

# 2011-2012

## Annual Security and Fire Safety Report



### **Christopher Newport University Police Department**

12270 Warwick Boulevard Newport News, Virginia 23606



## **Christopher Newport University Campus Safety and Security 2011-2012**

*"Committed to providing a safe and secure environment"*

### The University

Christopher Newport University enrolls 4,800 undergraduate and 170 graduate students and employs 1,050 faculty and staff. The University campus is located on 260 acres in midtown Newport News, Virginia. Currently, the University houses over 2,900 undergraduate students in campus residential suites and apartments. The University is the home of a successful Division III athletic program and supports twenty-two intercollegiate athletic sports.

With so many activities and special events occurring on campus, students, faculty and staff must be aware of the opportunities in which crime may occur and be familiar with techniques to prevent criminal incidents. Crime prevention is a shared responsibility and the University Police work in partnership with students, faculty, staff and the members of many clubs and organizations to reduce criminal incidents and violations of University policy.

### Christopher Newport University Police

Christopher Newport University has authorized the operation of a full-time, professionally trained police department, responsible for the safety and welfare of all members of the University community and their guests. The University Police are committed to providing a safe and secure environment.

The University Police enforce all state laws and University regulations and prevent, detect and investigate any criminal activity on the campus. The University Police are managed by an associate vice president/chief of police who is responsible for providing law enforcement service to the University community 24 hours a day. University Police officers have the same authority and obligation to exercise police power as other state and municipal police officers in the Commonwealth of Virginia. University Police jurisdiction includes all University owned, leased and controlled property and the adjacent streets and sidewalks. University Police also maintain a mutual aid agreement for police service with the City of Newport News.

University Police officers are sworn and certified by the Virginia Department of Criminal Justice Services. All University Police officers have completed 480 hours of law enforcement training from a state criminal justice training academy and are required to complete 40 hours of in service training biennially. This rigorous academy training process includes establishing proficiency in the use of a service firearm. University Police officers carry the Department issued firearm and maintain expertise and certification through semi-annual classroom training and firing range qualification. University Police utilize the Newport News Police Department and the Virginia State Police in the event additional police resources are needed on campus.

Located at 11270 Warwick Boulevard, the University Police Headquarters is open for public business, Monday through Friday, from 8:00 a.m. to 5:00 p.m., excluding holidays. Copies of police reports are available and recovered property can be collected during these business hours. After business hours contact with the University Police may be made through the University Police Communication Center. The emergency telephone number is (757) 594-7777 and the non-emergency number is (757) 594-7053. University Police may also be contacted by activating one of the emergency call boxes located on campus.

### Building Security

All University buildings are checked on a regular basis and are secured by University Police sworn and

non-sworn personnel after normal hours. Access to secure University buildings or other University facilities is restricted to individuals authorized to have keys or card control access and to those with valid passes.

### Vehicle Security

All faculty, staff and students are required to purchase and display a campus decal on their vehicle. Guests must display a temporary decal or special event placard.

### Housing Security

Nearly 2,900 undergraduate students reside in four residence halls, five apartment complexes. All residential facilities on main campus are managed by Hall Directors. The Hall Directors maintain a staff of student Resident Assistants (RAs) and Front Desk Assistants (FDAs).

Main Campus halls, which include James River Hall, Potomac River Hall (North and South), Santoro Hall and York River Hall (East and West), maintain reception desks that are located in the main lobby. The reception desks are staffed by Front Desk Assistants and Resident Assistants from 8:00 a.m. to 12 a.m. every day. From 12:00 a.m., midnight, to 8:00 a.m., student Police Aides, supervised by the University Police, are assigned to the reception desks and Resident Assistants are available on an on-call basis. All residence hall exterior doors are locked at all times.

Access is restricted to residents, their approved guests and other approved members of the University community. Residents gain entry to the building by swiping their University Captain's Card through an exterior door card reader. In the building lobby, residents must show their identification to the front desk personnel and use their Captain's Card again to enter the interior halls. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their access cards. University Police officers patrol the residence halls on a regular basis.

Hall Directors and resident assistants also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. University Police work closely with resident assistants to provide educational sessions on prevention of various crimes, including sexual assault and acquaintance rape.

Lobby doors on the East Campus residence halls are secured at all times and student entry is achieved through a card access system. The East Campus maintains a Residence Life Office, located in Warwick River Hall. During the school year, this Office is open and staffed by Desk Assistants and Resident Assistants from 9:00 am – 11:00 pm, Monday through Thursday, 9:00 am through midnight on Friday, and 10:00 am through midnight on Saturday and Sunday. After hours Resident Assistants are available on an on-call basis. In addition, the University Police Security Division conducts routine patrols and building security checks on the East Campus apartments and halls from 9 p.m. until 6 a.m. every day of the week and ensures that all exterior doors are secure.

