



VIRGINIA PENINSULA[®]
COMMUNITY COLLEGE

Annual Security Report
2023

Department of Police and Security Services
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Background

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly known as the Crime Awareness and Campus Security Act of 1990 (Clery Act, 20 U.S.C. 1092) was originally enacted as Title II of the Student Right-to-Know and Campus Security Act of 1990; it was signed into federal law as an amendment to the Higher Education Act of 1965. The Clery Act (renamed for Jeanne Clery in 1998), was enacted to increase the accountability and transparency of Institutions of Higher Education (IHEs) in meeting certain responsibilities with regard to the safety and security of students on their campuses.

On April 5, 1986, Jeanne Clery, a freshman attending Lehigh University was murdered by Joseph Henry, a fellow student with whom she was not acquainted. Henry entered Jeanne's residence hall through a door that had been propped open. This was not an uncommon occurrence at the time, students often used boxes to prop open doors so they could easily come and go. That night, Jeanne left the door to her room unlocked for her roommate, who had misplaced her key. In the middle of the night, Jeanne was awakened by Henry burglarizing her room. Henry, caught off guard by Jeanne, stabbed, raped, and strangled her. It was later revealed that Henry had been out all-night drinking after losing a student election and was out looking to steal; the crime was random.

Jeanne's parents, Connie and Howard Clery, were unaware of the dangers and history of violent crime that had occurred on campus. The Clery's were shocked to learn that there had been thirty-eight (38) violent crimes on the campus in the three (3) years preceding Jeanne's death. This important information was not provided to them and could have aided in their decision when considering the safety of college campuses and where to send Jeanne to college. In 1987, the Clery's founded Security On Campus, Inc. and began lobbying state legislatures and Congress to require colleges to report campus crimes. Their devotion paid off and in 1990, Congress enacted the Crime Awareness and Campus Security Act.

The Clery Act requires colleges and universities participating in federal student aid to disclose information about campus crime statistics for the prior three years, as well as current programs for campus safety/security and reporting procedures occurring on Clery geography along with their campus security and safety policies (20 USC§1092f). Each year, by October 1st, institutions must publish and distribute their Annual Security and Fire Safety Report to current and prospective employees and students. This data is also submitted to the U.S. Department of Education - Campus Safety and Security. The information includes the three most recent years of campus crime statistics and security policy statements.

Introduction

In accordance with the requirements established by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act, Virginia Peninsula Community College has published this Annual Security Report (ASR) which discloses safety security information, policies, and the College's reportable crime statistics for the preceding three-years, as well as current programs for campus safety/security and reporting procedures. In collaboration with other College divisions and departments, as well as local and state law enforcement authorities, the Virginia Peninsula Community College Department of Police and Security Services prepares this report annually.

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Annual Security Report

The College's Annual Security Report (ASR) is prepared by the Virginia Peninsula Community College Department of Police and Security Services. The information and statistics published in this report were acquired from police and security incident reports, the college's Title IX Coordinator, Campus Security Authorities and local law enforcement agencies surrounding all Virginia Peninsula Community College Clery geographical locations. These are statistics of all Clery reportable crimes without revealing the identity of victims/witnesses making confidential reports. These statistics are reported behaviors and do not reflect whether the behaviors led to criminal convictions against the individuals accused of these Clery offenses. The information in this report includes information, statistics, policies, procedures and programs relating to crime prevention and college safety collected and/or in place during the 2022 calendar year, as of the date of this report, October 1, 2023.

