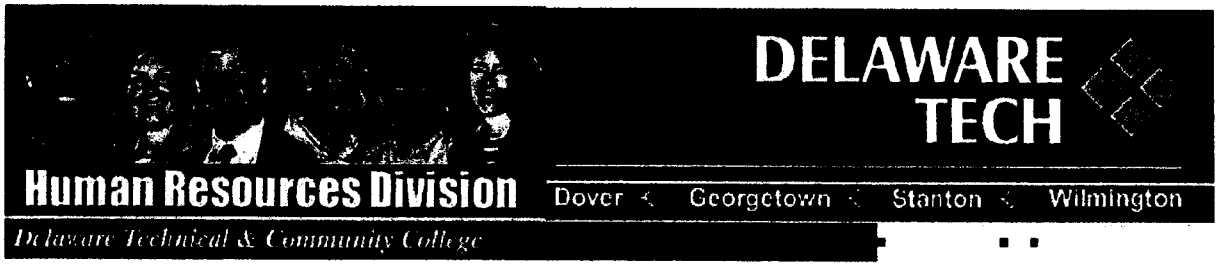
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Drug-Free Schools and Workplace Policy

Delaware Technical & Community College believes that illegal drugs and abuse of alcohol have no place in the College environment.

Furthermore, Congress passed the Drug-Free Workplace Act of 1988, requiring the certification of federal grantees of a drug-free workplace; and the Drug-Free Schools and Communities Act Amendments of 1989, requiring the certification of adoption and implementation of programs to prevent unlawful possession, use or distribution of illicit drugs and alcohol by students and employees. The College supports these Acts.

For these reasons, the College adopts the following regulations:

Benefits Eligibility
Catastrophic Leave Bank
Contact Us/Location
Drug-Free Schools and Workplace Policy
Forms
Holiday Schedule
Leadership Development
Personnel Policy Manual
Policy Prohibiting Deadly Weapons and Dangerous Devices
Position Openings
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Violence-Free College Policy

(a) The unauthorized and/or unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or alcohol is strictly prohibited in all facilities of the College, in all places where its employees/students work/attend, including all State-owned vehicles, and as any part of the College's activities. A controlled substance is one which appears in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812). As a condition of employment/enrollment, all employees/students shall abide by this prohibition and notify the College of any criminal drug or alcohol statute conviction for a violation of this policy as provided by paragraph (b) below. Violation of such prohibition shall result in action against the employee/student, as set out in section (g) below, which shall include action up to and including termination/expulsion, and/or satisfactory participation in an approved drug or alcohol abuse assistance or rehabilitation program. Participation in such a program shall not be paid for by the College, but may be covered by a(n) employee's/student's health insurance policy. Appendix A contains a description of Federal trafficking (distribution) penalties for substances covered by the Controlled Substances Act. Appendix B contains examples of State penalties for the unlawful use, possession, or distribution of drugs or alcohol (as of the effective date of this Policy: October 1, 1990).

All violations of the above policy shall be reported to the College President, or his/her designee, who shall report the violation to the appropriate police authority. Action shall be taken in all cases of a chargeable offense under the provisions of the applicable State law or comparable Federal law; however, a conviction of the

charged offense shall not be necessary to take action against the employee/student for a violation of the policy. The employee/student against whom such an action is taken shall be entitled to due process through the rules and regulations of Delaware Technical & Community College.

(b) All employees/students shall notify the College President in writing of any criminal drug or alcohol statute conviction for a violation occurring in any facility or on the property of the College, or at any College activity, no later than five days after such conviction. Failure of the employee/student to make such a notification shall lead to termination/expulsion from the College. Within ten days of receiving notice of any employee convicted as described above, the College shall notify the federal agencies providing grants to and through the College in accordance with the Drug-Free Workplace Act of 1988.

(c) Within thirty days of receiving notice of any employee/student convicted as described in section (b), the College will:

(1) Take appropriate action against such a(n) employee/student, up to and including termination/expulsion; or

(2) Request such employee/student to participate satisfactorily in a drug or alcohol abuse assistance or rehabilitation program approved for such purposes by a federal, State, or local health, law enforcement, or other appropriate agency.

Such action may be taken by the College prior to conviction.

(d) The College shall give each employee/student a copy of the statement set out in the sections (a), (b) and (c) above, and post it prominently throughout the College. To meet requirements of the Drug-Free Workplace Act of 1988, each employee shall sign a copy of the statement; said copy shall be placed in the employee's payroll file in the Office of the President.

(e) Each campus of the College will develop and implement a program to inform employees/students of:

(1) The dangers of drug abuse or alcohol consumption;

(2) The College policy of maintaining a drug- and alcohol-free environment;

(3) Any available drug or alcohol abuse counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees/students for drug or alcohol violations occurring in any facility or on the property of the College, or at any College activity.

(f) The College shall make a good faith effort to continue to maintain a drug- and alcohol-free environment through the implementation of this policy, and ensuring

that all new employees/students are informed of the policy through the measures set out in sections (d) and (e).

(g) Delaware Technical & Community College employees/students who violate this policy shall be subject, as a minimum, to the following penalties:

Violation	Minimum Penalties
1. Unlawful possession, use or consumption of a controlled substance or a counterfeit controlled substance, in an amount that is typical of immediate personal use.	Employee: Three days suspension without pay and/or participation in drug abuse program. Student: Three days suspension from classes and/or rehabilitative referral to a drug abuse program
2. Unlawful possession or use of a hypodermic syringe or of drug paraphernalia.	Employee: Three days suspension without pay and/or participation in drug abuse program. Student: Three days suspension from classes and/or rehabilitative referral to a drug abuse program
3. Second offense of violation 1 or 2 above.	Employee: One month suspension without pay and mandatory participation in drug abuse program. Student: One month suspension from classes and mandatory participation in drug abuse program.
4. Third offense of violations 1 and/or 2.	Employee: Termination. Student: Expulsion
5. Unlawful possession of a controlled substance or a counterfeit controlled substance, in an amount which is beyond that typical for immediate personal use.	Employee: One month suspension without pay and mandatory participation in drug abuse program. Student: One month suspension from classes and mandatory participation in drug abuse program.

Employee: One month suspension without pay and mandatory

	participation in drug abuse program.
6. Unlawful delivery or distribution of a hypodermic syringe.	Student: One month suspension from classes and mandatory participation in drug abuse program. Employee: One month suspension without pay and mandatory participation to drug abuse program.
7. Unlawful delivery, distribution, or manufacture of drug paraphernalia.	Student: One month suspension from classes and mandatory participation in drug abuse program.
8. Unlawful delivery or distribution of a controlled substance, of a counterfeit controlled substance or of a noncontrolled substance under the representation that the substance is a narcotic or non-narcotic controlled substance in an amount that is typical for immediate personal use.	Employee: One month suspension without pay and mandatory participation in drug abuse program. Student: One month suspension from classes and mandatory participation in drug abuse program.
9. Unlawful delivery or distribution of a controlled substance, of a counterfeit controlled substance or of a noncontrolled substance under the representation that the substance is a narcotic or nonnarcotic controlled substance in an amount which is beyond that which is typical for immediate personal use.	Employee: Three month suspension without pay and mandatory participation in drug abuse program. Student: Three month suspension from classes and mandatory participation in drug abuse program.
10. Second offense of violations 5 through 9.	Employee: Termination. Student: Expulsion.
11. Unlawful delivery or distribution to a minor of a hypodermic syringe, of drug paraphernalia, or of any amount of a controlled substance, a counterfeit controlled substance, or a noncontrolled substance under the representation that the substance is a narcotic or	Employee: Termination Student: Expulsion

nonnarcotic controlled substance.

12. Trafficking, as defined in 16 Del.C. Section 4753A or in a comparable federal law.	Employee: Termination Student: Expulsion
13. Failure to report conviction pursuant to section (b) of the policy.	Employee: Termination Student: Expulsion
14. Intoxication from use of alcohol.	Employee: Up to five days suspension without pay and/or participation in alcohol self-help program. Subsequent violations may result in termination. Student: Up to five days suspension from classes and/or rehabilitative referral. Subsequent violations may result in expulsion.
15. Unauthorized and/or unlawful possession or use of intoxicating beverages.	Employee: Up to five days suspension without pay and/or participation in alcohol self-help program. Subsequent violations may result in termination. Student: Up to five days suspension from classes and/or rehabilitative referral. Subsequent violations may result in expulsion.
16. Unauthorized and/or unlawful sale or other transfer of intoxicating beverages.	Employee: Up to five days suspension without pay and/or participation in alcohol self-help program. Subsequent violations may result in termination. Student: Up to five days suspension from classes and/or rehabilitative referral. Subsequent violations may result in expulsion.

