

VWCC
Annual Crime Report

2001



Virginia Western Community College Police Department

Virginia Western Community College has had its own police department since 1985. We currently have six full-time police officers, and two part-time security officers. All police officers are graduates of the Cardinal Criminal Justice Academy. All police officers are sworn in through the City of Roanoke court system, with all the enforcement and arrest authority given any other police department, and the VWCCPD conducts its own investigations of incidents on campus.

Our security officers have the authority to effect arrests (on campus) if:

- A felony is committed in his/her presence
- A misdemeanor involving violence or moral turpitude is committed in his/her presence

All police officers are also certified medical First Responders.

The VWCCPD has mutual aid agreements with the Roanoke City PD, and with the Virginia ABC Board by way of a grant obtained this year for bicycle patrol equipment and training. Our department also maintains communication with other agencies, including the Virginia State Police, to ensure that if needed we can rely on effective and timely assistance in any situation.

The VWCCPD's first priority is the safety of the college's students, visitors, faculty and staff.

Mission and Goals of the Police Department

The Virginia Western Police Department is dedicated to providing protection of persons and property for the college campus and adjacent or surrounding streets and properties. Services provided by our department include law enforcement, medical (First Responder) aid, and fire prevention/response. These services will be provided with professionalism and courtesy.

To accomplish these purposes, the employees and members of the department are dedicated to achieving the following goals:

- To identify criminal offenders and criminal activity and, when appropriate, to apprehend offenders and participate in subsequent court proceedings.
- To prevent the commission of crimes by reducing the opportunities for such crimes.
- To create and maintain a feeling of safety and security within the college.
- To facilitate the movement of people and vehicles.
- To provide an environment that facilitates achieving department goals while providing for the career needs of its employees.
- To provide a vehicle for the provision of college service demands.

In addition to normal policing of the campus, the department is also equipped to assist motorists with jump-starting dead batteries, and to open vehicles that have been locked with the keys inside.

Our department maintains the campus Lost-and-Found repository. Items can be reported lost, or claimed from the repository, via our office in T103.

Reporting Crime to VWCCPD

There are Call Stations in several locations around campus, as well as in every elevator on campus. VWCCPD is also accessible by telephone, via the Internet, and by coming in person to the VWCCPD office (T103).

Emergency Call Station Locations:

- 1) Outside the Police office (T103); South Campus
- 2) Between Webber Hall and the Student Activities Center; South Campus
- 3) In the middle of the Four Seasons mall; North Campus

All three Call Stations will dial the campus police directly, and all have blue lights on top that will flash when the station is activated.

Elevator Call Buttons:

All of the elevators on campus have an Emergency Call button that will dial the campus police phone number, and automatically let us know the location of the elevator.

Phone Numbers and Email:

Default/Emergency number: [540] 857-7979 (77979 from an office phone)

Dennis Deacon (Chief of Police)
[540] 857-7797
(77797 from an office phone)
ddeacon@vw.vccs.edu

Sgt. Lennie Atwood
[540] 857-6479
(76479 from an office phone)
latwood@vw.vccs.edu

Officer Mark Bennardo
[540] 857-6480
(76480 from an office phone)
mbennardo@vw.vccs.edu

Officer David Blankenship
[540] 857-6480
(76480 from an office phone)
dblankenship@vw.vccs.edu

Officer Greg Roseberry
[540] 857-6480
(76480 from an office phone)
groseberry@vw.vccs.edu

Officer Guy Gibson
[540] 857-6480
(76480 from an office phone)
ggibson@vw.vccs.edu

VWCCPD Dispatcher
[540] 857-6108
(76108 from an office phone)
meperly@vw.vccs.edu

When reporting a crime/hazard/situation to VWCCPD, please be prepared to give the call taker specific information regarding the nature of the emergency or complaint, including:

- 1) The location of the crime or emergency
- 2) How long ago it took place, or whether it is an imminent or ongoing offense
- 3) An estimate of the number of people involved (including descriptions)
- 4) Has an EMS unit or Roanoke City PD also been called?

Providing timely and accurate information can be essential to initiating a rapid and effective VWCCPD response.