All members of the residence life staff have been carefully chosen through a selection process established by the Assistant Director of Residential Development. The residence life staff has the skills, knowledge, and information to help residents learn about and adjust to the University and the community living environment. Training for Resident Assistants and Front Desk Assistants is conducted by the Office of Residence Life in conjunction with various agencies on and off campus. Training includes a safety component taught by the University Police.

### Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. University Police regularly patrol the campus and report malfunctioning lights and other unsafe physical conditions to Plant Operations for correction. Other members of the University community are helpful when they report equipment deficiencies to the University Police or Plant Operations.

### Timely Warnings

In compliance with the Higher Education Act of 1965 as amended and §23-9.2:11 of the *Code of Virginia*, the University has implemented a comprehensive emergency notification system, identified as "cnualert." This system consists of several notification technologies to include: text messaging, an outdoor siren and public address, voice over internet telephones (VOIP), a webpage with servers on and off campus, email, fire alarms and the ability to activate a toll free number with experienced operators. This system allows the prompt disclosure of information about crime on and near the campus that may pose an ongoing threat to the University community.

Authorized university personnel may activate any of the systems and may post flyers on the building doors of the community. Generally, the University Chief of Police or a designee will write and distribute the alerts to the University community and they are approved by the Vice President for Student Services. The notice alert may be posted on the University's emergency information web site, [www.cnualert.info](http://www.cnualert.info). A text message and an email may also be sent to all subscribers of the University's text messaging system and, in a serious incident, the outdoor siren and VOIP telephones may be activated.

Safety and Security Alerts are usually distributed for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications, to include, arson, criminal homicide and robbery. Incidents of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and whether there is a continuing danger to the campus community. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other University community members and a Safety and Security Alert would not be distributed. The University Chief of Police or designee reviews all reports to determine if there is an on-going threat to the community and if the distribution of a Safety and Security Alert is warranted. Safety and Security Alerts may also be issued for other crime classifications, as deemed necessary.

### Security Awareness and Crime Prevention

University Police officers document security and safety violations found during their routine patrols of buildings and grounds on a Safety Notice form. This form is sent to the person responsible for the violation and correction of the problem is required.

Crime prevention lectures and programs are scheduled each semester for all students, faculty, and staff, and crime prevention materials are available at the University Police Headquarters. Crime prevention material is also made available at new student, faculty and staff orientation programs.

The University provides a series of "Campus Watch" programs for students, faculty and staff. "Campus Watch" programs include the "CNU Silent Witness" program, which provides members of the community with the opportunity to report suspicious incidents to the University Police anonymously and the "CNU Bicycle Registration" program, which is an easy and convenient way for community members to register their bicycles.

### General Procedures for Reporting Crimes or Emergencies

Community members, students, faculty, staff and guests are encouraged to report all crimes, traffic collisions, medical and fire incidents in a timely manner to the University Police. In an emergency, University Police may be contacted on campus at extension 4-7777 or, from outside the University telephone system at (757) 594-7777, or by using any one of the 63 blue light emergency call boxes located on campus. All box activation automatically rings into the University Police Communication Center.

To report a non-emergency security or public safety related matter, the University Police may be contacted on campus at extension 4-7053 or, from outside the University telephone system at (757) 594-7053. University Police Communication Officers are available at these respective numbers twenty-four hours a day to answer calls for service.

In response to a call for service, the Communication Officer will dispatch a police officer to the caller's location. All criminal matters and suspicious incidents will result in the filing of an incident report. Incident involving students will be forwarded to the Dean of Students Center for Honor, Enrichment and Community Standards (CHECS) for potential action, as appropriate. University Police officers will investigate an incident when defined investigative leads are present.

The immediate reporting of any crime, especially sexual assaults, assists in the preservation of evidence, which may be necessary to convict a person involved in criminal activity. Information on crimes that may impact or relate to the surrounding community is shared with appropriate law enforcement agencies.

If a murder, sex offense, robbery, aggravated assault, burglary, or motor vehicle theft occurs and there is a potential for continuation of the crime, a notice of "timely warning" will be issued. It is the policy of the University to require that all criminal acts be reported to the University Police. The University Police will investigate every report of suspicious and criminal activity.

Non-emergency reporting of crimes and other incidents may be made by calling the University Police on the non-emergency telephone, (757) 594-7053, by visiting the Office of the University Police during regular business hours or by activating one of the emergency call boxes on campus.

### Statistical Disclosure of Reported Incidents

Incidents reported the University Police that fall into one of the required reporting classifications will be disclosed as a statistic in this annual report published by the University Police.

### Off-Campus Crime

If Newport News Police Department is contacted about criminal activity occurring off-campus involving Christopher Newport University students, Newport News Police may notify University Police. However, there is no Newport News Police Department policy that requires such notification. Students in these cases may be subject to arrest by Newport News Police Department and the University's disciplinary process through the Center for Honor, Enrichment and Community Standards (CHECS).

