

# POLICE

## Annual Campus Safety **and Security Report**

2019 Calendar Year



**Mission Statement:**

The Department of Environmental, Health and Safety provides professional guidance and leadership to the University in achieving regulatory compliance, and promotes a culture of safety and environmental stewardship.

The department of EHS Fire Marshal's Office is responsible for the annual, semi- annual and monthly inspections of all of the fire protection equipment (fire alarms, range hood suppression systems, and fire extinguishers.) We conduct quarterly fire drills in residential halls. Sprinkler system inspections are done by a state provided contractor. All inspection reports are maintained in the University Fire Marshal's Office.

**Residence Halls**

- \*Are equipped with an automatic fire alarm system and are fully sprinkled buildings.
- \* Each residence room is equipped with a standalone smoke alarm that is inspected for operation monthly by the RA's during safety checks.
- \*Each kitchen is equipped with an automatic range hood suppression system.
- \* All residence halls are equipped with ABC type fire extinguishers.
- \* All fire alarm systems are monitored by the WKU Police Dispatcher with our priority monitoring systems.
- \* Fire Drills are conducted four times a year (quarterly) in each residence hall.
- \* Open flame policies are No candles, Incense, or Bunsen burners in Residence halls.
- \* Appliance policies are as follows: No hot plates, George Forman Grills, potpourri kettles, crock pot, halogen lights or bulbs, toasters and toaster ovens are allowed in residence bedrooms.
- \* The evacuation policy is that all occupants evacuate the building when the fire alarm is activated and report to their designated assembly area. If one cannot evacuate because fire or smoke has blocked both or all exits occupants are to go back to their room and signal for help by either hanging something out the window or calling 911 WKU campus police with a cell phone and identifying their location.
- \* Fire and life safety training is done once a semester to all Hall Directors and RA's.
- \* Trainers list: Minnette Ellis HRL, Bob Austin University Fire Marshal.
- \* All fires are to be reported to the WKU Campus Police and University Fire Marshal through the Residence Hall Directors or RA's.
- \* Fire Safety improvements are done as codes change or additional fire / life safety are deemed necessary.

\* WKU Mass notification system is located in three separate locations on campus, on the top of Downing University Center, Keen Hall and Cherry Hall and can notify the entire campus and the surrounding area.

\* The outdoor notification system and our COW systems are tested on annual basics.

### **Educational Building Fire Log**

**30 Total Alarms**

### **Residence Housing Fire Log**

**29 total fire alarms**

**5 Smoke related cooking fire alarms no open flames.**

The Student Life Handbook contains a section entitled “Emergency Procedures” that includes Fire Emergency instructions.

#### **In Case of a Fire:**

- Sound the fire alarm
- Call the Fire Department (911)
- Call the hall desk or staff member on duty in hall
- Remain calm and act quickly
- Wear protective clothing such as a coat and shoes, and carry a damp towel for use in heavy smoke.
- Close the room door and windows
- Walk in an orderly manner to the nearest exit: NEVER USE AN ELEVATOR.
- Move a safe distance away from the building and out of the way of the fire department personnel.
- Remain outside until told by the hall staff to return.

#### **If you think there is a fire in the hallway, you should feel the door before opening it.**

- If the door does not feel hot, open it slightly, holding your head away and bracing the door with your foot.
- Put your hand across the opening to test the heat of the air.
- If the door is hot and the hallway unsafe, stop up any opening or cracks through which smoke may enter, using wet towels, sheets, blankets, etc.
- If smoke does enter room, open the window for ventilation; break it if it is sealed.
- Do not jump; make your presence known by hanging a sheet or a piece of clothing from your window and wait for rescue.

#### **In case of a minor fire:**

- Pull the fire alarm.
- Use a wastebasket full of water, a fire extinguisher, or a blanket to smother out the fire.

- Do not use water on an electrical or grease fire!
- Call the staff member on duty in your hall.
- Never risk your personal safety!

The “Emergency Procedures Guide’ which has been widely distributed to faculty and staff and which is also available on the WKU webpage at <https://www.wku.edu/ehs/fire/> contains a fire section which outlines the following procedures to be followed:

1. Smoke, fire or an explosion in a building shall warrant activation of the nearest fire alarm pull station which is located near an outside exit.
2. Call WKU Police at 911 (on campus phones ONLY). If there is no answer, or if the line is busy, call 270 -745-2548 if calling from a cell phone. Immediately evacuate the building using established evacuation routes. DO NOT USE ELEVATORS.
3. If possible, provide assistance to mobility-impaired individuals. If this is not possible, or if anyone is injured, call WKU Police at 911. Provide the location to arriving emergency services (fire, police, etc.) of physically impaired individuals.
4. Do not attempt to extinguish fire.
5. Once outside the building, account for all building occupants at the designated meeting area.
6. Do not re-enter the building or leave the campus unless told to do so by the building hall director of HRL staff, or WKU Police.
7. Report damage to Facilities Management at 270 745- 3253.
8. Give any known details of the alarm or fire to arriving emergency personnel.

Each building on campus has a designated Building Coordinator. The Building Coordinator Program incorporates a yearly review with building occupants of evacuation procedures. This program is administered by EH&S Fire Marshal’s Office.

Reports of fires on campus should be immediately made to the Western Kentucky University Police Department. The WKU Police Department can be reached by dialing 911 or 745-2548 any on-campus phone. If suing an off campus (or cell) phone, the WKU Police Department can be reached by dialing 270-745-2548

While WKU continually evaluates fire safety and preparedness, no other future improvements in fire safety have been identified by the institution. If or when a need for improvement is identified, WKU will place a priority on making the necessary changes.

#### **Evacuation plans:**

Each on-campus student housing facility have been developed by the Environmental, Health and Safety and Housing and Residence life Departments and have been placed inside each door on-campus student rooms and on each floor. These plans show the evacuation route as well as providing basic instructions for evacuation in case of a fire.

**Appliances Policy:**

Any device with an open heating element, including heaters, toasters and toaster ovens George foreman are prohibited. Small heating units with enclosed coils such as a coffee pot or hot pot are permitted. Enclosed popcorn poppers are permitted provided they are used for popping corn only. Open flame burning of any kind is prohibited. Smoking is prohibited in all student housing facilities. Violation of any of these rules could result in disciplinary action and/or termination of the room and board contract.

**Fire Extinguisher / Life Safety Training:**

We provide Fire Extinguisher and Life Safety Training annually during (September Campus Fire Safety Month) for all students. Training is provided as requested by any student organization.

We provide Fire and Life Safety training for faculty and staff annually during October.

Training is provided as requested by any Academic Department organization or administration group.

WKU Residence Buildings and addresses for 2018	Fire Alarm Monitoring at WKU Police Department	Sprinkler System (Full)	Other Fire Extinguishing Devices	Smoke/Fire Detection Devices	Alert Devices (horns, Speakers, or strobe lights)	Smoke-control and reduction mechanisms	Fire doors and walls that reduce the spread of Fire	Evacuation Plans/Placards	Number of Evacuation (fire) drills each academic year
Barnes Campbell Hall / 419 Regents Ave	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Bates Runner / 1520 Ave of the Champions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Bemis Lawrence Hall / 429 Regents Ave	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Douglas Keen Hall / 1776 Ave of the Champions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Gateway Apartments / 1350 Kentucky St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Gilbert Hall / 230 College Heights Blvd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Hilltopper Hall	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Hugh Poland Hall / 1756 College Heights Blvd.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
McCormack Hall / 220 College Heights Blvd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
McLean Hall / 1514 Ave of Champions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Meredith Hall / 1775 Normal St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Minton Hall / 1595 Normal St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Northeast Hall / 1575 Normal St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Pearce Ford Tower / 1776 Ave of the Champions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Rodes Harlin / 1474 Kentucky St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
SAE Fraternity House / 300 College Alumni St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	0
Southwest Hall / 1587 Normal St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
1355 Kentucky Street Apartments	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	4
Zacharias Hall / 1755 Normal St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4

WKU Educational Buildings Fire Log 2019	Total Fire Alarms in Building for calendar year 2019	Fire Alarm Number	Date of Fire Alarm	Time of Fire Alarm	Cause of Fire Alarm	Number of Injuries that required treatment at a Medical Facility	Number of Deaths related to Fire*	Value of Property damage caused by Fire	Incident Number
Academic Complex									
Ag. Expo Center	1	1	10/21/2019	4:02 AM	Dirty				2019-3136
Augustine Alumni Ctr.	1	1	6/6/2019	11:30	vechile hit sprinkler pipe				2019-2857
Baseball Clubhouse									
CEBS									
CEC									
Chapel									
Charles Taylor Center									
Cherry Hall	1	1	3/25/2019	5:13 PM	Samll fire because				2019-1555
College High Hall									
Craig Alumni									
Cravens Grad. Center	4	1	5/28/2019	11:57 AM	contrators working in the area				2019-2681
		1	7/2/2019	5:34 PM	Dirty detector				2019-3347
		1	7/3/2019	6:15 AM	Dirty detector				2019-3348
		1	7/19/2019	7:51 AM	contractor doing work in the area				2019-3559
DFM									
Diddle Arena	1	1	3/30/2019	6:01 PM	pulling pull station				2019-1643
Downing Student Union	1	1	2/20/2019	9:34 PM	Leaky gas valve on Steak and Shake grill				2019-0963
Environmental Science and Technology	1	1	6/21/2019	4:25 AM	duct detector issue				2019-3037
Faculty House	1	1	12/6/2019	7:26 PM	fog machine at an event				2019-6243
Felt House									
Florence Schneider Hall (Gatton Academy)									
Garrett Conference Ctr.	2	1	6/7/2019	11:48 AM	dust in HVAC unit				2019-2885
		1	8/23/2019	2:23 AM	faulty detector				2019-4196
Gary Ransdell Hall									
Glasgow Campus									

Gordon Wilson	1	1	6/25/2019	6:25 AM	faulty detector				2019-3223
Grise Hall									
HAZ MAT									
Health Services									
Heat Plant									
Helm Library									
Honors Building									
Industrial Education									
Ivan Wilson FA	4	1	3/9/2019	6:16 PM	Faulty detector				2019-1291
		1	4/7/2019	11:55 AM	dirty detector				2019-1780
		1	4/17/2019	2:15 PM	melted wax spilled on burner caused smoke				2019-1965
		1	6/10/2019	12:42 PM	dust in smoke detector				2019-2950
		1	6/26/2019	3:25 AM	Water Leaked onto detector				2019-3245
Jones Jagers									
Kentucky Building									
Learning Center									
LT Smith East									
LT Smith West	1	1	8/3/2019	9:45 AM	Contrator doing work in the area				2019-3873
Mass Media									
Music Recital Hall	1	1	10/20/2019	10:31 PM	cause could not be determined				2019-5340
Old Mall/ ICSET									
Parking Structure 1									
Parking Structure 2	1	1	9/29/2019	5:20 PM	unknown subject discharging fire extinguisher				2019-4950
Parking Structure 3									
Potter Hall									
President House									
Preston Center									
Publication Building									
SC/Carrol Knicely									
Service Supply									
Snell Hall	1	1	3/4/2019	4:05 AM	Faulty detector				2019-1209
Tate Page									
Thompson Center	1	1	1/28/2019	11:01 AM	Contractor working in building				2019-0486
VanMeter Hall									



Wetherby Adm. Building	5	1	6/22/2019	6:11 AM	duct detector issue				2019-3162
		1	6/23/2019	6:05 AM	duct detector issue				2019-3180
		1	9/8/2019	11:48 PM	unknown mechanical issue				2019-4540
		1	9/9/2019	5:37 PM	unknown mechanical issue				2019-4559
		1	9/9/2019	7:52 PM	faulty detector				2019-4565
WKU Police									
*- Number of Deaths Related To Fire includes deaths within one year of injuries sustained as a result of the Fire.									
<b>Miscellaneous</b>									
Total Number of Alarms	28								

WKU Residential Buildings Fire Log 2019	Total Fire Alarms in Building for calendar year 2019	Fire Alarm Number	Date of Fire Alarm	Time of Fire Alarm	Cause of Fire Alarm	Number of Injuries that required treatment at a Medical Facility	Number of Deaths related to Fire*	Value of Property damage caused by Fire	Incident Number
Barnes Campbell Hall	2	1	4/17/2019	3:04 PM	mulch fire				2019-1969
		1	12/13/2019	9:46 PM	burned food				2019-6366
Bates Runner									
Bemis Lawrence Hall	1	1	2/1/2019	1:33 AM	Pipe from an AC unit on the first floor				2019-0553
Douglas Keen Hall	5	1	1/27/2019	2:49 AM	Burnt Food				2019-0474
		1	1/28/2019	10:42 AM	burnt food				2019-0485
		1	2/22/2019	5:04 PM	burnt food				2019-1005
		1	6/18/2019	12:54 PM	Moisture inside detector				2019-3087
		1	11/1/2019	1:50PM	someone setting off a fire extinguisher				2019-5573
Gilbert Hall	2	1	2/17/2019	9:57 PM	burnt food on the 3rd floor				kupd
		1	4/1/2019	6:33 PM	small fire on fourth floor				2019-1675
HillTopper Hall	2	1	2/2/2019	12:43 PM	Dirty detector				2019-0592
		1	9/19/2019	1:13 AM	Burnt Food				2019-4723
		1	9/29/2019	1:58 AM	Faulty Detector				2019-4927
Hugh Poland Hall									
1355 Kentucky St. Apts	1	1	8/11/2019	2:20 AM	individual maliciously pulling pull station				2019-4002
1350 Kentucky St Apts Gateway									
McLean Hall	1	1	2/2/2019	8:58 PM	burnt popcorn				2019-0602
McCormack Hall	1	1	1/4/2019	11:19 PM	Burned popcorn				2019-0068
		1	4/30/2019	11:28 PM	dirt detector				2019-2208
Meredith Hall									

Minton Hall									
Northeast Hall	1	1	8/17/2019	1:51 AM	high levels of Carbon monoxide and natural gas				2019-4088
Pearce Ford Tower									
Phi Delta Theta Fraternity House									
President's House									
Rodes Harlin Hall									
SAE Fraternity House	2	1	1/27/2019	12:38 AM	Dirty detector				2019-0472
		1	2/1/2019	7:55 PM	Dirty detector				2019-0591
		1	3/17/2019	11:31 PM	burnt popcorn				2019-1401
Southwest Hall									
Zacharias Hall									
\$100 Solution House	1	1	3/24/2019	5:34 AM	Mechanical issue				2019-1529
*- Number of Deaths Related To Fire includes deaths within one year of injuries sustained as a result of the Fire.									
Total Number of Fire Alarms	18								

[Click here](#) to view Environmental Health and Safety - Fire Safety website. For questions or concerns on the fire stats contact the WKU Fire Marshal's office at 270-745-2931.