VWCC PD Online

The VWCC PD maintains pages hosted on the campus' web server. The site contains information on safety, parking regulations, department contact numbers and methods, VWCC-specific notices and other resources useful both on and off campus. We recently added a form that will allow the site's users to rate our department and our officers. We appreciate any and all input, and will use the information to make our department even better in the future. We are committed to continuously updating and upgrading our site, in order to serve its users in a meaningful, comprehensive fashion.

The site also includes an anonymous report form, which can be used to inform our department of criminal activity without having to speak directly with an officer.

The URL for the form is:

<http://www.vw.vccs.edu/police/Pages/anonrprt.html#Anonymous Report>

Submitting an anonymous report does not identify the sender to our department, unless s/he chooses to include a means of contacting him/her. Including contact information can be valuable if someone were willing to be a witness in court, or has evidence that needs to be transferred in person. Including contact information is in no way required in order to complete and send a report.

The submittal is stored in a secure section of the VWCC PD web site (only accessible by authorized personnel), and the results are checked daily. After retrieving any stored data, the submittal is removed from the server to further protect security and confidentiality.

The Webmaster of VWCC PD's pages is Officer David Blankenship, and comments/suggestions concerning the site can be emailed to: dblankenship@vw.vccs.edu

Preparing the Annual Disclosure of Campus Crime Statistics:

VWCCPD will compile and make available all statistics on crime that occurred on the VWCC campus during the previous year. Due to the timing of the requirements for reporting information, this year's report only encompasses January 2001 through September 2001. Next year's report will begin October 2001.

We will also make every effort to obtain information from the Roanoke City PD, and other agencies in jurisdictions where VWCC has offices or classes, concerning crime that occurred in the areas surrounding VWCC property.

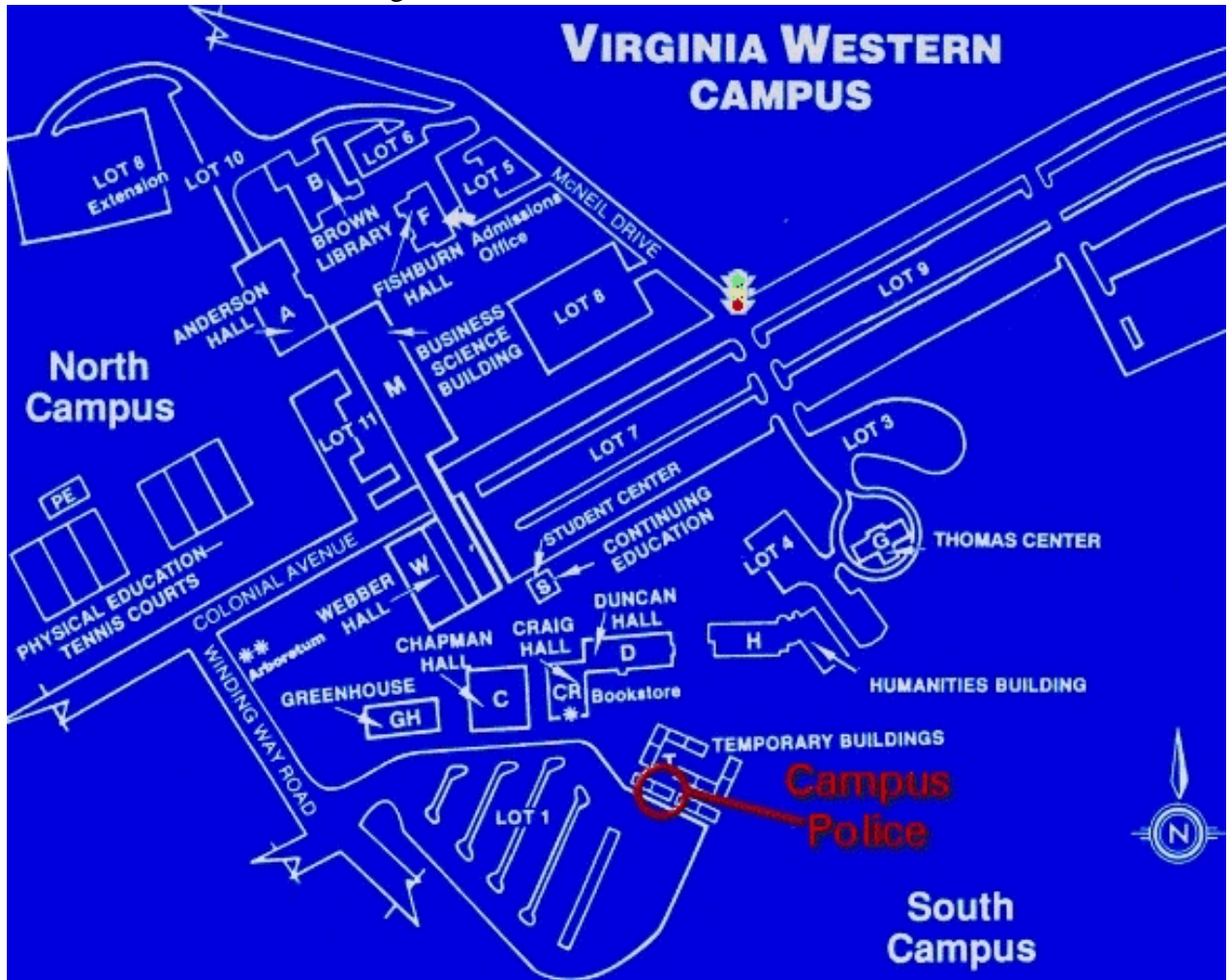
We will make the statistics and other pertinent information available to all current and prospective students and employees, both online and in printed form upon request.

