

## **Christopher Newport University Campus Safety and Security 2004-2005**

"Committed to providing a safe and secure environment."

### The University

Christopher Newport University enrolls 4,600 undergraduate and 140 graduate students and employs 932 faculty and staff. The University campus is located on 160 acres in midtown Newport News, Virginia. Currently, the University houses 2,600 undergraduate students in campus residential suites and apartments. The University is the home of a championship Division III football team and supports twenty-two other intercollegiate athletic programs.

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 a 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. 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 with the City of Newport News Police.

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 340 Prince Drew Road, the Office of the University Police maintains regular business hours, Monday through Friday, from 8:00 a.m. to 5:00 p.m. Copies of police reports are

available and recovered property can be collected during 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 the University Police after normal hours. Access to secure University buildings or other University facilities is restricted to individuals authorized to have keys 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 2,600 undergraduate students reside in four residence halls, three apartment complexes and University owned houses. All residential facilities are managed by Hall Directors. The Hall Directors maintain a staff of student resident assistants (RA) and front desk assistants (FDA). James River Hall, York River Hall (East and West), Potomac River Hall (North and South) and Santoro Hall maintain reception desks that are located in the main lobby. The reception desk is staffed by front desk assistants and resident assistants 8:00 a.m. to 12 a.m. every day. From 12:00 midnight to 8:00 a.m., student police aides, supervised by the University Police, are assigned to the reception desk. All residence hall exterior doors, including the lobby entrance, are locked at 10:00 p.m. University Police conduct routine security checks of the halls and all exit doors to ensure they are secure.

All members of the residence life staff have been carefully chosen through a selection process established by the Director of Residence Life and approved by the Dean of Students. 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.

### Timely Warnings

A timely warning is information published and distributed by the University Police alerting the public to a crime or serious threat in the community. In the event that a criminal action occurs that could pose an immediate threat to the University community or other individuals, the University Police will post a notice of the incident at the front door of all residence halls and academic buildings. Anyone with information warranting a timely warning should report the circumstance to the Office of the University Police.

## 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 in the Office of the University Police. Crime prevention material is also made available at orientation programs.

The University provides a series of "Campus Watch" programs for students, faculty and staff. "Campus Watch" programs include "CNU Silent Witness," which provides members of the community with the opportunity to report suspicious incidents to the University Police anonymously; Rape Aggression Defense (RAD) which is a 16 hour training program designed to teach women how to protect themselves from unwanted confrontations; and, CNU Bicycle Registration, which is an easy and convenient way for community members to register their bicycles.

## Reporting Crimes or Emergencies

All crimes, traffic collisions, medical and fire incidents should be immediately reported to the University Police. In an emergency, University Police may be contacted by telephone at (757) 594-7777, or by using any one of the call boxes located on campus. 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 posted at the main entrances of each residential and academic building on campus. 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.

## Crime Log

The University Police make available a crime 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 Office during regular business hours. 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.

## Disciplinary Actions

In cases where probable cause exists to believe that a student may be involved in a violation of the laws of the Commonwealth, 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 members of the University community.

Crimes by University students at off-campus locations are reported to University Police by local police authorities. University Police have 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 Career and Counseling Services (OCCS), 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 OCCS and other resources available in the community. To identify community resource, students can contact OCCS at 594-7047. After business hours, students can contact University Police at 594-7053 for resource information. Callers can remain anonymous. The Office of Student Life maintains a Sexual Assault Prevention web site. This informative web site, which includes assault prevention tips, RAD class information, ways to report an assault and local and national resources may be accessed at: [www.cnu.edu/admin/upolice](http://www.cnu.edu/admin/upolice).

Victims of sexual assault are encouraged to file a police report with the University Police Department or the Newport News Police Department. 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 OCCS. The victim will be provided assistance to change academic and living situations, as necessary. Anonymous reports to OCCS that are not investigated by University or local officials are not included in the annual crime statistics.

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 2004-2005 Christopher Newport University Student Handbook. Such sanctions may include suspension or dismissal from the University.

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

Christopher Newport University is an alcohol free campus. As such, the 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.

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 judgement and coordination.

The OCCS can provide additional information about these concerns.