## Campus Security Act Legal Requirements

In November 1990, the Student Right-to-Know and Campus Security Acts were signed into law. The Higher Education Opportunity Act of 2008 (HEOA) requires that postsecondary institutions participating in federal student aid programs make certain disclosures to enrolled and prospective students, parents, employees, and the public. The following information is disclosed in compliance with federal law.

**Federal Law:** The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (referred to as the Clery Act) is part of the Higher Education Opportunity Act. It requires institutions of higher education that receive federal financial aid to report specified crime statistics on college campuses and to provide other safety and crime information to members of the campus community. The U.S. Department of Education holds enforcement authority for the Clery Act and there is a maximum penalty of \$54,789 for each violation of the regulations that define the reporting requirements.

**State Law:** The Michael Minger Act is a Kentucky state law that requires public colleges and universities as well as private institutions licensed by the Kentucky Council on Postsecondary Education (CPE) to report campus crimes to their employees, students and the public on a timely basis. This law took effect July 14, 2000, and additional provisions dealing with student housing fire safety took effect on July 13, 2004. This law also requires a public crime log, to be available on-line, recording incidents known to campus police and other campus officials, as well as special reports when there is an ongoing threat to the safety of students and employees. Campus officials must also immediately report each fire or threat of fire to the state fire marshal's office and local authorities. School officials that violate the law may be fined up to \$1,500, be imprisoned in their county jail for up to 30 days, or both.

**Compliance:** Western Kentucky University Police Department has been designated as the compliance office for ensuring that the requirements of the Clery and Minger Act are met by the designated Campus Security Authorities (CSAs) and the University and is responsible for issuing the annual reports and release of all Campus Crime Reports. This site is updated every twenty-four (24) hours Monday through Sunday. You can access this by going to our website and click on Campus Crime Log under Crime & Fire Data.

Should you have any questions concerning the Federal Campus Crime and Security (Clery) Act or Kentucky Campus and Crime security (Minger) Act Annual Report, please call the Western Kentucky University Police Department at (270)745-2548 or visit our website, [www.wku.edu/police](http://www.wku.edu/police).

**The Annual Campus Security Report:** Is prepared each year and outlines required safety and security information as well as crime tables for the previous three (3) calendar years. This data is collected in conjunction with partnerships across WKU and Warren County. An e-mail is sent to all WKU students, and parents as well as all WKU faculty and staff employees. You can access this report at any time by visiting the WKU Police website at [www.wku.edu/police](http://www.wku.edu/police) and clicking on the Crime & Fire Date tab. This report is also available in pdf if you prefer a printed copy. If you have any questions or concerns contact the WKU Police Department at 270-745-2548.

## **Campus Law Enforcement Policy**

### **Mission Statement**

*"Our mission is to create a safe interactive environment that is conducive to learning."*

We seek to ultimately accomplish this by: *strengthening relationships within the community, developing and evaluating effective responses to identified problems, and maintaining order.*

### **Our Core Values**

Integrity

Responsibility

Commitment

### **Enforcement Authority**

The WKU Police is a professionally trained full service law enforcement agency observing the highest standards of professionalism. All sworn WKU police officers have arrest powers and as such, officers have the right to carry a concealed weapon and to exercise the power of arrest when discharging their duties while in or out of uniform; to discharge their duties off-campus if engaging in intelligence gathering activity, investigating a crime committed on-campus.

The department provides around-the-clock patrols and other services to the University community. They enforce federal, state and local statutes. Police Officers and Communication Officers are on duty twenty-four (24) hours a day, seven (7) days a week, 365 days a year. University Police Department is located at Parking Structure 1 across from Diddle Arena, or by calling 270-745-2548. Visit our website at [www.wku.edu/police](http://www.wku.edu/police).

WKU Police Officers have full police powers including the power of arrest under KRS 164.955. University Police is responsible for a full range of public safety services, including crime reports, investigations, medical emergencies, fire emergencies, traffic accidents, enforcement of state and local laws and all other incidents that require police assistance. These officers conduct patrol by car, foot, bicycle, on a daily basis all thought the year.

The WKU Police Department is an accredited Law enforcement Agency by the Kentucky Association of Chiefs of Police. Summer of 2019, WKU Police completed its sixth accreditation process. WKU Police were also the first accredited University Police Department in Kentucky and the 2nd State Wide to receive its 6th consecutive accreditation.

University police officers receive their law enforcement authority through the provisions of Kentucky Revised Statutes §164.950 – 164.990. University police officers have law enforcement authority and jurisdiction on property owned or controlled by the university and on streets that run through or adjacent to campus. They are empowered to conduct University-related criminal investigations anywhere within the Commonwealth of Kentucky, have the authority to carry firearms, and make arrests. If offenses involving University rules and regulations are committed by a University student, WKUPD may also refer the student to the Office of the Dean of Students.

## Working Relationship with Federal, State, & Local Police Agencies

The WKU Police Department maintains a close working relationship with local, state and federal law enforcement agencies. Bowling Green Police Department, Kentucky State Police, Warren County Sheriff's Office, FBI, Postal Inspectors, ATF, and the Secret Service regarding common crime problems and criminal activity on and near campus. Crime related reports and statistics are also exchanged for the monitoring and recording of criminal activity which may involve students at off-campus locations. Through agreements with these agencies, the WKU Police Department responds to situations at off-campus locations when requested by the agencies. The same agencies will also respond to campus at the request of University Police to investigate alleged criminal offenses. Any action taken by WKU officers or other agencies while on WKU Campus, will be documented in this report.

## Crime Reporting

Crimes or criminal activity should be reported immediately to The WKU Police.

Contact the WKU Police Department by:

- Dialing (270) 745-2548 to report non-emergencies
- Dialing 9-1-1 from any campus phone to report an emergency  
Calls made from cell phones or off campus phones by dialing 9-1-1 will connect you to the Bowling Green Police Emergency 9-1-1 center. The 9-1-1 Center will connect you back to WKU Police Emergency Communications
- Subjects who are hard of hearing, deaf, or have a speech impediment are to call the Kentucky Relay Services by dialing 711, the individuals will be directed to the WKU Police Department for assistance
- There are numerous emergency call boxes located throughout Main Campus, South Campus, Campbell Lane Lot., and The Center. These call boxes are connected directly to the WKU Police Department. When activated, the dispatcher will immediately know the call box location and will dispatch an officer. When speaking with the dispatcher, you should state the type of emergency. The Call boxes can be used to:
  - Request help
  - Report a crime
  - Report a suspicious activity
  - Request an escort
  - Report any other type of emergency you may encounter

Unless you are at risk, wait at the call box location for the officer to arrive. If you must leave the call box location tell the dispatcher where you are going and go to an area where people are located. It is important emergency call boxes only be used for true emergencies. To activate the Emergency Call Box press the red button once, a flashing blue strobe light is activated. This draws attention to the area which can deter or stop criminal acts. In addition, close circuit television cameras in the vicinity of the emergency call box will also be redirected to the call box. This will allow Dispatch to see the area and gain valuable information about the reason for the activation. If you are not near an Emergency Phone use campus phone and dial 9-1-1 or call 270-745-2548 and you will be immediately connected to the WKU Police. If the Emergency Phone is pushed and it's not an emergency you could be charged for falsely reporting.

The University encourages prompt reporting of all crimes and public safety related incidents to the WKUPD. If a victim of a crime does not want to pursue action within the University system or the criminal justice system, the victim may still consider making a confidential report. With the permission of the victim, the Chief of Police or a management level designee at the University can file a report on the details of the incident without revealing identity. The purpose of a 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. Within such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern or crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. To voluntarily file a confidential report, please come by the police department and request for the report to stay anonymous. This will ensure that all identifiable victim information is removed from all publicly available records. Reports filed in this matter are counted and disclosed in the annual crime statistics for the institution, as to not impair the university from providing protective measures for the community.

WKUPD shall make record of every incident to which it responds, whether a written report is created or not, in any of the following: citizen reports of crimes, citizen complaints, citizen requests for services when: (a) an officer is dispatched, (b) an employee is assigned to investigate, (c) an employee is assigned to take action at a later time, (d) criminal and non-criminal cases initiated by law enforcement officers, and (e) incidents involving arrests, citations, or summonses.

Comprehensive reporting is necessary to ensure that alleged events are recorded accurately and to protect the rights of officers and citizens. A record will be made of actions taken by the responding officer whether the call is a request for service or self-initiated activity. In many instances, the report requirement will be accomplished through the collection of information on audiotape and Computer Aided Dispatch (CAD) by the Communications Division (i.e. case numbers, disposition codes, etc.). A record will be made of all dispatched calls. This in no way relieves officers from their responsibility to take written reports when the circumstances of a call or activity require one. When duplicate calls are received for a single incident, only one report will be required.

Any WKUPD criminal incident report involving a University student, where that student is listed as a suspect or offender, will be forwarded to the Office of Student Conduct for review and potential action. WKUPD detectives will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Student Conduct.

WKUPD maintains direct communications with the appropriate local police, fire and emergency medical response agencies in order to facilitate their responses in an emergency. Direct communication is also maintained with the Environmental Health and Safety Division (EHS), University Fire Marshal, and Transportation Services.

## **Timely Warning Policy**

WKU Police will post a **"Timely Warning"** about an event that poses a threat (or a continued threat) to the safety of students, faculty or staff on or off campus. Several "timely warning" methods of delivery may be utilized by WKU Police to inform the campus community of a threat. These methods may include text messaging, mass email notifications, local newspapers, television, and radio stations.

When an incident or crime that has occurred on University property or surrounding public property is reported to or brought to the attention of WKUPD, WKUPD will determine if the incident or crime constitutes an emergency. WKUPD is responsible for issuing a Timely Warning if WKUPD confirms that the incident is an emergency and represents an ongoing threat to the safety of members of the campus community. Information for warnings may also come from other law enforcement agencies or other offices. Timely Warnings will be distributed as soon as possible after the incident is reported; however, the release is subject to the availability of accurate facts concerning the incident.

WKUPD writes the Timely Warnings and works in conjunction with WKU Public Relations, Emergency Management, or the Office of the President to disseminate the information to students and employees in a timely manner. The WKUPD will utilize “WKU Rave” as the primary notification system for Timely Warnings and Emergency Notifications as they can reach the greatest number of community members in the quickest manor. Secondary notifications may also be completed on the WKU websites home page to give further details. Victim names and any other identifying information is kept strictly confidential and is not printed as part of the Timely Warning. Timely Warnings may be printed and distributed to multiple areas on campus. These areas can include residence halls, other on-campus residence facilities, libraries, and any additional areas that may assist in alerting the campus community.

## **Emergency Response & Evacuation Policies**

The University operates an emergency message notification system for the purpose of delivering subscription-based emergency messages to the campus community. The system, known as WKU Rave, is designed to deliver emergency messages via telephone (cellular), text messaging, email, various social media sites, and indoor/outdoor siren notification systems to subscribers and the campus community. The objective is to employ a multi-layered approach to deliver emergency messages.

The design goal of WKU Rave is to assist in promoting a safe environment for students, faculty, staff, and visitors. The system is designed to be used only during emergency situations that require immediate action by the recipient. Emergencies are unplanned events that can cause physical injury to the community, that can cause physical or environmental damage, or that can disrupt and/ or damage research or educational operations. Examples include but are not limited to:

- Dangerous Situation (active shooter, civil disturbance, hostage situation, etc.)
- Fire
- Hazardous Material Leak/Spill
- Inclement Weather Delays/Closures
- Tornado Warning

All University students, faculty, and staff are requested registered in WKU Rave Alert with their official University email address. The University encourages students, faculty, and staff to provide additional contact information such as mobile phone numbers and personal e-mail addresses to their WKU Rave Alert accounts. Parents, media, visitors, and other interested parties may register for WKU Rave Alert on a voluntary self-subscription basis. For further information or to sign-up, go to TopNet at [https://acsapps.wku.edu/pls/prod/wku\\_emergencySMS.p\\_start](https://acsapps.wku.edu/pls/prod/wku_emergencySMS.p_start).



## Off-Campus Crime:

If Bowling Green Police Department is contacted about criminal activity occurring off-campus involving University students, they may notify WKUPD. However, there is no official BGD policy requiring such notification. Students in these cases may be subject to arrest by BGD and University disciplinary proceedings through the Office of Student Conduct. If notified, WKUPD officers may assist with the investigation in cooperation with local, state, or federal law enforcement. BGD routinely works and communicates with campus officers on serious incidents occurring on-campus or in the immediate neighborhoods and/or businesses surrounding campus. If BGD is contacted in reference to incidents occurring in University controlled property, including non-campus student housing facilities and student organizations, WKUPD has requested that BGD also notify them of the incident. While BGD has primary jurisdiction in all areas off campus, WKUPD officers can and will respond to student-related incidents that occur in close proximity to campus when requested by BGD.

## CrimeStoppers

270-781-CLUE (270-781-2583) or toll free 866-842-CLUE. Remember, your identity remains confidential. WKU Police is affiliated with the CrimeStoppers program associated with the Bowling Green Police Department program which brings the campus community, the media, and the police together in the fight against crime. Through the Crime Stoppers program, citizens become aware of the real impact of crime on the community and are continually encouraged to come forward with information that might aid in the solution of crimes.