We will also submit the statistics to the DOE web site, for publication in the DOE statistical archive.

We in the VWCC PD are in full agreement with the basic tenet of the Clery Act, which could be summed up as: information on and about crime on (and around) our campus should be available to all of our current, as well as prospective, students and faculty.

Our dispatch log and case log are both available for review in our department's office. Anyone may come to our office and request to see the logs, for any reason.

Our office is located in building T103:



Statistics:

On the Main Campus
(Colonial Ave, Roanoke)

The statistics include incidents investigated by VWCC PD, as well as incidents reported by students, faculty and staff that were not assigned case numbers. The statistics reflect incidents reported from January 2001 to mid-September 2001.

VWCC PD also received the following reports:

Disorderly Conduct (2)

Theft from vehicle (1)

Obstruction of justice (1)

Assaulting an officer (1)

Cruelty to animal (1)

Bomb threat [unfounded] (1)

Motor Vehicle Incidents:

Hit and Run (2)

Driving on a suspended operator's license (1)

Fail to display tags (1)

Criminal Activity	2001
Homicide/Murder & Non-negligent Manslaughter	0
Homicide/Negligent Manslaughter	0
Sex Offenses/Forcible	0
Sex Offenses/Non-Forcible	0
Robbery	0
Aggravated Assault	0
Burglary	0
Theft From Buildings	7
Larceny	2
Motor Vehicle Theft	0
Vandalism	11
Arson	0
Liquor Law Violations	1
Drug Law Violations	0
Illegal Weapons Possession	0
Totals:	21

Hate Crime	2001
Race	0
Gender	0
Religion	0
Sexual Orientation	0
Ethnicity	0
Disability	0
Totals:	0

Statistics:

Off-Campus Facilities-

Jurisdiction	Boutetourt Co.	Craig Co.	Franklin Co.	Roanoke City	Roanoke Co.	Rocky Mount	Salem	Carilion	Lewis Gale	V.A.
Criminal Activity										
Homicide/ Murder & Non-negligent Manslaughter	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Homicide/ Negligent Manslaughter	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Sex Offenses/ Forcible	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Sex Offenses/ Non-Forcible	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Robbery	NR	NR	NR	1	NR	NR	0	NR	NR	NR
Aggravated Assault	NR	NR	NR	1	NR	NR	0	NR	NR	NR
Burglary	NR	NR	NR	1	NR	NR	0	NR	NR	NR
Motor Vehicle Theft	NR	NR	NR	2	NR	NR	0	NR	NR	NR
Arson	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Liquor Law Violations	NR	NR	NR	2	NR	NR	0	NR	NR	NR
Drug Law Violations	NR	NR	NR	7	NR	NR	2	NR	NR	NR
Illegal Weapons Possession	NR	NR	NR	8	NR	NR	0	NR	NR	NR
Totals:	0	0	0	22	0	0	2	0	0	0

VWCC PD attempts to gather information from all jurisdictions in which the college holds classes or has offices. Jurisdictions showing a numeric total of incidents have reported those totals to our office; an entry of “NR” denotes a jurisdiction that did not reply at all to our inquiries. Incidents reported do not necessarily indicate VWCC student involvement; they are incidents that occurred in proximity to VWCC property.