Reportable offenses for Clery Act purposes are:

- Criminal Homicide (murder, non-negligent manslaughter, and manslaughter by negligence)
- Sexual Assault (rape, fondling, incest, and carnal knowledge)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Hate Crimes (Any of the above-mentioned offenses and any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that were motivated by bias.)
- The hate crimes bias categories required to be reported by the Clery Act are disability, ethnicity, gender, gender identity, national origin, race, religion, and sexual orientation.
- Arrests and Referrals for Disciplinary Action (Arrests for weapons law violations, drug abuse violations, and liquor law violations, even if no charges were placed. Referrals for weapons law violations, drug abuse violations, and liquor law violations).
- Violence Against Women Act (VAWA) Offenses (dating violence, domestic violence, and stalking)

The reported crimes are cataloged utilizing the "hierarchy rule," which is when the offender/perpetrator commits multiple offences in the same incident. The hierarchy rule requires that the most serious offense be counted when more than one offense was committed during a single incident. A single incident means that the offenses must be committed at the same time and place; or when the time interval and distance between the offenses were insignificant. Not all crimes committed in the same incident are counted with the statistics only the most serious per the hierarchy rule. If rape, fondling, incest, or statutory rape occurs in the same incident as a murder, the institution must record both the sex offense and the murder in its statistics. Dating violence, domestic violence, and stalking are not listed in the hierarchy in the final regulations for the VAWA amendments to the Clery Act.

This report includes the College's policies concerning campus safety and crime prevention, sexual assault, alcohol and drugs, access to the campus, as well as other important policies and safety

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information. Compliance with the provisions in this document and specified by the Violence Against Women Reauthorization Act of 2013 does not constitute a violation of section 444 of the General Education Provisions Act (20 USC § 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA. Non-Clery Act crimes, crimes outside Clery geography, and unfounded crimes are not reported. For a crime to be unfounded, it must be investigated and considered unfounded by a certified law enforcement officer. Arson is always reported along with any offense required to be reported under the hierarchy rule.

About Virginia Peninsula Community College

Virginia Peninsula Community College, one of twenty-three (23) colleges within the Virginia Community College System (VCCS), is a comprehensive, public, two-year, non-residential community college. The institution is financed by state funds, supplemented by contributions from the participating localities. The College enrolled its first students in Fall 1968 at its Hampton Campus. In 2003, the College officially established the Historic Triangle Campus to serve students in Virginia's Historic Triangle ("Williamsburg" City of Williamsburg, "Jamestown" James City County and "Yorktown" York County).

Virginia Peninsula Community College does not discriminate on the basis of race, sex, color, national origin, religion, sexual orientation, age, veteran status, political affiliation or disability in its programs or activities, and is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 757-825-2800 for questions about the accreditation of Virginia Peninsula Community College.

Virginia Peninsula Community College provides career/technical education, college transfer education, developmental education, continuing/workforce education, and specialized regional and community services from its' campuses located in the City of Hampton (main campus), James City County (Historic Triangle Campus), and educational sites in the City of Newport News (Southeast Higher Education Center), and the Center for Building and Construction Trades Center located in the Toano area of James City County.

Virginia Peninsula Community College's mission statement reads, we change lives and transform our community through diverse, inclusive, and equitable education and workforce training, excellent support and services, and innovative partnerships. Virginia Peninsula Community College serves the Virginia Peninsula, encompassing the cities of Hampton, Newport News, Poquoson, and Williamsburg, and the counties of James City and York, in southeast Virginia. Virginia Peninsula Community College is an open enrollment institution; students are eligible for admission to Virginia Peninsula if they are high school graduates or the equivalent, or if they are 18 years of age or older and able to benefit academically from study at the College, as demonstrated by assessment in reading, writing, and mathematics.

In Academic Year 2022-2023, Virginia Peninsula Community College served 8,676 students (unduplicated headcount) in credit instruction, making it the sixth largest college within the Virginia Community College System in terms of headcount. The College serves a highly diverse region, and its student body closely reflects the demographics of the greater community. Of the College's 8,676 credit students, 58.0% are female and 70.6% are under the age of twenty-five (25). By race/ethnicity, 44.8% of students are White, 27.9% are Black or African American, 10.2% are Hispanic, and the remaining 17.1% identify as another race or as two or more races or did not

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specify their race/ethnicity. Virginia Peninsula Community College serves a region that is home to many military service members and their families. In Academic Year 2022-2023, 26.1% of Virginia Peninsula credit students indicated a military affiliation (e.g., active-duty, veteran, military spouse, or military dependent).