## Reporting Crimes and Other Emergencies

All reports will be investigated. The University Police encourages anyone who is a victim or witness to a crime to promptly report the incident to the police when the victim of a crime elects to or is unable to make such a report. When a potentially dangerous threat to the University community arises, timely warnings and emergency alerts will be issued by means including, but not limited to: Rave text messages, Voice Outdoor Warning System, For the purposes of inclusion in the annual disclosure of crime statistics, confidential reports are generally made to other CSAs who meet certain requirements and only under certain situations. In circumstances where the employee is considered a CSA but is working as a pastoral and professional counselor, when acting in that role and made aware of a crime, are not considered CSAs for mandatory reporting.

If you are the victim of a crime but do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the university can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, **The University will investigate all complaints of sexual misconduct.**

Reports of sexual misconduct are taken seriously. Once a Report has been filed an investigation will be conducted. While complete confidentiality cannot be guaranteed, the university will take reasonable steps to conduct an investigation or otherwise handle a complaint of sexual misconduct in as confidential a manner as practical. However, those with a need to know include University officials,

witnesses, and those responsible for the investigation and disciplinary processes, shall have appropriate access to information concerning the complaint.

## **Notification to the WKU Community about an Immediate Threat:**

WKU has created the “The WKU Alert” as a communication tool for mass notifications of imminent threats or emergency situations to campus. The WKU Alert uses a matrix system to identify the type of emergency or threat and the format of message to be sent. Messages may be sent by text message, mass emails, and outdoor alerts systems or other mentioned methods.

Based on the type of threat or danger, notification may be made through Rave as an SMS text message to cell phones or email. Students, faculty and staff may register for this service on TopNet. To sign up to receive notifications and would go to your TopNet account in log into your account personal information page, click on update cell phone messaging notification, fill out the notification information and click submit.

## **Federal Outdoor Warning System**

This system is a voice command outdoor emergency mass alert system on Bowling Green Campus and Bowling Green South Campus. This system gives voice instructions to everyone outdoors regarding immediate dangers or threats. Emergency notifications can also take the form of video message boards, mass emails, WKU website, media press releases and news conferences. Stay connected to the WKU website for updates situations pertaining to all WKU Campuses.

In the event of a serious incident that poses an immediate threat to members of the University community, the below methods may be used together or individually during an emergency notification:

- Emergency text alerts - [Sign up to receive text alerts](#)
- Telephone alert recording: 270-936-0000
- Outdoor warning system (voice alerts and sirens)
- Building warning systems (voice alerts and sirens)
- Mass emails to students, faculty and staff
- WKU News
- Messages posted to the WKU website
- Messages posted to WKU Facebook and on Twitter @wkunews and @wku.
- Digital signage boards on campus
- Override of the campus cable television system
- Local news media

During a critical incident, the University will provide additional information through the University home page ([www.WKU.edu](http://www.WKU.edu)) as well as local media. Individuals outside the University community may remain informed by visiting the university website and signing up for WKU Rave Alert on TopNet [https://acsapps.wku.edu/pls/prod/wku\\_emergencySMS.p\\_start](https://acsapps.wku.edu/pls/prod/wku_emergencySMS.p_start). All members of the local community are encouraged to notify WKUPD of any emergency that may pose a risk to the health and safety of the students, faculty, staff, or visitors on campus. WKUPD has the responsibility to mitigate, respond, and investigate all emergency/dangerous incidents. In addition, WKUPD has a responsibility to respond to

such incidents to determine if the situation does, in fact, pose a threat to the community. If so, federal law requires notification to the University community or the appropriate segments of the community that may be affected by the situation. This segment will be determined based on the location of the incident and the threat toward different campus, i.e. Main Campus, Bowling Green, Warren County, or satellite campuses outside of Warren County.

The content for a “WKU Alert” will be gathered by University Officials, WKU Public Relations, WKU Police Officers, or WKU Communications Officers. Information can be placed in the WKU Rave System by any of the above individuals. The decision to send a “WKU Alert” will be decided upon by WKU Public Relations or WKU Police Supervisors. These “WKU Alert’s” will be sent without delay taking into account the safety of the WKU community.

### **Evacuation Policy:**

The Student Life Handbook contains a section entitled “Emergency Procedures” that includes Fire Emergency instructions.

### **In Case of a Fire:**

- Sound the fire alarm
- Call the Fire Department (911)
- Call the hall desk or staff member on duty in hall
- Remain calm and act quickly
- Wear protective clothing such as a coat and shoes, and carry a damp towel for use in heavy smoke
- Close the room door and windows
- Walk in an orderly manner to the nearest exit: NEVER USE AN ELEVATOR
- Move a safe distance away from the building and out of the way of the fire department personnel
- Remain outside until told by the hall staff to return

### **If you think there is a fire in the hallway, you should feel the door before opening it.**

- If the door does not feel hot, open it slightly, holding your head away and bracing the door with your foot.
- Put your hand across the opening to test the heat of the air.
- If the door is hot and the hallway unsafe, stop up any opening or cracks through which smoke may enter, using wet towels, sheets, blankets, etc.
- If smoke does enter room, open the window for ventilation; break it if it is sealed.
- Do not jump; make your presence known by hanging a sheet or a piece of clothing from your window and wait for rescue.

### **In case of a minor fire:**

- Pull the fire alarm.
- Use a wastebasket full of water, a fire extinguisher, or a blanket to smother out the fire.
- Do not use water on an electrical or grease fire!
- Call the staff member on duty in your hall.
- Never risk your personal safety!

The “Emergency Procedures Guide’ which has been widely distributed to faculty and staff and which is also available on the WKU webpage at <https://www.wku.edu/ehs/fire/> contains a fire section which outlines the following procedures to be followed:

1. Smoke, fire or an explosion in a building shall warrant activation of the nearest fire alarm pull station which is located near an outside exit.
2. Call WKU Police at 911 (on campus phones ONLY). If there is no answer, or if the line is busy, call 270-745-2548 if calling from a cell phone. Immediately evacuate the building using established evacuation routes. DO NOT USE ELEVATORS.
3. If possible, provide assistance to mobility-impaired individuals. If this is not possible, or if anyone is injured, call WKU Police at 911. Provide the location to arriving emergency services (fire, police, etc.) of physically impaired individuals.
4. Do not attempt to extinguish fire.
5. Once outside the building, account for all building occupants at the designated meeting area.
6. Do not re-enter the building or leave the campus unless told to do so by the building hall director of HRL staff, or WKU Police.
7. Report damage to Facilities Management at 270-745-3253.
8. Give any known details of the alarm or fire to arriving emergency personnel.

Each building on campus has a designated Building Coordinator, The Building Coordinator Program incorporates a yearly review with building occupants of evacuation procedures. This program is administered by the Environmental, Health and Safety Department.

Reports of fires on campus should be immediately made to the Western Kentucky University Police Department. The WKU Police Department can be reached by dialing 911 or 270-745-2548 any on-campus phone. If using an off campus (or cell) phone, the WKU Police Department can be reached by dialing 270-745-2548.

### **Evacuation Policy**

In accordance with Kentucky Fire Prevention Code, it is Western Kentucky University policy that a building be immediately evacuated upon the activation of the fire alarm system. WKU policy does make exceptions for persons with disabilities that may require assistance during an emergency.

Emergency evacuation plans are reviewed and tested throughout campus on an annual basis. All residence halls conduct drills at least once per semester and all other buildings on campus conduct drills based on their individual Building Emergency Action Plans. To view your Building Emergency Action Plans [click here](#). For Residence Hall Fire Evacuation Plans [click here](#).

### **Emergency Response & Evacuation Testing Procedures**

While WKU continually evaluates fire safety and preparedness, no other further improvements in fire safety have been identified by the institution. If or when a need for improvement is identified, WKU will place a priority on making the necessary changes.

### **Evacuation plans:**

Each on-campus student housing facility have been developed by the Environmental, Health and Safety and Housing and Residence Life Department and have been placed inside each door on-campus student rooms and on each floor. There plans show the evacuation route as well as providing basic instructions for evacuation in case of a fire.

### **Testing the System**

Test of the alert systems are conducted annually in conjunction with the state earthquake, and tornado preparedness drills. These tests are announced through media releases and by email to the campus community. The tests are conducted in February and March each year. As part of the announcement faculty, staff and students are requested to review the evacuation plan for their buildings. These plans are located at the front desk, and entrance of each campus building.

### **Fire Drills**

The Department of Environmental, Health and Safety is responsible for the annual, semi- annual and monthly inspections of all of the fire protection equipment (fire alarms, range hood suppression systems, and fire extinguishers.) They conduct quarterly fire drills in residence halls. These drills are reviewed by The Department of Environmental, Health and Safety to determine if any further training is needed. Sprinkler system inspections are done by a state provided contractor. All inspection reports are maintained in the University Fire marshal's office.

## **Security of and Access to Campus Facilities**

Western Kentucky University is an open campus within the city limits of Bowling Green. Western Kentucky University also has regional campuses located in Glasgow, Elizabethtown/Fort Knox and Owensboro. As such there are numerous streets entering onto campus. A student enrolling at WKU assumes the obligation for conduct in a manner compatible with the university's function as an educational institution. Students are subject to discipline for acts or misconduct. Registered students and student organizations may use campus facilities, provided the facilities are used for the purpose contracted and subject to the regulations of the university. Each student has the right to a campus environment characterized by safety and order. Campus classroom buildings are locked at various times of the evening depending on class occupancy

**Lighting:** Campus Administrators and Student Government Association hold a "Campus Safety Walk" each fall. The purpose of this walk is to asses' safety issues on campus. The walk often locates dark area where additional lighting is needed to improve the safety of the area. The walk identifies areas with heavy bushes where trimming could reduce possible hazards, lights that are burned out. Western Kentucky University is a well-lit campus. This is a major factor in creating a safer, more inviting environment for students, faculty, staff and visitors.

**Facilities Management:** Is responsible for the maintenance and operation of campus buildings, grounds, and utilities, and can be reached at 270-745-3253.

**Housing Report:** Students with routine maintenance problems in their residence hall rooms should report the problem [Online here](#), by texting WKUDFM to 82257, or phone 270-745-3253. Emergency Maintenance should be reported directly to the information desk in each residence hall. The on-call person will respond

to emergency maintenance issues. The Hall Director and Resident Assistant staff members in each hall turn in maintenance for the common area including kitchens, hallways, and bathrooms. Housing and Residence Life Zone Technicians and Environmental Service Attendants take care of both the room and common area maintenance and housekeeping needs in the residence halls.

**Residence Hall Security:** Each residence hall desk is staffed 24 hours a day and closed circuit cameras are used to monitor each door that is not easily visible from the desk area. Residents of the building will also scan their IDs to enter their residence hall and to confirm their residency in that building. All non-residents must be checked in to the building with a current resident. Any attempt to circumvent the security measures is a violation of policy and may result in disciplinary action up to and including removal from the residence halls.

**Desk Assistant:** A student is employed by the Department of Housing and Residence Life to manage the desk operations and maintain order in the lobby area at night.

**Unauthorized Guest:** For any WKU student to be considered an authorized guest, they must adhere to all visitation procedures of the hall in which they are visiting including visitation hours, check-in/out procedures and being properly escorted. Residents are responsible for the actions of their guests.

**Underage Guest:** Visits by underage guests need to be authorized by the hall director. The following policies exist concerning underage guest:

- No overnight guests under the age of 18 are allowed.
- No guests of the opposite gender under the age of 18 will be checked in unless they are a WKU student with a valid WKU ID.
- Babysitting is not permitted. Infants and minor children should be accompanied by their parents and may visit for short periods of time.

The link to Housing Residence Hall Policy manual can be found at:  
<https://www.wku.edu/housing/halls/hilltopics.php>

**Key:** Room keys must be used to unlock lobby doors of residence halls and mailboxes.

**Room Entry:** Entry to the living quarters of a student may be conducted by the following people for the purposes listed below:

1. By law enforcement officers in the line of duty in accordance with legally defined procedures governing search and seizure.
2. By authorized custodial and maintenance personnel to make improvements, repairs and to provide routine maintenance.
3. By authorized university personnel in order to ensure that health, fire and safety standards are maintained.
4. By authorized university personnel in emergency situations to protect the health, comfort and welfare of a student or to make emergency repairs.

**Escort Service:** The Escort Service is an on-campus service provided by the WKU Police Department for the protection of students, faculty, staff and visitors of the Western Kentucky University Campus. Escorts will be provided from dusk until dawn by calling WKU Police Department at 745-2548 or 745-3333.

## Promoting Safety and Security

The following is a list of crime prevention and security awareness programs and projects available to the University community. All of our programs are provided at no cost to the participants. The campus community is encouraged to be responsible for their own security and the security of others.

The WKU Police Crime Prevention section uses handouts, programs, and personal contacts to inform students, faculty and staff on measures that can be taken to reduce the likelihood of becoming a crime victim. WKU Police provide safety tips on our website at [www.wku.edu/police](http://www.wku.edu/police). Crime Prevention programs presented in residence halls during the academic year and during Crime Prevention Week each fall. Topics covered in the Crime Prevention program include date rape awareness, theft prevention, escort services, drugs and narcotics, general safety and security, and alcohol awareness. Films, guest speakers, and handouts are used to illustrate procedures and to enhance the educational process. A representative of the WKU Police often serves as guest lecturer in many class projects throughout the year. In addition to programs presented by the WKU Police and Housing and Residence Life, information relating to drugs and alcohol is provided by Student Health Services. Presentations are also made to parents and students during the orientation, advisement and registration program.

### Alcohol & Drug Awareness and Education:

University Police believe that the abuse of alcohol and other drugs is unhealthy for students, faculty, staff and visitors. Alcohol use is prevalent on many college and university settings. High-risk behaviors associated with alcohol abuse and misuse impact all community members. Intoxicated persons often engage in high risk behaviors which can lead to injury, sexual assault, sexually transmitted diseases and death due to overdose, violence and impaired mobility. Alcohol abuse is often a contributing factor for poor school and work performance, as well as contributing to health-related problems. This program is designed to address a number dangerous issues associated with excessive drinking and brings awareness to hazards of driving while impaired.