### Confidential Reporting Procedures

Crime victims that do not want to pursue action within the University system or the criminal justice

system, may still consider making a confidential report. With the victim's permission, a University Police officer can file a report as to the details of the incident without revealing the victim's identity. The purpose of the confidential report is to comply with the victim's wish to keep the matter confidential, while taking steps to ensure the future safety of others. With such information, the University can keep an accurate record of the number of incidents involving students, employees and visitors to determine where there is a pattern of crime with regard to a particular location, method or assailant and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University, and when they involve allegations of sexual harassment (including sexual violence) are made available to the University's Title IX coordinator.

### Silent Witness Website

Silent Witness is a web based reporting tool that allows community members to anonymously report crimes to the University Police. If you have information about a suspicious incident or person or a potential crime or information regarding a crime that has already been committed, the information can be reported to a University Police investigator for action. The Silent Witness reports are monitored by the University chief of police and operations commander. All reports are reviewed and assigned by the operations division commander as appropriate. The Silent Witness program should not be used in emergency situations. For an emergency, call extension 4-7777, on campus, and (757) 594-7777 if off-campus.

### Crime Statistics

*The information below provides context for the crime statistics reported as part of compliance with the Clery Act.*

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: the Christopher Newport University Police Department, the Newport News Police Department, and non-police officials (as defined below). For statistical purposes, crime data reported to any of these sources are recorded in the calendar year the crime was reported.

A written request for statistical information is made on an annual basis to all Campus Security Authorities (CSA), as defined by federal law and to all University Deans, Directors and Department Heads. Statistical information is requested and provided to the University Police by the employees of the Counseling Center and the Student Health Center, even though they are not required by law to provide data for the compliance document.

All statistics are gathered, compiled and reported to the University community through this report, which is entitled, "Annual Security and Fire Safety Report," which is published by the University Police. The University Police submit the annual crime statistics published in this brochure to the United States Department of Education (USDOE). The statistical information gathered by the USDOE is available to the public through the USDOE website, <http://ope.ed.gov/security>.

The University Police send an email to every enrolled student and current employee on an annual basis. The email includes a brief summary of the contents of this report. The email also includes the address for the University Police website where the “Annual Security and Fire Safety Report” publication can be found on-line, <http://www.cnu.edu/police/pdfs/annualreport.pdf>, and a physical copy may be obtained by making a request to the University Police at (757) 594-7053.

### Specific Information about Classifying Crime Statistics

The statistics in this report are published in accordance with the standards and guidelines used by the Federal Bureau of Investigations Uniform Crime Reporting Handbook and relevant federal law (the Clery Act).

The number of victims involved in a particular incident is indicated in the statistic column for the following crime classifications: Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Forcible and Non-Forcible Sex Offenses, and Aggravated Assault. For example, if an aggravated assault occurs and there are three victims, this would be counted as three aggravated assaults in the crime statistics chart.

In the case of Motor Vehicle Theft, each vehicle stolen is counted as a statistic. In cases involving Liquor Law, Drug Law and Illegal Weapons violations, each person who was arrested is indicated in the arrest statistic.

The statistic captured under the “Referred for Disciplinary Action” section for Liquor Law, Drug Law and Illegal Weapons violations indicates the number of people referred to the Center for Honor, Enrichment and Community Standards for disciplinary action for violations of those specific laws. Being “found responsible” for a violation includes a referral that resulted in a student being charged by the Center for Honor, Enrichment and Community Standards and a record of the action being kept on file.

The statistics in the Hate Crime charts are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exceptions to this are the addition of Simple Assault, Intimidation and any other crime that involves bodily injury that is not already included in the required reporting categories. If a Hate Crime occurs where there is an incident involving Intimidation, Vandalism, Larceny, Simple Assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document. A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his or her bias against the victim’s race, sexual orientation, religion, ethnicity, or disability, the assault is then also classified as a hate/bias crime.

### Specific Information About the Crime Statistics Reported by Christopher Newport University

The column “Reported to CNUPD” includes crime statistics from incidents that were reported to the

University Police. If an incident was reported to both the University Police and the Newport News Police, the statistic would be counted under the “Reported to CNUPD” column. The column “Reported to NNPD” includes crime statistics from incidents that were reported to Newport News Police Department but not reported to the University Police Department. These incidents could have occurred on/in on campus property, non-campus property or public property, as defined in the Appendix.

The column “Reported to Non-Police” includes crime statistics from officials at the University who are defined by federal law as Campus Safety Authorities (CSA) because they have significant responsibility for student and campus activities, including, but not limited to Housing staff, Hall Directors, and CHECS staff.

Statistics for “Residential Facilities” are also counted in the “On-Campus” crime category. The law requires institutions to break out the number of “On-Campus” crimes that occur in residential facilities.

Crime statistics for the categories of Larceny and Vandalism are not required by law.

Statistics under the heading, “Referred for Disciplinary Action” include those individuals referred to the Center for Honor, Enrichment and Community Standards for disciplinary action. The numbers include incidents that are reported through University Police incident reports and reports provided directly to the Center for Honor, Enrichment and Community Standards from other member of the University community.