Security of and Access to Campus Facilities

Virginia Peninsula Community College is a commuter institution of higher education and an open access community-based facility during normal business hours for students, faculty, staff, guests, and contractors. Authorization to access college facilities outside of normal business hours is limited and under the control of the College's leadership team in collaboration with Department of Police and Security Services who provide facility access, as necessary and appropriate to authorized personnel. Exterior door keys to buildings are limited to administrators having a frequent official need for access to a facility(ies) outside of normal business hours. All others requiring specific access to buildings are required to have the approval of their supervisor with a copy to Department of Police and Security Services, are required to contact the Department of Police and Security Services upon arrival to the facility to gain access, and again upon egress from the facility.

The Department of Police and Security Services, in collaboration with the College's Facilities Department routinely patrol and/or review interior and exterior lighting, locks, hardscapes, landscaping, alarm systems, and communications technology to maintain a safe and secure environment. In addition to these safety and security measures, the Department of Police and Security Services maintain a recorded visual surveillance of each campus.

Law Enforcement and Jurisdiction

The Virginia Peninsula Community College Department of Police and Security Services deploys a combination of sworn law enforcement and non-sworn security officers, communications officers, and contract security personnel, all of whom are committed to establishing and maintaining an environment that facilitates situational awareness and a culture of safety, security, risk and hazard identification and mitigation, and emergency preparedness which supports educational delivery, student learning, creative collaboration, and active engagement opportunities for students, faculty, staff and visitors of our College.

All Virginia Peninsula Community College law enforcement and security officers, as well as contracted security personnel are certified by Virginia's Department of Criminal Justice Services. College law enforcement officers are sworn to serve, protect, and preserve the public peace, protect life and property, and uphold Virginia's laws, and have the same authority and responsibilities as all other law enforcement officers in the Commonwealth of Virginia. Department security officers are charged with enforcing the College's regulations and serving as an added resource of the Department of Police and Security Services.

All department members and contractors are responsible for the provision of services that identify and mitigate threats, hazards, and risks through professional development, exercises, planning, response, and the employment of best practices in campus/community policing, crime prevention, safety and security practices, routine visibility, campus and community collaboration. The Department of Police and Security Services are dedicated to aiding you with your well-being.

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Virginia Peninsula Community College Department of Police and Security Services

The Virginia Peninsula Community College Department of Police and Security Services mission is to protect the College faculty, staff, students, visitors, and property by providing law enforcement and related services, by promoting community involvement, and excellent customer services while supporting the College's mission. Maintain a safe and secure environment for all the college community and ensure the laws of the Commonwealth of Virginia and the rules and regulations of the college are upheld.

The Department's mission is accomplished through a shared vision articulated through vision statements.

- The administration and operation of the Virginia Peninsula Community College Department of Police and Security Services will execute to provide essential law enforcement, public safety, and related services to the college community while using the most efficient and effective methods available, maintain establishing professional standards, and optimizing community support.
- The Virginia Peninsula Community College Department of Police and Security Services vision is to set up and keep relationships within the community we serve.
- Foster a safe and prospering environment through education, prevention, and enforcement efforts.
- Value the diversity that exists among our fellow employees and citizens and not discriminate because of personal characteristics.
- Foster confidentiality and treat all official business with respect and the proper levels of privacy.
- The Virginia Peninsula Community College Department of Police and Security Services will be an effective and responsive police department highly trusted by the College community and viewed as a positive example while serving faculty, staff, students, and visitors.
- The Virginia Peninsula Community College Department of Police and Security Services will constantly improve and enhance the image of our police department through services, performances, appearances, conduct, and reputation.

The Department of Police and Security Services works collaboratively and cooperatively with law enforcement agencies in the Cities of Hampton, Newport News, Poquoson, and Williamsburg, and the Counties of James City and York, the Virginia State Police, the Federal Bureau of Investigation, Military Police Commands, the Naval Criminal Investigation Service (NCIS), locality sheriff's offices and nearby institution of higher education law enforcement, safety, and security departments.