In this program, students are taught how to:

- Make informed choices about whether or not to drink
- Recognize the warning signs of alcohol poisoning
- Know when to call for emergency services when warning signs are present
- Recognize that intoxication can be a significant factor in causing injury to oneself and others, sexual violence, and other criminal behaviors

Officers also provide an overview of the various narcotics typically abused by young people, and help students identify and understand the effects of the drugs. The program also discusses the types of environments where illegal drugs may be found.

### M.A.S.T.E.R. Plan

During M.A.S.T.E.R. Plan, students are able to engage in daily interactive sessions, called "Cluster Blocks," and have small group meetings. These sessions are designed to provide students with essential information and resources to help ensure their success during their first semester on the Hill. Their small group will introduce them to their classmates; who will be their support along the way. Students have the opportunity to ask questions, meet new people, interact with peers and get "pro-tips" from current students and WKU faculty and staff.

Sessions include topics that may not come up in their regular classes, like personal goal setting, how to meet new people and make friends in college, how to get involved in campus life, and how to utilize campus resources (Financial Aid, Blackboard, bus routes, Topnet. etc.). Other major topics include campus safety, student conduct, sexual assault awareness, and Title IX.

## **Self-Defense Training Program**

### **Purpose:**

The training is dedicated to teaching defensive concepts and techniques against various types of assaults, by utilizing easy, effective, and realistic self-defense tactics. This program provides participants with the knowledge to make an educated decision about resistance. Our main goal is to empower individuals to take responsibility for their safety and well-being.

### **Program Outline:**

The first 20-30mins of the program is spent talking with students about the various situations that they may commonly find themselves in on any given day. From there we discuss some easy safety precautions one can take to help make themselves more aware of their surroundings, and be better prepared if approached by someone with bad intentions. Other topics covered include: mental mindset, online safety, home safety, vehicle safety, walking safety, and weapons.

The second half of the program is designed to allow students to practice some basic hands on techniques, identify techniques often employed by an aggressor, and ways to outsmart them. All aspects of the physical portion of the class are optional and can be adapted to fit a wide variety of needs based on the group. This program typically lasts 60-90mins.

### **(I.S.E.C.) Intercultural Student Engagement Center Orientation Program:**

The Cynthia and George Nichols III Intercultural Student Engagement Center (I.S.E.C.) promotes a culturally inclusive campus environment, cultural awareness and competence, inter-group dialogue, engagement and intercultural interaction, and supports lifelong learning about self and others. The office serves as a hands-on recruitment and retention resource for the many cultural, religious/spiritual, and identity groups reflected within the WKU community. The center provides student support services to foster academic success and sponsors culturally based celebratory events. Staff within I.S.E.C. carry out programmatic initiatives designed to increase the cultural competency of students, faculty, and staff. Additionally, center staff manages respectful spaces for students to learn about themselves and others through meaningful experiences, dialogues, and opportunities for growth.

Intercultural Student Engagement Center (ISEC) Academy is a Western Kentucky University initiative/program to assist students that identify as students of color (Black, Hispanic/Latino, Asian, Native American, Multiracial) and/or who are first generation, Pell eligible, and have some need with their transition, persistence, and graduation from Western Kentucky University. This program is coordinated by the Intercultural Student Engagement Center. We believe that students of color at Western Kentucky University are scholars who will achieve positive change in themselves, the WKU Community, and the world!



Over the past two years, the WKU Police Department and I.S.E.C. have joined together to help provide an even more enriching and meaningful experience for the I.S.E.C. Academy students. Many of these students are first generation students who come from areas where they have fought extremely hard to escape and never return to. Many of these students have also had a number of negative encounters with law enforcement prior to attending WKU. This joint effort allows the university's community based police department to begin bridging that gap with students of color as soon as they touch foot on campus by engaging them in conversations about the role the police department plays on this campus and the services provided, while also allowing for open and honest dialogue regarding the fears and or concerns they may have in regards to law enforcement. This initiative has also led to mentorships and continued guidance type connections with many of these students.

The primary components of the ISEC-Academy include peer mentoring and a living learning community for students of color. Through the program students will have the opportunities for transformation related to personal development, academic engagement, culture and diversity, a support network and involvement. Our peer mentors (Navigators) are:

- Diverse in terms of majors, social identities, and experiences.
- Equipped to support new students in transitions, campus involvement, development of goals, and the Western Kentucky University experience.

This living learning community located in Pearce Ford Tower and Hugh Poland Hall, builds a sense of belonging to Western Kentucky University, forms a support network and begins creating the student's college experience. In addition, students will enroll in two courses together: University experience and English 100.

### **Selfies with the Chief:**

This program was designed to allow for a one-on-one conversations between the WKUPD Chief and any member of the University community to promote stronger relationships with the police department and those it serves. It is intended to create a relaxed atmosphere to casually discuss any areas of concern or suggestions for improvements that would aid the department in its mission to build stronger relationships with the WKU community. Selfies with the Chief are scheduled as requested throughout the year. During the 2017-2018 academic year, one professor used this program for a class project, as students were required to meet with the chief and complete a project that was based on finding ways to help the police department in its efforts to build an even better agency. Many of these topics included identifying ways to become more engaged with the students through social media.

### **POPO Pancakes:**

This initiative was put together by the WKU Chief of Police and the Public Information Officer during the week of the fall semester finals. The purpose of this event was to provide students with a few moments of relief from studying and cramming for finals, and to come out be served breakfast by their university police department. The university police department have been strongly promoting their commitment to service above self, and this allowed students an opportunity to see the officers beyond the uniform. Officers used this time to talk with students about their finals, how their first semester went, and to receive feedback on any suggestion as to how the police department could better serve them in the near future.

### **Campus Violence Prevention Training:**

Active shooter response training for professors and students helps to ensure safety and limit liability at universities across the country. University active shooter events can happen anywhere on campus. Wide-spread aggressive intruder plan is the optimal solution for providing campus safety and effective preparedness to an entire campus population.

Just like other many other campus across the nation, WKU spans multiple geographic areas, and has additional locations the university police department patrols. WKU operates complex enterprises in addition to their academic programs, including the off campus Medical Center/WKU Health Sciences Complex, research and development facilities, performing arts venues, athletic facilities, agricultural centers, residential complexes, and transportation systems. The university is an open campus that has continued to integrate into the surrounding community, with visitors regularly on campus touring facilities, attending events, and receiving medical care.

At WKU, training on how to respond to an armed intruder, many departments has become as much a part of fall orientation as lessons on alcohol abuse. Students, faculty, and staff hear presentations covering their options, such as running, hiding or fighting back. The training offered is voluntary, but some professors have gone as far as reaching out to the police department and having an officer come present the training to every class they teach. The Run, Hide, Fight video training is posted on the WKU Police Department's web page for all to view at any time. Some department heads have gone as far to make the training mandatory for their staff each year.

### **Healthy Days Fair:**

Since 2010, WellU has hosted the annual Health Days Fair for WKU students to help promote healthier choices. The health fair featured vendors addressing a wide variety of health aspects. Aside from topics centering on physical health such as healthy eating and exercise, there were vendors discussing mental health, educational health, drunk driving, fire safety and self-image. The WKU Police Department hosted a table where students had the opportunity to attempt the Walk & Turn portion of the Standard Field Sobriety Test while wearing the Fatal Vision goggles. Fatal Vision goggles are used to educate people of all ages about the consequences of alcohol misuse and abuse. These goggles use special lens technology that allows the wearer to experience a realistic simulation of impairment. After completing the test, the students were asked how they felt while attempting the test. They were then asked if they were comfortable driving home in that type of condition. Each of them stated there was no way they could even attempt to operate a vehicle in that type of condition.

The fair included various vendors including:

- WKU Health Services
- WKU Health & Fitness Lab
- WKU Counseling & Testing Center
- WKU Police Department
- WKU Restaurant & Catering Group
- Department of Public Health
- WKU Nursing Department
- WellU
- Clark Chiropractic
- Kentucky Cancer Program
- Hope Harbor

- MADD

For every activity that students completed and got signed off on, even activities like getting a henna tattoo or chair massage, they were growing closer to the number of signatures needed to gain a T-shirt or raffle tickets to submit their names into drawings for larger prizes such as scholarships, bluetooth headphones, hammocks and gift cards, or, if they had enough signatures, both the T-shirt and the raffle tickets. Healthy Days demonstrates all of the resources at the fingertips of students and puts students in the position to take charge of their own wellness.

### **Summer Start Orientation:**

Summer Start helps first-year students acclimate to college before starting classes in the fall. Students receive a well-rounded introduction to academic and social life at WKU by living on campus, taking college courses, engaging with professors, meeting other first-year students, and learning effective ways to utilize student resources. For the past two years the program has invited the university police department to come present a session on general campus safety, and the resources available to students via the police department. This also yields the opportunity to engage with students, and to openly discuss some important tips on how to be successful in the classroom, and navigate their social life in an enjoyable yet safe manner.

### **Head for the Hill:**

This has become WKU's largest on-campus recruiting event. Head for The Hill is a free, open house event that offers a comprehensive look at WKU's outstanding academic offerings, student activities, and beautiful campus. Sessions are offered to provide valuable information about life on The Hill, and an information expo allows students and their families the opportunity to personally connect with representatives from different academic departments, student services, housing, financial aid, and more! For a number of years the WKU Police Department has had a featured spot in this event where officers have spoken with both parents and students about campus safety which includes information such as R.A.D., the emergency alert notification system, campus violence prevention, securing personal property, and more.

### **New Member Greek Symposium:**

The members of the WKU Greek community are excited to welcome new members each semester. This annual event occurs in the fall and is an opportunity to equip and empower the newest members of the WKU Greek community. Attendees at the symposium learn about campus resources which can assist in their transition to WKU's campus, as well as their transition into the Greek community and their individual chapters.

Topics at the symposium focus on developing students while also improving our Greek community. Past presentations have included bystander intervention for hazing, sexual violence, and substance abuse, maintaining a healthy school, social, and work balance and college, and how to get the most out of your Greek experience. The WKU Police Department continues to be a staple at this symposium as students are immersed into an honest, down to earth conversation about the reality of how choices can impact not only one individual's life, but also those he/she may be connected to. The police department has hosted a session entitled My Brother's Keeper, in which students are encouraged to truly and honestly examine themselves, who, and what they represent by donning their letters. Students are challenged by being placed in "What Would You Do" type scenarios to gauge their ability to critically think in the moment about what they would or would not do. Sexual Assault Awareness has become a major topic in

this session. So often this topic has been directly addressed towards young women; providing them with a laundry list of things they should avoid doing. With both young men and women present, an even greater emphasis is placed on the role of men in helping to prevent rapes and sexual assault incidents from occurring.

#### **5<sup>th</sup> Week Assessment:**

The Academic and Career Development Center (ACDC) provides a 5th week check-in to all freshmen and sophomores in 100-level, 200-level and developmental classes during the 5th week of each semester to help identify areas that may need improvement. Instructors will provide information about students' class performance regarding attendance and grades. Students may receive a mark for missing class too frequently and/or may receive a mark for having a D/F in the course. Course instructors, academic advisors, residence hall staff and/or the ACDC follows up with students that have one or more marks to discuss potential issues the student may be facing in and out of the classroom. Just this past year, the WKU Police Department began a new initiative by assist in the follow up process and meeting with students to discuss their marks. This was a significant change for the police department as not many agencies are known to have a direct role in the world of academics. This initiative sent the message to campus community that the police department is also invested in seeing students succeed, and to help provide them with additional assistance in achieving their goals. Officers were able to utilize their mobile tablets to go into the TopNet system and make their notes in regards to how things went with the student they met with, and to note whether or not additional campus resources are needed to better help aid that individual.

#### **Lighthouse Academy Mentoring:**

Lighthouse Academy High School is an alternative school in Bowling Green, Kentucky designed by the Warren County Public School System for students having difficulty succeeding in their regular or traditional high school setting. For a number of years, WKU Police Department has sent an officer to the academy to speak with the young men and women about making good decisions, hanging with the wrong crowd, their dreams and goals, and general law enforcement information. Many of these students have already had a number of encounters with law enforcement whether it was due to them engaging in some sort of criminal activity.

#### **Career Day:**

Career Day provides students with a dynamic and tangible experience that facilitates a connection between their academic pursuits and professional endeavors in the future. Additionally, Career Day provides a platform to develop meaningful and personal connections between our students, alumni, parents and friends. Career Day is one way that the university police department encourages students to explore their interests and passions as an extension of their academic program and in the process better understand themselves, their community, and the world around them. This event has been hosted at a number of different locations, including but not limited to Smart Start Day Care, the WKU campus, and local high schools.

#### **Toys for Tots:**

Toys for Tots is a program run by the United States Marine Corps Reserve which distributes toys to children whose parents cannot afford to buy them gifts for Christmas. The mission of the program is to collect new, unwrapped toys during October, November and December each

year, and distribute those toys as Christmas gifts to needy children in the community in which the campaign is conducted. It is the hope of the program that by delivering a child a new toy at Christmas, a message of hope to less fortunate youngsters will be received that will assist them in becoming responsible, productive, and patriotic citizens.

This past year, the WKU Police Department partnered with TJ Maxx and was able to assist a mother and grandmother in purchasing some much needed clothes for their kids and grandchildren. This was the first year the university police department participated in the program, and is looking to make it a continued tradition.

#### **Hand it to a Hero Toy Drive:**

The WKU Police Department, partnership with the Warren County Sheriff's Department, Kentucky State Police, Bowling Green Police Department, Bowling Green Fire, and the United States Marine Corps Reserve, in the third annual Hand it to a Hero Toy Drive. Throughout the morning and into a Saturday afternoon, the local law enforcement agencies and representatives of the U.S. Marine Corps Reserve stood outside the Walmart on Campbell Lane and collected donations.

The drive presented an opportunity to network with other departments and build cooperation. It was also beneficial for kids and families who might only see a police officer on the worst day of their lives, and establish a positive rapport for them to build on.