Statistics:

Public Property-

Jurisdiction	Boutetourt Co.	Craig Co.	Franklin Co.	Roanoke City	Roanoke Co.	Rocky Mount	Salem	Carilion	Lewis Gale	V.A.
Criminal Activity										
Homicide/ Murder & Non-negligent Manslaughter	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Homicide/ Negligent Manslaughter	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Sex Offenses/ Forcible	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Sex Offenses/ Non-Forcible	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Robbery	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Aggravated Assault	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Burglary	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Motor Vehicle Theft	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Arson	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Liquor Law Violations	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Drug Law Violations	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Illegal Weapons Possession	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Totals:	0	0	0	0	0	0	0	0	0	0

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Statistics:

Hate Crime (by jurisdiction) -

Jurisdiction	Boutetourt Co.	Craig Co.	Franklin Co.	Roanoke City	Roanoke Co.	Rocky Mount	Salem	Carilion	Lewis Gale	V.A.
Hate Crime	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Race	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Gender	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Religion	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Sexual Orientation	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Ethnicity	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Disability	NR	NR	NR	0	NR	NR	0	NR	NR	NR
Totals:	0	0	0	0	0	0	0	0	0	0

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The hate crime statistics by jurisdiction include all incidents reported in or around areas associated with VWCC (but not on the main campus, since those statistics are collected and published separately), whether they occurred on public property or at off-campus facilities.

In Virginia, it is a felony to assault another person based on the victim's race, ethnicity or religion.

If convicted, the offender receives a mandatory 30-day prison sentence.

Community Resources

City of Roanoke:

Sexual Assault Response & Awareness
Blue Ridge Community Services
Roanoke, VA
(540) 345-7273
FAX: (540) 342-1029
Hotline: (540) 981-9352

State of Virginia:

To obtain brochures, etc:

Victims Services Section
Department of Criminal Justice Services
805 East Broad Street, 10th Floor
Richmond, VA 23219
(804) 786-4000

Division of Crime Victims' Compensation:

Richmond = 367-8686
Toll-free statewide = 1-800-552-4007
Out-of-state = (804) 367-8686

Division of Crime Victims' Compensation
Post Office Box 5423
Richmond, VA 23220

Virginians Aligned Against Sexual Assault: (804) 979-9002

Virginians Against Domestic Violence: (757) 221-0990

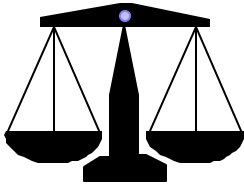
Virginia Commission on Family Violence Prevention:

Family Violence and Sexual Abuse hotline = 1-800-838-8238
Child Abuse hotline = 1-800-552-7096
Elder and Disabled Adult Abuse hotline = 1-800-832-3858

National:

National Organization for Victim Assistance: (202) 232-6682

National Victim Center: 1-800-394-2255



Crime and Safety Awareness Programs at VWCC

Classes sponsored and/or hosted by Virginia Western include:

- Defensive Driving
- CPR
- Self-Defense for Women
- Intervention/Advocacy with Children
- Emergency Medical Technology
- Lifeguard Training
- Safety Program Organization & Administration
- College Survival Skills (classrooms are visited by an officer as a guest speaker)

Contact the VWCC Admissions office (540) 857-7231 for course information.



Safety Publications

Other than the yearly Crime Report, VWCC PD does not currently publish a document devoted entirely to crime and safety.

VWCC PD does submit Safety columns for the faculty and student newsletters, as well as including information, tips and bulletins concerning crime and safety issues on the Police Department's web site. At events such as Spring Fling, Student Fun Day, and other gatherings of students and faculty, our department mans a table or display area with crime and safety related material available to any persons wanting it.

