

Shepherd University Board of Governors  
January 11, 2007  
Agenda Item No. 9

## **ANNUAL PUBLIC SAFETY REPORT**

The tragedy of Labor Day weekend this past fall was without a doubt the most serious public safety incident ever to occur at Shepherd University. Our statistical data on crime incidents follow the regulations of the US Department of Education, which are known as the Clery Act. Crime data are compiled on a calendar year basis, with 2005 being the most recent year reported.

A copy of the Campus Security Annual Report that is published each year in September is enclosed with the agenda book. Additionally provided is a chart reflecting campus crime data over the past seven years.

Shepherd University  
Campus Security Annual Report

|                           | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
|---------------------------|------|------|------|------|------|------|------|
| Criminal Homicide         | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Manslaughter              | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Negligent Manslaughter    | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Forcible Sex Offenses     | 0    | 6    | 6    | 3    | 4    | 8    | 1    |
| Non-Forcible Sex Offenses | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Robbery                   | 0    | 0    | 0    | 0    | 0    | 1    | 1    |
| Aggravated Assault        | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Burglary                  | 9    | 30   | 21   | 51   | 33   | 13   | 22   |
| Motor Vehicle Theft       | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| *LV Arrests               | 69   | 32   | 24   | 28   | 41   | 48   | 18   |
| *LV Referrals to S.A.O    | 69   | 28   | 25   | 28   | 41   | 48   | 18   |
| *LV Totals                | 69   | 32   | 25   | 28   | 41   | 48   | 18   |
| **NV Arrests              | 10   | 8    | 9    | 8    | 7    | 4    | 3    |
| **NV Referrals to S.A.O.  | 10   | 8    | 9    | 8    | 7    | 4    | 3    |
| **NV Totals               | 10   | 8    | 9    | 8    | 7    | 4    | 3    |
| ***WV Arrests             | 0    | 0    | 0    | 0    | 1    | 1    | 1    |
| ***WV Referrals to S.A.O  | 0    | 0    | 0    | 0    | 1    | 0    | 1    |
| ***WV Totals              | 0    | 0    | 0    | 0    | 1    | 1    | 1    |
| Hate Crimes               | 1    | 1    | 1    | 0    | 0    | 0    | 0    |

\*indicates Liquor Violations  
 \*\*indicates Narcotic Violations  
 \*\*\*indicates Weapons Violations

Shepherd University is firmly committed to the just and swift prosecution of criminal perpetrators. The full benefit of academic freedom is only experienced by faculty and students when they are able to enjoy an academic setting that is free of violence or other criminal activity. It is the legal duty of the University to make basic information regarding crime available to students and employees, and Shepherd University fully supports those federal and state policies.

## **REPORTING CRIMES**

Shepherd University police officers have full law enforcement powers and duties within the jurisdiction of the University. The University strongly urges all students and requires all employees with knowledge of a crime to report the crime promptly to the director of public safety or any campus police officer. Only employees designated as serving as a “counselor” are exempt from this requirement. Prompt reporting of crime maximizes the potential for a successful arrest and prosecution. The preservation of evidence is critical to successful prosecutions. Campus police officers are available 24 hours per day, 7 days a week at the campus Police Department or by calling extensions 5374, 5202, or 876-5128.

Alternatively, a student with knowledge of a crime, or as a victim, has a right to file a report with Shepherdstown Municipal, Jefferson County, or West Virginia State Police. Shepherd University police officers have traditionally maintained an excellent working relationship with all regional law enforcement agencies in the joint investigation of offenses within the jurisdiction of the University. In accordance with West Virginia law, crime reports are collaterally reported to an appropriate regional law enforcement agency within 24 hours of a determination that a crime did occur. Institutional discipline for any criminal offense is not dependent on prosecution or conviction in the state or federal courts.

## **SEXUAL ASSAULTS/OFFENSES**

Because incidents of sexual assault often create great emotional hardship for the victim, the University provides or coordinates special counseling through the Office of Student Affairs and the student counselor. Reports of sexual assaults are made to the West Virginia State Police, as required by law, but victims are given a choice in advance as to whether their names will be included in the report, to the extent permitted by law. Counseling services are coordinated through the Counseling Office. Further information on policies and students’ rights is provided in *The Student Handbook*.

## **SEX OFFENDER INFORMATION**

The West Virginia State Police maintain an Internet record of registered sex offenders living in Jefferson, Berkeley, and other counties in West Virginia. This information can also be accessed through the campus Police Department.

## **FACILITIES SECURITY**

The Shepherd campus consists of academic, administrative, and student services facilities, as well as grounds covering over 300 acres. Academic and administrative buildings are unlocked each morning and secured each evening by campus police, according to established schedules. Generally, unscheduled access to a secured administrative or academic building is not possible, except for authorized employees.

Admission to campus residence halls is limited as set forth in *The Student Handbook*. Campus police officers regularly patrol the interior of residence halls. Enforcement of regulations of residence hall visitation is through the cooperative efforts of all residents and the residence hall advisors. West Woods residence hall rooms open directly to the campus grounds; the CONTINUOUS use of locks on all doors is, therefore, imperative for maximum student safety.

