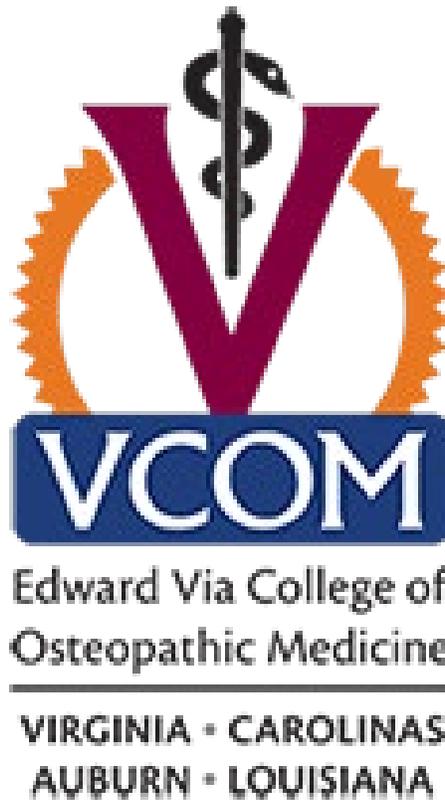


The Edward Via College of Osteopathic Medicine
2021 Annual Security Report



Covering Statistics from 2018-2020 for All VCOM Campuses

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VCOM Annual Campus Security Report

The Edward Via College of Osteopathic Medicine strives to create an atmosphere of safety and comfort which allows faculty, staff, and students to concentrate on their mission of providing academics and student services and on learning. The goal of the operations department is to oversee the campus facilities, to assist those in charge of each facility, in providing a safe and secure environment. The following policies and procedures outline each individual's role in maintaining a safe and secure environment for all.

The VCOM Department of Operations has been designated as the department responsible for compiling and publishing the college's annual security report. This document is intended to serve as the annual security report for all VCOM campuses, 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, safety information, policy information, safety tips, resource phone numbers and a brief overview of the many services the college provides.

The crime statistics for each campus are provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The crime statistics include reports made in good faith which are collected from the VCOM Department of Operations and designated "campus security authorities" as defined under the Clery Act. Additionally, referrals for disciplinary action are requested from VCOM's Title IX Coordinators, and Office of Student Affairs.

Once all statistics are gathered from each reporting source, they are compiled, reviewed, and published in the Annual Security Report by the VCOM Operations Department. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported.

Questions about how statistics are gathered, categorized or reported, can be obtained by visiting the Office of Postsecondary Education Campus Security Search (<http://ope.ed.gov/security>), or contacting Bill Price, Vice President of Operations at 540-231-4025 or bprice@vt.vcom.edu.

Policies and Regulations

Reporting Crimes and Other Emergencies

All faculty, staff, and students should report any incidence of crime against a person or personal property to the operations department immediately. If you are unable to reach someone in the operations department, please contact the campus front desk for assistance. In addition, in the event of an emergency, courtesy phones, which are located throughout the building, may be used to contact “911”.

- Virginia Campus
 - Department of Operations: 540-231-4056 or 540-231-4025
 - Front Desk: 540-231-4000
- Carolinas Campus
 - Department of Operations: 864-327-9882 or 864-327-9883
 - Front Desk: 864-327-9800
- Auburn Campus
 - Department of Operations: 334-442-4017 or 334-442-4018
 - Front Desk: 334-442-4000
- Louisiana Campus
 - Department of Operations: 318-342-7149 or 318-342-7189
 - Front Desk: 318-342-7100

Campus Safety Officers are always on-duty after normal business hours on evenings and weekends while the building is open to students and is available for general security and safety issues. Campus Safety Officers are available to escort students to their parked cars after dark if one feels the need for additional security. For assistance, please call the security number posted throughout the building or report to the campus front desk. The available Campus Safety Officer will also contact the local police if needed.

To maximize safety on campus, VCOM strongly encourages anyone with knowledge about any crime (whether as a witness or as a victim) to make a report to the appropriate law enforcement agency in person or by telephone, when the victim elects to make such a report or is unable to make a report on their own. Reporting does not mean you must take legal action; however, it may help law enforcement stop further incidents, as well as help keep the community informed about criminal activity. When filing a report, be prepared with as much of the following information as possible:

- Name
- Exact location of the incident
- Description of the scene
- Description of any suspects
- Description and license numbers of any involved vehicles

After dialing the appropriate emergency number, for any significant emergency or dangerous situation that may pose an immediate or on-going threat to the health and safety of the campus

community, also notify the VCOM Department of Operations at the telephone numbers listed above as soon as possible. Crimes reported to the VCOM Department of Operations will be assessed for emergency and timely warning notification and potential inclusion in the annual statistical disclosure.

In addition to crimes, all suspicious activity should also be reported to the police. For emergencies, dial 911. Examples of suspicious activity include a person engaging in any of the following activities: possessing a weapon; making dangerous actions or comments; acting unusual, out of place, or loitering; or accessing unauthorized areas.