#### Crime and Fire Log

The University Police make available a crime and fire log of incidents for the most recent 60-day period open to public inspection. The log may be viewed from the University Police website, located at [www.cnu.edu/police](http://www.cnu.edu/police), or at the University Police Headquarters, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., excluding holidays. Any portion of the log older than 60 days, if not immediately available, is made accessible within two business days of a request for public inspection.

The information in the crime and fire log generally includes the incident classification, date reported, general location of the offense, general description of the offense and the disposition.

#### Disciplinary Actions

In cases where probable cause exists to believe that a student may be involved in a violation of the law of the Commonwealth of Virginia, the University Police may initiate charges through the City of Newport News criminal court system and/or through the University's judicial system. Violations of University policy may result in a charge filed through the University judicial system. The Dean of Students, or designee, may initiate disciplinary action for violations committed by University students.

Crimes by University students at off-campus locations are subject to be reported to University Police by local police authorities. University Police has established reporting procedures with the Newport News Police Department through which local crime statistics and other criminal and incident information that may impact or relate to the University community is immediately reported.

#### Sexual Assault Policies

University Police, in conjunction with the Office of Counseling Services, provide several programs

during the school year to promote the awareness of rape, acquaintance rape and all other sexual offenses. Any student involved in a sexual assault will be offered counseling services through Office of Counseling Services and other resources available in the community. To identify community resources, students can contact the Office of Counseling Services at 594-7047. After business hours, students can contact University Police at 594-7053 for resource information. Callers can remain anonymous. The Office of the Dean of Students maintains a Sexual Assault Prevention web site. This informative web site, which includes assault prevention tips, ways to report an assault and local and national resources, may be accessed at [www.cnu.edu/police](http://www.cnu.edu/police).

Victims of sexual assault that occur on campus are encouraged to file a police report with the University Police Department. Off campus incidents of sexual assault should be reported to the Newport News Police Department or the jurisdiction where the assault occurred. The victim may, with or without the assistance of the University, notify law enforcement. This action does not obligate prosecution, but it does make legal action possible if the decision to prosecute is made at a later date. The earlier an incident is reported, the easier it is to collect valuable evidence. Victims have the option of keeping their report of sexual assault in complete confidence, protecting their right to anonymity, when making a report through the Office of Counseling Services. The victim may be provided assistance to change academic and living situations, if appropriate.

University judicial action, criminal prosecution and civil litigation are options to victims of sexual assault. To begin the University judicial action, a University representative or the victim should contact the University judicial officer. During University judicial proceedings, both the victim and the accused may be present and may have an advisor present to provide support and advice. Both the victim and the accused will be informed of the results of the proceeding. University sanctions for sexual misconduct and other offenses follow the disciplinary procedures as detailed in the *Christopher Newport University Student Handbook*. Such sanctions may include suspension or dismissal from the University.

### Sex Offender Registry

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect 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 already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. Information about the Sex Offender registry in Virginia can be found at <http://sexoffender.vsp.virginia.gov/sor/index.htm>, or can be accessed through the University Police homepage found at <http://police.cnu.edu/>.

In the Commonwealth of Virginia convicted sex offenders must register with the Sex Offender and Crimes Against Minors Registry. The Registry was established pursuant to § 19.2-390.1 of the Commonwealth's Crimes Code. Every person convicted on or after July 1, 1997, including juveniles tried and convicted in the circuit courts pursuant to § 16.1-269.1, whether sentenced as adults or juveniles, of an offense for which registration is required shall be required as a part of the sentence imposed upon conviction to register and reregister with the Commonwealth's Department of State Police as provided in this section. In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Police Registry within ten days of establishing a residence within the Commonwealth. Any person required to register shall also be required to reregister within ten days following any change of residence, whether within or without the Commonwealth.

Nonresident offenders entering the Commonwealth for employment, to carry on a vocation, volunteer

services or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of the Commonwealth shall, within ten days of accepting employment or enrolling in school in the Commonwealth, be required to register and reregister pursuant to this section. For purposes of this section "student" means a person who is enrolled on a full-time or part-time basis, in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

Information concerning offenders registered with the Sex Offender and Crimes Against Minors Registry may be disclosed to any person requesting information on a specific individual in accordance with the law. Information regarding a specific person requested pursuant to the law shall be disseminated upon receipt of an official request form that may be submitted directly to the Commonwealth's Department of State Police or to the State Police through a local law-enforcement agency. The Department of State Police shall make Registry information available, upon request, to criminal justice agencies including local law-enforcement agencies through the Virginia Criminal Information Network (VCIN). Registry information provided under this section shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers or otherwise for the protection of the public in general and children in particular. Uses of the information for purposes not authorized by this section are prohibited and a willful violation of this section with the intent to harass or intimidate another shall be punished as a Class 1 misdemeanor.