#### **Crime Stoppers:**

Crime Stoppers is an organization designed to create a network of local programs that work together to prevent and solve crimes in communities and schools across the nation. The WKU Police Department has worked to cultivate a good working relationship with Crime Stoppers. The use of this program just this past year led to the identification of individuals who were involved in a crime that had occurred near campus.

#### **Sexual Assault Prevention Month:**

Throughout the month of April, a number programs designed to educate the students about sexual assaults, and the roles we all play in helping to prevent such incidents from occurring, and then how to support those whom have been victims of such trauma.

While each day of the year is an opportunity for students, faculty and staff to create change for the future, Sexual Assault Prevention Month calls attention to the fact that sexual violence is widespread and impacts every person in our community. Every day is a day to **Use Your Voice** to prevent sexual assault on campus and in our community. The WKU Police department was a unified supporter of the Counseling Center who responsible for putting together the Sexual Assault Awareness Proclamation Signing Day. This proclamation focuses on creating safer campus and community through sexual violence prevention and healthy sexual respect and encourages communities, individuals, and organizations to commit themselves to sexual violence prevention.

### **Sexual Assault Prevention Month Facebook Live Series:**

This past April, the WKU Police Department partnered with the Student Conduct office to film a Facebook Live Event entitled What to Expect When You Report. This event was a part of the Facebook Live Series. Through this event, students learned about their reporting options after a sexual assault situation.

### **Let's Talk Topper:**

The WKU Office of Admissions began a video series called, Let's Talk Topper, where different departments discuss important information for incoming students. Campus Safety is always an important topic to go over when talking to those students (and particularly parents) and so they reached out to the university police department to have a video where they talked about initiatives and programs the department has in place to ensure safety for our students.

### **How to Conduct Yourself During a Traffic Stop:**

The WKU Police Department and members of the WKU Football staff came together to brainstorm a way to connect with the football players and talk about the things they need to know in order to help them have a positive interaction with law enforcement. This was a two phase initiative that began with Chief Walker and Officer Gray first having a meet and greet with the entire team. They shared some of their background history and what got them into law enforcement. This initial connection allowed them to form a bond with the players that ultimately created this sense of trust and relatability between the two. The second phase of the initiative the officer met back up with the team, and this time they went into specific details about what to do during a traffic stop, places the student athletes should be wary about going, and choosing the right type of people to hang out with. The officers also showed videos from start to finish about how quickly things can go from good to bad on a traffic stop all over bad decisions and involuntary compliance. This has ultimately created a genuine connection between the team and the police department.

### **Social Justice Committee**

The purpose of this committee is to support and provide social justice and diversity awareness, training, development, education, and programming resources to proactively address social justice issues on campus for students. This committee was comprised of a group of faculty and staff members that came from various departments across campus, including the WKU Police Department.

### **Breaking Down the AR-15:**

A couple of officers from the WKU Police were asked to come over to the WKU ROTC Program and demonstrate to the cadets how the AR-15 functions, and to break it down to its basic components. Many of the young cadets have not had the opportunity to operate an actual rifle, so this was a good hands on experience for them. No ammo was present for either weapon.

### **Coffee with a Cop:**

Coffee with A Cop was launched in Hawthorne, California in 2011 when Officers from the Hawthorne Police Department were looking for ways to interact more successfully with the

citizens they served each day. Community policing has long been considered a framework for establishing trust between the community and the police. This program is a simple plan to break through the barriers that have been built over the years. We have recently begun a partnership with Starbucks that will allow us to host this program at their restaurant once a month. The program typically lasts for about 1.5hrs.

The key to Coffee with a Cop program is that it opens the door for interactions outside of the crisis situations that typically bring law enforcement officers and community members together. The program focuses on creating a neutral space and having officers engage community members in one-on-one conversations with “no agenda and no speeches.” In effect, it eliminates the town hall type meeting, and creates an environment where officers talked *with* community members instead of *at* them.

### **Higher Ed. Citizens Police Academy:**

This past year we began a partnership with the Bowling Green Police Department to host a first-ever joint agency Citizens Police Academy. The focus of this academy was WKU students.

The purpose of a Citizens Academy is to familiarize students with the operations of both police departments. This includes classes on patrol procedures, criminal law, narcotics, search and seizure, tactical operations, investigations, juvenile law, firearms demonstration, emergency vehicle operations, use of force issues, and police canine demonstrations. Participants may also have the opportunity to ride with a patrol officer and witness the street-activity officers encounter on a day-to-day basis.

The academy is intended to open lines of communication between the community and the police department. By allowing citizens a firsthand look at each police department and how their operations are handled, citizens take away a better understanding of the role of police in the community. Additionally, citizens bring a wealth of knowledge about their community and, particularly, the problems in their neighborhoods. In this way, police are able to learn and better understand the concerns of the citizens.

### **Hallowellness Event:**

This program combines Halloween and wellness into a fun event for student engagement. This is a great opportunity for WellU® to collaborate with other departments on campus, and promote all around wellness.

From the on-look, this event is designed to mimic “trick-or-treating.” Each department asks a question to students or have an activity for them to do. Students will have to visit each table to earn WellU® credit. For our table, the WKU Police conducted a “Walk the Line” activity using the drunk goggles. This was designed to educate students on alcohol safety. This makes this event engaging and not one where students have to listen to the same information they’ve heard since they’ve been on campus. After doing the activity, students can be given a “treat.” This is how we tie in the concept of Halloween; therefore, students are going from table to table “trick or treating.”

**Online Safety Program:**

Going online allows students to keep learning, connect with friends and family and even enjoy some entertainment. Just as we teach young people to fasten their seat belt before driving, teaching them how to take precautions before using the internet to be safer and more secure, has become just as important. With this program, we teach them how to take safety measures, think about the consequences of their actions, and then connect knowing they have taken steps to safeguard themselves when online. We also utilize our website to provide internet safety tips.

**Office Space Threat Assessment:**

Every workplace on our campus is unique. In that, many faculty/staff come to us with concerns about ways they can create a safer workplace environment to help prevent a violent incident from occurring. With that in mind, we have begun consulting and assisting with safety assessments that are tailored to their specific concerns. We work with staff all across the campus to help provide simple suggestions they can implement to help create the presence of a safer environment for employees, while still leaving visitors feeling invited. This assessment is designed to look at the safety of your office or facility from multiple angles. The assessments consider the physical nature of your office or other work space, as well as human behavior and how certain aspects of technology can be integrated into your environment. This will allow employees to also examine areas of potential risk, which often serves as the first step toward creating a proactive risk mitigation strategy.

**Stay Safe WKU:**

Student safety is a priority at WKU! Being safe on campus includes many different facets! Every aspect of this program is designed to teach our students how to keep themselves safe while studying at WKU. This program is a joint effort between multiple departments on campus, covering a range of topics. Topics to be covered: Self-care, healthy relationships, how to be an Upstander, self-defense, safe drinking, online safety, information technology safety, energy drink consumption with exercise, and more! Snacks, activities, and prizes are also provided. Along with teaching self-defense, the WKU Police Department has a giant 3D map of campus with all of the emergency phones plotted. Students are given the opportunity to come up, locate an emergency phone, and then stick a push pin through it. Doing this hands on activity allows students to be an active participant in making themselves aware of the safety tools that are in place in and around campus.

**How to have a Positive Interaction with Law Enforcement:**

A national disconnect appears to exist between the law enforcement profession and members of racial and ethnic minority groups. Several groups/organizations contact us throughout the year, inquiring if we would do a program with young minority men and women about how to have positive interactions with police. Much of this came after continual national coverage over perceived mistreatment and unreasonable force videos of police and minorities; particularly black males. So we began with the fraternity members of Kappa Alpha Psi, who charted a program known as Kappa League. The time spent with young high school and middle school aged young males was designed to have an open dialogue about concerns they as to how to



interact with police, the misrepresentations of law enforcement across the nation, and how to collectively bridge the gap of understanding and create more productive relationships.

These young men learned about many of the inherent dangers and obstacles that officers face when conducting official business on the job. They also learned about their civil rights, and they appropriately applied in various situations. They too learned about the often unspoken positive roles of police officers, and the many things they do that often go unseen, or never heard of. The overarching goal of this program is to seek first to understand, then be understood.

### **Sexual Misconduct and Harassment Education and Prevention:**

The Counseling Center, The Office of Student Conduct and the Title IX Coordinator work in partnership to educate the campus community on the interpersonal violence and discrimination, including sexual misconduct, relationship violence, harassment, hazing, and stalking. Trained staff of these offices provide programs and presentations to student, faculty and staff groups on prevention strategies, bystander intervention, reporting violence or discrimination, as well as handling disclosures of interpersonal violence/harassment. Additionally, Western Kentucky University offers HAVEN, an online program addressing sexual assault, relationship violence, stalking and harassment, to all incoming students, informing them of their rights, resources, options, and university policies. For additional information, including a list of individuals to contact for programs or assistance, visit: <https://www.wku.edu/handbook/reportingsa.php>

### **SAFE Zone Project:**

The SAFE Zone Project includes two trainings with the purpose to reduce homophobia and heterosexism by training members of the WKU community to serve as a resource for the Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex, and Asexual/Ally (LBGTQIA) community. For more information or to inquire about the next SAFE Zone Project training, contact the Counseling Center at 270-745-3159.

### **High School Leadership Conference:**

Each year, high school students from across Kentucky, Tennessee, Indiana and Ohio come together at Western Kentucky University for a one day retreat to further develop their leadership skills. Participants attend sessions presented by Western Kentucky University staff and student leaders. Session topics range from:

- College Student Panel on How to Succeed at the Collegiate Level
- Increasing Student/Organizational Motivation
- The Importance of Diversity in Leadership
- Successful Event/Program Planning
- Using Social Media to Your Benefit
- Personality in Leadership
- Ethics in Leadership
- Leadership Styles

## Drug and Alcohol Policy

### **Illegal Drug Policy:**

Western Kentucky University prohibits the use, possession, production, manufacture, sale, possession with intent to sell, trafficking or distribution of narcotics, dangerous drugs or a controlled substance, as defined in KRS Chapter 218A, including marijuana, or other drug related activities, including those involving anabolic steroids, except as expressly permitted by law. Students found in violation of these laws may face criminal prosecution and university administrative sanctions.

### **Student Drug and Alcohol Policy:**

Illegal use, possession, or distribution of drugs, controlled substances or drug paraphernalia may be cause for dismissal from the residence hall, as well as other disciplinary and police action. All WKU members must comply with all federal, state, and local laws governing the use, possession and distribution of illegal substances.

The University prohibits the possession, furnishing, distribution, or use of alcoholic beverages by residents in campus housing and/or guests of residents in residence halls.

The University has adopted a [Parental Notification Policy](#) for students found in violation of the alcohol or drug policies, who are under 21 years of age. Residents must comply with all federal, state, and local laws governing the use and possession and distribution of alcoholic beverages.

### **Faculty, Staff Employee Drug and Alcohol Policy:**

Western Kentucky University prohibits the unlawful use, possession, manufacture and distribution of illicit drugs and alcohol by its employees on its property or as part of any of its activities. Employees found to have committed a violation of this policy are subject to University sanctions that may include probation, suspension or termination. The level of sanction will be determined by assessing the seriousness of the breach of policy and effect of the conduct to the institution. The sanction for illegal sale or distribution of drugs includes separation from the University and referral for prosecution. Referral to drug/alcohol treatment programs will be mandated, when appropriate. To read more on this policy [click here](#).

### **Deadly Weapons/Destructive Devices Policy:**

The owner of a private vehicle is allowed the possession or storing of a weapon in the vehicle while it is operated or parked on University property, including University parking areas, either on campus or at any off-campus facility owned, leased, or operated by the University.

To learn more about the university weapons policy [click here](#).

**Standards of Conduct:** By University regulations, federal law, state law, and, in some instances, local ordinance, students, faculty and staff are prohibited from the unlawful possession, use, dispensation, distribution, or manufacture of illicit drugs on University property, on University business and/or at University sponsored activities.

Under University regulations students, faculty, and staff are required to abide by state laws concerning alcoholic beverages. Kentucky laws state that if one is under the age of twenty-one (21), it is unlawful to: (1) possess or consume alcoholic beverages, (2) misrepresent one's age for the purpose of purchasing alcoholic beverages, or (3) use a fake ID in an attempt to purchase alcoholic beverages. No

matter what one's age, Kentucky law states that it is unlawful to: (1) procure any alcoholic beverages for anyone under twenty-one (21) years of age or (2) drink or to be drunk in a public place.

University campuses and buildings are considered public places for purposes of these laws, except for facilities licensed to serve alcoholic beverages and facilities used as a private residences, unless University regulations state otherwise.

### **Sanctions**

**Section 1213** of this Higher Education Act of 1965, as amended, contains the drug free campuses requirements added by section 22 of the Drug free Schools and Communities amendments of 1989 (Public Law 101-226). Federal, state and local governing the use and possession of alcoholic beverages are enforced. Violations of these statutes are subject to criminal prosecution and administrative sanctions. The Clery Act requires reporting of arrests and referrals for disciplinary actions for the following violations:

#### **Liquor Law Violations:**

Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (with the exception of "driving under the influence" or "drunkenness.")

- **Alcohol Awareness Week:** Activities of the week include Driving under the Influence Simulators where students drive as simulated impaired drivers. Participants use drunk buster goggles, Gators and golf carts to drive an obstacle course and take a series of standardized field sobriety test to show impairment levels of intoxicated drivers. The week also highlights presentations on the dangers of alcohol use and focuses on campus services to combat alcohol abuse.

#### **Drug Abuse Violations:**

Violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation or use.

#### **Weapons Possession:**

Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Under University regulation, students who violate this standard of conduct are subject to disciplinary action from a minimum of a warning to a maximum of suspension from the University. Students who reside in University Housing are subject to further disciplinary action which may vary from a warning to termination of their housing contract.

Faculty and staff are subject to disciplinary action from a minimum of a warning to a maximum of termination from University employment.