All VCOM employees and students are considered mandatory reporters as defined in VCOM's Discrimination, Harassment, and Violence Policy and Procedures and have additional reporting obligations as outlined in that policy. Licensed mental health professionals, on-campus healthcare providers, and others with a legal duty of privileged communication are exempt from being mandatory reporters except in cases of immediate threat or danger.

Each year, VCOM participates in the reporting of significant crimes against persons and personal property. A crime log is kept in the operations department. You may view the log by contacting the Vice President of Operations. You may see the U.S. Department of Education's report on campus safety by visiting their Campus Safety and Security website at <http://ope.ed.gov/campussafety/#/institution/search> and searching for Edward Via College of Osteopathic Medicine. For the past several years, VCOM has received an "A" rating with no significant crime problems.

Campus Counselors and Confidential Reporting

Campus professional counselors, as defined by the Clery Act and when acting as such, are not considered to be campus security authorities and are not required to report crimes for inclusion in the annual disclosure of crime statistics. Professional counselors are defined by the Clery Act as an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

VCOM employs professional counselors on each campus. Students at all campuses can access counseling services by coming to the main campus in person or scheduling through the Bookings link provided to students. VCOM encourages these professional counselors to inform the persons they are counseling of the importance of collecting data on crime and that the incident they are discussing can be reported on a voluntary, confidential basis for possible inclusion in the annual disclosure of crime statistics by the counselor through the counselor's supervisor. This is accomplished through periodic meetings with counselors to inform them of this reporting option.

VCOM also contracts with community-based mental health counseling agencies whose services are available to students. Services provided through these avenues are provided through third parties who are not employed by VCOM; therefore, VCOM does not have a procedure to encourage these professional counselors to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for possible inclusion in the annual disclosure of crime statistics.

Timely Warning of Crimes

VCOM will issue timely warning notices to members of the college community whenever a crime is reported directly to VCOM's Department of Operations or local law enforcement that meets the criteria outlined in this section and is determined to represent a serious or ongoing threat to students or employees. Such warnings will be provided to students and employees in a manner that is timely and that withholds the names of victims as confidential. Timely warnings will include pertinent information about the crime that triggered the warning and information that promotes safety and aids in the prevention of similar crimes. Resources and reporting options may also be included in timely warnings.

Timely warnings are usually distributed for the following crime classifications when they are determined to pose a serious or ongoing threat to the campus community within each campus' Clery geography (on campus; in certain off-campus buildings and property owned or controlled by VCOM and used by students; and on public property within or immediately adjacent to and accessible from the campus):

- Murder/non-negligent manslaughter;
- Sexual assault (considered on a case-by-case basis depending on the facts of the case, when the incident occurred, when it was reported, and the amount of information known);
- Robbery, involving force or violence;
- Aggravated assault (cases involving assaults, such as two students fighting, which result in aggravated injury, will be evaluated on a case-by-case basis to determine if there is an ongoing threat to the campus community);
- Major incidents of arson;
- Other crimes as determined necessary by the Vice President of Operations.

Timely warnings will be distributed to each separate campus community. VCOM is not required to issue a Timely Warning with respect to crimes reported to a professional counselor.

VCOM utilizes the Regroup mass notification system (VCOM Alerts) to inform students, faculty and staff of emergency situations including but not limited to inclement weather and campus safety. Students and employees are required to participate in this system and their email address and cellular phone information is automatically entered into the system upon matriculation or hire. Campus officials have been designated as administrators for this system. Alerts are sent via text message, email, and voice through all channels.

The VCOM Department of Operations will be responsible for confirming that a significant emergency or dangerous situation poses an immediate threat to the health or safety of the VCOM community. Factors that are quickly considered in making this determination include the nature, timing, location, and anticipated duration of the threat, as well as the population and activities that may be impacted. Upon confirmation of an immediate threat to the safety or health of the campus community, the VCOM Department of Operations will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of first

responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The VCOM Department of Operations is charged with coordinating communication of immediate threats to the VCOM community and will determine the content of the initial notification using all available information. The content will convey the nature of the threat and immediate actions to be taken by the campus community or affected segment thereof. The VCOM Department of Operations will determine the content of all subsequent messaging providing updated information and protective actions to the campus community, as additional information becomes available.

Pertinent follow-up information will be disseminated as soon as new information is available. For members of the VCOM campus community, updates and follow-up messages may be sent via any of the communication methods outlined and listed above. In addition, for members of the larger community (parents, families, neighbors, etc.), the college will post the updated and follow-up information during a significant emergency or dangerous situation on its webpage either directly on the webpage or via a clearly identifiable link and may also post them on each campus social media sites (Facebook and Twitter).

Missing Student Policy

If a member of the VCOM community has reason to believe that a student at any campus is missing, they should immediately notify local law enforcement. Local law enforcement has primary responsibility for investigating reports of missing students and will make an official determination as to whether a student is missing.

Upon investigation, should local law enforcement determine that the student is missing and should they contact VCOM, VCOM will within 24 hours notify the student's missing person confidential contact(s), if they have registered any.

