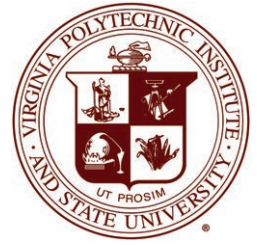




VIRGINIA POLYTECHNIC INSTITUTE  
AND STATE UNIVERSITY



2011 JEANNE CLERY ACT REPORT  
*THE ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT*  
FOR THE  
WASHINGTON-ALEXANDRIA CAMPUS

September 28, 2012



**CAMPUS SAFETY:**  
A SHARED RESPONSIBILITY

*The Virginia Tech Police Department is a Nationally Accredited Law Enforcement Agency.*



# **Virginia Tech Annual Campus Security and Fire Safety Report Washington-Alexandria Campus**

The Virginia Tech Police Department has been designated as the department responsible for compiling and publishing the university's annual security and fire safety report. This document is intended to serve as the annual security and fire safety report, as required by the Higher Education Opportunity Act and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The purpose of the report is to provide information about security on campus to include: campus and community crime statistics, fire statistics and safety information, policy information, safety tips, resource phone numbers and a brief overview of the many services the university provides.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property. Information about crimes occurring on the Washington-Alexandria Campus was obtained from the Director of the Northern Capital Region and the Alexandria Police Department. Individuals who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Director of the Washington Alexandria Campus or the Alexandria Police Department.

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus.

## **Campus Overview**

### **Washington-Alexandria Campus**

The Virginia Tech Washington-Alexandria Campus allows students from the Department of Architecture and related College disciplines to study in an urban area along with other architecture students and faculty in an international consortium of schools, all sharing concern for the design of the built environment. Located in Old Town Alexandria, Virginia, the Center has design studios, classrooms, a distance learning facility, offices, a library, exhibition spaces, and shops for the students and faculty of the consortium. The campus buildings are located at 1001 Prince Street, 1021 Prince Street, and 205 S. Patrick Street in Alexandria, Virginia. The University owns an apartment building adjacent to the Gallery at 207 S. Patrick Street, which creates an economical and convenient housing option for many students studying at the Center. The apartments give priority to students but are also available to visiting students and others. The apartments are managed by Bluestone Realty and have a resident manager on-site. The management company does not submit conduct referrals for students living at the Gallery Apartments. Since leases are managed through Bluestone Realty, student policies do not apply as they do at the on-campus housing in Blacksburg.

Alexandria is located next to Washington, D.C. with four Metro subway stations that connect visitors to all parts of the metropolitan area in minutes. Alexandria is within easy driving distance of most major East Coast cities via interstate highways.

### **Law Enforcement Services**

Day to day law enforcement services to the Washington-Alexandria Campus are provided by the Alexandria Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Alexandria Police Department since the Alexandria Police Department investigates all crimes within their jurisdiction. The Alexandria Police Department does not notify Virginia Tech when students are involved in law violations nor do they submit student conduct referrals.

### **Policies and Regulations**

#### **Timely Warning Notices**

*Timely Warnings/ Crime Alerts* will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warnings/ Crime Alerts* are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

#### **Missing Persons**

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Alexandria Police Department. Alexandria Police will generate a missing person report and initiate an investigation.

After investigating the missing person report, should the Alexandria Police determine that the student is missing and has been missing for more than 24 hours, Alexandria Police will notify the student's emergency contact, or confidentially identified individual, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Alexandria Police can contact the Virginia Tech Police Department to notify the student's parent or legal guardian immediately after the Virginia Tech Police Department has determined that the student has been missing for more than 24 hours. As per requirement of the law, the Virginia Tech Police Department will inform the Blacksburg Police Department of any missing student in order to inform them that the Virginia Tech Police Department has conducted an initial investigation and has determined that a student is missing. This notification will be made no later than 24 hours after the student is determined to be 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 Virginia Tech in the event the student is determined to be missing for more than 24 hours. Students who wish to identify a confidential contact can do so through the Hokie Spa web site. This confidential contact information will be accessible only to authorized campus officials and law enforcement and it will not be disclosed outside of a missing person investigation.