Under state and federal drug laws, the gravity of the sanction depends on the classification of the controlled substance, the particular activity involved (possession or trafficking which includes manufacture, sale and possession with intent to sell), and whether or not multiple convictions are involved.

Under Kentucky law, the most severe penalty for a drug law violation involves trafficking. On a first offense conviction, one may receive a fine of up to \$10,000.00 and/or a sentence of up to ten (10) years in the penitentiary; for subsequent offenses, the penalties may be doubled.

Under federal laws for simple possession of a controlled substance, one may be imprisoned for up to one (1) year and/or fined up to \$1,000.00. For subsequent offenses, one may be imprisoned for up to three (3) years and/or fined up to \$5,000.00. Under federal law, one may be fined up to \$8,000,000.00 and/or may be sentenced from not less than ten (10) years up to life in prison for trafficking in drugs. For violations of other federal drug laws, one may receive life in prison or the death penalty.

Under both state and federal laws, one may suffer the loss of whatever property (house, farm) or possessions (vehicle) which one may have used in the drug trade.

Sanctions for violation of state alcohol laws vary from a fine of \$10.00 to \$2,000.00, a sentence of forty-eight (48) hours to twelve (12) months in jail, and/or suspension of one's operator license.

### **Notice of Drug-Related Conviction**

In compliance with the Federal Drug-Free Workplace Act of 1988, any employee shall notify the immediate supervisor if the employee is convicted of a criminal drug offense occurring in the workplace or while on University business within five (5) days of the conviction. The University shall take appropriate sanctions and remedies in accordance within its policies. The provisions of this section are applicable to students who are employees of the University. If the employee is under a federal contract or grant, the University shall notify the contracting or granting agency of the conviction and of its actions. This section of this policy is also applicable to students who receive a Pell grant (federal grant).

### **Training and Counseling Resources**

The Counseling Center provides individual, group and crisis services to students, as well as workshops to students in classes and organizations. They are open to the community Monday—Friday from 8:00 am to 4:30pm. For emergency and after hour's information, call 270-745-3159. They are open throughout the calendar year and closed during holidays and other specified dates found in the 2015-2016 Academic Calendar. For more information on the Counseling Center [click here](#).

### **Missing Student Policy**

If a student has been missing for twenty-four (24) hours should be reported to the WKUPD immediately. If a member of the University community has reason to believe that a student is missing he or she should contact the WKU Police immediately at 270-745-2548. The WKUPD shall initiate an investigation to determine whether the student is missing.

After investigating the missing person report, should the WKU Police determine that the student is missing and (1) the student is 21 years of age or under WKU Police will enter the student into the NCIC Missing Person File. (2) The WKU Police will notify the Bowling Green Police Department and other area law enforcement agencies of the missing person. (3) WKU Police will contact the student's emergency contact person. This will take place no later than 24 hours after the student is determined to be missing. If a student is under the age of 18 and is not emancipated the parents and/ or emergency contact will be contacted within 24 hours of being determined missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by WKUPD in the event the student is determined to be missing. This can be completed through Top Net during registration, or changed and updated at any time during the year. This can be completed through the Housing Portal ([www.wku.edu/housing/portal](http://www.wku.edu/housing/portal)) during your housing application. Any changes or additions can be made to the Housing and Residence Life office.

All missing persons contact information is confidential and will only be accessible to authorized campus officials, and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.

## **Sexual Misconduct Policy**

The University provides assistance with victim services including advocacy during reporting. For the campus community not specifically listed, please contact the University Police Department for access to the Sexual Assault Services Coordinator (SASC or designated back up) if deemed appropriate.

The SASC will be the one to initially be called in case of a sexual assault emergency unless a designated back up person is identified for a specific time of coverage. In that case, the SASC will send an email with the date, name and contact information of the designated back up to UPD, HRL, Student Conduct, and the Vice President of Enrollment and Student Experience.

To the campus community in general, all WKU employees (e.g., part-time, full-time, temporary, intermittent, etc.) must report information they have about alleged or possible sexual misconduct/assault involving student-to-student concerns to the Office of Student Conduct, and concerns involving, but not limited to, employee-to-student, employee-to-employee, and student-to-employee to the Equal Employment Opportunity office (EEO), within 24 hours of receiving such information.

### **Title IX—Sexual Misconduct/Assault Policy:**

It is the position of The Office of Student Conduct that among the violations of misconduct considered to be of an especially serious nature are those that represent a threat to the safety and health of members of the University Community. These include but are not limited to, harassment, physical violence or threat of violence, dating violence, domestic violence, stalking, non-consensual sexual contact, rape or any form of sexual violence. To learn more about this policy please visit [Office of Student Conduct](#).

Victims may seek assistance, support, and information, from any or all of the following:

- a) WKU Police Department at (270) 745-2548
- b) WKU Counseling Services at (270) 745-3159
- c) WKU Office of Student Conduct at (270) 745-5429
- d) WKU Equal Employment Opportunity/Affirmative Action/University ADA Services at (270) 745-5121
- e) WKU Title IX Coordinator at (270) 745-5398

### **Harassment Policy:**

Western Kentucky University is committed to providing a working and learning environment that is free from discrimination and harassment. Discrimination and harassment, and/or retaliation against anyone

who makes a complaint or participates in the complaint process are prohibited and shall not be tolerated. To read more on this policy [Click Here](#) .

## **POLICY AND PROCEDURES FOR ADDRESSING AND RESOLVING ALLEGATIONS OF SEXUAL ASSAULT, STALKING, DATING VIOLENCE, AND DOMESTIC VIOLENCE**

### **I. Introduction**

This Administrative Regulation establishes the University's policies and procedures for addressing and resolving allegations of sexual assault, stalking, dating violence, domestic violence, sexual exploitation, complicity in the commission of any act prohibited by this regulation, and retaliation against a person for the good faith reporting of any of these forms of conduct or participation in any investigation or proceeding under this regulations. The University's Title IX Coordinator and the Office of Equity and Equal Opportunity (EEO) administer this regulation.

The University's Title IX Coordinator has discretion to determine which policy applies to reported behavior. Questions about which policy applies in a specific instance should be directed to the University's Title IX Coordinator at (270) 745-5398.

### **II. Policy**

The Western Kentucky University is committed to providing a safe learning, living, and working environment for all members of the University community. Consistent with this commitment, the University prohibits sexual assault, stalking, domestic violence, dating violence, sexual exploitation, and complicity in the commission of any act prohibited by this regulation, and retaliation against a person for the good faith reporting of any of these forms of conduct or participation in any investigation or proceeding under this regulations (collectively, "prohibited conduct"). These forms of prohibited conduct are unlawful, undermine the character and purpose of the University, and will not be tolerated.

Employees or Students who violate this regulation may face disciplinary action up to and including termination or expulsion. The University will take prompt and equitable action to eliminate prohibited conduct, prevent its recurrence, and remedy its effects. The University conducts ongoing prevention, awareness, and training programs for Employees and Students to facilitate the goals of this regulation.

Every member of the University community is responsible for fostering an environment free from prohibited conduct. All members of the University community are encouraged to take reasonable and prudent actions to prevent or stop an act of prohibited conduct. The University will support and assist community members who take such actions.

#### **1. PURPOSE AND SCOPE**

This policy sets forth guidelines and procedures intended to ensure that Western Kentucky University (WKU) continues to comply with the Violence against Women Reauthorization Act of 2013, and the Campus Sexual Violence Elimination Act of 2013.

Members of the WKU community, in addition to guests and visitors, have the right to be free from sexual misconduct and sexual violence. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. This policy is intended to establish a mechanism for determining when such conduct constitutes a violation of this policy.

When addressing student complaints, WKU reserves the right to take whatever measures it deems necessary to respond to an allegation of sexual misconduct/violence in order to protect students' rights and personal safety. Such measures include, but are not limited to, modification of living arrangements, interim suspension from campus pending a hearing, and reporting the matter to the local police. Not all forms of sexual misconduct will be deemed as serious offenses, and the University reserves the right to impose different sanctions, ranging from a verbal warning to expulsion, depending on the severity of the offense. The University will consider the concerns and rights of both the complainant and person accused of sexual misconduct.

*This policy does not supersede or replace the WKU Discrimination and Harassment Policy 0.2040*

The full policy can be found here.

<https://www.wku.edu/titleix/>

## Definitions

- A. Sexual misconduct/assault is defined as actual or attempted sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to, the following:
  - 1. Intentional and unwelcome touching, coercing, or an attempt to coerce, and forcing;
  - 2. Involvement in any sexual contact when the victim is unable to consent;
  - 3. Forcing another individual to touch a person's intimate parts (defined as genital area, groin, inner thigh, buttocks, or breasts);
  - 4. Sexual intercourse without consent, including acts commonly referred to as 'rape'.
  
- B. Consent is informed, freely given, and mutual. Further descriptions are noted below:
  - 1. If coercion, intimidation, threats, or physical force are used, there is no consent;
  - 2. If a person is mentally or physically incapacitated, or impaired, so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent. This includes impairment or incapacitation due to alcohol, drug consumption, being asleep, or unconscious;
  - 3. There is no consent when there is force, expressed or implied, or use of duress or deception upon the victim;
  - 4. Silence does not necessarily constitute consent;
  - 5. Past consent to sexual activities does not imply ongoing future consent;
  - 6. Whether an individual has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

- C. Inducing incapacitation for sexual purposes includes using drugs, alcohol, or other means with the intent to affect or have an actual effect on the ability of an individual to consent or refuse to consent (as “consent” is defined in this policy) to sexual contact.
- D. Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for anyone’s advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include, but are not limited to, the following:
  - 1. Prostituting another person;
  - 2. Non-consensual visual (e.g., video, photograph, etc.) or audio-recording of sexual activity;
  - 3. Non-consensual distribution of photos, other images, or information of an individual’s sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
  - 4. Engaging in or facilitating non-consensual voyeurism.
- E. Relationship violence is abuse or violence between partners or former partners involving one or more of the following elements:
  - 1. Battering that causes bodily injury;
  - 2. Purposely or knowingly causing reasonable apprehension of bodily injury;
  - 3. Emotional abuse creating apprehension of bodily injury or property damage;
  - 4. Repeated telephonic, electronic, or other forms of communication -- anonymously or directly -- made with the intent to intimidate, terrify, harass, or threaten.
- F. Stalking includes repeatedly following, harassing, threatening, or intimidating another by telephone, mail, electronic communication, social media, or any other action, device, or method that purposely or knowingly causes substantial emotional distress or reasonable fear of bodily injury or death.
- G. Retaliation is action taken by an accused individual or third party against any person because that person opposed any practices forbidden under this policy, or because that person filed a complaint, testified, assisted, or participated in any manner in an investigation or proceeding under this policy. Retaliation includes intimidating, threatening, coercing, or in any way discriminating against an individual because of the individual’s complaint or participation in an investigation. Action is generally deemed retaliatory if it would deter a reasonable person in the same circumstances from opposing practices prohibited by this policy.

## **Kentucky State Law Definitions**

### **KRS Chapter 510 Statutes for Sex Offenses**

#### **510.110 Sexual abuse in the first degree.**

(1) A person is guilty of sexual abuse in the first degree when:

(a) He or she subjects another person to sexual contact by forcible compulsion; or

(b) He or she subjects another person to sexual contact who is incapable of consent because he or she:

1. Is physically helpless;



2. Is less than twelve (12) years old; or
3. Is mentally incapacitated; or

(c) Being twenty-one (21) years old or more, he or she:

1. Subjects another person who is less than sixteen (16) years old to sexual contact;
2. Engages in masturbation in the presence of another person who is less than sixteen (16) years old and knows or has reason to know the other person is present; or
3. Engages in masturbation while using the Internet, telephone, or other electronic communication device while communicating with a minor who the person knows is less than sixteen (16) years old, and the minor can see or hear the person masturbate; or

(d) Being a person in a position of authority or position of special trust, as defined in KRS 532.045, he or she, regardless of his or her age, subjects a minor who is less than eighteen (18) years old, with whom he or she comes into contact as a result of that position, to sexual contact or engages in masturbation in the presence of the minor and knows or has reason to know the minor is present or engages in masturbation while using the Internet, telephone, or other electronic communication device while communicating with a minor who the person knows is less than sixteen (16) years old, and the minor can see or hear the person masturbate.

(2) Sexual abuse in the first degree is a Class D felony, unless the victim is less than twelve (12) years old, in which case the offense shall be a Class C felony.

### **510.120 Sexual abuse in the second degree.**

(1) A person is guilty of sexual abuse in the second degree when:

- (a) He or she subjects another person to sexual contact who is incapable of consent because he or she is an individual with an intellectual disability;
- (b) He or she is at least eighteen (18) years old but less than twenty-one (21) years old and subjects another person who is less than sixteen (16) years old to sexual contact; or
- (c) Being a jailer, or an employee, contractor, vendor, or volunteer of the Department of Corrections, Department of Juvenile Justice, or a detention facility as defined in KRS 520.010, or of an entity under contract with either department or a detention facility for the custody, supervision, evaluation, or treatment of offenders, he or she subjects a person who is at least eighteen (18) years old and who he or she knows is incarcerated, supervised, evaluated, or treated by the Department of Corrections, Department of Juvenile Justice, detention facility, or contracting entity, to sexual contact.

(2) In any prosecution under subsection (1)(b) of this section, it is a defense that:

- (a) The other person's lack of consent was due solely to incapacity to consent by reason of being less than sixteen (16) years old; and
- (b) The other person was at least fourteen (14) years old; and
- (c) The actor was less than five (5) years older than the other person.

(3) Sexual abuse in the second degree is a Class A misdemeanor.

### **510.130 Sexual abuse in the third degree.**

(1) A person is guilty of sexual abuse in the third degree when he or she subjects another person to sexual contact without the latter's consent.

(2) In any prosecution under this section, it is a defense that:

- (a) The other person's lack of consent was due solely to incapacity to consent by reason of being less than sixteen (16) years old; and
- (b) The other person was at least fourteen (14) years old; and
- (c) The actor was less than eighteen (18) years old.

(3) Sexual abuse in the third degree is a Class B misdemeanor.