(h) A description of the health risks associated with the use of illicit drugs is outlined in Appendix C. A description of the health risks associated with the abuse of alcohol follows:

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause

marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

(i) Employees/students may seek drug or alcohol counseling, treatment, or rehabilitation from such facilities or agencies as those listed in Appendix D. Additionally, employees may seek help through the Employee Assistance Program (EPA) or the State Troubled Employees Program (STEP). Employees may contact the College's STEP Representative by calling the Office of the President, Human Resources Division

Links to Appendices:

Appendix A--Federal Trafficking Penalties (PDF)

Appendix B—Examples of State of Delaware Penalties

Appendix C – Controlled Substances – Uses & Effects (PDF)

Appendix D – Self-Help Groups and Treatment Centers

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Access to Campus Facilities

The use of any property or facility owned by Delaware Technical & Community College, or upon which College activities are conducted, is limited to registered students, authorized visitors, and employees. All visitors (including contractors and other service providers) shall register with the Campus Public Safety Office and obtain a visitor's pass immediately upon entering any College campus. Visitor's passes shall be conspicuously displayed at all times while a visitor is on campus, and shall be returned to the Campus Public Safety Office at the time of departure.

The Vice President and Campus Director shall have authority to designate certain campus areas or facilities as public areas or facilities, which shall be open to members of the general public without prior registration with the Campus Public Safety Office, or certain events as public events for which prior registration with the Campus Public Safety Office shall not be required. In addition, the Vice President and Campus Director shall have the authority to adopt different procedures for registering visitors for designated events.

The Director of Administrative Services, or his or her designee, may authorize the issuance of an identification badge to a contractor or other service provider who is expected to frequently appear on campus in the ordinary course of business; provided, however, that such badges shall only authorize the presence of the contractor or other service provider on campus during regular business hours and shall expire within 30 days or less from the date of issuance.

All faculty and staff shall conspicuously display an identification badge issued by the College at all times while on campus. All students shall be required to possess a valid student identification card at all times while on campus, and shall present the same to faculty or staff when requested.

Most campus facilities are unlocked during normal business hours. Labs that contain computers and related equipment are only open for use when an instructor or other authorized staff member is present. Employees, students, or visitors needing access to any facilities that are closed or locked must contact the Campus Public Safety Office and must have a valid reason for entering a closed or restricted area. Proper identification will be required from any person seeking access to a locked area. Students will not be allowed access to locked areas without an instructor or other authorized staff member present. Students will be denied general access to closed facilities during semester breaks and holidays in which the campus is officially closed.

The Director of Administrative Services may authorize employees under his or her supervision or who are employed as athletic coaches to wear uniform shirts embossed with the college name in lieu of displaying an identification badge when, in the opinion of the Director, wearing an identification badge would constitute an unreasonable risk to the safety of the employee. Contractors and other service providers engaged to perform work on campus are under the supervision of the Director of Administrative Services and are restricted to those areas of the campus that are necessary to perform the work or services for which they have been engaged.

Sexual Assault Policy

Delaware Tech is committed to providing a safe, secure educational and work environment where individuals are free from the threat of sexual assault or other crimes involving force or intimidation.

Reducing the Risk of Sexual Assault

Adopting a sense of personal responsibility for one's safety and common sense can provide a degree of protection from assault. Following is a list of safety tips:

- Find strength in numbers; attend social gatherings with a friend; stick together and arrange a pre-planned signal to alert one another when it's time to go or if either needs help
- Avoid walking or jogging alone at night and stick to lighted areas whenever possible; each campus provides escort services during evening hours; contact the relevant campus Public Safety Office to arrange for an escort
- keep doors and windows locked and remain aware of your surroundings; never hitchhike
- each campus has informational brochures available describing how one may reduce the risk of sexual assault; campus programs designed to provide instruction on defensive skills are conducted from time to time; check campus Public Safety WebPages and the College Public Safety WebPages http://www.dtcc.edu/maryjane/crime/, for details.

Reporting Sexual Assault

Persons who believe they have been sexually assaulted or been subjected to any sexual offense on campus should immediately report the incident to a Public Safety Office or to a local law enforcement office by calling 911, or to any College employee who has been identified as a Campus Security Authority. College personnel to whom a report is made will assist in contacting local law enforcement and Public Safety if assistance is requested. Following is a list of strongly recommended steps in response to a sexual assault:

- Get to a safe place as quickly as possible.
- Use best efforts to preserve any physical evidence by refraining from showering, bathing, douching or changing, washing or destroying clothing, eating or drinking so that should you wish to proceed with bringing a criminal complaint evidence can be collected.
- If you are unsure of how to respond, you may wish to call the State Rape Crisis 24-hour hotline at 1-800-262-9800.

Delaware Tech is committed to treating victims of sexual assault with respect and will keep reports of such assaults confidential to the extent required by the victim. Victims always have the option to forgo prosecution after an assault is reported. Following is a list of resources that may be used in the event of a sexual assault or other emergency:

Service	Owens Campus	Terry Campus	Stanton Campus	Wilmington Campus
Emergency Assistance	**911**	**911**	**911**	**911**
Campus Public Safety Office	855-1603	857-1110	454-3938	573-5418
Dean of Student Services	855-1687	857-1036	454-3999	571-5360
Police/Fire/Ambulance Non-Emergency Reporting Center	Suscom 855-2980	Kentcom 739-4863	Recom 573-2800	Recom 573-2800
Georgetown Police Non-Emergency	856-6613			
Dover Police Non-Emergency		736-7111		
Delaware State Police Troop #2 Non-Emergency			834-2620	
Wilmington Police Non-Emergency				654-5151
Victim Services	1-800-842-8461	1-302-736-7134	1-800-262-9800	1-302-576-3622
Rape Crisis	1-800-262-9800	1-800-262-9800	1-800-262-9800	1-800-262-9800

College Responses to Reports Involving Sexual Assault (all forcible or non forcible sex offenses)

In addition to criminal prosecution, any Delaware Tech student or employee who is reported to be the perpetrator of a sexual offense (including rape, acquaintance rape or any other forcible or non-forcible sex offense) in connection with any College sponsored activity is subject to College processes and procedures pertaining to disciplinary action. College disciplinary action can be initiated even if criminal charges are not pursued.

Allegations brought against a student will be processed according to the complaint procedures identified in the Student Responsibilities and Student Rights Policy at http://www.dtcc.edu/handbook/Getting-the-Facts:_Collegewide_Policies. Sanctions may include suspension or expulsion. Where desired by the victim and if at all possible, the

College will make accommodations to the parties' academic schedules so as to avoid contact between the victim and the accused.

Allegations brought against an employee will be processed according to the procedures identified in the Personnel Policy Manual at http://www.dtcc.edu/hr/Personnel Policy Manual. Sanctions may include suspension or termination of employment. Accommodations designed to prevent contact between the victim and the accused may be made whenever possible.

Each of the above Policies affords each party the same opportunity to present evidence and to be heard. Either party may be represented by an attorney. Each party will be informed of the outcome of disciplinary proceedings.

Terry Campus
Delaware Technical & Community College
2005 Annual Report of Crime Statistics
Reporting Period: January 1, 2004 to December 31, 2004

Year of Report 2005	Crimes Reported on Campus				Crimes Reported on Non-Campus Property				Crimes Reported on Public Property				Calendar Year 2004 Totals	Calendar Year 2003	Calendar Year 2002
Crime	To Public Safety	To Other College Official	To Local Police	Sub Totals	To Public Safety	To Other College Official	To Local Police	Sub Totals	To Public Safety	To Other College Official	To Local Police	Sub Totals		All Categories	All Categories
Criminal Homicide:															
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses:															
Forcible Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault With an Object	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY															
Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Attempted Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Statistics Continued on Next Page

Terry Campus
Delaware Technical & Community College
Annual Report of Crime Statistics
Reporting Period: January 1 ,2004 to December 31, 2004
(Continued)

Year of Report 2005	Crimes Reported on Campus				Crimes Reported on Non-Campus Property				Crimes Reported on Public Property				Calendar Year 2004	Calendar Year 2003	Calendar Year 2002
Crimes	To Public Safety	To Other College Official	To Local Police	Sub Totals	To Public Safety	To Other College Official	To Local Police	Sub Totals	To Public Safety	To Other College Official	To Local Police	Sub Totals			
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0		0	0	0		0	0	0		0	0	0	0
Drug Law Arrests	0	0		0	0	0		0	0	0		0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0		0	0	0		0	0	0		0	0	0	0
Illegal Weapons Possession Arrests	0	0	1	1	0	0		0	0	0		0	1	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0		0	0	0		0	0	0		0	0	0	0

End of Data

Complying with Clery

Dr. John L. Cunningham
Director of Public Safety
Wilmington College

Why Comply?

- Final Review Determinations are public record.
- Non-compliance is a violation of US Code
- “Substantial misrepresentation” may result in a penalty of $27,500 and/or other sanctions

Overview

- Provide procedural rather than specific information taking into account three key aspect of the Clery Act
  - Annual Campus Security Report
  - Timely Notice Requirement
  - Daily Log Requirement

Campus Security Report

- D of E data collection period August 22 to October 14.
- Trigger Date: June 1
  - Letters to all police agencies of jurisdiction requesting crime statistics
  - Letters to all site directors to requesting a review of site security plan for amendment
  - Letters to Student Affairs, Athletic Director/coaches and student group advisors
  - Letters to Payroll, Registrar, and Human Resources

Campus Security Report

- How to report crimes and emergencies
- Relationship with emergency services
- Reporting statement
- Prevention Programs
- Statistics
- Victim Support Services
- Disciplinary Procedures

Timely Notice Requirement

- Includes notification of Clery Act Crimes reported to police, campus security authority or represent a continuing threat to students and employees.
- Ideas on providing timely notification:
  - College-wide e-mail and Website bulletin
  - Posted notices in conspicuous places
  - Employee or student newsletters
  - Other announcement availability

The Daily Crime Log

- Must includes all crimes coming to the attention of the campus police/security department.
- Includes all crimes.
- Log must include the following areas:
  - Crime classification
  - Internal case number
  - Time reported and occurred
  - Location and disposition

Delaware State University

Making our mark on the world

Compliance with the Campus Security Act

Chief James Overton

City of Dover Safety Advisory and Transportation Committee

February 28, 2006

Delaware State University
Making our mark on the world

The Act

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses.