When warranted, special notices are dispatched by way of campus mail or Email, and via bulletin boards throughout the campus.

Crime and safety brochures published by The Department of Criminal Justice Services are available in the campus police office, as well as in various locations/offices around the VWCC campus (Notably the Student Activities Center and the Counseling office).



Student Conduct Policies and Procedures

The following are excerpts from the VWCC Student Handbook:

Section III. Conduct

I. Procedural Standards in Disciplinary Proceedings

In developing responsible student conduct, disciplinary proceedings play a role substantially secondary to example, guidance, and admonition. At the same time, educational institutions have a duty and the corollary disciplinary powers to protect their educational purpose through the setting of standards of scholarship and conduct for the students who attend them and through the regulation of the use of institutional facilities. In the exceptional circumstances when the preferred means fail to resolve problems of student conduct, proper procedural safeguards will be observed to protect the student from unfair imposition of serious penalties.

1. Proscribed Conduct

Generally, institutional discipline shall be limited to conduct that adversely affects the college community's pursuit of its educational objectives. The following misconduct is subject to disciplinary action as set forth in any of the above-mentioned sanctions:

- a. Dishonesty, including knowingly furnishing false information at the time of application for admission or after matriculation to the College and the forgery, alteration, or use of college documents or instruments of identification with the intent to defraud;
- b. Academic dishonesty (see Section C);
- c. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other college activities;
- d. Physical and/or verbal abuse of any person on college premises or at college-sponsored or –supervised functions;
- e. Theft from or damage to college premises or damage to property of a member of the institutional community on institution premises;
- f. Failure to comply with directions of college officials acting in the performance of their duties;
- g. Possession or use of alcoholic beverages on campus not in connection with an approved function where an appropriate license has been secured;
- h. Possession, use, or distribution of illegal drugs either on or off campus;
- i. Possession or use of firearms and weapons on college property;
- j. Violation of published institutional regulations including those relative to entry and use of institutional facilities, the rules in this Code of Conduct, and any other regulations that may be enacted;
- k. Disorderly conduct on campus.
Hallways, laboratories, classrooms, library, or other on-campus facilities should be quiet and orderly at all times in order not to disturb those who are engaged in academic pursuit. Littering the campus or buildings, operating audio equipment at an objectionable level, and boisterous behavior are considered unacceptable conduct; and
- l. Violations of any local, state, or federal law in a way that affects the college community's pursuit of its proper educational purposes.

2. Disciplinary Proceedings

The Dean of Academic and Student Affairs may make a preliminary investigation to determine if the charges can be disposed of informally by mutual consent without the initiation of disciplinary proceedings. If the charges cannot be disposed of informally by mutual consent, disciplinary proceedings will be initiated in accordance with the following principles:

- a. Any academic or administrative official, faculty member, or student may file charges against any student for misconduct. When the President or his designee believes that the continued presence of a person charged with misconduct presents a serious and immediate danger to the college community, the student may be suspended pending consideration of the case. Such suspension shall not exceed a reasonable time.
- b. All charges shall be presented to the accused student in written form reflecting the name of the person(s) making the accusation and a summary of the alleged breach of student conduct. The accused student shall respond within seven calendar days. The time may be extended for such response through mutual agreement with the Dean of Academic and Student Affairs. A time shall be set for a hearing, which shall not be fewer than seven nor more than fifteen calendar days after the student's response.
- c. A calendar of the hearings in a disciplinary proceeding shall be fixed after consultation with the parties. The institution shall have discretion to alter the calendar for good cause.
- d. Hearings shall be conducted in such manner as to do substantial justice:
 1. Hearings shall be private if requested by the accused student. In hearings involving more than one student, severance shall be allowed upon request.
 2. An accused student has the right to be advised by counsel or an adviser who may come from within or without the institution.
 3. Any party to the proceedings may request the privilege of presenting witnesses subject to the right of cross-examination by other parties.
 4. Production of records and other exhibits may be required.
- e. In the absence of a transcript, there shall be both a digest and a verbatim record, such as a tape recording, of the hearing in cases that may result in the imposition of the sanctions of restitution, suspension, and expulsion as defined in Section D.
- f. No recommendation for the imposition of sanctions may be based solely upon the failure of the accused student to answer the charges or appear at the hearing. In such a case, the evidence in support of the charges shall be presented and considered.
- g. Disciplinary procedures within the institution shall consist of two stages:
 1. The Student Discipline Committee, composed of college personnel holding faculty rank and students, shall be charged with the responsibility of conducting the hearing, determining the guilt or innocence of the accused student, and recommending sanctions.
 2. Within five calendar days of receipt of the board's recommendation, the President of the College shall act on the recommendations and notify, in writing, the student and the Student Discipline Committee of his decision.