The Virginia State Police maintains a system for making certain Registry information on violent sex offenders publicly available by means of the Internet. The information made available includes the offender's name; all aliases which he has used or under which he may have been known; the date and locality of the conviction and a brief description of the offense; his date of birth, current address and photograph; and such other information as the State Police may from time to time determine is necessary to preserve public safety. The system is secure and is not capable of being altered except by or through the State Police. The system is updated each business day with newly received registrations and re-registrations.

#### Possession, Use, and Sale of Illegal Drugs and Alcoholic Beverages

Christopher Newport University is committed to working against the illicit use of drugs and alcohol among students and employees. University Police enforce all Virginia laws and University policies concerning the purchase, possession, consumption, sale and storage of alcoholic beverages and drugs. Anyone found in violation of any state or federal drug law may be summoned to appear before the appropriate court of law and/or given a charge notice to appear before the Dean of Students or designee.

All residence halls on the campus are alcohol free. Alcohol is prohibited in every residential room, study area, computer lab, lounge or any other room in the halls regardless of whether the student or guest is of the age of majority (21 years of age).

Convictions for violations of these laws could result in fines, loss of driver's license and imprisonment. University sanctions could include penalties ranging from reprimand to dismissal from the University.

Many physical and psychological health risks are associated with the abuse of alcohol and other substances, including:

- difficulty with attention and learning,
- physical and psychological dependence,
- damage to brain, liver and heart,
- unwanted sexual activity and

- accidents due to impaired judgment and coordination.

The Office of Counseling Services can provide additional information about these concerns.

#### Missing Persons (Code of Virginia Code of Virginia, §15.2-1718 and §52-32)

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the University Police Department at (757) 594-7777. The University Police will initiate an investigation and generate a missing person (SP-67) or a missing child (SP-183) report as necessary.

If the University Police investigation determines that the student is missing and

- has a physical or mental disability and may be subjected to immediate danger (Disability);
- is missing under circumstances that indicate that their physical safety is in danger (Endangered);
- is missing under circumstances that indicate that the disappearance was not voluntary (Involuntary);
- is a person missing after a catastrophic incident (Catastrophic);
- is a person 21 years or older and for whom there is a reasonable concern for their safety;

then, the University Police will access the student's Clery Confidential Contact Information for Missing Student form (CCCIMS). These forms and updates are filed by all residential students with their Residence Life Hall Director. The CCCIMS forms are maintained by Residence Life and the University Police and are filed at the beginning of the fall semester. Updates are completed and filed, as needed.

University Police will contact the confidential contact identified in the form. If a contact is identified, the contact will be notified and a Missing Person Report will be filed immediately into the Virginia Criminal Information Network and the National Crime Information Center systems. If the police investigation determines that none of the requirements exist (disability, endangered, involuntary, catastrophic, or concern for safety) for immediate entry, the University Police will file a Missing Person Report within twenty-four hours into the Virginia Criminal Information Network and the National Crime Information Center systems.

If the University Police investigation determines that the student is between the age of 18 and less than 21 years of age, whose temporary or permanent residence is in Virginia or is believed to be in Virginia, whose whereabouts are unknown to any parent, guardian, legal custodian or other person standing in loco parentis of the child, the University Police will file a Missing Child Report into the Virginia Criminal Information Network and the National Crime Information Center systems within two hours.

If the student is under the age of 18 years and is not an emancipated individual, University Police will notify the student's parent or legal guardian immediately after University Police has determined that the student has been missing. The University Police will file a Missing Child Report into the Virginia Criminal Information Network and the National Crime Information Center systems immediately.

#### Emergency Response and Evacuation Information

The University's emergency response plan is managed by the University's Emergency Policy Group

(EPG). The members of the EPG include the chief of staff, provost, executive vice president, vice president for student services, associate vice president/chief of police, senior associate vice president for finance, and the Dean of Students. The University's Emergency Operations Plan (EOP) is supported by the University's Emergency Study Group (ESG) with committees on training, security systems, emergency response, emergency notification, planning, and threat assessment.

### The University Emergency Operations Plan

(EOP) was implemented by the University in 1997. With revision every year since then, the University adopted the most significant change in 2007. The major objective is to provide the University with a plan that addresses preparedness, mitigation, response, and recovery from an emergency.

The EOP establishes the Emergency Notification System (ENS). The ENS is a comprehensive program that alerts the University community of any natural or manmade disasters that occur on or may affect the CNU community. The ENS system components include, siren/public address, text messaging, off campus web site, telephone broadcast, telephone voicemail, campus email, information desk and fire alarms.

The Plan establishes three emergency response levels:

#### Level 1 (Planned Event)

These are events that typically allow a period of time to prepare or plan for a response. Examples of these events are hurricanes, inclement weather, power or utility outage and related campus disruptions.

#### Level 2 (Localized Event)

These are events that typically affect a specific building or a specific area on campus and do not affect the entire campus community. Although these events are more specific to an area or building, the required response is more immediate than the Level 1 event.

#### Level 3 (Immediate Catastrophic Event)

These events require an immediate acknowledgement and the broadcast of emergency conditions in the interest of public safety.