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Making our mark on the world

The Act

The Clery Act is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.



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Requirements

•Schools must publish an annual report disclosing campus security policies and three years worth of selected crime statistics (due October 1).

•Schools must make timely warnings to the campus community about crimes that pose an ongoing threat to students and employees.

•Each institution with a police or security department must have a public crime log.

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How DSU Complies

- A Radio and Dispatch Log are maintained, accessible 24/7

- Timely Warnings Policy

- Annual report distributed to faculty, staff, students, and posted on DSU website http://www.desu.edu/police/index.php

- Annual Report compiled using:
  - Cognos (DELJIS program)
  - DSU Judicial Affairs Statistics
  - DSU Public Safety Incidents Reports
  - Dover Police Statistics

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Making our mark on the world

Statistics

Main Campus

	2002	2003	2004
Murder/Non-Negligent Manslaughter	0	0	0
Forcible Sex Offense (including rape)	0	0	4
Non-forcible Sex Offenses	0	0	1
Robbery	1	3	1
Aggravated Assault	1	3	0
Burglary	15	37	18
Motor Vehicle Theft	1	0	4
Arson	0	0	0
Total	18	43	28

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Statistics

Residence Halls

	2002	2003	2004
Murder/Non-Negligent Manslaughter	0	0	0
Forcible Sex Offense (including rape)	1	0	3
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	9	15	12
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Total	10	15	15

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Statistics

Disciplinary Actions / Judicial Referrals

	2002	2003	2004
Liquor Law Violations	19	11	41*
Drug Abuse Violations	16	8	39*
Illegal Weapons Possessions	0	0	6
Total	34	29	24

*Increases are due to new apartments on campus and strict enforcement.

There were no hate crimes reported on-campus in 2002, 2003 or 2004.

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Questions



Delaware State University Procedure

Title: **Timely Warnings**	Administrative Council approval date: 11/10/05
Related Policies and Procedures:	

In the event that a situation arises, either on or off campus, that the Chief of University Police (or his/her designee as needed) determines it is necessary to release information on Clery reportable incidents and it constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued after consultation with the Vice President of Human Resources, Legal, and Legislative Affairs and the office of Public Relations. The warning will be issued through the DSU e-mail system to students, faulty, staff, the Hornet student newspaper, voicemail, DSU television and radio stations, and the local media.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Office of Public Safety may also post a notice on the University's web page at: http://www.desu.edu providing the university community with more immediate notification. In such instances, a copy of the notice is posted in each residence hall, the University Courtyard Apartments, and the MLK Student Center. Anyone with information warranting a timely warning should report the circumstances to the University Police office, by phone (857-6290) or in person at the dispatch center within Public Safety, Grossley Hall.

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

Campus Security Policy and Crime Statistics

This information is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act of 1998.

Delaware State University (DSU) is a quasi-urban institution in Dover Delaware, and founded in 1891. It is an open campus community during the day and restricted to students, faculty, staff, and authorized guests during the night hours. Although there are many pleasures associated with an open yet restricted campus, we share many of the same problems of our surrounding community. Similar universities that try to place the importance of correct social and interpersonal conduct in promoting a learning experience use University Police Department's to establish a safe and healthy environment.

The Delaware State University Department of Public Safety is responsible for the safety and security of all members of the University community. We solicit your support and active participation in our safety and campus security efforts. We further challenge you as members of this community to act in a security conscious manner to avoid actions, which jeopardize your safety and the safety of others.

The information in this booklet is designed to inform you of the police and security support services at Delaware State University. These services have been developed to create an environment supportive of educational, research, and extracurricular activities. We greatly encourage you to follow the advice and suggestions in this booklet with the hope that it will greatly reduce the risk of victimization.

Preventing and reducing crime effectively in our community means that we need your help, support, and cooperation.

WE CARE…
WE ARE COMMITTED TO A SAFE AND HEALTHY LEARNING ENVIRONMENT
TOGETHER WE CAN MAINTAIN A SAFE AND SECURE COMMUNITY.

James Overton
Chief of Police

<u>Department of Public Safety</u>
4444 On-Campus Emergency number (24 hour University Dispatch Center)
9-911 (24 hour Emergency number- Dover Police Dispatch Center)
(302) 857- 6290 (Police Department- Non- Emergency)

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY 10/05

October 2005

Approximately 400 acres and numerous modern buildings comprise the Delaware State University campus. The University is established for the general purpose of preparing students to become life-long learners and to compete successfully in the new millennium. The Delaware State University Department of Public Safety has the primary responsibility for security on campus. The perception of safety is important but the ability to make the student safe is greater. Our students will receive a professional customer service response. Additionally, having a professional Department of Public Safety allows a true partnership and respect amongst other law enforcement agencies. Delaware State University Department of Public Safety's mission is . . . "to support the administrative and financial performance of the University and provide a safe and healthy physical plant for students, faculty, staff and the public." The Department's efforts include preventive measures through education and enforcement, which promote awareness and individual responsibility in an effort to prevent criminal and safety mishaps.

On July 1, 2000, legislation went into effect giving Delaware State University approval to operate a Department of Public Safety. In establishing such an agency, Delaware State Police Department now known as the Department of Public Safety, became the "primary campus law-enforcement-servicing agency". This enables our officers to receive professional police training, national agency accreditation, access to professional research, membership to professional associations, grants and the recognition of professionalism. Delaware State University Department of Public Safety's security policies and procedures will derive their authority from their appointment by the University and their compliance with the appropriate legislative codes administered by the State of Delaware. Specific statues govern enforcement regulations concerning consumption and use of alcoholic beverages, substance abuse, possession of firearms, and the registration and monitoring of social events.

As a community-oriented policing organization, we are committed to a partnership with the community in which we pledge to provide high-quality community policing programs and services. Our mission is to work with all members of the campus and the communities to preserve life, maintain human rights, protect property, and ultimately enhance the quality of life on campus and in the community.

The Department of Public Safety is centrally located on campus in Grossley Hall. Police, Security Officers or a Supervisor is on duty 24 hours, 365 days a year. All incoming reports of criminal activity involving Delaware State University students are investigated. Within our concurrent jurisdiction, the Department of Public Safety initiates criminal and administrative prosecutions for offenses taking place on campus and off campus.

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

CAMPUS SECURITY

The DSU Department of Public Safety provides basic police/security services to the campus community. The Department's main objective is to provide a safe environment for students, staff, faculty and visitors. Delaware State University officers perform a variety of law enforcement tasks, which include; investigation of criminal activity, apprehension of criminals, traffic enforcement, emergency response, and special security assignments.

The Department of Public Safety reports to the Vice President for Legislative Affairs and Human Resources, 1200 North Dupont Highway, Dover, Delaware 19901, telephone (302) 857-6261.

The address of the Department of Public Safety is:

Delaware State University Department of Public Safety
1200 North Dupont Highway, Grossley Hall
Dover, DE 19901
Telephone: (302) 857-6290
On-Campus Emergency 4444
24 hour Dispatch: (302) 857-6290