### **Access to Campus Buildings**

Security and access control design standards have been developed for new and renovated buildings owned by the university. Academic and administrative buildings are open to the public during operating hours and are generally secured after operating hours and during extended breaks. Both 1001 Prince Street and 1021 Prince Street are secured at all times and are accessible either by a key or key fob. Both the Gallery and the Gallery Apartments are accessible only to those authorized to use the facilities unless there is an exhibit in the Gallery. The Gallery is accessible by PIN number on a keypad. Administrators review security access and address issues related to lighting and other unsafe conditions on a routine basis. On site staff fix any problems noted.

Virginia Tech has designed policies and regulations in order to create a safe and harmonious environment for the members of its community. All campus community members and visitors of the university are required to obey these regulations. These policies not only reflect the university's high standards of conduct, but also local, state and federal laws. Observed and enforced, they create a significant degree of safety for the university community.

### **Alcohol and Drugs**

Virginia Tech recognizes that the misuse and abuse of alcohol is a persistent social and health problem of major proportion in our society and that it interferes with the goals and objectives of any educational institution. Accordingly, Virginia Tech does not encourage the use of alcoholic beverages and strongly discourages illegal or otherwise irresponsible use of alcohol. Members of the university community are responsible for their decisions regarding their use of alcohol as well as their behavior, which occur as a result of these decisions. In this context, Virginia Tech created a comprehensive policy on Alcoholic Beverages and Other Controlled Substances. This policy can be found in the University Policies for Student Life and on the Web at: <http://www.studentconduct.vt.edu>.

### **Alcohol Policy**

Virginia Tech fully complies with the alcohol regulations of the Commonwealth of Virginia. All state laws apply to Virginia Tech students, faculty, staff and visitors while in the Commonwealth of Virginia. These laws prohibit possession, distribution and consumption of all alcoholic beverages by persons less than 21 years of age while in the Commonwealth of Virginia. To maintain conditions conducive to a learning environment, and to ensure that all community members are in a safe, productive environment, the university further restricts the use of alcohol within specified criteria. For more comprehensive details, please refer to the University's Policy on Alcoholic Beverages at: <http://www.policies.vt.edu/1015.pdf>.

## **Controlled Substances**

The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university for the first offense. Violations of state law should be reported to the Alexandria Police Department who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: <http://www.policies.vt.edu/1020.pdf>.

## **Pastoral and Professional Counselors**

The Washington-Alexandria Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

## **Emergency Response and Evacuation**

### **Emergency Notifications**

Regional VT Alerts are available for the National Capital Region, including the Washington Alexandria Campus. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Northern Capital Region or his designee. These methods may include direct communication to the campus using email or website notices. Members of the National Capital Region are also encouraged to sign up for Capitalerts, an alert system not affiliated with Virginia Tech, but available in the Washington area. Information about Capitalert can be found at: <http://capitalert.gov/>.

The Alexandria Police Department is primarily responsible for confirming that there is a significant emergency or dangerous situation on campus that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding their facility. The Office of University Relations, the Virginia Tech Police Department and/or Director of Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. These three departments have the authority to determine the appropriate segment or segments of the campus community that will receive alerts, to determine the content of the alert, and to initiate the notification system. The institution typically provides follow-up information to the community using the same systems that were used to send out the original alert.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Alexandria Police Department or authorized staff member at the Washington-Alexandria Campus, of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring at the Washington-Alexandria Campus. One of the three listed departments above will, without delay, and taking into account the safety of the