Students, faculty, and staff have the option to confidentially identify one or more individuals to be contacted by VCOM in the event of an emergency involving the student, faculty, or staff member, which includes being reported as a missing person for more than 24 hours. Emergency contacts are only accessible to authorized campus officials and law enforcement and will not be disclosed outside of a missing person investigation or other emergency situation.

Campus Safety and Access

All VCOM students, faculty, and staff are responsible for campus safety. The campus is available for student access during announced times. The VCOM campuses are generally open to the public during normal hours of operation (8:00 a.m. to 5:00 p.m., Monday through Friday).

All VCOM campuses have a campus security system with entry access into the VCOM facilities with RFID/MSR badging. All faculty, staff, and students are required to badge into the building to gain access. Students receive a VCOM student photo identification badge at the beginning of the first year,

which is used for identification and access privileges. VCOM identification badges must be worn/displayed in plain site by the students, faculty, and staff at all times when on VCOM and while on clinical rotations. This badge must be used to access the VCOM campus/building during approved hours. Badges will authorize building access via the student approved entry sites. Each student and employee is required to badge into campus individually. Students, faculty, and staff who cannot display their badge for whatever reason, must acquire a temporary access badge from reception for use for 24 hrs. After the 24 hours, the temporary badge must be returned to reception and a new badge issued (if the existing badge is lost). Anyone using temporary badges must enter the building through the front entrance only, as temporary badges do not grant building access through the card swipe system. Students, faculty, or staff who observe someone in the building without their photo ID displayed, should report that person to the nearest VCOM faculty or staff member. If you observe suspicious or criminal activity on campus, please report these actions immediately.

Students repeatedly violating the ID badge display policy (i.e. refuses to display his/her badge) will be referred to the Student Honor Council for disciplinary action.

Lost or stolen badges should be reported to Operations immediately so that they may be deactivated for security reasons. In the event a badge is lost, there will be a replacement fee of \$25.

Nametags are also issued to students by VCOM and are to be worn on outside clinical experiences. Nametags are not to be worn in non-clinical settings unless designated by VCOM faculty or administration. Students are provided with one nametag free of charge at the beginning of clinical experiences; it should be retained for the four years of study. Lost nametags must be reported to the Office of the Registrar and a replacement nametag must be issued through VCOM. Replacements are made at the student's expense. The current cost for a replacement nametag is \$15. Hospitals will generally also require a picture ID to be worn or carried. Students should always have a picture ID on their person when working in the clinical setting.

An extensive security camera system is in place to monitor activity in and around many public areas on campus for the protection of students, faculty and staff. Interbuilding and parking lot CCTV surveillance cameras provide real-time closed-circuit streaming to VCOM's Operations Department. CCTV video streams are securely recorded and stored for a period of 30 days. The VCOM Department of Operations maintains a campus security operations center, where security camera footage can be monitored and reviewed, if needed. While it is not feasible to actively monitor all cameras continuously, operations staff do regularly monitor and oversee camera operation and initiate response to security alarm activations.

Local law enforcement officers patrol the campuses on a regular basis. VCOM Operations Department staff also patrol campuses after normal business hours.

Campus Safety Officers are always on-duty after normal business hours on evenings and weekends while the building is open to students and are available for general security and safety issues. Campus Safety Officers are available to escort students to their parked cars after dark if one feels the need for additional security.

For assistance, please call the security number posted throughout the building or report to the front desk. The available Campus Safety Officer will also contact the local police if needed. In addition, in the event of an emergency, courtesy phones, which are located throughout the building, may be used to contact “911.”

Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. The Department of Operations conducts routinely scheduled inspections of VCOM buildings, grounds, and equipment to ensure compliance with all federal, state, and local regulations, as well as to ensure the safety of VCOM students, faculty, staff and visitors. The Facilities Committee has also established a Continuous Assessment Process (CAP) Plan to assess how facilities resources are utilized to meet VCOM’s mission and objectives. This CAP plan includes both the procedures by which the plan is executed as well as the metrics and methods necessary to measure outcomes. The appendices include checklists, policies, logs and other reference tools used in this CAP plan. The idea of the plan being continuous ensures that due diligence is applied at all times to safeguard quality and vigilant stewardship of VCOM facilities’ resources. The Operations Division conducts monthly surveys of the buildings, grounds, and equipment on a month basis to assure:

- All buildings and premises walkways, floors, wall openings, skylights, floor openings, gratings, non-slip mats, platforms, manholes, floors, and roofs are safe.
- All lighting is working and all emergency and explosions proof lighting systems are adequate.
- All stairs, elevators, and fire escapes are clean, in good repair, and handrails and guardrails are adequate and non-slippery.
- All ladders and scaffolds are safe and appropriately stored.
- All ventilation is working satisfactorily. All electrical wiring and equipment is functioning safely and appropriately.
- All heating and cooling equipment is working appropriately. All pressure vessels and piping are functioning appropriately.
- All elevators are inspected and functioning appropriately.
- All sanitation structures are functioning.
- All first aid supplies are adequate in each facility.