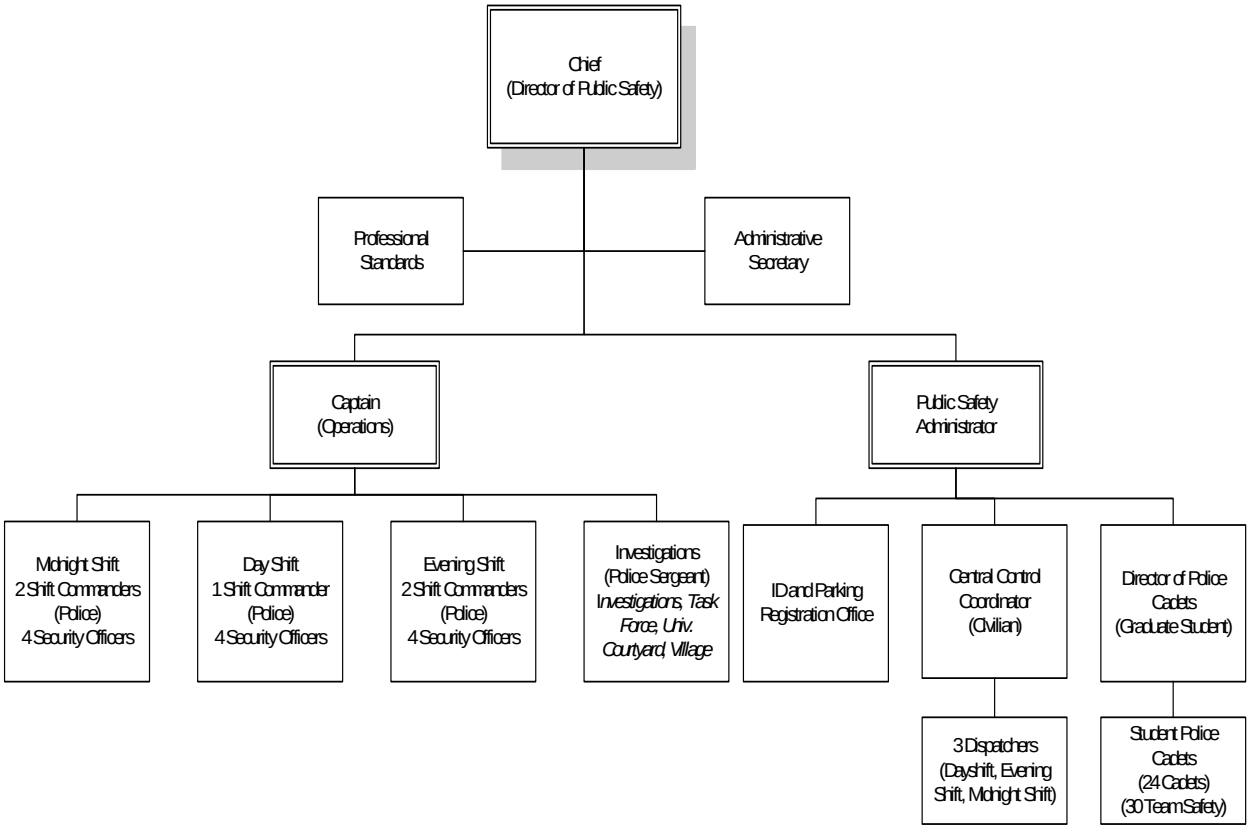
The DSU Department of Public Safety currently employs 29 sworn and non-sworn members. This number includes the Chief of Police, Operational officers and Administrative staff. The number of officers in each category is as follows:

Chief of Police……01
Captain…….. …….. 01
Sergeant...……...01
Police Officers …….……07
Security Positions
Lieutenant……...01
Sergeant……..…01
Corporal……. 01
Security Officers 11
Administrative Staff
Public Safety Administrator……..……..01
Administrative Secretary……..…01
Support Staff
Dispatch Supervisor……01
Dispatchers……..02
ID and Vehicle Registration……01

TOTAL 29

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

In addition to the officers and Administrative staff, the DSU Department of Public Safety will employ up to 24 Student Police Cadets, who are assigned to handle special assignments, escorts, routine foot patrol of the campus buildings and grounds and other tasks designed to be a meaningful learning experience or for academic field placements. Police Cadets will be the "eyes and ears" of the campus safety program and will be supervised by managers of the Campus Department of Public Safety. Preference will be given to criminal justice, social work, education and political science majors.



TRAINING

Police Officers must successfully complete a state certified academy of training up to a period of six months for the appropriate basic academy. The Delaware State Police Academy is the primary source for this training. Upon completion of this very intense academy, officers are assigned to field training officers and must complete 120 hours of additional field training. Police Officers must also complete established hours of in-service training every two years.

Security Officers must successfully complete the DSU Basic Security Officers Training Program meeting 200 hours of classroom and the "On the Job" training criteria. All Security Officers will complete 24 hours of annual in-service training at the proposed DSU Police Leadership Institute hosted by the Department of Continuing Education.

Basic training and in-service training covers such topics as:

Cultural Diversity; Weapons Qualification; Physical Training; Driver Training; Crime Prevention; Investigations; Legal Issues; Statute Law; Officer Stress Training; Crime Scene Protection; CPR/Basic First Aid; Police Defensive Tactics/Use of Force; Evidence Processing; Patrol Techniques; and Communications

POLICE AUTHORITY AND JURISDICTION

Delaware State University Police Officers will derive their authority from their appointment by the University and their compliance with the appropriate legislative codes and training guidelines administered by the Council on Police Training. Delaware State University Police Officers are sworn officers, empowered and mandated to enforce all federal, state and local laws. DSU police officers and police supervisors will carry oleoresin capsicum spray, asps and must undergo annual firearm and unarmed self-defense qualifications. In all cases, each officer of the department must use only the minimum amount of force, which is consistent with the accomplishment of his/her mission and should exhaust every other reasonable means of apprehension or defense before considering the use of a firearm.

The DSU Police Officers are authorized to arrest any persons who violate state or local laws on the campus. It is important that the University community understands the listed information:

1. Students or any other persons, who commit crimes on the campus, such as breaking and entering a building, should expect to be arrested and have the case heard in the local court.

2. Persons who resist arrest, use inciting language or fail to respond to Department of Public Safety should expect to be arrested and have the case heard in the local court.

3. Students or any other persons apprehended by the Department of Public Safety for various reasons which may include, but are not limited to, abusive language, disrupting activities of the University,

fighting, trespassing, and drinking alcoholic beverages "on- campus", should cooperate with the Department of Public Safety just as individuals cooperate with state and local police. If not, they may be subjected to arrest.

Persons arrested may be eligible for court diversion programs when appropriate. The Department of Public Safety will also assist in keeping the campus safe and attractive by performing traffic control and enforcement of state and campus regulations for motor vehicles.

ACCESS TO THE CAMPUS

The Delaware State University Department of Public Safety Headquarters is centrally located on campus in Grossley Hall, Room 105 (across from Memorial Hall). The Department of Public Safety is staffed 24 hours a day, 7 days a week providing security services, parking registration, after hours lost or stolen identification card site and disabled vehicle assistance. Police and security officers on a 24-hour basis check buildings regularly.

The University Department of Public Safety operates the Welcome Center located at the main entrance of the University. The Center assists visitors and anyone requiring information concerning the University. During the evenings, Saturday and Sundays, access to the campus is restricted to persons affiliated with the University or invited guests of a person affiliated with the University. All vehicles must be registered and visitors must obtain temporary parking passes to be in compliance with the parking rules and regulations. If not, these vehicles are in violation and subject to be towed at the owner's expense.

REPORTING CRIMINAL ACTIVITY

Information on crimes that may impact or relate to the surrounding community and state is shared directly with appropriate law enforcement agencies. In cases where students are involved in violations of campus policy, and/or state and local law, both internal and external judicial action may be taken. The Office of Student Affairs will initiate disciplinary action in accordance with University judicial code for violators who are members of the University community. Internal judicial action will be initiated, in addition to, not in lieu of, filing of criminal charges before the local district court system. Crimes by University student groups at off-campus locations are reported to Delaware State Department of Public Safety by local police authorities. The Department of Public Safety has established a successful open line of communication with the Dover Police Department through which we receive local crime statistics and information that may impact or relate to our immediate and/or surrounding communities.

REPORTING CRIMES AND EMERGENCIES

It is Delaware State University's policy to protect the rights, the safety and the welfare of the students, faculty and staff and everyone in the surrounding University community. Each person is expected to conduct themselves with proper respect for one another and each other's property.

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

It is extremely important to note that each person of the Delaware State University community has the right to be free from acts of violence and threats of violence. They are expected and required to comply with all state, city and federal laws. Any person living, studying, working and/or visiting the University Campus who is victimized by, observes or has knowledge of a criminal action/offense or other emergency should immediately report such action, offense or emergency to the Delaware State University Department of Public Safety or to any University official he or she feels comfortable talking to. The Department of Public Safety will investigate all complaints. Violations of the law can result in charges by the DSU Department of Public Safety, local police, and referral to the Student Affairs. Students, faculty, staff and visitors are encouraged to report all suspicious persons and activities, crimes that might be witnessed or crimes against themselves occurring on campus and in the surrounding communities to the Department of Public Safety. You may report the incident in person at Grossley Hall, Room 105 or by dialing the non-emergency number (302) 857-6290.

All incoming reports of criminal activity involving Delaware State University students are investigated. After an incident is reported, an officer is dispatched to the site of the complainant/victim. Police or Security officers prepare and submit incident reports when warranted and the investigator will complete all necessary follow-up investigations.

Outdoor blue light emergency call boxes are located throughout the campus. These security measures are provided to ensure your safety. To activate the call boxes, simply push the large black button, which connects you to the Public Safety dispatcher. The dispatcher will then identify the activated call box and ask for the nature of the emergency. Try to remain calm and begin to speak loudly and clearly. Give the location and nature of the emergency.

REPORTING CRIME STATISTICS

Monthly crime reports are filed as part of the FBI Uniform Crime Reporting /Incident Based Reporting. The Public Safety Administrator compiles these statistics into an annual report. The annual report shows crime trends and comparisons for the past year. Crime statistics are distributed to the Delaware State University community to advise them of crime trends or incidents and prevention tips. In the near future, crime statistics will be available through the Department of Public Safety's web page (www.desu.edu). Viewings of daily crime logs are available upon request.