**Clery 2008**

	Reported to UPD	Reported to Local PD	Reported to Non-Police	SUB-TOTAL	Reported to UPD	Reported to Local PD	Reported to Non-Police	SUB-TOTAL	Reported to UPD	Reported to Local PD	Reported to Non-Police	SUB-TOTAL	GRAND TOTAL	Reported to UPD	Reported to Local PD	Reported to Non-Police	Section TOTAL
	All On-Campus Property				Non-Campus Property				Public Property					On-Campus Residences			
Murder/Non-neg. Manslau	0	0	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	0	0
Robbery	3*	0	0	3*	0	0	0	0	0	2	0	2	5	0	0	0	0
Aggravated Assault	1	0	0	1	0	0	0	0	0	3	0	3	4	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	2	0	2	2	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	1	0	1	1	0	0	0	0
Burglary	5*	0	0	5*	0	0	0	0	0	0	0	0	5	0	0	0	0
Forcible Sex Offense	2	0	0	2	0	0	0	0	0	0	0	0	2	2	0	0	2
Nonforcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrest	58**	0	0	58**	0	0	0	0	0	0	0	0	58	21	0	0	21
Drug Law Arrest	5	0	0	5	0	0	0	0	0	7	0	7	12	3	0	0	3
Illegal weapon arrest	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0
<b>JUDICIAL REFERRAL</b>																	
Liquor Law	30		202	232	0		0	0	35***		0	35***	267	18		214	232
Drug Law	14		1	15	0		0	0	0		0	0	15	11		0	11
Illegal Weapons	1		6	7	0		0	0	0		0	0	7	1		6	7

\*\*The increase in the number of robberies and burglaries were due to the economic downturn in the community. Innovative preventive measures have been put in place to increase security.

\*\*The increase in the number of liquor law arrests were due to the higher blood alcohol content (BAC) of violators.

\*\*\*The increase in the number of referrals was due to a new cooperative agreement between City and University jurisdictions

**Hate Crimes**

Location Key: OC= On Campus; NC= Non-Campus; PP= Public Property; RF=Residential Facilities

Offense Type	Race				Gender				Religion			
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP
Murder/Non-neg. Manslau	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
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Illegal weapon arrest	0	0	0	0	0	0	0	0	0	0	0	0

Offense Type	Ethnicity				Disability				Sexual Orientation			
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP
Murder/Non-neg. Manslau	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
Robbery	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
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Illegal weapon arrest	0	0	0	0	0	0	0	0	0	0	0	0



# CHRISTOPHER NEWPORT UNIVERSITY

## Clery 2009

	Reported to UPD	Reported to Local PD	Reported to Non-Police	SUB-TOTAL	Reported to UPD	Reported to Local PD	Reported to Non-Police	SUB-TOTAL	Reported to UPD	Reported to Local PD	Reported to Non-Police	SUB-TOTAL	GRAND TOTAL	Reported to UPD	Reported to Local PD	Reported to Non-Police	Section TOTAL
	All On-Campus Property				Non-Campus Property				Public Property					On-Campus Residences			
Murder/Non-neg. Manslau	0	0	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	0	0
<b>Robbery</b>	0	0	0	0	0	0	0	0	0	1	0	1	1	0	0	0	0
Aggravated Assault	1	0	0	1	0	0	0	0	0	1	0	1	2	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	2	0	2	2	0	0	0	0
Arson	2	0	0	2	0	0	0	0	0	1	0	1	3	1	0	0	1
<b>Burglary</b>	0	0	0	0	1	0	0	1	0	0	0	0	1	0	0	0	0
Forcible Sex Offense	1	0	0	1	0	0	0	0	0	0	0	0	1	1	0	0	1
Nonforcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrest	89	0	0	89	0	0	0	0	0	0	0	0	89	14	0	0	14
Drug Law Arrest	11	0	0	11	0	0	0	0	0	5	0	5	16	3	0	0	3
Illegal weapon arrest	1	0	0	1	0	0	0	0	0	2	0	2	3	0	0	0	0
<b>JUDICIAL REFERRAL</b>																	
Liquor Law	63		183	246	0		0	0	9		0	9	255	29		149	178
Drug Law	45		0	45	0		0	0	0		0	0	45	36		0	36
Illegal Weapons	1		3	4	0		0	0	0		0	0	4	0		3	3

\*\*The increase in the number of liquor law arrests were due to the aggravating circumstances of higher BAC levels

\*\*\*The increase in the number of referrals was due to a new cooperative agreement between City and University jurisdictions

### Hate Crimes

Location Key: OC= On Campus; NC= Non-Campus; PP= Public Property; RF=Residential Facilities