VCOM owned vehicles are inspected monthly to ensure safety.

The VCOM Help Desk ticketing system contains a recurring ticket feature that allows the Facilities group to schedule tests and drill at the intervals tabulated above. The test, inspection, or drill is entered once in the recurring ticket feature and a ticket is automatically generated. Once the item is completed and marked as resolved, the ticket will reappear automatically at the specified interval for repeated performance. This system ensures that routine tests, inspections and drills are repeated as required.

Campus Security and Law Enforcement

The Town of Blacksburg Police Department and the Virginia Tech Police Department provides police services for the VCOM-Virginia Campus.

The City of Spartanburg Police Department provides police services for the VCOM-Carolinas Campus.

The City of Auburn Police Department provides police services for the VCOM-Auburn Campus.

The City of Monroe Police Department and the University of Louisiana Monroe Police Department provides police services for the VCOM-Louisiana Campus.

All of these Police Departments provide investigation of criminal incidents and enforce all city and college policies.

The VCOM campuses at Virginia, Carolinas and Auburn also utilize unarmed security personnel on evenings and weekends. These security officers monitor student safety and activity on VCOM campuses. They do not have arrest powers or enforcement authority on behalf of the college and do not conduct investigations, write reports for criminal offenses, or enforce laws. If they observe a law violation or an emergency, they are instructed to immediately dial 911. The VCOM-Louisiana campus utilizes the University of Louisiana Monroe Police Department officers who are armed. These officers are also responsible for monitoring student safety and activity.

Firearms and Weapons

VCOM property is considered private property; therefore, students, faculty, staff, and visitors are prohibited from carrying, maintaining, or storing a firearm or weapon on any VCOM property, VCOM clinical site, affiliated university campuses, and all surrounding parking lots and space owned or leased by the College. Any visitor or other third party attending an event or visiting an academic or administrative office is prohibited from carrying, maintaining, or storing a firearm or weapon on any college facility, even if the owner has a valid permit. This prohibition also applies to all events on campus where people congregate in any public or outdoor areas. Students who violate this policy are subject to disciplinary action up to and including suspension or dismissal.

Emergency Preparedness, Response and Evacuation Procedures

The VCOM Department of Operations has primary responsibility for emergency management on VCOM properties. VCOM has an Emergency Action Plan (EAP) in place that defines the organizational structure for response to emergencies of a magnitude that would cause significant

disruption to university operations. The EAP identifies members of the Campus Safety and Security team, who are responsible for managing the operational aspects of the college's response to an emergency event. In the event of any crisis situation (including, but not limited to a fire, weather emergency, infectious disease outbreak, significant utility disruption, hazardous materials release, or campus violence incident, the appropriate members of the Campus Safety and Security team may, if needed, assemble to mitigate the consequences, promote the safety of the community, and provide for "continuity of business" for the college's educational, research and outreach missions.

Emergency response and building evacuation procedures are included in building-specific emergency response plans. When deciding whether to conduct an evacuation of a significant portion of or an entire campus, consideration will be made for the type of hazard or threat, credibility of the threat, area of campus in danger, and ability to contain the threat to a specified area of campus. The campus community may be notified to evacuate on foot or by vehicle, depending on the nature and timing of the threat, as well as other hazards that may impact the safety of persons evacuating. The method and direction of the evacuation route during a campus evacuation will depend on the nature and location of the emergency or disaster warranting the evacuation. Once public safety officials decide it is safe to return, announcements will be made to return to normal operations.

VCOM's Building Evacuation Plans and Emergency Action Plans (EAP) can be found at:

<https://www.vcom.edu/faculty-and-staff/fire-and-safety-policies-and-procedures>

Tests of Emergency Procedures

The VCOM Department of Operations reviews and updates plans and coordinates tests of emergency response and evacuation procedures at least annually for each campus, via announced and/or unannounced tests, to evaluate the campus' response. Tests include drills, exercises and follow through activities to review each test. Emergency response and evacuation procedures (e.g. emergency guidelines) are publicized during these tests (in conjunction with at least one test per calendar year) and documentation of the tests are maintained by the VCOM Department of Operations. Documentation for each test will include: a description of the exercise, date, time, and whether it was announced or unannounced.

Tests of the components of the emergency notification systems are conducted and documented, via announced tests. Testing frequency varies depending on the mode of communication. All tests of components of the emergency notification system are clearly identified as test messages.

Pertinent emergency follow-up information will be disseminated as soon as it is available. Updates and follow-up messages may be sent via the mass notification system. Members of the campus community and larger community may also monitor updates via local/national news media.

Tobacco, Electronic Nicotine Delivery Systems, and Vape Free Environment Policy

VCOM is committed to creating and maintaining a healthy and sustainable environment for employees, students, and visitors. As such, VCOM prohibits the use of all tobacco products, electronic nicotine delivery systems, and nicotine or non-nicotine vape products (including but not limited to cigarettes, cigars, pipes, smokeless tobacco, e-cigarettes, vaporizers, vape pens, hookahs, blunts, pipes, snuff, and any other tobacco or vape related product) on all property that is owned, leased, occupied, or controlled by VCOM.