community, determine the content of the notification and the message recipients in order to initiate the notification system based on information received from the Alexandria Police Department or the designated Washington-Alexandria campus official, unless issuing a notification will, in the professional judgment of first responders, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The typical first responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Washington-Alexandria Campus will typically include the Alexandria Police Department, Virginia State Police, and the Alexandria Fire and EMS Department.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods, including but not limited to: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts, but they can check the University Website at [www.vt.edu](http://www.vt.edu) for updates during an emergency at the Washington-Alexandria Campus and can sign up for desk top alerts by following the direction at: <http://www.alerts.vt.edu/desktop/alerts-desktop.html>.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Washington-Alexandria Campus. Annually, the Offices of University Relations and Human Resources provide communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the “Alert” process can be found in the University Safety and Security Policy at: <http://www.policies.vt.edu/5615.pdf>.

### **Emergency Preparedness**

Emergency preparedness and information on what to do in an emergency can be found on the “Be Hokie Ready” link from the Office of Emergency Management webpage <http://www.emergency.vt.edu>. In an emergency it is important to remember three important things: *do not take unnecessary risks, there is no substitute for remaining calm, and always use common sense.*

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at <http://www.emergency.vt.edu>. Information related to evacuation procedures can be found at <http://www.ehss.vt.edu>.

### **Emergency Evacuation Procedures**

Each occupied residence hall is required to conduct a quarterly fire drill in compliance with the Virginia statewide fire code. Thus, the emergency response and evacuation procedures are tested at least twice each year and, for some of the buildings, four times a year. The purpose of the drills is to provide all staff practice in the event there is ever a real fire or other evacuation emergency. The drills prepare building occupants for an organized evacuation in case of a fire or other emergency. Evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants familiarize themselves with



procedures and the location of exits and the sound of the fire alarm. Alarms and other components of the fire safety system are also checked to see that they are working properly.

Each university department or unit develops an Emergency Action Plan (EAP) that outlines the actions occupants in the building must take during emergencies. Evacuation planning is a part of each department's EAP. Once you have reviewed your evacuation and fire prevention plans with your employees, practice drills are recommended to ensure that the employees are prepared for emergencies. All drills must be coordinated with EHS in advance by calling 540-231-9068 or email [firesafe@vt.edu](mailto:firesafe@vt.edu).

### **Secure-In-Place Procedures**

When it is necessary to secure-in-place, you will be the safest by placing a locked door or other barricade between you and the associated violence or danger.

### **How Do I Secure-In-Place?**

- *Remain Calm!*
- If you are outside during a secure-in-place emergency you should seek cover in the nearest unlocked building.
- If the buildings in the immediate area have exterior doors that have been locked, continue to move away from the danger, seek cover, move to another building, or leave campus if it is safe to do so.
- Once inside, find an interior room and lock or barricade the doors.
- To minimize vulnerability, turn off lights, silence phones, draw blinds, and move away from windows.
- Await further instruction from VT Alerts and emergency personnel.
- *Do not* leave until an “All Clear” is received.

### **What if someone wants to enter a secure area?**

If there is any doubt about the safety of the individuals inside the room or building, the area needs to remain secure. Allowing someone to enter a secure location may endanger you and others. *Use good judgment.*

If there are individuals outside the secured door who wish to get in, several factors should be considered to determine if it is safe:

- Can you see the area outside the door to determine that someone is not lying in wait? Is it a trap?
- If a physical description of the subject was given in the secure-in-place alert, consider similarities such as age, race, clothing description, height, weight, gender, and hair and eye color.

If the decision is made to let a person in, consider the following:

- Have the person leave anything he or she is carrying (a backpack, laptop case, package, etc.) on the ground, outside of the secure area.
- Have the subject lift up his or her shirt, coat, and/or jacket until the waistline is visible and rotate 360 degrees to see if he or she is concealing a weapon.



Remember, always use common sense. There are exceptions to all guidance and prescribed directions.