The campus grounds are regularly patrolled by campus police, and secured exterior doors are periodi-

cally checked. It is not possible for every portion of the campus to be under continuous visual oversight by a police officer, however, and all students are cautioned to exercise reasonable care for personal safety, especially during night hours. Lighting is installed along most popular pedestrian lanes of traffic on the campus; unlit or dimly lit areas should be avoided, particularly by students or employees walking alone. Any student may telephone campus police for an escort from one campus location to another during night hours; a short wait may be necessary except for emergency situations.

There are 13 call boxes located throughout the campus. By pushing the button, the campus police department is immediately notified and will automatically come to that location. Two-way communication with the campus police department is possible by pushing the button to talk and releasing it to listen.

## **SECURITY EDUCATION**

During the month of August, at the beginning of each academic year, the University conducts orientation sessions for freshmen and other new students. The orientation program includes information regarding the campus police department and issues of personal security. Additionally, brochures and other information regarding personal security, or institutional security operations, are available from the Office of Student Affairs.

For students living on campus, issues of security are frequently addressed by the Residence Life staff, and the Residence Life staff receives a modest training which includes security issues. For students, the University offers at least one self-defense instructional course each academic year.

A copy of the West Virginia Higher Education Report, providing related security information, is on reserve in the Ruth Scarborough Library.

## **OFF-CAMPUS STUDENT ACTIVITIES**

The University’s sphere of interest extends beyond the geographic jurisdiction of the University campus and

grounds. Any formal or informal student organization, and all of its members or participants, remain under the authority and jurisdiction of University policies, even when meeting off-campus. In the case of criminal activity, Shepherd University regularly receives notification of arrests of students from the regional law enforcement agencies, and such activity will result in a case by case review of whether disciplinary sanctions will be applied by the University.

### ALCOHOL AND NARCOTICS

As explained in *The Student Handbook*, Shepherd University strongly supports the alcohol and narcotics regulations of the state and federal government. Possession or use by, or distribution of alcoholic beverages to any under age person (less than 21) is prohibited by state law, and this legal mandate is strongly enforced by the University through the Residence Life staff and campus police. Serious discipline will be pursued for violators. Persons possessing, using, or distributing illegal narcotics are usually suspended or expelled from the University. Counseling for persons seeking liberation from substance abuse is available from Student Affairs.

### FIREARMS

The possession of any firearms, (e.g., pistols, rifles, shotguns, or crossbows) is prohibited unless specifically authorized in writing by the President of the University. Any person on campus with a loaded firearm will be prosecuted for reckless endangerment, a felony offense.

### CRIME OCCURRENCES

The following chart is offered for the benefit of the students, employees, prospective students, parents of students, and local neighbors of Shepherd University.

The statistics are compiled in accordance with the Uniform Crime Reporting System of the United States Department of Justice. The statistics reflect incidents or arrests in each calendar year indicated.

|                                  | 2003            | 2004 | 2005 |
|----------------------------------|-----------------|------|------|
| <b>Criminal Homicide</b>         | 0               | 0    | 0    |
| <b>Murder and Non-negligent</b>  |                 |      |      |
| <b>Manslaughter</b>              | 0               | 0    | 0    |
| <b>Negligent Manslaughter</b>    | 0               | 0    | 0    |
| <b>Forcible Sex Offenses</b>     | 4               | 8    | 1    |
| <b>Non-Forcible Sex Offenses</b> | 0               | 0    | 0    |
| <b>Robbery</b>                   | 0               | 1    | 1    |
| <b>Aggravated Assault</b>        | 0               | 0    | 0    |
| <b>Burglary</b>                  | 33 <sup>#</sup> | 13   | 22   |
| <b>Motor Vehicle Theft</b>       | 0               | 0    | 0    |
| <b>Liquor Violations</b>         |                 |      |      |
| <b>Arrests</b>                   | 41              | 48   | 18   |
| <b>*Referrals to S.A.O.</b>      | 41              | 48   | 18   |
| <b>TOTAL</b>                     | 41              | 48   | 18   |
| <b>Narcotics Violations</b>      |                 |      |      |
| <b>Arrests</b>                   | 7               | 4    | 3    |
| <b>*Referrals to S.A.O.</b>      | 7               | 4    | 3    |
| <b>TOTAL</b>                     | 7               | 4    | 3    |
| <b>Weapons Violations</b>        |                 |      |      |
| <b>Arrests</b>                   | 1               | 1    | 1    |
| <b>*Referrals to S.A.O.</b>      | 1               | 0    | 1    |
| <b>TOTAL</b>                     | 1               | 1    | 1    |
| <b>Hate Crimes</b>               | 0               | 0    | 0    |

<sup>#</sup>*Beginning with the September 2005 Report, crime data of the CTC of Shepherd are published in a separate report.*

All violations by enrolled students are automatically referred to the Office of Student Affairs.

Whenever a crime is reported to campus police authorities and it is determined that there is a general threat to other students and employees, the University will report the nature of the crime and recommend safety precautions to the University community.



# Campus Security Annual Report

September 1, 2006