The use of these products are not permitted in VCOM facilities or on VCOM campuses, with the exception of an individual being allowed to use these products within their personal vehicle that must be a minimum of 150 feet from the facility.

In addition, the sale of tobacco products, electronic nicotine delivery systems, and nicotine or non-nicotine vape products are prohibited on all property that is owned, leased, occupied, or controlled by VCOM. This includes the delivery of these products to the VCOM property by means of a delivery service of any kind. Further, the free distribution of these products on VCOM property is prohibited.

VCOM and affiliated organizations are prohibited from accepting money or gifts from tobacco companies, directly or indirectly. This includes sponsorship of parties by tobacco companies, distribution of free, reduced, or full price tobacco products, or any promotional items. This does not apply to research funding.

Tobacco-related advertising or sponsorship is not permitted on VCOM-managed property, including billboards or signage on campus and at VCOM-sponsored events or in publications produced by VCOM.

Alcohol and Drug Testing

VCOM promotes a safe, healthy, and productive learning and working environment free from the influences of drugs and alcohol and to ensure the safety and welfare of students, faculty, staff, and patients cared for by VCOM representatives. VCOM policy requires students, faculty, and staff to be free from illicit drug use and free from addiction.

This policy, while in place to ensure safety of students, faculty, staff, and patients, does not preclude criminal action by means of other institutional policies and/or state and federal law.

Any student, faculty member, staff member, or other VCOM staff may be required to submit to drug and/or alcohol testing based upon what the faculty and administration consider to be reasonable suspicion, including, but not limited to:

- Direct observation of drug or alcohol use or possession;
- Physical symptoms related to the influence of drugs or alcohol;
- Abnormal or erratic behavior that is disruptive or a risk to others;
- Arrest or conviction of a drug or alcohol related offense on- or off-campus;
- Documented information from a credible source submitting a complaint;

- Evidence that a previous drug or alcohol test was tampered with; or
- Possession of drug paraphernalia.

Testing will be done by order of any member of VCOM administration and will be performed at a qualified designated laboratory site identified by the College. In general, the site will carry a forensic certified testing program certified by the College of American Pathologists for testing.

Random drug screening is performed on one or two occasions during enrollment at VCOM and may also be done by order without notice from any member of VCOM administration. Presence of any illegal substance or of any prescription drug not prescribed directly to the student will result in immediate suspension until a Professional and Ethical Standards Board can be held.

Random drug and/or alcohol testing may be given by school personnel. When VCOM personnel perform the test, a positive drug test will be repeated within a forensic laboratory as arranged by administration. Any student who fails the alcohol or drug test will be subject to disciplinary action as designated and described in this *Catalog/Handbook*. For patient, faculty, and/or student safety, compulsory expulsion may result if a student refuses to consent to testing. All testing is done in confidence except for use by the Professional and Ethical Standards Board and in cases where it is required for long term monitoring by the State Medical Board; all results are held in confidence.

Students who require controlled substances that will show positive on the college drug screen must notify VCOM in advance of the drug screen and complete the required paperwork for an accommodation for testing positive for that particular substance on the drug screen. VCOM may require further evaluation and testing for continued use of controlled substances and for the student's appropriateness to participate in patient care while on the medication. This is completed at the student's expense.

Students who test positive on a drug screen, demonstrate illegal or disruptive actions related to drug or alcohol use, demonstrate abnormal or erratic behavior that is disruptive or a risk to others and who test positive for drugs or are known to be consuming alcohol, have an arrest for drug paraphernalia or other illegal use of drugs, or demonstrated dependence to alcohol will be subject to a Professional and Ethical Standards Board and likely dismissal if found guilty.

Self-identification as a substance abuser will result in the student being assisted in obtaining an approved treatment program. This should be done confidentially with the campus counselor. The student will generally require inpatient treatment and professional monitoring throughout their education as well as GME. The cost of treatment is the responsibility of the student. Monitoring of successful completion will be the responsibility of the Associate Dean for Clinical Affairs or other member of VCOM administration. The student treatment records will be held in confidence except where required by the State Board of Medicine or under subpoena. Withholding of information regarding substance abuse until after identified by VCOM administration is considered unethical behavior and the student in this case may be subject to dismissal.

Information is distributed annually to students and employees regarding the use of illicit drugs and the abuse of alcohol, including health risks and legal sanctions. A copy is available from Student Affairs and is also found online. Confidential counseling services for drug and alcohol

dependence is available for all students. In order to ensure student confidentiality, such counseling is provided through an off-site provider. Students may contact the VCOM Mental Health Counselor for referral or the student may make contact on their own using one of the providers listed below. The student may be responsible for some of the costs of such treatment.