### **Shelter-In-Place Procedures**

Shelter-in-place events are usually weather related emergencies. When it is necessary to shelter-in-place, you will be safest by moving inside to a building space that protects you from the danger. *Do not* lock doors behind you as others may also need to shelter-in-place.

### **How do I Shelter-In-Place?**

- *Remain Calm!*
- Immediately seek shelter inside the closest sturdy building. Do not wait until you physically see a tornado or severe weather event to react.
- Resist the temptation to go outside and check the weather conditions yourself.
- Once inside, stay away from windows, glass, and unsecured objects that may fall.
- Seek shelter in interior rooms and corridors.
- Avoid large free standing expanses such as auditoriums and gymnasiums.
- *Do not* use elevators.
- Await further instruction from VT Alerts and emergency personnel.
- *Do not* leave until an “All Clear” is received.

During a tornado, seek shelter on the lowest level possible. If warranted, consider crouching near the floor and seeking additional shelter under a sturdy desk or table, or cover your head with your hands.

Remember, always use common sense. There are exceptions to all guidance and prescribed directions.

### **Weather Definitions**

- **Watch:** Conditions are favorable for the development of severe weather. Closely monitor the situation in case it gets worse.
- **Warning:** Severe weather has actually been observed. Listen closely to instructions provided by weather radios/emergency officials.

### **Reporting a Crime or Getting Emergency Assistance**

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Alexandria Police Department at 703-838-4444 or 911 for an emergency.

The Washington-Alexandria Campus does not have any policies or procedures that allow victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that has become a victim of crime to come forward and report to the police. However, on occasion and depending on the nature of the

crime the victim refuses to press charges. This is the victim's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, McComas Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

## **Services and Prevention Information**

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

### **Safety and Security Programs**

Virginia Tech Police Department has a full time crime prevention unit that provides educational programming, Crime Prevention Through Environmental Design, and other crime prevention functions to the university community. Educational programs located on the Blacksburg campus include Student Police Academy, Alcohol Awareness, Bicycle Safety, Drug Awareness, Operation ID, Personal and Property Safety (basic crime prevention and personal safety), Rape Aggression Defense and Women's Awareness and Safety. All programs are available to faculty, staff and students upon request or if a need becomes apparent.

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Alexandria Police Department should be contacted to determine what types of classes are available. Any requests for programs that are not conducted by the Virginia Tech Police Department should be directed to the Alexandria Police Department. There has not been any crime prevention programs conducted during the previous three years.

### **Alcohol and Drug Abuse Prevention Services**

The Campus Alcohol Abuse Prevention Center, located in 147 McComas Hall is the university resource for alcohol abuse prevention. They may be contacted at 540-231-2233 or CAAPC@vt.edu. Drug education prevention is provided by A.D.A.P.T. (Alcohol and Drug Abuse Prevention Team). ADAPT Peer Educators are dedicated to addressing alcohol and other drug abuse issues in the Virginia Tech community. ADAPT members promote awareness through educational programs and outreach, while serving as accessible resources for fellow students.

ADAPT members strive to minimize the abuse of alcohol and other drugs in an effort to encourage students to pursue positive behavioral changes, and to promote a healthier environment at Virginia Tech. They can be contacted through the Office of Student Conduct in Suite 141 New Hall West or at 540-231-3790.

## **Sexual Assault and Prevention**

### **Sexual Assault/Sex Offenses**

Sexual Assault is a crime punishable by both civil and criminal legal action. The Virginia Tech Police Department investigates all sexual assaults reported to the Police Department. Detectives are regularly on call and capable of responding immediately at any time. An on call list is updated and maintained for call out situations in the communications center. Once reported to the Police, detectives respond, investigate and make applicable criminal charges based on evidence collection and victim / witness statements. The Virginia Tech Police Department works closely with other area law enforcement personnel and other university departments to ensure that appropriate support services are made available and utilized when necessary. The victim of a sexual assault may also choose to file a report with the University Judicial System administered through the Office of Student Conduct. In this instance, the Office of Student Conduct adjudicates all cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages victims to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the victim of a sex offense.