ALCOHOL AND DRUG POLICY
EDUCATIONAL PROGRAMS

Zero Tolerance means the University prohibits all illegal and unauthorized possession and/or use of weapons or drugs and/or fighting/assault and battery that directly contributes to the emotional or physical detriment of University personnel or enrolled students. The zero tolerance policy is effective as it relates to on-campus activities and University sponsored off-campus activities. Although the legal drinking age in Delaware is 21, University regulations prohibit any student from possessing or consuming alcohol in the residence halls, dining hall, and at student social functions, regardless of age. Any student found on campus to be in possession of or consuming alcoholic beverages on campus will be subject to University disciplinary action and/or criminal action.

The University will uphold the federal and state laws concerning the illegal use, possession, consumption, sale, trafficking, manufacturing, dispersing and/or distribution of drugs, narcotics, controlled substances, counterfeit substances and drug paraphernalia. Any student found in violation of this policy will be referred to the Judicial System. If found responsible, he/she may be immediately suspended from the University for a minimum of one (1) year.

The Office of Student Affairs distributes the Delaware State University Student Handbook to the students. As a deterrent to alcohol and other drug use and abuse, the University supports, promotes and sponsors programs, which serve to enhance students, faculty, and staff awareness of the devastating effects and consequences of indulging in the use and abuse of alcohol and other drugs.

COUNSELING CENTER

Under the auspices of the Office of Student and Academic Support Services, the Office of Counseling Services is designed to help students to meet their personal, social and academic needs

Counselors are involved in helping students explore their needs, feelings, inter-personal relationships and life goals. Personal development workshops, individual and group counseling sessions for personal issues and support groups for non-traditional students, readmitted suspension and probationary status students are strategies employed by counselors to maximize student's growth and successful completion of the University experience.

Counseling sessions take place in private, and the relationship between counselors and students are held in strictest confidence.

The Counseling Center also provides Group Counseling, Substance Abuse Counseling, United Campus Ministry, Veterans Affairs, Crisis Intervention, Personal Development Workshops, and Inventories and Career Exploration.

For more information or to contact the Delaware State University Counseling Center, they are located in The Education and Humanities Center, Room 123.

Hours of service are: 8:30 - 4:30 p.m., Monday - Friday.
Telephone: (302) 857-7381

CRISIS AND EMERGENCY SERVICES

In an emergency, help is available 24 hours a day during the academic year. If an emergency occurs during the regular business hours, call the Counseling Center at (302) 857-7381. After normal business hours, call the Department of Public Safety at (302) 857-6290.

CONSUMER HOTLINE NUMBERS

Suicide Prevention and Mental health Hotline…….1-800-345-6785
Mental Health Association.....……..1-800-287-6423
Domestic Violence Hotline..... 1-302-422-8058
Runaway & Homeless Youth Hotline.....……..1-302-654-0808

AMERICANS WITH DISABILITIES ACT (ADA)

In accordance with ADA and Section 504 of the Rehabilitation Act of 1973, programs at the University must be accessible to all persons with disabilities. To provide academic program accessibility, it may be necessary to reschedule classes to accessible facilities. With respect to non-academic programs, it may be necessary to schedule appointments and activities in accessible facilities. Delaware State University will make reasonable accommodations for persons with disabilities.

Any disabled student who needs information or assistance with a disability should contact the Office of Student Affairs in Room 100 in the Education and Humanities Center, 857-6363.

SEXUAL HARASSMENT POLICY

Delaware State University is committed to maintaining a learning and work environment in an atmosphere free of threat of unwelcome and unwanted sexual actions. Sexual Assaults are serious violations of the University's student judicial code, faculty standards, and University employee's policies. The University prohibits sexual offenses in any form. It is unacceptable behavior and sexual offenders will not be tolerated. Harassment on the basis of sex is a violation of Title 11 of the Delaware Code and Title VII, Section 703 of the Federal Civil Rights Act of 1964. Sexual harassment includes a wide range of behavior ranging from the actual coercing of sexual relations to the forcing of sexual attentions, verbal or physical, on an unwilling individual. Delaware State University is committed to providing an atmosphere free from unwanted sexual pressure.

Any unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

Submission to such conduct is made either explicitly or implicitly a term or condition of an individual employment or educational career;
Submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual;
Such conduct prevents or impairs an individual's full use of educational benefits, climate or opportunities;
Such conduct interferes with or adversely affects an individual's work performance; or

Such conduct creates an intimidating hostile or offensive working environment.

The following types of actions may constitute sexual harassment:

- deliberate assaults
- "accidental" brushes or touches
- degrading comments or jokes directed at an individual's race, ethnic background, gender or handicapping condition which has the purpose or effect of creating an intimidating hostile or offensive educational or work environment
- catcalls, whistles, obscene reference to a person's anatomy
- staring, leering, ogling
- sexual teasing, gestures
- pressure for dates or sex
- suggestions that sex can be exchanged for grades or a promotion

Report any claim of sexual harassment to the Vice President of Human Resources and Legislative Affairs located in The Administration Building, second floor. All matters discussed will be strictly confidential.

SEXUAL ASSAULT POLICY

Sexual assault is defined as any unwanted touching of a sexual nature. This includes, but is not limited to:

- Unwanted kissing, touching or fondling
- Penetration with a finger or a foreign object
- Rape (vaginal intercourse, oral - genital contact, anal intercourse)

These acts constitute sexual assault when they are attempted or committed through force, threat, or intimidation, when the perpetrator has been informed that his/her actions are unwanted: or through the use of the victim's incapacity or helplessness caused by alcohol or other drugs.

Rape is defined as "unlawful sexual intercourse by force or deception". A person is guilty of rape in the first degree when one intentionally engages in sexual intercourse with another person without consent.

Rape is generally categorized by laymen into three areas based on the characterization of the rapist, i.e. stranger rape, date/acquaintance rape and gang/group rape.

- Stranger Rape - the sexual assault of an individual by someone the victim does not know.
- Date or Acquaintance Rape - the sexual assault of an individual by someone the victim knows, usually an acquaintance or a date. Date rape is the most common type of rape occurring on college or university campuses, but the least frequently reported.

- Group/Gang Rape - the sexual assault of an individual by multiple perpetrators.

It is the responsibility of Delaware State University to make every effort to see that the victim of a reported sexual assault is offered medical and psychological care, counseling services, change of a victim's living and/or academic situations (when such changes are reasonably available and are requested by the victim), and the appropriate community services. The University will also assist with the compiling of information that is necessary to prosecute the suspect through both the criminal and University Judicial Systems.

PROCEDURES FOR REPORTING A SEX OFFENSE

On college campuses, date rape and acquaintance rape are of significant concern. Sexual assault is illegal and a violation of Delaware State University Policy.

The decision to report the crime is yours. You do have the option of reporting the incident to the Department of Public Safety (857-6290) or directly to the Dover Police Department (9-911). In either case, the DSU Department of Public Safety will be able to assist you with the process. The Department of Public Safety will also contact the Office of Student Affairs, who will make other contacts.

Reporting a sexual assault may lessen the chances of it happening to others.

Regardless of whether or not you press criminal charges, academic and judicial intervention is available to you through the Office of Student Affairs. The Office of Student Affairs is available to coordinate efforts to meet your needs throughout the crisis. If requested, the Office of Student Affairs will assist with safety concerns such as consulting with academic chairpersons for class options, living situation, or a protection order and discussion with significant others/parents, etc.

The Office of Student Affairs provides information, education, intervention and referral for all interested women and men. The University will respond promptly, fairly and

decisively to all reports of sexual assault. Students should feel free to report all instances of sexual assault.

If you or someone you know has been sexually assaulted, it is important that immediate medical attention be obtained. A number of resources are available both on and off campus to assist an assault victim. The following procedures and services are strongly recommended:

- Get to a safe place as soon as you can.
- Contact someone you trust to be with you and support you.
- If sexually assaulted, you should have a complete medical exam. You will benefit from being examined for physical injury and disease.
- Please do not shower, wash, bathe or douche, as this will destroy evidence that supports a legal case against an assailant if you choose to prosecute.
- Try not to urinate.
- Do not change clothes.
- Go to the hospital for medical assistance. Should you need transportation, the Department of Public Safety (857-6290) will assist you.
- DSU Health Services (857-6393) can assist in obtaining follow-up treatment and medical care, if desired.
- The Sexual Assault Nurse Examiner Program (SANE) can be called and is available at 302 430-5626 to assist.

If the assault occurred some time ago,

- You may just now be realizing that you still have options available to you.
- Medical attention may still be needed for treatment of physical symptoms.
- Seek counseling. Unresolved experiences of sexual assault can have long-term psychological and social effects.

JUDICIAL PROCEDURES

The Student Judicial System has jurisdiction if the sexual assault charge is filed with the Director of Student Judicial Affairs after the assault has occurred. A judicial council will determine whether there has been a violation of student judicial code and will recommend sanctions to the Office of Student Affairs. The decision may be appealed by the accused.

Criminal Investigation/Prosecution - The University encourages reporting the incident to the police. Even if the victim chooses not to report immediately, the report can be made later. Reporting an assault does not mean the victim has to prosecute (go to court), but it does begin the legal process should the decision to prosecute be made at a alter date. Criminal prosecution punishes the attacker and helps deter others from committing similar acts.