- Virginia Campus: New River Valley Community Services, Access Services, 540-961-8300 or 540-961-8444
- Carolinas Campus: Spartanburg Area Mental Health Center, 864-585-0366
- Auburn Campus: Clinical Psychologists, P.C., 334-821-3350
- Louisiana Campus: Affinity Behavioral Health Clinic, 318-807-6258

In addition, VCOM has an alcohol abuse prevention program to be completed by all students and employees. Student education on drug and alcohol abuse is also provided in the Block 1 Professionalism and Ethics course.

Sexual Assault, Domestic and Dating Violence, and Stalking

VCOM is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex. Sex-based discrimination includes all forms of sexual misconduct, including sexual or gender-based harassment, sexual assault, domestic violence, dating violence, and stalking. As a result, VCOM issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual or gender-based harassment, sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a college official. In this context, VCOM prohibits the offenses of sexual or gender-based harassment, sexual assault, domestic violence, dating violence, and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the college community.

For a complete copy of VCOM's Discrimination, Harassment, and Violence Policy and procedures visit: <https://vcom.cld.bz/VCOM-Institutional-Policy-and-Procedure-Manual>

VCOM's Title IX Coordinators are as follows:

- Virginia Campus: Robby Hudson, MS, Phone: 540-231-5673, Email: rhudson@vt.vcom.edu
- Carolinas Campus: Jean Harris, BS, Phone: 864-327-9841, Email: jvharris@carolinas.vcom.edu
- Auburn Campus: Karla Meadows, BS, Phone: 334-442-4031, Email: kmeadows@auburn.vcom.edu
- Louisiana Campus: Christie Ellis, BA, Phone: 318-342-7146, Email: cellis01@ulm.vt.edu

VCOM considers discrimination, harassment, and violence serious concerns on any campus. VCOM provides for prompt, fair, and impartial disciplinary proceedings by assuring that, among other protections:

- officials are appropriately trained and do not have a conflict of interest or bias for or against the accuser or the accused;
- the accuser and the accused have equal opportunities to have others present, including an advisor of their choice;
- the accuser and the accused receive simultaneous notification, in writing, of the allegations, grievance process, the result of the proceeding and any available appeal procedures;
- the proceeding will be completed in a reasonably prompt timeframe;
- the accuser and accused are given timely notice of meetings at which one or the other or both may be present; and
- the accuser and the accused, and appropriate officials, are given timely access to information that will be used after the fact-finding investigation but during any informal and formal disciplinary meetings and hearings.

Violation of the Discrimination, Harassment, and Violence Policy

Any individual violating the policy against discrimination, harassment, and violence may be subject to disciplinary action including, but not limited to, reprimand, suspension, dismissal, or termination.

Failure by anyone vested with the responsibility to report allegations of discrimination, harassment, or violence is considered a violation of this policy. It is the intent of this policy to comply with the requirements under Title VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendments, the Title IX Final Rule, as well as other applicable statutory laws and regulations of the Commonwealth of Virginia, State of South Carolina, State of North Carolina, State of Alabama, and State of Louisiana.

Reporting Sexual Assault, Domestic and Dating Violence, and Stalking

Any person (whether or not the person reporting is the person alleged to be the victim and including parents or guardians of any party who is a minor or legally disabled), may report discrimination, harassment, or violence in person, by mail, by telephone, by electronic mail or by any other means that results in the Title IX Coordinator or a VCOM administrative officer receiving the person's verbal or written report. Such a report may be made at any time without regard for business hours. Any VCOM administrative officer receiving such a report shall notify the Title IX Coordinator of the report. In the event the Campus Director of Human Resources is the accused, the President of the College shall designate a properly trained employee as temporary Title IX Coordinator for purposes of completing the appropriate grievance process.

Except as provided below, all VCOM employees and students are considered mandatory reporters and must report known or suspected acts of discrimination, harassment, or violence to the Title IX Coordinator or a VCOM administrative office. Licensed mental health professionals, on-campus healthcare providers, and others with a legal duty of privileged communication are exempt from being mandatory reporters except in cases of immediate threat

or danger. If a reporting party is unsure of a resource's ability to maintain confidentiality, the reporting party is advised to ask the individual before talking to them.

Upon receiving notice of a report of sex discrimination, including sexual harassment, the Title IX Coordinator shall, within seventy-two hours (72), confidentially contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs

After an incident of sexual assault, domestic violence and/or dating violence, the survivor should consider seeking medical attention as soon as possible. Evidence may be collected through a forensic exam even if you chose not to make a report to law enforcement. Survivors have the right to a free sexual assault forensic exam without having to provide their name or make a report to law enforcement if they choose not to do so. It is important that a survivor of sexual assault not bathe, brush teeth, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 72 hours, so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred. This evidence may also be helpful in obtaining a protection order. If survivors do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease, as appropriate.

Survivors of sexual assault, domestic violence, dating violence, and stalking are encouraged to also preserve evidence by saving text messages, instant messages, social networking posts, or other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to the university conduct process/investigation, to police, or to obtaining a protection from abuse order.