Victims of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is always available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the victim of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class.

The Police Department's Victim/Witness Assistance Program protects the rights of victims and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, medical attention, emergency housing or financial assistance. For crimes that occur in Washington Alexandria, the Virginia Tech Police Department will assist and refer the victim to the Alexandria Police Department. Responsiveness to the needs of crime victims is a department priority.

### **If Sexual Assault Happens to You**

- Contact the police for assistance and information or to report the incident. The Alexandria Police Department should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the victim in contacting the correct law enforcement agency, if requested.
- Go to the INOVA Alexandria Hospital in Alexandria or the Mount Vernon Hospital. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.

- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from the Rape Victims Hotline, the Battered Women's Shelter or a private counselor. All these services are free of charge (except private counseling) and *confidential*. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member. (See Counseling)
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your academic work, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the victim request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

### **Medical Care**

As mentioned above, victims of very recent assaults should go to the emergency room of the Mount Vernon Hospital or INOVA Alexandria Hospital for a physical exam and the collection of evidence. All victims, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. INOVA Alexandria Hospital offers the services of Sexual Assault Nurse Examiners. Female victims may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible.

Virginia Tech students can receive all necessary medical care through Schiffert Health Services; however, Schiffert cannot collect evidence and will refer victims to a hospital for collection. The Women's Clinic of Schiffert Health Services offers gynecological care, pregnancy testing, and testing and treatment for sexually transmitted diseases. Victims may also wish to see their family doctor. Even if no symptoms are apparent, victims are still strongly encouraged to seek medical attention.

### **Counseling Options**

Students coping with a sexual assault have at least three counseling options that are free of charge. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long-term individual and group counseling. These agencies frequently

collaborate to provide services to victims of sexual assault and these services are *confidential*. The Rape Victims Hotline is available 24 hours a day by calling 703-683-7273. Many other options exist which have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and victims should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the victim's.

### **Legal and Judicial Options**

Sexual assault victims have four options from which to choose: filing criminal charges, filing campus judicial charges, requesting an administrative investigation and filing a civil suit for monetary damages. Victims are not limited to just one of these options, but can choose any combination including filing all three types of charges. Below is a brief description of each type of judicial process.

### **Title IX Coordinator**

Virginia Tech's Director for Compliance and Conflict Resolution serves as the university's Title IX coordinator. This position, which is in the Human Resources Equity and Access office, is responsible for overseeing administrative investigations in compliance with Title IX requirements and may be contacted by calling 540-231-9331.

### **Criminal**

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Alexandria Police Department.

Many victims believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the victim to be seen at the Mount Vernon Hospital or INOVA Fairfax Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage victims to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual victim. A Commonwealth's Attorney will argue the case at no cost to the victim. The victim serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the victim, although the identity of the accused perpetrator is not protected.

### **Campus**

Campus judicial charges can only be filed if the alleged offender is a Virginia Tech student. The referral agent is typically a member of the Virginia Tech community as well. The campus judicial system examines violations of university policy. Campus judicial hearings do not replace or substitute for criminal prosecutions, and students who choose campus judicial hearings are also encouraged to seek redress through the criminal justice system and civil court. So long as the accused student is enrolled in school, there is no statute of limitations on filing judicial charges. The student accused of sexual misconduct may choose between an administrative hearing and a panel hearing. The hearing typically takes place within two weeks of the time the

complaint-called a referral of student conduct-is filed by the referral agent. At the hearing, the alleged offender and the referral agent each have the opportunity to present their side of the story and to call witnesses. Each also may have a support person/advisor present. The burden of proof is lower than in a criminal court. The hearing officers will base their decision on a preponderance of the evidence. Both the accuser and the accused will be notified of the outcome of the judicial hearing.