h. When the penalty for misconduct is suspension or dismissal, the student may, prior to the review of the case by the President, appeal the decision to the Appeals Committee. Members of the Appeals Committee, selected by the College President, will include one administrator, two teaching faculty, and two students. The administrator will serve as chairman of the committee and will be responsible for calling the meeting and making arrangements for having a transcript of the proceedings prepared. Members of the Student Disciplinary Committee shall not serve on Appeals Committee. Such appeals must be made within ten days of notification of the decision.

1. Appeal shall be limited to a review of the full report of the hearing board for the purpose of determining whether the institution acted fairly in light of the charges and evidence presented.
2. An appeal may not result in a more severe sanction for the accused student.
3. Findings of this board are advisory to the President of the College.

i. When the penalty for misconduct is suspension or expulsion, the student may appeal the decision to the Local College Board. Final appeal may be made to the State Board of Community Colleges.

3. Academic Dishonesty

Academic dishonesty is defined as cheating on a quiz, test, or examination by giving, receiving, offering, and/or soliciting information; buying, selling, stealing, or soliciting any material purported to be a part of, or in whole, the contents of a forthcoming examination, test, quiz, or a required project; plagiarism; or the unauthorized use of materials, notes, papers, aids, etc., during a test, quiz, or examination. Instructors are responsible for maintaining the integrity of the testing environment.

In a case where academic dishonesty is suspected, the faculty member will meet with the student as soon as possible to resolve the matter. The faculty member may take one of the following actions:

- a. Have the student rewrite the work in question;
- b. Award a grade of zero (0) for the work in question;
- c. Award a grade of "F" for the course and withdraw the student from the course. (If the student wishes to appeal this decision of the faculty member, the student will be permitted to remain in the course while the case is being considered); or
- d. Refer the student to the division chairman who may initiate a hearing before the Student Discipline Committee.

Any student accused of academic dishonesty will be reported to the Dean of Academic and Student Affairs. Whenever two such instances have been reported, the Dean of Academic and Student Affairs will initiate a Student Discipline Committee hearing.

If the student wishes to appeal the action taken by the faculty member, he/she may do so by using the following procedures:

The student will state his/her wish and reasons to appeal in writing to the division chairman who will request the faculty member to prepare a written statement of the specific charges, other relevant information, and the action taken. A copy of this statement will be provided to the student with a request for a written response. If the matter is not settled at this level, the division chairman will forward both documents to the chairman of the Student Disciplinary Committee, who will, within seven days, set a time for a hearing.

The hearing will be private, and the student may bring a representative, witnesses, and exhibits. A digest of the hearing will be kept.

Should an appeal process not be completed by the end of an academic semester, an interim grade of "I" will be issued. A grade change will then be submitted by the faculty member reflecting the outcome of the appeal. Action taken by the Student Discipline Committee is limited to the following:

1. Support the penalty imposed by the faculty member or impose one of the following:
 - a. Have the student rewrite the work in question;
 - b. Award a grade of zero (0) for the work in question;
 - c. Award a grade of "F" and withdraw the student from the course;
 - d. Suspension
 - e. Expulsion
2. Return student to former status.

Findings of the Student Discipline Committee for academic dishonesty will be advisory to the Dean of Academic and Student Affairs, who shall provide a copy of his written decision to the student, the faculty member, the division chair, and the chair of the Student Discipline Committee. The time schedule outlined in Section B will generally apply. When the penalty for academic dishonesty is suspension or expulsion, the student may appeal the decision to the college President, then to the Local College Board. Final appeal may be made to the State Board for Community Colleges.