Victims/survivors of sexual assault, domestic violence, dating violence, or stalking are encouraged to report the incident promptly, if they so desire, to the Title IX Coordinator. The Title IX Coordinator handles all formal complaints of violations of the VCOM Discrimination, Harassment, and Violence Policy and Procedures, regardless of where the incident occurs. The college will inform the victim about on-campus and off-campus resources, remedial and protective measures, and will discuss the victim's option to contact law enforcement, to pursue the college's disciplinary process, or to pursue neither or both. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic violence, dating violence, and stalking; to maintain confidentiality and fairness consistent with applicable legal requirements; and to impose appropriate sanctions on violators of this policy. While there is no time limit for reporting an incident of sexual assault, domestic violence, dating violence, or stalking to the college, certain statutes of limitations exist for the prosecution of crimes through the criminal justice system. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses

not to make a complaint regarding an incident, he or she nevertheless should consider speaking with local law enforcement to preserve evidence in the event that the victim changes their mind at a later date.

Protection Orders

Protection orders are civil court orders (issued by circuit courts) meant to provide protection and relief to victims of domestic violence. Victims who need protection may go to the local circuit court and request a Protection Order from the circuit clerk. Victims may file this petition without costs and without assistance from an attorney. However, protection orders may involve long-term legal consequences or safety issues, so victims are strongly encouraged to contact a lawyer or the National Domestic Violence Hotline at 800-799-7233 before filing for a protection order.

The survivor will need to go to court to get a protection order. VCOM cannot apply for a legal protection order for the survivor. Criminal charges do not need to be filed and the stalker or abuser does not need to be arrested in order for a survivor to request a protection order. This is not a criminal matter. However, police reports documenting incidents of abuse can be helpful in obtaining the protection order.

VCOM complies with state law in recognizing orders of protection. Any student or employee who obtains a protection order any state should provide a copy to the local law enforcement agency, the VCOM Department of Operations, and the Title IX Coordinator. Survivors should always keep a copy of their protection order with them at ALL times to prove the existence of the order if the defendant violates it. A complainant may then meet with local law enforcement or VCOM personnel to develop a safety action plan, which is a plan for safety personnel and the victim to reduce risk of harm while on campus or coming and going from campus.

VCOM may issue an institutional no-contact directive if deemed appropriate or at the request of the survivor or accused. Upon the survivor's request and to the extent of the survivor's cooperation and consent, VCOM will work cooperatively to assist the survivor with their health, physical safety, work, and academic status, pending the outcome of a formal college investigation of the complaint.

Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The college has procedures in place that serve to be sensitive to those who report sexual misconduct, including sexual assault, sexual exploitation, intimate partner violence (domestic violence or dating violence), stalking, sexual or gender-based harassment, complicity, or retaliation. Procedures include informing individuals about their right to file or choose not to file criminal charges; the availability of counseling, health, mental health, victim advocacy, legal assistance referrals, visa and immigration assistance, and other services on and/or off campus; and additional remedies to prevent contact between a complainant and an accused party, such as no-contact directives and/or, academic, or working accommodations, if reasonably available.

The college will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement. Students and employees should contact the Title IX Coordinator for assistance with accommodations requests. Regardless of whether a survivor elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist survivors of sexual assault, domestic violence, dating violence, and stalking and will provide each survivor with a written explanation of their rights and options (either a printed or digital copy).

If a formal complaint of sexual assault, domestic violence, dating violence, or stalking is made to the college through the Title IX Coordinator, below are the procedures that the college will follow.

- ***Receipt of a Report***

Upon receipt of a report of discrimination, harassment, or violence covered by this section, the Title IX Coordinator shall:

- Within seventy-two hours, contact the accuser/victim to discuss:
 - The option to file a formal or informal complaint. Informal complaints are not considered “filed” and may be resolved through a variety of means such as required counseling, education regarding harassment, or a face-to-face meeting with the accused and the Title IX Coordinator. Formal complaints are in writing and will be resolved through an investigation and decision pursuant to the process set out herein; and
 - The availability of supportive measures; and
 - That regardless of the type of complaint filed (formal or informal), the College must notify the accused that a complaint has been made; and
 - That in cases of alleged violence, the College will follow the process set out herein regardless of whether a formal complaint is filed or not.
- Within five (5) business days the Title IX Coordinator shall provide to the accused:
 - Notice of the allegations, including sufficient details known at the time and with sufficient time prepare a response before any initial interview. Sufficient details include:
 - the identities of the parties involved in the incident, if known.
 - the conduct allegedly constituting the offense.
 - the date, time, and location of the alleged incident, if known.
 - Notice that the accused is presumed not responsible for the alleged incident or conduct and that a determination regarding responsibility is made at the conclusion of the grievance process.
 - Notice that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney. The function of the advisor is solely for, and is limited to, giving advice to the accuser or accused.
 - Notice that the parties have the right to inspect and review any evidence obtained as part of the investigation so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

- Notice that the College's code of conduct prohibits knowingly making false statements or knowingly submitting false information during the grievance process.
- Notice that if, in the course of the investigation, the College decides to investigate allegations about the accuser or accused that are not included in the notice provided by this section, the College must provide notice of the additional allegations to the parties whose identities are known.
- Notice that the ability of either party to discuss the allegations under investigation or to gather and present evidence shall not be restricted.
- Notice that any party can provide, in writing to the investigator, other information, including names of witnesses and records and documents, that they would like the investigator to consider.