Offense Type	Race				Gender				Religion								
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP					
Murder/Non-neg. Manslau	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					
<b>Robbery</b>	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					
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0					
Arson	0	0	0	0	0	0	0	0	0	0	0	0					
<b>Burglary</b>	0	0	0	0	0	0	0	0	0	0	0	0					
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0					
Nonforcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	0					
Liquor Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0					
Drug Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0					
Illegal weapon arrest	0	0	0	0	0	0	0	0	0	0	0	0					
Offense Type	Ethnicity				Disability				Sexual Orientation								
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP					
Murder/Non-neg. Manslau	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					
<b>Robbery</b>	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					
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0					
Arson	0	0	0	0	0	0	0	0	0	0	0	0					
<b>Burglary</b>	0	0	0	0	0	0	0	0	0	0	0	0					
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0					
Nonforcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	0					
Liquor Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0					
Drug Law Arrest	0	0	0	0	0	0	0	0	0	0	0	0					
Illegal weapon arrest	0	0	0	0	0	0	0	0	0	0	0	0					



## **Campus Fire Safety Annual Compliance Report**

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics related to student housing. The following public disclosure report details all information required by this law as it relates to Christopher Newport University.

On Campus Housing Fire Safety Equipment At Christopher Newport University, all residence halls are protected by fire detection and alarm systems. Main campus residence halls, CNU Apartments and CNU Village are also fully equipped with sprinklers and centrally monitored 24 hours/day, seven days/week. Most buildings are equipped with either emergency generators or lighting fixtures that incorporate backup batteries; upon loss of power, these systems automatically activate to assure adequate egress lighting in hallways and emergency exit stairwells. All fire safety systems and equipment are strictly maintained and tested in accordance with applicable national standards.

Tampering with smoke/heat detectors, fire alarms, fire extinguishers, emergency lights sprinklers, valves or any other fire safety equipment is expressly prohibited. Hanging things from sprinkler heads could cause flooding and significant damage to personal and University property.

University provided fire extinguishers in units or apartments with kitchens or kitchenettes are placed in cooking areas and not in bedrooms. They are best left mounted in the kitchen (when applicable), near the refrigerator or under the kitchen sink. Extinguishers are not placed on or over the stove where a likely fire might prevent reaching the extinguisher.

### Fire Safety Education, Training and Fire Drills

Training on fire and life safety is provided to all Resident Assistants, Hall Directors and Student Activities Event Staff & Building Managers. All on-campus residents (including those with special needs) are briefed on fire safety issues at the beginning of each semester through floor meetings. Residents are required to comply with the safety requirements outlined in the *Residence Life Handbook*, which includes information on fire safety and what appropriate action to take during a fire alarm or fire emergency.

Fire drills are conducted in residence halls each semester in coordination with University Police and the Director of Emergency Management. The drills are conducted to ensure proper functioning of the building fire alarm system and to familiarize residents with the process of evacuation. Occupants must evacuate for a drill just as they would for a real fire.

When the fire alarm sounds, all residents, guests and employees are required to evacuate the building immediately. All residents, guests and employees are expected to react to the fire alarm like an active fire situation. Failure to evacuate the building in a timely manner may result in judicial action. In addition, anyone involved in initiating a false alarm or inappropriately discharging a fire extinguisher will face severe disciplinary action.

### Specific Fire Prevention Policy

#### **Candles and Open Flames:**

Due to fire safety concerns, all candles (burned or not) are prohibited in the residence hall. Open flames, burning incense, incense and candle warmers and cigarette smoking are also prohibited. Residents may grill outside in designated grilling areas.

#### Smoking:

Smoking is not permitted in any CNU residential facility. Additionally, individuals smoking outside of these facilities are encouraged to be aware of the smoke-free lifestyle of others and not place tobacco smoke in the path of the residence halls. As a courtesy, students and guests should refrain from smoking within 20 feet of building entrances. Should anyone need to be reminded or asked to move their smoking away from the entrances, they are obligated to comply by rules of common courtesy and respect in a Community of Honor. Shisha pipes or Hookahs are prohibited in University housing. Fog machines may not be used in the residence halls.

#### Plug-in Air Fresheners:

Plug-in air fresheners with a pass-through plug as part of their design are considered unsafe for residence hall use by the Virginia fire marshal and are prohibited. Other plug-in air fresheners are acceptable.

#### Pressurized Items:

Pressurized items, to include, scuba equipment, CO<sub>2</sub>, helium and propane canisters, may not be kept in residence halls.

#### Heaters:

Portable space heaters are prohibited unless approved or furnished by the University.

#### Fireworks:

Sparklers, fireworks and other explosives are prohibited in the residence halls.

#### Flammable Liquids, Fuel Powered Equipment and Bottled Gas:

Flammable liquids such as lighter fluid, gasoline, turpentine, paint thinners/solvents may not be stored in the residence halls. Storage of generators, mopeds, motorcycles and other fuel powered equipment is prohibited. Bottled gas is also prohibited in the residence halls.

#### Halogen Lamps and Other Lights:

Torchiere style halogen lamps and lamps with a pass through plug are prohibited. Downward-facing halogen desk lamps are permitted. Exceeding recommended light bulb size/wattage in any lamp is a fire hazard and is prohibited in the residence hall.