### **510.140 Sexual misconduct.**

(1) A person is guilty of sexual misconduct when he engages in sexual intercourse or deviate sexual intercourse with another person without the latter's consent.

(2) Sexual misconduct is a Class A misdemeanor.

### **510.040 Rape in the first degree.**

(1) A person is guilty of rape in the first degree when:

- (a) He engages in sexual intercourse with another person by forcible compulsion; or
- (b) He engages in sexual intercourse with another person who is incapable of consent because he:
  - 1. Is physically helpless; or
  - 2. Is less than twelve (12) years old.

(2) Rape in the first degree is a Class B felony unless the victim is under twelve (12) years old or receives a serious physical injury in which case it is a Class A felony.

### **510.050 Rape in the second degree.**

(1) A person is guilty of rape in the second degree when:

- (a) Being eighteen (18) years old or more, he engages in sexual intercourse with another person less than fourteen (14) years old; or
- (b) He engages in sexual intercourse with another person who is mentally incapacitated.

(2) Rape in the second degree is a Class C felony.

### **510.060 Rape in the third degree.**

(1) A person is guilty of rape in the third degree when:

- (a) He or she engages in sexual intercourse with another person who is incapable of consent because he or she is an individual with an intellectual disability;
- (b) Being twenty-one (21) years old or more, he or she engages in sexual intercourse with another person less than sixteen (16) years old;
- (c) Being twenty-one (21) years old or more, he or she engages in sexual intercourse with another person less than eighteen (18) years old and for whom he or she provides a foster family home as defined in KRS 600.020;

- (d) Being a person in a position of authority or position of special trust, as defined in KRS 532.045, he or she engages in sexual intercourse with a minor under eighteen (18) years old with whom he or she comes into contact as a result of that position; or
- (e) Being a jailer, or an employee, contractor, vendor, or volunteer of the Department of Corrections, Department of Juvenile Justice, or a detention facility as defined in KRS 520.010, or of an entity under contract with either department or a detention facility for the custody, supervision, evaluation, or treatment of offenders, he or she subjects a person who he or she knows is incarcerated, supervised, evaluated, or treated by the Department of Corrections, Department of Juvenile Justice, detention facility, or contracting entity, to sexual intercourse.

(2) Rape in the third degree is a Class D felony.

### **510.070 Sodomy in the first degree.**

(1) A person is guilty of sodomy in the first degree when:

- (a) He engages in deviate sexual intercourse with another person by forcible compulsion; or
- (b) He engages in deviate sexual intercourse with another person who is incapable of consent because he:
  - 1. Is physically helpless; or
  - 2. Is less than twelve (12) years old.

(2) Sodomy in the first degree is a Class B felony unless the victim is under twelve (12) years old or receives a serious physical injury in which case it is a Class A felony.

### **510.080 Sodomy in the second degree.**

(1) A person is guilty of sodomy in the second degree when:

- (a) Being eighteen (18) years old or more, he engages in deviate sexual intercourse with another person less than fourteen (14) years old; or
- (b) He engages in deviate sexual intercourse with another person who is mentally incapacitated.

(2) Sodomy in the second degree is a Class C felony.

### **510.090 Sodomy in the third degree.**

(1) A person is guilty of sodomy in the third degree when:

- (a) He or she engages in deviate sexual intercourse with another person who is incapable of consent because he or she is an individual with an intellectual disability;
- (b) Being twenty-one (21) years old or more, he or she engages in deviate sexual intercourse with another person less than sixteen (16) years old; or
- (c) Being twenty-one (21) years old or more, he or she engages in deviate sexual intercourse with another person less than eighteen (18) years old and for whom he or she provides a foster family home as defined in KRS 600.020;
- (d) Being a person in a position of authority or position of special trust, as defined in KRS 532.045, he or she engages in deviate sexual intercourse with a minor less than eighteen (18) years old with whom he or she comes into contact as a result of that position; or
- (e) Being a jailer, or an employee, contractor, vendor, or volunteer of the Department of Corrections, Department of Juvenile Justice, or a detention facility as defined in KRS 520.010, or of an entity under contract with either department or a detention facility for the custody, supervision, evaluation, or treatment of offenders, he or she subjects a person who he or she

knows is incarcerated, supervised, evaluated, or treated by the Department of Corrections, Department of Juvenile Justice, detention facility, or contracting entity, to deviate sexual intercourse.

(2) Sodomy in the third degree is a Class D felony.

### **530.020 Incest.**

(1) A person is guilty of incest when he or she has sexual intercourse or deviate sexual intercourse, as defined in KRS 510.010, with a person whom he or she knows to be an ancestor, descendant, uncle, aunt, brother, or sister. The relationships referred to herein include blood relationships of either the whole or half-blood without regard to legitimacy, relationship of parent and child by adoption, relationship of stepparent and stepchild, and relationship of step grandparent and step grandchild.

(2) (a) Incest is a Class C felony if the act is committed by consenting adults.

(b) Incest is a Class B felony if committed:

1. By forcible compulsion as defined in KRS 510.010(2); or

2. On a victim who is:

a. Less than eighteen (18) years of age; or

b. Incapable of consent because he or she is physically helpless or mentally incapacitated.

(c) Incest is a Class A felony if:

1. Committed on a victim less than twelve (12) years of age; or

### **Prohibited Acts**

A. Every member of the University community is prohibited from:

1. Engaging in sexual assault, stalking, dating violence, domestic violence, sexual exploitation, and complicity in the commission of any act prohibited by this regulation;

2. Retaliating in any manner against an individual who makes a complaint of sexual assault, stalking, dating violence, or domestic violence;

3. Interfering with procedures to investigate or redress a complaint of sexual assault, stalking, dating violence, or domestic violence; and

4. Making an intentionally false accusation of prohibited conduct through the University's procedures.

B. Any member of the University community who engages in one of these prohibited acts against any other member of the University community may be subject to corrective action and appropriate sanctions.

### **REPORTING SEXUAL MISCONDUCT/ASSAULT**

A. Mandatory Employee Reporting:

1. In order to enable WKU to respond effectively and/or proactively stop instances of sexual misconduct/assault involving students at the University, all WKU employees (e.g., part-time, full-time, temporary, intermittent, etc.) must report information they have about alleged or possible sexual misconduct/assault involving student-to-student concerns to the Office of Student Conduct, and concerns involving, but not limited to, employee-to-student,

- employee-to-employee, and student-to-employee to the Equal Employment Opportunity office (EEO), within 24 hours of receiving such information;
2. Employees who are statutorily prohibited from reporting such information, such as licensed health-care professionals, are exempt from these reporting requirements.
  3. Upon receiving a report of alleged or possible sex-based discrimination, sexual harassment, or sexual misconduct/assault involving students only, the Office of Student Conduct will:
    - a. Immediately notify the University Title IX Coordinator;
    - b. Evaluate the information received and determine what further actions should be taken;
    - c. The Office of Student Conduct will follow the procedures described in the Discrimination Grievance Procedures, and take steps, either directly with the complainant or through a reporting employee, to provide information about the University's Sexual Assault – Sexual Misconduct Procedures, as well as available health and advocacy resources and options for criminal reporting.
- B. Victims – Reporting and/or Seeking Assistance.
1. Victims should proceed to a safe place as soon as possible and try to preserve physical evidence.
  2. Victims may seek assistance, support, and information, from any or all of the following:
    - a. WKU Police Department at (270) 745-2548
    - b. WKU Counseling Services at (270) 745-3159
    - c. WKU Office of Student Conduct at (270) 745-5429
    - d. WKU Title IX Coordinator at (270) 745-5121
    - e. Additional Resources:

**Resources from the WKU Handbook**

[http://www.wku.edu/handbook/campus\\_community\\_resources.php](http://www.wku.edu/handbook/campus_community_resources.php)

[http://www.wku.edu/handbook/deputy\\_coordinators.php](http://www.wku.edu/handbook/deputy_coordinators.php)

**Personal Services**

<http://www.wku.edu/police/>

<http://www.wku.edu/heretohelp/>

[www.guidanceresources.com](http://www.guidanceresources.com) (company ID ZB3042Q)

<http://www.hopeharbor.net/>

<http://www.lifeskills.com/>

<http://www.wku.edu/housing/halls/staff/index.php>

**Medical Services**

<http://www.wku.edu/healthservices/>

<http://www.mcbg.org/>

<http://tristargreenviewregional.com/home/index.dot>

**Resources from the WKU Glasgow Campus**

[www.lifeskills.com](http://www.lifeskills.com)

**Resources from WKU Elizabethtown/Fort Knox Campus**

<http://www.communicare.org/hardin.asp>

### Resources from the WKU Owensboro Campus

[www.nbowensboro.org](http://www.nbowensboro.org)

[www.rvbh.com](http://www.rvbh.com)

3. Victims should report sexual misconduct/assault to any of the following:
  - a. WKU Police Department at (270) 745-2548 or call 911
  - b. WKU Office of Student Conduct at (270) 745-5429
  - c. WKU Title IX Coordinator at (270) 745-5121
4. Victims may also seek assistance from, or report allegations of sexual misconduct, to any of the WKU Title IX Deputies, who are identified on Appendix A to this policy.
5. If the assault did not occur on campus, the above offices and officials will assist the victim with determining how and where to file a police report.

## FILING A FORMAL COMPLAINT

- A. Formal Criminal Complaints: Filing a formal criminal complaint is different from reporting an incident. A formal complaint is a request for the University to investigate an incident and take appropriate action(s).
  1. Persons wishing to file a formal criminal complaint of sexual misconduct/assault, domestic violence, dating violence, or stalking will be directed, and whenever possible escorted, to the WKU Police Department, which is primarily responsible for investigating and supervising University investigations of these complaints;
  2. A complainant filing a formal criminal complaint is not foreclosed from also filing a formal University complaint;
  3. All formal criminal complaints will be investigated consistent with applicable legal requirements and customary law enforcement practices. Accusers will be informed promptly of available support services, as well as legal and administrative options, if reasonably available, such as changes to housing assignments, in addition to academic and/or work schedules in writing;
  4. Accusers will be informed about the outcome of any investigation undertaken by the WKU Police Department in writing.
  5. Under appropriate circumstances, the University will inform the campus community of reports involving sexual misconduct/assault, domestic violence, dating violence, or stalking without identifying the victim.
- B. Formal University Complaints:
  1. Formal University complaints may be reported to the Title IX Coordinator, who will designate the appropriate investigator;
  2. A complainant filing a formal University complaint is not prohibited from also filing a formal criminal complaint;
  3. The complainant may decide to withhold consent for the disclosure of his or her name, or other identifiable information to the alleged perpetrator; however, it should be noted that if this does occur, the University's ability to respond to the complaint may be limited;
  4. When reported as a confidential complaint, the victims identifying information will be removed from all publicly available records.

5. A formal University complaint may be brought forward by someone other than the complainant. Although the complainant has the right not to file a formal complaint, there may be circumstances, such as the status of the alleged assailant or the seriousness of the offense, in which the University must investigate and take action to protect the complainant or other members of the WKU community;
6. In addition to pursuing administrative penalties and remedies, the complainant maintains the right to pursue criminal charges;
7. Both the complainant and the accused shall be informed in writing of the outcome, defined as the University's final conclusion about the complaint and agreed upon sanction (if applicable), of any institutional disciplinary proceeding brought forward alleging a sex offense;
8. The complainant and the accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding;
9. A student complainant has the right to change University housing and academic arrangements if such changes are reasonably available.

## INVESTIGATION PROCEDURES

### A. Receipt of a Report:

1. The Title IX Coordinator should be informed of all complaints and/or reports by the Title IX Deputies, faculty, staff, or students within 24 hours of receipt of a complaint and/or report.
2. All employee-related concerns should be reported to and handled by EEO.
3. The Director of Student Conduct shall be responsible for investigating reports involving student-to-student concerns by utilizing the following:
  - a. Both the complainant and the respondent will be:
    - i. Provided periodic status updates regarding the investigation;
    - ii. Receive notification of the outcome;
    - iii. Be informed of his/her right to appeal.
  - b. The Office of Student Conduct Director will evaluate and consider mechanisms for remedies which address both individual and community safety, including implementation of no contact orders, academic support, and adjustment of academic schedules or living arrangements.
  - c. The Office of Student Conduct Director will provide both the complainant and the accused with information concerning counseling or emotional support.
  - d. The Office of Student Conduct Director will establish contact with the accused as soon as possible following the report.
  - e. The Office of Student Conduct Director will have notified the student(s) in writing as to the time and place of the conference to be held by the University Disciplinary Committee (UDC) for student disciplinary matters, the nature of the problem or charge, and the information against the student(s). The Title IX Coordinator will oversee methods for concluding disciplinary action involving, but not limited to, employee-to-student, employee-to-employee, and student-to-employee concerns.
4. Notification to the student(s) shall be made at least three days before the hearing is held. The student will meet with the Office of Student Conduct or his/her designee to discuss the UDC process and sign a conference consent form. In the student's absence, a written report

of facts related to the case and all related documents will be presented and reviewed by the UDC. A decision will be made as to whether or not a violation of misconduct occurred and an appropriate sanction will be levied at that time. The Title IX Coordinator will oversee methods for concluding disciplinary action involving, but not limited to, employee-to-student, employee-to-employee, and student-to-employee concerns.

5. The Director of Student Conduct and other persons on the staff shall provide the committee with a written report facts related to the case. The designated investigator for cases involving, but not limited to, employee-to-student, employee-to-employee, and student-to-employee concerns will provide a written report of facts related to the case to the Title IX Coordinator.
6. If so desired, the student(s) may be accompanied at the hearing by a WKU faculty, staff, fellow student, or any third party approved by the University. Written approval must be secured at least three working days prior to the conference.
7. Persons accompanying the student may advise, but not represent and/or address the UDC in any fashion without permission from the UDC Chairperson.
8. Due to the delicate nature of the conference and because of the need to protect confidential records and the alleged victim, these meetings shall be otherwise closed.