- ***The Investigation Process***

The complaint shall be promptly and thoroughly investigated by the Title IX Coordinator or by his or her delegate who has been properly trained in conducting investigations. Investigations may include speaking with the person making the complaint, the accused, and other relevant persons. The investigator shall provide, to a party whose participation is invited or expected, written notice of the date, time, location, and purpose of the interview, with sufficient time for the party to prepare to participate. The investigation may also include a review of documents, emails, and other communications, if any, that are relevant to the complaint.

Absent circumstances requiring an extension, the investigation process (including the report described below) shall be completed within twenty (20) business days after the complaint is submitted. If an extension is needed, the investigator will promptly inform the parties of the need for an extension and the new date by which the investigative process will be completed.

Upon conclusion of the investigation, the investigator shall prepare a written report that addresses whether the investigation substantiated a violation of this policy using the preponderance of proof standard of evidence (more likely than not), and the reasons supporting the investigator's conclusion. Absent extenuating circumstances, the investigator shall promptly provide a report of the findings to the accuser and the accused.

- ***Appeal***

If either party disagrees with the report, they may appeal one time to the Campus Dean. All appeals must be filed with the Campus Dean within seven (7) business days after receipt of the report. The appeal must be based on new, relevant, and material information that was not known, or available to, the investigator at the time of the issuance of their report. The decision on the appeal shall be rendered within twenty (20) business days from the date the appeal was received. The Campus Dean may accept, or reject the conclusion of the investigator as to the determination of responsibility. The decision of the Campus Dean is final.

- ***Miscellaneous***

- If the accused is found to be in violation of this policy, and either no appeal is taken, or the accused's appeal is denied, the Campus Dean shall determine the appropriate corrective action, up to and including possible termination or dismissal, that meets the needs of the victim and of education.
- The College reserves the right to provide information about any discrimination, harassment or violence to the appropriate legal authorities if required by law or if the College, in its sole discretion, believes illegal conduct has occurred.

- ***Retaliation***

Retaliation, as defined in section 15 above, will result in appropriate disciplinary action.

Confidentiality

Personally identifying information about the survivor will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the survivor. (For example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the survivor, as defined in 42 USC 1395 (a) (20).) Further, the college will maintain as confidential any accommodations or protective measures provided to the survivor to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The college does not publish the names of crime victims nor house identifying information regarding victims in the Department of Operation's daily crime log, in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or online. Victims may request that directory information on file be removed from public sources by request to the Office of the Registrar. Regardless of whether a victim has opted-out of allowing the College to share "directory information," personally identifying information about the victim and other involved parties will be treated as confidential and only shared with persons who have a specific need-to-know (i.e. those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures).

Registered Sex Offender Search Sites

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, 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, offers services as a volunteer, or is a student. Sex offender information is available on the following Web sites:

- **Alabama**
 - Alabama Law Enforcement Agency Sex Offender Registry at http://www.communitynotification.com/cap_main.php?office=54247
- **South Carolina**
 - South Carolina Sex Offender Registry at <http://scor.sled.sc.gov/ConditionsOfUse.aspx>
- **Virginia**
 - Virginia State Police Sex Offender Registry at <https://sex-offender.vsp.virginia.gov/sor/>
- **Louisiana**
 - Louisiana State Police, State Sex Offender and Child Predator Registry Site at <http://www.lsp.org/socpr/default.html>

**Clery Act Crime Statistics – All VCOM Campuses
2018 - 2020**

Criminal Offenses 2018 - 2020						
Offenses	Year	On-Campus	Noncampus	Public Property	Total	Unfounded Crimes
Murder/Non-negligent Manslaughter	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Negligent Manslaughter	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Rape	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
2019	0	0	0	0	0	

	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Fondling	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Incest	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Statutory Rape	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0

Robbery	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Aggravated Assault	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Burglary	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Motor Vehicle Theft	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0

	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0

Stalking	Virginia Campus – Blacksburg, Virginia					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
	Auburn Campus – Auburn, Alabama					
	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0

Arrests/Disciplinary Actions 2018 - 2020					
Arrests/Disciplinary Actions	Year	On-Campus	Noncampus	Public Property	Total
Weapons: carrying, possessing, etc.	Virginia Campus – Blacksburg, Virginia				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
	Auburn Campus – Auburn, Alabama				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Drug abuse violations	Virginia Campus – Blacksburg, Virginia				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0

	Auburn Campus – Auburn, Alabama				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
	Virginia Campus – Blacksburg, Virginia				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
	Carolinas Campus – Spartanburg, South Carolina				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
	Auburn Campus – Auburn, Alabama				
	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Liquor law violations					

Hate Crime Reporting

2020

There were no hate crimes reported for 2020.

2019

There were no hate crimes reported for 2019.

2018

There were no hate crimes reported for 2018.