Civil Lawsuits - Victims may hire a private attorney to file a lawsuit for damages against the perpetrator. Many attorneys take cases on a contingency basis; their fees are an agreed portion of any compensation that is collected from the perpetrator. This process takes place in a local civil (not

criminal) court. The purpose of the lawsuit is to financially compensate the victim for the wrong done to him or her.

Third-Party or Anonymous Reports - This informal process may be initiated when a student chooses not to pursue criminal or disciplinary proceedings but does seek information about University and community support services. University departments including the Counseling Center, Student Health Services, Student Affairs Office, Department of Public Safety and faculty may make an anonymous sexual assault report on behalf of the victim with the Office of Student Affairs. No identifying victim information will be given. Residence Life Staff should receive sexual assault reports, including victim names, for possible follow-up actions by the Office Student Affairs. It is ultimately the victim's decision whether or not to use the support services offered by this office.

REDUCING THE RISK OF SEXUAL ASSAULT

- Psychological Preparedness: The best way to protect yourself is to use your head. Be assertive. Make sure you communicate your desires and limits clearly.
- You always have the right to set sexual limits in any relationship.
- Be wary of behavior that makes you feel uncomfortable.
- Trust your instincts: If the behavior persists, LEAVE.
- Avoid use of alcohol and other drugs.
- Be aware of your surroundings: Do not assume that you are always safe.
- Vary your routines whenever possible.
- Try not to walk alone at night. If you must do so, walk in lighted areas only. Walk at a steady pace and look confident. Show that you are in control; body language is important in discouraging aggression. If you think someone is following you, abruptly switch directions or cross the street. If you are still being followed, go to the nearest public place and ask for help.
- When jogging – don't do it alone. If you must go by yourself, stay well clear of isolated or poorly lighted areas.
- Keep your doors and windows locked.
- When calling out for help - if you must ever call out for help in a building, yell, "Fire!" If you call "Help!" or "Rape!" people may be reluctant to become involved or may not take it seriously, but they always come out to see if there=s a fire.
- Never, ever hitchhike.
- Educate yourself concerning sexual assault prevention tactics and strategies.

Avoidance Strategies/Indirect Prevention - Talk your way out of the situation. Use gimmicks. Blow your whistle. Practice screaming. Use noise and any attention getter you can think of.

Confrontational Strategies/Direct Prevention - If you say something, mean it, and be prepared to follow-up. Do only what you need to do to get away safely.

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

SEX OFFENDER REGISTRY AND ACCESS TO RELATED INFORMATION

Title 11, Section 4120 and 4121 and Amended Title 11, Section 4120 and 4121 of the Delaware Code requires the Delaware State Police to maintain a registry of sex offenders available to the public via the internet. That web site can be reached at **http://www.state.de.us/dsp/sexoff/index.htm**. The State Bureau of Identification is the sub unit of the Delaware State Police responsible to provide this service with technical assistance from the Department of Technology and Information.

The federal **Campus Sex Crimes Prevention Act** was enacted on October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders to register in a State to provide notice, as required under State law, of institution of higher education in that State at which the person is employed, carries on a volunteers services or is a student.

(a) Unless otherwise indicated, the definitions set forth in § 4121(a) of this title shall apply to this section. In addition, when used in this section, the phrase "custodial institution" includes any Level IV or V facility operated by or for the Department of Correction, the Division of Youth Rehabilitative Services or the Delaware Psychiatric Center, or any like institution, and the phrase "temporary resident" shall include any person who is for more than 10 consecutive business days or for more than an aggregate of 30 days in any 12-month period, employed or works in Delaware, or who is a full or part-time student in Delaware. A student is any person who attends any public or private educational facility, including, but not limited to, colleges or universities.

(b)(1) Any sex offender who is released, discharged or paroled from any Level IV or Level V facility or other custodial institution after he or she has completed a sentence imposed following a conviction for any offense specified in § 4121(a)(4) of this title shall be required to register as a sex offender. The registration shall be completed during the Level IV or V sentence, but not more than 90 days, nor less than 45 days, prior to the offender's release, discharge or parole. The registration information shall be collected from the sex offender by the agency having custody over him or her at the time specified herein for registration. This subsection shall apply to any sex offender who is sentenced to serve any portion of his or her sentence at Level IV or V, unless such sentence is suspended in its entirety, in which case subsection (c) of this section shall apply. The registration required by this subsection shall be required whenever the sex offender is released from any Level V facility to any Level IV facility, and again when the offender is released from the Level IV facility.

(2) If an offender is released to a treatment program by the Division of Youth Rehabilitative Services and the date of release could not have been determined 45 days prior to release, registration shall be completed within 48 hours of determining the release date, or upon release, whichever is earlier.

(3) If an offender is attending school, the offender shall inform the principal of the school upon enrollment of the offender's registration.

(c) Any sex offender who is sentenced to Level IV home confinement, or to a period of probation at Level III or below, or who is required to pay a fine of any amount following a conviction for any offense specified in § 4121(a)(4) of this title shall be required to register as a sex offender. The registration information shall be collected from the sex offender by the sentencing court following the conviction, but no later than the time of sentencing.

(d)(1) Registration information shall be collected by the agency or court specified in subsections (b) and (c) of this section on registration forms provided by the Superintendent of the Delaware State Police. The original copy of the completed and executed registration form shall be forwarded by the registering agency or court to the Superintendent of the Delaware State Police within 3 business days following the completion of the form. The completed registration form shall be signed by the sex offender and by a witness to the signature representing the registering agency or court. The registration information shall be immediately entered into DELJIS by the registering agency or court, unless such agency or court does not have access to DELJIS in which case the completed registration form shall be immediately forwarded to the Superintendent of the Delaware State Police who shall immediately enter the registration information into DELJIS. Registration information entered into DELJIS pursuant to this subsection shall be entered into a database of registered sex offenders which shall be developed and maintained by DELJIS. Nothing herein shall prevent the use of the registered sex offender database for any lawful purpose. The Superintendent of the Delaware State Police shall have the authority to audit the registration forms and information, and shall have the authority to require the sex offender to provide revised or additional information, photographs, fingerprints or exemplars if those submitted are deemed to be insufficient, and the sex offender may be required to appear at a Delaware State Police facility for such purposes.

(2) The registration forms shall include, but are not limited to, the following information: the sex offender's legal name, any previously used names, aliases or nicknames, and the age, gender, race and physical description of the sex offender. The registration form shall also include all other known identifying factors, the offense history and the sex offender's anticipated place of future residence, study and/or employment. The forms shall also include a statement of any relevant conditions of release, discharge, parole or probation applicable to the sex offender. Additionally, the form shall identify the age of the victim(s) of the offense(s) and describe the victim's relationship to the offender. The form shall also indicate on its face that false statements therein are punishable by law. A photograph of the offender taken at the time of registration shall be appended to the registration form except that no photograph shall be required if the offender is re-registering within 2 years of a previous registration which was accompanied by a photograph.

(e)(1) Any person convicted of any offense specified in the laws of another state, the United States or any territory of the United States which is the same as, or equivalent to, any of the

offenses set forth in § 4121(a)(4) of this title, and who is a permanent or temporary resident of the State on the date of his or her conviction shall register as a sex offender within 7 business days of conviction, unless the person is confined in a penal institution located outside the State at the time of conviction, in which case the person shall register as a sex offender within seven business days of his or her first return to the State of Delaware after release from custody. Any such person shall register at a designated Delaware State Police facility, and the Delaware State Police shall be deemed to be the registering agency.

(2) Any person convicted of any offense specified in the laws of another state, the United States or any territory of the United States which is the same as, or equivalent to, any of the offenses set forth in § 4121(a)(4) of this title, who is not a permanent or temporary resident of the State on the date of his or her conviction, and who thereafter becomes a permanent or temporary resident of the State shall register as a sex offender within 7 business days of establishing permanent or temporary residency within the State. Any such person shall register at a designated Delaware State Police facility, and the Delaware State Police shall be deemed to be the registering agency.

(3) Any person convicted as described in paragraph (1) or paragraph (2) of this subsection, who is thereafter released on probation, parole or any form of early release which is supervised or monitored by the Department of Correction or the Division of Youth Rehabilitative Services shall be registered pursuant to this subsection. The Department of Correction or the Division of Rehabilitative Services shall ensure and verify such registration.

(f)(1) Any sex offender who is required to register pursuant to this section who thereafter changes the offender's own residence address or place of employment and/or study shall reregister with the Delaware State Police within 7 business days of the change. The sex offender shall be required to provide adequate verification of the offender's own residence at the stated address. The Superintendent of the Delaware State Police shall be deemed to be the registering agency and shall comply with the requirements of subsection (d) of this section.

(2) Within 3 business days of receiving a re-registration as provided in paragraph (1) of this subsection, the Superintendent of the Delaware State Police shall notify the chief law enforcement officer having jurisdiction over the sex offender's prior residence, place of employment or study and the chief law enforcement officer having jurisdiction over the offender's new residence, or place of employment or study. The notice shall include, but is not limited to, all available registration information pertaining to the sex offender as set forth in subsection (d) of this section.