4. Sanctions

Disciplinary proceedings may result in the following sanctions:

a. Admonition:

A written statement to a student that he/she is violating or has violated institution rules;

b. Warning:

Notice, in writing, that continuation or repetition of conduct found wrongful, within a period of time stated in the warning, may cause more severe disciplinary action;

c. Censure:

A written reprimand for violation of specified regulations, including the possibility of more severe disciplinary sanctions in the event of the finding of a violation of any institution regulation within a stated period of time;

d. Disciplinary Probation:

Exclusion-from-participation notice in privileged or extracurricular college activities as set forth in the notice for a period of time not exceeding one school year;

e. Restitution:

Reimbursement for damage to or misappropriation of property. This may take the form of appropriate service or other compensation;

f. Suspension:

Exclusion from classes and other privileges or activities as set forth in the notice for a definite period of time not to exceed two years; or

g. Expulsion:

Termination of student status for an indefinite period. The conditions of re-admission, if any, shall be stated in the order of expulsion. No sanctions may be imposed for violation of rules and regulations for which there is not actual or constructive notice.

5. Judicial Authority

The Student Discipline Committee handles all questions of student discipline. Findings are advisory to the President of the College.

The judicial bodies may formulate procedural rules that are not inconsistent with the provisions of this code and rights guaranteed to any citizen.

Plagiarism:

Plagiarism is using the ideas or language of another person and presenting it so that these seem to be the writer's own ideas or language. The Little, Brown Handbook, a textbook used by students taking English classes at VWCC, states in Chapter 36 that plagiarism, whether deliberate or accidental, includes the following:

- * Presenting a summary or paraphrase of another writer's ideas without crediting that writer.
- * Copying another's material and presenting it as one's own – even material as brief as a phrase within a sentence – without quotation marks and proper documentation.
- * Using the sentence structure, diction, or order of ideas from another source.
- * Submitting as one's own any paper that has been significantly revised or edited by another, including other students, parents, acquaintances, or professionals, such as tutoring agencies outside the college. (The staff of the VWCC Writing Center has been trained to help with specific writing problems without unduly influencing the final evaluation of a paper.)
- * Falsifying documentation.

Students should familiarize themselves with The Little, Brown Handbook's "Checklist for Avoiding Plagiarism" in Chapter 36c. Ignorance of what constitutes plagiarism is not a defense for serious infraction of the Honor Code.

Section IV. Policies and Procedures

Sexual Misconduct

Sexual misconduct is a violation of the values and behavior expectations of the college and will not be tolerated. All reported violations within the jurisdiction of the college, including sexual assault and harassment, will be investigated and, as warranted, will be resolved through appropriate college disciplinary processes and/or criminal proceedings in accordance with applicable state and federal laws.

A. Sexual Assault

Sexual assault consists of physical contact of a sexual nature without consent. A specific definition of what constitutes unauthorized sexual contact is published in the faculty handbook and is also available upon request from the Counseling Office or Campus Police.

B. Sexual Harassment

Sexual harassment consists of unwelcome sexual advances, request for sexual favors, or other verbal or physical conduct of a sexual nature, which is intimidating, hostile or offensive. Sexual harassment shall be considered to have occurred when the following circumstances are presented:

1. Toleration of the conduct is an implicit or explicit term or condition of admission or status;
2. Submission to or rejection of such sexual conduct is used as a basis for academic evaluation affecting such individual; or
3. Such conduct interferes with a student's academic performance, or creates an intimidating, hostile, or offensive learning environment.

C. Reporting Procedures

Students who believe that they have been subjected to sexual assault or sexual harassment should take their complaints to the Title IX Coordinator, Fishburn Hall, room F18-B, phone number 857-6067. The student will be counseled on the validity and seriousness of the allegation and will be informed of proper procedures that should be followed.

Existing disciplinary and grievance procedure or informal proceedings, as appropriate, shall serve as the framework for resolving allegations of sexual misconduct. Anyone found guilty of sexual misconduct will be subject to campus disciplinary penalties ranging from probation to expulsion, and, in addition, criminal prosecution in the event of violations of applicable laws.