Upon written request Virginia Tech will disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such a crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Sexual misconduct is classified in the Student Code of Conduct as a violation of the Abusive Conduct Policy. Depending on the circumstances of the case, students who are found in violation of the abusive conduct policy may receive sanctions that include suspension for one or more semesters or dismissal from the university. If a student is found guilty of a sexual assault involving penetration, the minimum sanction will be one year's suspension.

Students found in violation of the university sexual misconduct policy do have the right to appeal. The victim also has the right to the appeal process. Notification of judicial action taken against students is made on a "need to know" basis. This includes the Commandant of Cadets in cases involving cadets, the Office of the Graduate School in cases involving graduate students and international students, the Athletic Department in cases involving varsity athletes, the Director of the Office of Student Programs, in cases involving residence hall students, and victims of violent crime, including sexual assaults, involving student perpetrators. Other university agencies or organizations may be required to obtain written release before they can receive notification. Copies of all judicial sanction letters are archived in the Office of Student Conduct. Additional information can be located in the University Policies of Student Life or by contacting the Student Life & Advocacy Office.

### **Civil Court**

Sexual assault victims have the right to sue the perpetrator or other involved parties for monetary damages. This type of prosecution, which may be pursued alone or in conjunction with criminal and/or campus judicial charges, does require an attorney. As with campus judicial action, the burden of proof is a preponderance of the evidence. Victims considering this type of prosecution are advised to consult Student Legal Services or a private attorney for information.

### **Sex Offender Registry and Access to Related Information**

The federal "Campus Sex Crimes Prevention Act," enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. Information about the Sex Offender registry can be found at <http://sex->

[offender.vsp.virginia.gov/sor/](http://offender.vsp.virginia.gov/sor/) or can be accessed through the Virginia Tech Police Department homepage at: <http://www.police.vt.edu>.

In the Commonwealth of Virginia, convicted sex offenders must register with the *Sex Offender and Crimes Against Minors Registry*. The Registry was established pursuant to [§ 19.2-390.1](#) of the Commonwealth's Criminal Code. Every person convicted on or after July 1, 1997, including juveniles tried and convicted in the circuit courts pursuant to [§ 16.1-269.1](#), whether sentenced as adults or juveniles, of an offense for which registration is required shall be required as a part of the sentence imposed upon conviction to register and reregister with the Commonwealth's Department of State Police as provided in this section.

In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Police Registry within ten days of establishing a residence within the Commonwealth. Any person required to register shall also be required to reregister within ten days following any change of residence, whether within or without the Commonwealth.

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

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

The Commonwealth's State Police maintains a system for making certain Registry information on violent sex offenders publicly available by means of the Internet. The information made available includes the offender's name; all aliases which he has used or under which he may have been known; the date and locality of the conviction and a brief description of the offense; his date of birth, current address and photograph; and such other information as the State Police may from time to time determine is necessary to preserve public safety. The system is secure and is



not capable of being altered except by or through the State Police. The system is updated each business day with newly received registrations and re-registrations.

### **Important Phone Numbers**

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that victims can get the assistance they most need. A good starting point for a victim, or family and friends of a victim, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech.

For further explanation or elaboration of the information in this section, or for other information, contact the agencies whose numbers are listed here.

Alexandria Police Department	911 (emergency) 703-838-4444 (non-emergency)
INOVA Alexandria Hospital	703-504-3066
Mount Vernon Hospital	703-664-7111
Rape Victims Hotline	703-683-7273 (24 hour hotline)
Department of Human Services	703-838-5030
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) 540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Title IX Coordinator	540-231-8771

### **Safety Tips**

Security doesn't begin and end with the police. It takes the entire university, faculty, staff and students to make our campus a safe and secure place to live, work, and play. What can you do to help? The number one thing you can do is to take a few precautions and follow a few safety tips that will help us, help you.