(3) Whenever a sex offender re-registers pursuant to this subsection, notification shall be provided pursuant to the requirements of § 4121 of this title.

(4) Any agency or court which collects registration information from a sex offender pursuant to this section shall, at the time of registration, provide written notice to the sex offender of the offender's duty to re-register pursuant to this section. The written notice shall also inform the offender that if the offender changes residence to another State, such new address must be registered with the Delaware State Police, with the law enforcement agency having jurisdiction over the offender's new residence, and that the offender must comply with any sex offender registration requirement in the new state of residence. The written notice shall also inform the offender that the offender must also comply with any sex offender registration requirement in any state where the offender is employed, carries on a vocation, or is a student. The written notice shall be provided on forms provided by the Superintendent of the Delaware State Police. Receipt of this written notice shall be acknowledged by the sex offender, who shall sign the original copy of the written notice. The original copy of the written notice shall be forwarded to the Superintendent of the Delaware State Police along with the registration form. Failure of the registering agency to provide such written notice shall not constitute a defense to any prosecution based upon a violation of this section.

(5) The requirements of this subsection shall apply regardless of whether the sex offender's new residence is located within or without the State.

(6) Any sex offender who is required to re-register pursuant to this subsection, who is serving a sentence at Level II, III or IV at the time of such re-registration, may re-register with the agency supervising his or her sentence within 7 business days of the change of address.

(g)(1) Any person required to register as a sex offender pursuant to this section shall be required periodically to verify that he or she continues to reside at the address provided at the time of registration. The frequency of periodic address verification shall be:

a. Every 90 days for life following the date of completion of the initial registration form if the person is designated to Risk Assessment Tier III pursuant to § 4121 of this title. A Tier III offender shall continue to verify addresses every 90 days for life even if later re-designated to a lower tier; or

b. One year after the completion of the initial registration form, and thereafter then annually, if the person is designated to Risk Assessment Tier II or I pursuant to § 4121 of this title.

(2) Address verification pursuant to this subsection shall be by mail. At least 30 days prior to the date specified in this subsection for a sex offender's verification, the Superintendent of the Delaware State Police shall mail a non-returnable address verification form to the offender's last-reported address. The sex offender shall return the address verification form by mail to the Superintendent of the Delaware State Police on or before the date specified for verification. Any sex offender who fails to do so shall be in violation of this section unless

the offender establishes by a preponderance of the evidence, that he or she has not changed his or her residence address since the last verification.

DISCIPLINARY SANCTIONS

Any of the following sanctions may be imposed individually or cumulatively upon students who violate the University's Code of Conduct. Sanctions imposed by a hearing body may not be increased under any circumstances.

- Official Warning
- Official Reprimand
- Community Time
- Fine
- Disciplinary probation (loss of privileges, i.e, varsity events, debate team, plays, any University program or activity, residence hall visitation hours, selection of desired residence hall or room)
- Suspension for the Residence Halls
- Suspension (Pending Hearing)
- Suspension from the University
- Indefinite Suspension from the University
- Expulsion
- Additional Actions (restitution, psychological or substance abuse evaluation or counseling)

SECURITY CONSIDERATION IN MAINTENANCE OF CAMPUS FACILITIES

The Delaware State University Facilities Management (Plant Maintenance/Operations Center) maintains the University's buildings and grounds with a concern for safety and security. Daily inspections are made by the DSU Department of Public Safety's security officers and police officers to spot any changes in interior and exterior lighting conditions. In addition, defective lighting conditions and repairs in the buildings are recorded by the Department of Public Safety and forward to the facilities management staff every morning. Additionally, Delaware State University Department of Public Safety officers spot and report hazard conditions during the course of their normal patrols.

DSU POLICE CADET PATROL/ ESCORT SERVICE

The Police Cadet/Escort Service is an organization of student employees who will enhance the safety and security of the faculty, staff and students at Delaware State University. They are trained and supervised by the Delaware State University Department of Public Safety. A Cadet Patrol/ Escort must be at least a sophomore, 18 years of age or older and maintain a GPA of 2.5 or above. They will be assigned to handle special assignments, escorts, routine foot patrol of the

campus buildings and grounds and other tasks designed to become meaningful learning or academic field placements. Police Cadets will be the "eyes and ears" of the University safety program. Preference will be given to criminal justice, social work, education and political science majors.

IDENTIFICATION AND REGISTRATION CENTER

The Department of Public Safety makes every effort to maintain the safety and security of our community. In doing so, the Identification Center located on the first floor of the administration building, provides identification cards to all students, faculty, staff, temporary workers and contractors. The cards are generated through the Prowatch Security System, which allows Public Safety personnel to provide access to designated areas and deactivate access when appropriate. The Identification Center also issues parking decals providing the proper vehicle verification and payment is submitted. Please refer to DSU's Parking Regulations for more information.

SHUTTLE TRANSPORTATION SERVICES

Delaware State University Transportation Department offers free campus shuttle service for students, faculty, staff and visitors. The shuttle is handicap-equipped to accommodate disabled persons. The mission of the Transportation Department is to provide a safe and convenient mode of transportation for students. The vans operate on a fixed schedule between the University, Dover Mall and the University Courtyard Apartments with flag stops in between. In addition, there is a banking run to downtown Dover and an extended shopping run to the other major shopping centers in the Dover vicinity.

The Transportation Center also provides information about buses, trains and planes to students attempting to make travel arrangements. The operating schedule for student transportation is on a 45-minute cycle.

Daily Schedule

Sunday.....11:00 a.m. – 7:00 p.m.
Monday ..... 7:00 a.m. – 11:00 p.m.
Tuesday.....7:00 a.m. – 11:00 p.m.
Wednesday.....7:00 a.m. – 11:00 p.m.
Thursday .....7:00 a.m. – 11:00 p.m.
Friday.....7:00 a.m. – 11:00 p.m.
Saturday .....11:00 a.m. - 7:00 p.m.

(Van Shuttle Schedule subject to change without notice)

For more information and a detailed listing of the shuttle service schedule, contact the Student Transportation Office, Room 156 of the Martin Luther King, Jr. Student Center or phone 857-7228.

CRIME PREVENTION PROGRAMS

Delaware State University Department of Public Safety will use a variety of methods to address issues of campus safety. The key to preventing crime is through awareness and educational programs. The department will sponsor safety and educational programs and seminars regularly.

The programs and seminars presented on a regular basis will focus on rape prevention and date rape, substance abuse, driving under the influence (DUI) and general safety topics. Special sessions will be held during freshman orientation to familiarize new students with campus law and personal safety on and off campus. We will proactively approach crime prevention through community policing. The officers will focus on crime prevention programs "on-campus" and throughout the surrounding community.

UNIVERSITY HOUSING

Delaware State University believes that an important part of a resident's education at this University is achieved within the group living atmosphere maintained in its residence halls. The University has provided separate residence halls for male and female residents. They are designed to meet the housing needs of those residents who desire to live on campus. Policies and guidelines for residential living have been instituted to facilitate an atmosphere conducive to academics, safety, welfare and the comfort of all residents who reside in the residence halls.

RESIDENCE HALLS

It is the policy of Delaware State University that male and female residents live in separate Residential Halls - six residence halls for females and three residence halls for males. We offer double and triple accommodations. Some of our accommodations are suites with inner-personal bathroom facilities. The female residence halls are: Jenkins, Warren-Franklin (east), Laws, Tubman, and Wynder Halls. The male residence halls are: Warren-Franklin (west), Conwell and Evers Hall. The Co-ed apartments make up the University Village.

CO-EDUCATIONAL VISITATION/GUEST POLICY

As approved by the Board of Trustees, residents may entertain guests of the opposite sex in their rooms according to the following schedule:

Sunday……1:00p.m.- Midnight
Monday through Thursday…….4:00p.m.- Midnight

Friday and Saturday……4:30p.m. – 2:00 a.m.

Normal Hours
Visitors may be entertained in the main lounge/lobby of the residence halls during these hours:

Sunday through Thursday……11:00 a.m.-Midnight
Friday and Saturday……11:00a.m.-2:00 a.m.

Each resident is permitted a maximum of two (2) guests.

Visitation Policies:

1. All visitors must obtain a Visitor's Pass from the Residence Hall Office and be registered in the Visitor's Log before being escorted to a resident's room. The visitors must leave a picture I.D. card at the office in order to receive a pass.
2. Overnight visitors (of same sex ONLY) must register at the residence hall upon arrival. A fee of $20, payable in advance, is charged for each night of visitation. Overnight guests are authorized only on Friday and/or Saturday nights and no guest shall stay in the residence halls for a period greater than three days during any calendar month. No one under age 16 may stay overnight.
3. A visitor is allowed to enter ONLY the room designated on the issued pass.
4. Parents visiting a residence hall must leave some form of identification at the Residence Hall Office. If children and/or youth under 16 years of age accompany the adults, they must register with the adults and remain with them while in the residence hall. Visitors age 16 and over must have and present their own identification (with picture) when registering.
5. The Resident Manager of a building may temporarily suspend visitation privileges for specific individuals or groups within that building.
6. There will be no visitation if two or more staff members/student workers are not on duty.
7. Children under the age of 16 are permitted only in the lobby and main lounge of the first floors in residence halls. Overnight visits and babysitting of children are prohibited in the residence halls.