The rights of both the accused and the complainant shall be protected, and the confidentiality of the proceedings will be maintained to the fullest extent possible.

Section IV. Policies and Procedures

Substance Abuse

Substance abuse is a serious impediment to the efforts of the College to provide the best possible educational opportunity for students.

Furthermore, alcohol and drug abuse interferes with clear thinking and performance and imperils personal health and public safety. Accordingly, the College is committed to a three-part policy on substance abuse: education and prevention, enforcement, and referral for counseling.

A. Education and Prevention

Information on alcohol and drugs for the purpose of helping students develop a realistic understanding of the consequences of substance abuse and to make responsible decisions for their own welfare and the welfare of others is available from the Counseling Office and the Student Activities Office. In addition, various seminars, speakers, and other events are periodically sponsored by the College to promote awareness of substance abuse. Credit courses that develop students' understanding of this issue are offered through the Divisions of Social Science, Health Technology, and Continuing Education.

B. Enforcement

In accordance with policies adopted by the State Board for Community Colleges, students may not possess, use, or distribute any illegal substances while on campus, attending a college-sponsored off-campus event, or while serving as a representative of the College at off-campus meetings. This prohibition includes alcoholic beverages, except where permitted. Students who violate this policy will have College charges processed against them in the normal manner of due process provided by college disciplinary procedures. Violations of this policy that involve a criminal offense will result in notification to the appropriate local, state, or federal law enforcement authorities for appropriate action.

C. Referral for Counseling

The Counseling Office provides information and referrals to community agencies, organizations, and health care facilities for treatment of substance abuse. To the extent permissible by law, confidentiality is protected so those students who seek help for substance abuse problems can receive counseling and referral for treatment without fear of reprisal. Questions regarding counseling should be directed to the Counseling Office.

Section IV. Policies and Procedures

Campus Security Information

Pursuant the requirements of Title II of the Campus Crime Awareness and Campus Security Act of 1990, the following is offered as general information.

A. Criminal Activity Reporting

The Virginia Western Community College Campus Police provide a monthly synopsis to the college administration of all security and enforcement activity taking place at the institution. Additionally, the Campus Police submit specific enforcement information to state and federal law enforcement entities using the Uniform Crime Reporting System.

B. Access to Campus Facilities

Virginia Western's Campus Police are on duty 24 hours a day, each day throughout the year. The normal operating hours for administrative offices is 8am to 5pm with instructional classroom and library activity continuing until 10pm Monday through Friday. Classes and offices are readily accessible to staff, students and community during these times. During hours other than these, classrooms and offices can be accessed through the assistance of the campus police. Assistance with other facilities, especially parking, can be obtained at all hours through the campus police. These areas are patrolled and secured routinely throughout the day and night. The campus police phone number (857-7979) is well publicized.

C. Campus Law Enforcement Authority, Relationship with State and Local Police and Prompt Reporting

The Virginia Western Community College Campus Police Department is composed of five full-time officers, trained through the Virginia Regional Criminal Justice Academy and certification is mandated biennially. The campus police are authorized by the state judicial system to perform the same law enforcement functions as local and state police. A strong working relationship exists between the college police and local and state authorities both through mutual assistance agreements and through information processing and sharing. Reporting of all enforcement activity is made immediately to the appropriate police agency, usually through radio transmission and followed by written reports.

D. Monitoring Off-Campus Criminal Activity of Student Organizations

There are no off-campus student groups organized under the auspices of Virginia Western at the present time. Off campus the Campus Police monitors student functions, when they occur, and any criminal activity is reported under established police procedures (as outlined above). Criminal activity involving student groups, other than those sponsored through Virginia Western, would be monitored through the normal communication system existing between the college and local and state police authorities.

E. Campus Weapons Policy

Weapons are not appropriate to the college experience. Weapons of any kind, functional or not, may not be brought, carried or brandished on VWCC property. Specifically prohibited items include, but are not limited to, the following:
explosive or incendiary devices, sheath knives, stilettos, switch-blades, dirks, daggers, or pocket knives with blades over three and one half inches in length, firearms of any description, BB or pellet guns, bows and arrows, crossbows, any device capable of propelling a projectile, and any other item or object deemed potentially harmful by the VWCC Police Department.