#### Reporting a Fire Emergency

All fire emergencies are to be reported to the University Police Department. Contact with the University Police may be made through the University Police Communication Center. The emergency telephone number is (757) 594-7777 and the non-emergency number is (757) 5947053. University Police may also be contacted by activating one of the emergency call boxes located on campus.

Callers should be prepared to provide the communication officer with specific information, including name, location of the incident and nature of the emergency.

Procedures for On-Campus Fire Emergencies The University fire alarm system consists of an audible signal that can be activated in most buildings from any pull box or from the alarm control panel. All faculty, students, residents, guests and employees will evacuate the residential, academic or public use building upon activation of the fire alarm and University Police shall be notified of the situation. The University fire alarm system should be activated only in case of fire, fire drills, bomb threats, hazardous gas leaks or danger of explosion.

In the event of fire, the following actions should be taken:

- Activate the University fire alarm system in the building in which the fire is suspected by pulling the nearest fire alarm box.
- Notify University Police. Tell the communication officer the type of emergency and exact location where fire department should respond. University Police will contact the fire department and advise them of the exact location of the incident.
- Unless threatened by fire, smoke, or heat, the individual should use available fire extinguishing equipment and remain on the scene until assistance arrives. When in doubt, evacuate the building.
- Do not use the elevator. Elevator shafts may fill with smoke or the power may fail, causing an entrapment.

All faculty, students, residents, guests and employees, other than those assigned specific duties, will comply with the following:

- Evacuate the building, closing residential room doors, office or classroom doors, as appropriate.
- Follow orders issued by delegated authority. All persons who have evacuated buildings will move to an open grassy area away from the building and to stay clear of roads and fire hydrants.
- Throughout the duration of a fire alarm all building patrons should remain calm, move promptly to a point well outside the building and follow directions provided by members of the administration and emergency personnel. Patrons having evacuated the building should not depart the campus until an announcement has been made to that effect, nor should they return to the building until appropriate notice has been announced by University Police or other appropriate administrator.
- The University Police will initiate the Incident Command Structure upon arrival.
- A Unified Command Structure will occur upon arrival of the Newport News Fire Department.

#### Statistical Report for Fire Response to Residence Halls

A "Fire Log" of all residence hall fires reported including: nature, date, time and general location is maintained by the University Police and is available for public view between the hours of 8 am and 5 pm, Monday through Friday. An electronic version will be available on the University Police website, located at: <http://police.cnu.edu/>.

## Comprehensive Emergency Response and Evacuation Information

The University's emergency response plan is managed by the University's Emergency Policy Group (EPG). The members of the EPG include the chief of staff, provost, executive vice president, vice president for student services, associate vice president/chief of police, senior associate vice president for auxiliary services, and risk manager. The University's Emergency Operations Plan (EOP) is supported by the University's Emergency Study Group (ESG) with committees on training, security systems, emergency response, emergency notification, planning, and threat assessment.

The University Emergency Operations Plan (EOP) was implemented by the University in 1997. With revision every year since then, the University adopted the most significant change in 2007. The major objective is to provide the University with a plan that addresses preparedness, mitigation, response, and recovery from an emergency.

The EOP establishes the Emergency Notification System (ENS). The ENS is a comprehensive program that alerts the University community of any natural or manmade disasters that occur on or may affect the CNU community. The ENS system components include, siren/public address, text messaging, off campus web site, telephone broadcast, telephone voicemail, campus email, information desk and fire alarms.

The Plan establishes three emergency response levels:

### Level 1 (Planned Event)

These are events that typically allow a period of time to prepare or plan for a response. Examples of these events are hurricanes, inclement weather, power or utility outage and related campus disruptions.

### Level 2 (Localized Event)

These are events that typically affect a specific building or a specific area on campus and do not affect the entire campus community. Although these events are more specific to an area or building, the required response is more immediate than the Level 1 event.

### Level 3 (Immediate Catastrophic Event)

These events require an immediate acknowledgement and the broadcast of emergency conditions in the interest of public safety.

## Christopher Newport University Campus Fire Summary

Facility	2008			2009			2010		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Santoro Hall **1 University Place				0	0	0	0	0	0
James River Hall 1 University Place				1	0	0	0	0	0
York River Hall 1 University Place				0	0	0	0	0	0
Potomac River Hall 1 University Place				0	0	0	0	0	0
CNU Apartments 1 University Place				0	0	0	0	0	0
Village Apartments 1 University Place				0	0	0	0	0	0
Warwick River Hall 1 University Place				0	0	0	0	0	0
Greek Village Apartments 1 University Place				0	0	0	0	0	0
CNU Landing Apartments 1 University Place				0	0	0	0	0	0
*Merritt Road and Prince Drew Road Housing				0	0	0	0	0	0
<b>TOTAL</b>				<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**\*Merritt Road and Prince Drew Road houses demolished July 2011.**

**\*\*All campus buildings on Main Campus and East Campus have the address of 1 University Place. No buildings have an individual building address.**