- Trust your instincts. If a place or situation doesn't feel right, it probably isn't.
- Avoid working or studying alone in a building at night.
- Avoid shortcuts and isolated areas when walking after dark.
- Don't walk alone after dark.
- Don't leave personal property lying around unattended.
- Carry a whistle or other noisemaker.
- Never prop open exterior doors.
- Keep your room door locked when leaving even for "Just a minute" and when sleeping.
- Lock windows and close shades after dark.

- Never attach your name and address to keys, if lost or stolen they could lead to theft.
- When traveling in your vehicle keep windows up and doors locked.
- Engrave your valuables.
- Report any suspicious or criminal activity to the police and report all crimes.

## Washington-Alexandria Campus Crimes Statistics

OFFENSE TYPE	On Campus			Non Campus			Public Property			Year Total			Residential		
	2009	2010	2011	2009	2010	2011	2009	2010	2011	2009	2010	2011	2009	2010	2011
<b>Murder &amp; Non negligent Manslaughter</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Negligent Manslaughter</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses, Forcible</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses, Non Forcible</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Liquor Law Violations Referred</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Liquor Law Arrests</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Drug Law Violations Referred</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Drug Law Arrests</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Illegal Weapons Possession Referred</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Illegal Weapons Possession Arrests</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

No hate crimes were reported during 2009, 2010, and 2011.

# **Virginia Tech Washington-Alexandria Campus Fire Safety Annual Compliance Report for 2011**

## **Overview**

The Gallery Apartments in Alexandria, Virginia has 3 levels and includes 23 units that are connected by atrium space. The individual units contain an individual kitchen and bathroom. The building also provides common areas for the residents as well as laundry facilities. The property belongs to the Virginia Tech Foundation, and it includes an addition to the original building.

## **Gallery Apartments Fire Safety Equipment**

The fire protection systems at the Gallery Apartments include Portable Fire Extinguishers, Dual Duty Smoke Detectors and a Partial Sprinkler and Alarm System as follows:

- All common areas of the Gallery Apartments are equipped with portable fire extinguishers.
- The addition, which includes the atrium and 9 apartments as well as the common area, is protected by a sprinkler and fire alarm system. No central monitoring of these systems is provided.
- All apartments are equipped with dual duty smoke detectors that also detect Carbon Monoxide.

All fire protection equipment is strictly maintained and tested in accordance with the Virginia Statewide Fire Prevention Code. The periodic maintenance and testing activities are conducted by contractors. In addition, a Fire and Life Safety inspection is conducted by the local Fire Official on a periodic basis. This inspection includes an audit of the fire protection equipment testing and maintenance activities and a fire code review of all apartment units and common areas.

## **Fire Safety Education, Training and Fire Drills**

All current Gallery Apartment Residents have been provided information on the fire protection systems present in the subject building and evacuations procedures to be followed, and all future residents will be provided this information when their lease is initiated. Since the facility is classified as R-2 under the Virginia Uniform Statewide Building Code, there are no requirements for conducting fire drills and no drills have been performed. A Resident who lives on the property in one of the 23 units is available to assist residents during emergency evacuations.

## **Fire Statistics**

There were no fires or fire losses reported in the Gallery Apartments during Calendar Year 2011.

## **Specific Fire Prevention Related Policies and Programs**

Based on the facility classification under the Virginia Uniform Statewide Building Code, no special policies other than a No Smoking policy have been implemented.

## **Fire Reporting**

If a fire has occurred, it should be reported to the Alexandria Police Department by calling 911. It should also be reported to Greg Lawrence of Capitol Property Management. A copy of the fire log is maintained by Greg Lawrence 703-707-6404. The log is available for viewing during

normal business hours Monday through Friday, and is located at 3914 Centreville Road Suite 300 Chantilly Va. 20150.

**Plans for Future improvement:**

The Virginia Tech Foundation will continue to work with the local Authorities to enhance and improve the existing building fire protection system capabilities as required by applicable codes, standards and best business practices.