HOUSING ASSIGNMENTS

Upon acceptance for admission to the University, a student who wishes to reside on campus is sent a Residence Hall Application & Contract form. Students currently enrolled at the University may obtain the form from the Housing Office.

In order to apply for housing, a student must submit a completed Residence Hall Application & Contract and a $200 Advance Room Deposit to the Cashier's Office. The deposit is credited to the first semester's charges.

Space availability for new students is on a first come, first serve basis and depends on the date the Advance Room Deposit and Residence Hall Application & Contract are received by the Cashier.

HOUSING SECURITY

Each Residence Hall is staffed with Resident Managers, Assistant Resident Managers and night support staff members. In addition to staff, there is a resident advisor (RA) assigned to each floor in some cases on each wing. All members of the Residence Hall Staff have been carefully chosen through a selection process established by the Director of Residence Life. The Residence Hall staff has the skills, knowledge, and information to help the resident learn about and adjust to Delaware State University and the group living environment. Training is conducted on campus prior to the fall semester for the Residence Hall staff.

Reception desks are located in the commons area in all Residence Halls. A staff person is on duty twenty-four hours each day to give general information. During the night, the Resident Hall on-duty staff person conducts routine security checks of the halls.

PROHIBITION OF HAZING ACTIVITIES

Fraternity/Sorority and Student Organizations are prohibited from engaging in hazing. HAZING includes actions by fraternity/sorority individuals or organizations that mistreat individual(s) in such a way as to cause or could cause bodily harm. Hazing activities are subject to University disciplinary action even though the action is not severe enough to warrant criminal prosecution.

Additional Definition of Hazing: Any action taken or situation created intentionally to produce mental and physical discomfort, embarrassment, harassment or ridicule. Individuals, groups or organizations violating this regulation will be subject to serious disciplinary action.

CRIME STATISTICS

The following statistics are compiled using the FBI Uniform Crime Reporting/Incident Based Reporting System as a guideline. As defined under the Federal Crime Awareness and Campus Security Act of 1990:

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

Criminal Homicide - The killing of another person through gross negligence.

Criminal Homicide - Murder and Non-negligent Manslaughter - The willful (non-negligent) killing of one human being by another.

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

7.1 *Forcible Rape* - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

7.2 *Forcible Sodomy* - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

7.3 *Sexual Assault with an Object* - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

7.4 *Forcible Fondling* - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Non-forcible Sex Offenses - Unlawful, non-forcible sexual intercourse.

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

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

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

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

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

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

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

Drug Abuse Violations - Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

CRIMES REPORTED ON MAIN CAMPUS

	2002	2003	2004
Murder/Non-Negligent Manslaughter	0	0	0
Forcible Sex Offense (including rape)	0	0	4
Non-forcible Sex Offenses	0	0	1
Robbery	1	3	1
Aggravated Assault	1	3	0
Burglary	15	37	18
Motor Vehicle Theft	1	0	4
Arson	0	0	0
Total	18	43	28

Criminal Offenses On Campus That Occurred in Residence Halls

	2002	2003	2004
Murder/Non-Negligent Manslaughter	0	0	0
Forcible Sex Offense (including rape)	1	0	3
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	9	15	12
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Total	10	15	15

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

Crimes Reported By Local Law Enforcement

	2002	2003	2004
Murder/Non-Negligent Manslaughter	2	0	0
Forcible Sex Offense (including rape)	1	0	0
Non-forcible Sex Offenses	1	0	0
Robbery	10	0	0
Aggravated Assault	3	0	0
Burglary	3	0	0
Motor Vehicle Theft	10	0	0
Arson	0	0	0
Total	30	0	0

(College Road, U.S. 13 from College Road)

Disciplinary Actions/ Judicial Referrals

	2002	2003	2004
Liquor Law Violations	19	11	41*
Drug Abuse Violations	16	8	39*
Illegal Weapons Possessions	0	0	6
Total	34	29	24

*Increases are due to new apartments on campus and strict enforcement.

There were no hate crimes reported on-campus in 2002, 2003 or 2004.

DELAWARE STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY **10/05**

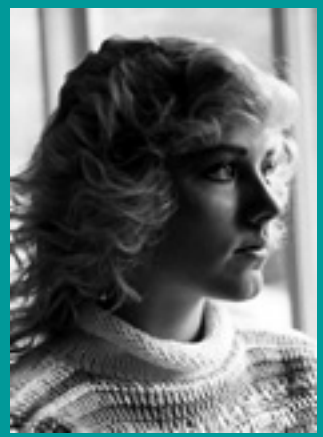
CRIMES REPORTED ON WILMINGTONCAMPUS

	2002	2003	2004
Murder/Non-Negligent Manslaughter	0	0	0
Forcible Sex Offense(including rape)	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Total	0	0	0

CRIMES REPORTED ON GEORGETOWN CAMPUS

	2002	2003	2004
Murder/Non-Negligent Manslaughter	0	0	0
Forcible Sex Offense(including rape)	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Total	0	0	0

Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act



Dr. Kenneth Waldrop
Dean of Students
Wesley College

1990 Crime Awareness and Campus Security Act

Amended in 1992, 1998, and 2000

1998 renamed Jeanne Clery Act.

Clery Act requires higher education institutions to

- **Make public their campus security policies.**
- **Give timely warnings of crimes that represent a threat to the safety of students or employees,**
- **Collect, report and disseminate crime data to the campus community and also submit to Department of Education.**

Clery Act crime statistics categories

***Clery Act* requires institutions to disclose three general categories of crime statistics**

1. **Offenses**
   Criminal Homicide, including:

   a) **Murder and Non-Negligent Manslaughter; and**
   b) **Negligent Manslaughter;**

   Sex Offenses including:
   a) **forcible, and**
   b) **non-forcible;**

Clery Act crime statistics categories

***Clery Act* requires institutions to disclose three general categories of crime statistics**

1. **Offenses**

Robbery
Aggravated Assault;
Burglary;
Motor Vehicle Theft;
Arson

Clery Act crime statistics categories

***Clery Act* requires institutions to disclose three general categories of crime statistics**

2. **Hate Crimes—Disclose whether any of the above mentioned offenses, or any other crimes involving bodily injury, were hate crimes; and**

3. **Arrests and Referrals for Disciplinary Action for illegal weapons possession and violation of drug and liquor laws.**

POLICY DISCLOSURE

Institution must provide your campus community and the public with accurate statements of its current policies and practices regarding:

- **Procedures for students and others to report criminal actions or other emergencies occurring on campus;**
- **Security of and access to campus facilities; and**
- **Campus law enforcement.**

Provided in Wesley College Student Handbook

Records collection and retention

- **Institution is required to keep some campus records and to request records from law enforcement agencies**

Dean of Students and Chief of Safety & Security keep records.

Provides Records to Director of Institutional Research who submits report in October.

Records collection and retention

- **Institution must make a reasonable good-faith effort to obtain certain crime statistics from appropriate law enforcement agencies to include in an annual security report**

On-Campus

Non-Campus Buildings

Public Property

Communicating with Dover PD to obtain these statistics

Information dissemination

Provide a "timely warning" of any *Clery Act* crime that might represent an ongoing threat to the safety of students or employees

Procedures in place – depending on nature of threat, student will be notified by e-mail, door to door, or campus mail

Publish an annual security report and distribute it to all current students and employees, and inform prospective students and employees about the content and availability of the report

www.wesley.edu/studentlife/safety_security.html#3

Information dissemination

Inform the campus community where to obtain information about registered sex offenders

Provided in Wesley College Student Handbook

Delaware State Police
State Bureau of Identification Sex
Offender Central Registry

Dr. Kenneth Waldrop

Dean of Students

Wesley College

120 North State Street

Dover, DE 19901

(302) 736-2506

waldropKC@wesley.edu

76 Stevenson Drive
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302-678-1965
302-678-1971 fax
1-800-545-1833, ext. 816 TDD
dover.housingauthority@dhade.org e-mail

Dover Housing Authority

DOVER HOUSING AUTHORITY

MISSION: To provide safe, decent, sanitary housing to low to moderate-income families in the City of Dover.

SAFETY AND SECURITY HIGHLIGHTS:

- First Housing Complex to meet and become certified in conjunction with the Dover Police Department's Dover Crime Free Multi-Housing Program (October 2000)

- As part of the Dover Police Department's Dover Crime Free Multi-Housing Program, DHA holds:

  - Annual Back to School Bash
  - Bi-annual Safety Socials/Resident Meetings
  - Personal Safety Classes
  - Fire Prevention Training

- Drug Elimination Programs Offered to Adults and Youth in Community:

  - Boys and Girls Club (3 sites)
  - Careware/Back Pack Computer Programs (3 sites)
  - GED/ABE Classes (2 sites)
  - Day Care Services/Facilities (2 sites)
  - Family Self-Sufficiency Programs

- Other examples of DHA/DPD partnership:

  - Weekly meetings with Community Policing Officers
  - Annual Site Inspections
  - Consultations with regard to security equipment, fence installation, creation/maintenance of defensible areas

Dover Housing Authority
Manchester Square Crime Statistics