## **SANCTIONS AND CORRECTIVE ACTION**

- A. If the accused perpetrator of the sexual misconduct/assault is a WKU student, the provisions of the student judicial process will apply, and may include disciplinary action if the assailant is found to be in violation of this policy.
- B. This can include no contact orders that can be issued through the university or the court system when applicable.
- C. If the accused perpetrator of the assault / misconduct is a WKU employee, disciplinary action up to termination may be taken if the assailant is found to be in violation of this policy.

## **Student Rights and Responsibilities**

### **Rights**

The right as citizens. Students have the right to enjoy the same freedoms as are guaranteed by the Constitution of the United States and the Commonwealth of Kentucky, and to expect an education of the highest quality.

The right to speak on University property provided that his/her behavior does not infringe on the rights of others as further defined in the University policy on time, place, and manner of meetings, assemblies, and demonstrations.

The right of freedom to hear and participate in dialogue and to examine diverse views and ideas.



The right to participate in all areas and activities of the university, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status in accordance with applicable federal and state laws.

The right to engage, either individually or in association with others, in off-campus activities, exercising rights as a citizen. When so engaged, in a context in which the participant is identified as a student, there exists a responsibility to make clear that the student does not represent the University.

The right of due process in the judicial system in accordance with rules of procedures prescribed in the Student Code of Conduct.

### **Responsibilities**

The responsibility of assuming the consequences of one's own actions.

The responsibility to insure that no student organization, constitution or other organizational document includes discriminatory clauses pertaining to race, creed, religion, color, sex, national origin, disability, or sexual orientation.

The responsibility to respect the rights and property of others, including other students, the faculty and the administration.

The responsibility to recognize that student actions reflect upon the individuals involved and upon the entire university community.

The responsibility for knowledge of and observance of established University policies presented in official University publications.

### **Education and Training**

Training for the above areas is completed for all incoming students in the M.A.S.T.E.R. Plan program as part of a breakout section. For all new and current employees, this training is completed in conjunction with Title IX training from the Title IX and Equal Opportunity Employment Sections.

### **Disclosure of Crime Statistics**

#### **Law Enforcement:**

The majority of crime statistics tracked for compliance with the Clery and Minger Acts is provided by WKUPD. Individual inquiries are made to local law enforcement agencies (Kentucky State Police, Warren County Sherriff, and Bowling Green Police Department) that may be involved in addressing crime on the University's campuses and properties. If WKUPD becomes aware of a specific crime being worked by a local law enforcement agency that has an

immediate or on-going threat to campus, the two agencies will share information to ensure the community is properly informed.

**Campus Security Authorities (CSA):**

As defined by the Clery and Minger Acts, CSAs are campus officials who have a significant responsibility for students and campus activities. CSAs are provided with basic training on their responsibilities as well as forms to use when reporting crimes in compliance with the Clery/Minger Acts. Information gathered by CSAs are collected by the WKU Police Department, WKU Housing, and WKU Division of Enrollment and Student Experience personnel and included in the report. The following have been identified as CSAs for the University:

- Officers and employees of the University Police Department;
- Employees of Transportation Services;
- Employees of the Office of the Vice President for Enrollment and Student Experience;
- Office of Student Conduct;
- Office of the Dean of Students and Chief Diversity Officer;
- Employees of the Athletics Department, including volunteers;
- Employees serving as advisors to registered student organizations;
- Employees of Housing and Residence Life, specifically:
  - Hall Directors
  - Residence Assistants
  - Apartment Housing Manager
- Any faculty or staff that lead or participate in education travel experiences that include students, whether credit bearing or non-credit bearing, including international or domestic travel.

**Preparation of the Annual Security Report:**

The Annual Security Report (ASR) is prepared each spring by the WKU Police Department. The ASR outlines required safety and security information as well as crime tables for the previous three (3) calendar years. This data is collected in conjunction with partnerships across WKU and Warren County. Each year, an e-mail notification is sent to all students, faculty, and staff that provides the website to access this report. The ASR is available in print format, upon request.

## Crime Statistics Location Definitions

The crime statistics reported are broken down geographically according to the following Clery categories: On-campus, Residence Facility; Non-campus Property; and Public Property. The following definitions apply to these geographic categories:

### **On-campus:**

(1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area (within 1 mile) and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

(2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

### **Residence Facility:**

This is a subset of on-campus geography. It includes residence halls, student apartment housing, or Greek sponsored housing facilities, if appropriate.

### **Non-campus building or property:**

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

(2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area (within 1 mile) of the institution.

### **Public property:**

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

## Definitions of Crimes

Pursuant to the Clery Act, Criminal Offenses, Hate Crimes, arrest and disciplinary referrals must be classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. The definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program. The definitions of Fondling, Incest and Statutory Rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collections Guidelines edition of the UCR. Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. The categories of Domestic Violence, Dating Violence and Stalking, are classified according to the definitions provided by the Violence Against Women Act (VAWA) of 1994 and repeated in Clery Act regulations.

**The Clery Act requires the disclosure of four general categories of crime statistics: Criminal Offenses, Hate Crimes, VAWA Offenses, and Arrests and Referrals for Disciplinary Action.**

## **CRIMINAL OFFENSES**

### **Criminal Homicide:**

Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another. Included in Murder and Non-negligent Manslaughter is and death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime.

### **Manslaughter by Negligence:**

The killing of another person through gross negligence. Included in Manslaughter by Negligence any death caused by gross negligence of another. In other words, it's something that a reasonable and prudent person would not do.

### **Sex Offenses**

**Sexual Assault:** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. This includes attempts.

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Fondling:** The touching of the private parts of another person for the purpose of sexual gratification, without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest:** Sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent. (In Kentucky the age of consent is sixteen (16) years old.)

### **Other Offenses**

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (Simple assaults are excluded.)

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (This does not include thefts from motor vehicles.) This includes all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned – including joyriding.

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

## **HATE CRIMES**

A Hate Crime is any criminal offense (as listed above) that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, or ethnicity/national origin – or the offender's perception thereof.

### **The Clery Act Categories of Bias:**

**Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks or African Americans, whites).

**Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

**Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

**Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender (e.g., male or female).

**Gender Identity:** A performed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, (e.g., bias against transgender or gender non-conforming individuals).

**Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stress a common ancestry.

**National Origin:** A performed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**For Clery Act purposes, Hate Crimes include any of the categories listed above and the offenses below that are motivated by bias:**

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## VAWA OFFENSES

March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act (VAWA), which among other provisions, amended section 485(f) of the Higher Education Act of 1965, as amended (HEA), otherwise known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics (Clery Act). The Clery Act requires institutions of higher education to comply with contain campus safety- and security-related requirements as a condition of participating in the Federal student financial aid programs authorized by Title IV of the HEA. Notably, VAWA amended the Clery Act to require institutions to compile statistic for incidents of domestic violence, dating violence, sexual assault, and stalking and to include certain policies, procedures, and programs pertaining to these incidents in their annual security reports (ASRs). The statute requires institutions to include this new information in the ASR beginning with the ASR that must be provided to students, employees, and prospective students and employees by October 1, 2014.

VAWA did not affect in any way Title IX of the Education Amendments of 1972 (Title IX), it's implementing regulations, or associated guidance issued by the Department's Office for Civil Rights (OCR). Nothing in the Clery Act, as amended by VAWA, alters or changes an institution's obligations or duties under Title IX as interpreted by OCR.

**Domestic violence** is defined as a *felony or misdemeanor crime of violence committed by -*

- A current or former spouse or intimate partner of the victim
- A person with whom the victim shares a child
- A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or
- Any other person against an adult or youth victim who is protected from that person's acts

under the domestic or family violence laws of the jurisdiction.

**Dating violence** is defined as violence committed by a person -

- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- Where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - The length of the relationship
  - The type of the relationship
  - The frequency of the interaction between the persons involved in the relationship.

**Kentucky law (KRS §403.720) defines domestic violence and abuse as:**

- 1) Physical injury, serious physical injury, sexual abuse, assault, or the infliction of fear of imminent physical injury, serious physical injury, sexual abuse, or assault between family members or members of an unmarried couple.
- 1) “Family member” means a spouse, including a former spouse, a grandparent, a parent, a child, a stepchild, or any other person living in the same household as a child if the child is the alleged victim.
- 2) “Member of an unmarried couple” means each member of an unmarried couple which allegedly has a child in common, any children of that couple or a member of an unmarried couple who are living together or have formerly lived together.

**Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to -

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress.

**Kentucky law (KRS §508.130) defines stalking as:**

(1) (a) To “stalk” means to engage in an intentional course of conduct:

1. Directed at a specific person or persons;

## Crime Tables

Activity reported by calendar year. This year, we have updated our format, to better indicate and visualize the data. Statistics from 2016 are listed below in the same manner as years in the past. The updated categorization for this year’s breakdown is not available for previous years. This data has been compiled in accordance with US Department of Education 2016 guidance.

## WKU Bowling Green Campus:

Table 11: Main Campus Criminal Offenses Reported by Hierarchy

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	5	4	0	0	5
	2018	4	3	1	0	5
	2019	2	2	0	0	2
Sex Offense, Fondling	2017	1	1	0	0	1
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	1
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	1	1	0	0	1
Burglary	2017	7	4	0	0	7
	2018	9	7	2	1	12
	2019	5	5	1	0	6



	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	1	0	0	1	2
Arson	2017	1	1	0	0	1
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/Citation	2017	7	4	0	0	7
	2018	4	0	0	2	6
	2019	21	18	0	1	22
Drug Law Violations, Arrest/Citation	2017	138	92	0	0	138
	2018	108	57	0	11	119
	2019	95	56	0	2	97
Weapons Possession, Arrest/Citation	2017	1	0	0	0	1
	2018	0	0	0	0	0
	2019	1	0	0	0	1
Liquor Law Violations Referred for Disciplinary Action	2017	162	162	0	0	162
	2018	174	174	0	0	174
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	86	86	0	0	86
	2018	21	8	0	1	22
	2019	1	1	0	0	1
Weapons Law Violations Referred for Disciplinary Action	2017	1	0	0	0	1
	2018	1	1	0	0	1
	2019	0	0	0	0	0

Table 12: Bowling Green Campus Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	1	0	0	0	1
	2018	1	1	0	0	1
	2019	3	2	0	0	3
Dating Violence	2017	6	4	0	0	6
	2018	4	2	0	0	4
	2019	2	2	0	0	2
Stalking	2017	5	2	0	0	5
	2018	2	1	0	1	3
	2019	0	0	0	0	0

Hate Crimes:

2017: - Four (4) hate crimes reported.

Two (2) Intimidation

One (1) Larceny-Theft

One (1) Destruction Damage

2018: - Zero (0) hate crimes reported.

2019: - One (1) hate crimes reported

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019:- Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

## Bowling Green South Campus:

Table 13: Bowling Green South Criminal Offenses Reported by Hierarchy

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	1	0	0	0	1
	2018	1	0	0	0	1
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations, Arrest/ Citation	2017	2	0	0	0	2
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Table 14: Bowling Green South Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Hate Crimes:

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019: - Zero (0) hate crimes reported.

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019: -Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

## The Center and Lost River Cave Campus:

Table 15: The Center Criminal Offenses Reported by Hierarchy

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019					
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	1	0	0
Drug Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	1	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Table 16: The Center and Lost River Cave Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	1	0	1
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019:

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

**L.D. Brown Agriculture Exposition Center:**



Table 17: A.G. Expo. Center Criminal Offenses Reported by Hierarchy

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Table 18: A.G. Expo. Center Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Hate Crimes:

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019: - Zero (0) hate crimes reported.

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019: -Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

## Glasgow Campus:

Table 19: Glasgow Criminal Offenses Reported by Hierarchy

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Table 20: Glasgow Campus Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Hate Crimes:

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019: - Zero (0) hate crimes reported.

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019: - Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

*Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to the Glasgow Police Department and WKU Police Department.*

**Owensboro Campus:**

*Table 21: Owensboro Criminal Offenses Reported by Hierarchy*

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0



Table 22: Owensboro Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Hate Crimes:

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019: - Zero (0) hate crimes reported.

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019:- Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

*Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to the Owensboro Police Department and WKU Police Department.*

**Fort Knox and Elizabethtown Campus:**

*Table 23: Fort Knox and Elizabethtown Criminal Offenses Reported by Hierarchy*

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Table 24: Fort Knox and Elizabethtown Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Hate Crimes:

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019: - Zero (0) hate crimes reported.

Unfounded Crimes:

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019: -Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

*Statistics concerning the occurrence during the three preceding calendar years for which data are available, of the following criminal offenses reported to the Elizabethtown Police Department and WKU Police Department.*

## Bowling Green Police Department:

Table 25: Bowling Green Police Department Reported by Hierarchy

Offense Reported by Hierarchy	Year	On Campus	On Campus-Residential Facilities	Non-Campus	Public Property	*Total
Murder/Non Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Sex Offense, Statutory	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

	Year	On Campus	On Campus- Residential Facilities	Non-Campus	Public Property	*Total
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations, Arrest/ Citation	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Possession, Arrest/ Citation	2017	0	0	0	1	1
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

Table 26: BGPD Criminal Offenses Not Reported by Hierarchy

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	On Campus- Residential Facilities	Non- Campus	Public Property	* Total
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019					
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

*Note: The Bowling Green Police Department provides WKU Police with reports that they have handled within our jurisdiction that have occurred during the past three preceding calendar years.*

**Hate Crimes:**

2017: - Zero (0) hate crimes reported.

2018: - Zero (0) hate crimes reported.

2019: - Zero (0) hate crimes reported.

**Unfounded Crimes:**

2017:- Zero (0) crimes were unfounded by the WKUPD.

2018:- Zero (0) crimes were unfounded by the WKUPD.

2019: -Zero (0) crimes were unfounded by the WKUPD.

\*Total= On Campus + Non-Campus + Public Property. On Campus, Residential Facilities is a subset of On Campus.

To obtain a printed copy of the Annual Safety & Security Report, Please contact the WKU Police Department located on WKU's Main Campus under parking structure one. You may also contact by mail at;

Western Kentucky University Police Department  
1906 College Hts. Blvd.  
Bowling Green, KY 42101