Department of Police and Security Services officers communicate regularly at the scene of incidents that occur on and in proximity to a Virginia Peninsula Community College campus and/or educational site. Criminal related reports and information are exchanged between agencies, as necessary. A Mutual Aid agreement exists between the Virginia Department of State Police, the

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City of Hampton Police Department, the James City County Police Department, and the Department of Police and Security Services.

General Procedures for Reporting Crimes or Emergencies

Community members, students, faculty, staff, and guests are encouraged to report all crimes, traffic accidents, medical and fire incidents, suspected hazardous materials, spills or leaks, after-hours building power outages and suspicious activity in a timely manner to the Virginia Peninsula Community College Department of Police and Security Services. The Virginia Peninsula Community College Department of Police and Security Services may be contacted by calling 757-825-2732. Department Communications, Police, and/or Security Officers are available twenty-four hours a day to answer calls for service. Students, faculty, staff, and guests to the College may also walk into the Virginia Peninsula Community College Department of Police and Security Services office, located in the Hampton IV Building, at 521 Butler Farm Road and speak to a police officer.

Upon receipt of a call for service, Virginia Peninsula Community College Department of Police and Security Services will normally dispatch an officer to the caller's location. All criminal matters, policy violations and suspicious incidents will result in the filing of an incident report. When appropriate, reports of incidents involving students are provided for review, to the appropriate staff member in the Enrollment Management and Student Success Unit, and/or the College's Title IX Coordinator. The Department of Police and Security Services will investigate an incident when defined investigative leads are present for potential criminal prosecution.

The immediate reporting of any crime, especially sexual assaults, aids in the preservation of evidence, which may be necessary to convict a person involved in criminal activity. Information regarding crimes that may affect and/or relate to the surrounding community is shared with the appropriate law enforcement agency(s). The Virginia Peninsula Community College community is encouraged to report all criminal activity or suspicious behavior, accurately and promptly to the Department of Police and Security Services and, if applicable, to the appropriate law enforcement agency, when the victim of a crime chooses to, or is unable to make such a report.

Reporting Procedures

The Virginia Peninsula Community College and the Department of Police and Security Services encourage victims and witnesses of crimes and/or other concerning behaviors or activities to make an accurate report to local law enforcement, the College's Department of Police and Security Services, and/or fire and emergency medical services providers in a timely manner.

Report emergencies, life threatening incidents, and active criminal activity by immediately dialing or texting 9-1-1.

Report non-emergency suspicious activities, past crimes, or make requests for services by calling the Department of Police and Security Services at 757-825-2732. All academic, student and faculty concerns of a non-emergency and non-behavioral health nature should be reported through the Maxient Reporting System.

THE MAXIENT REPORTING SYSTEM IS NOT MONITORED 24/7 AND SHOULD NOT BE USED TO SUBMIT REPORTS THAT REQUIRE IMMEDIATE OR EMERGENT ASSISTANCE.

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Behavioral Health and Wellness Reporting

If you or someone you know is experiencing a behavioral health crisis or is suicidal, please dial or text 988. 988 is the National Suicide and Crisis Lifeline. 988 is free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals in the United States.

Virginia Peninsula Community College students have FREE, 24/7 access to virtual care services with TimelyCare — the virtual health and well-being platform from TimelyCare, designed for college students. Students do not need insurance to access TimelyCare services.

Mandatory Reporting of Child Abuse

Certain individuals are required by law to report suspected instances of child abuse. In 2012, the Virginia General Assembly (SB 239) added “any person employed by a public or private institution of higher education” to the list of “mandated reporters” in § 63.2-1509 of the Code of Virginia. Mandated reporters, including all Virginia Peninsula Community College faculty and staff, are persons who in their professional or official capacity, are required to report instances of suspected child abuse and neglect to the local Social Service Department or to the Virginia Department of Social Services (DSS). The toll-free child abuse and neglect hotline is 1-800-552-7096.

The Code of Virginia § 63.2-100 defines an abused or neglected child as any child under 18 years of age whose parent or any person responsible for his or her care:

- Causes or threatens to cause a non-accidental physical or mental injury;
- Has a child present during the manufacture of a controlled substance or during the unlawful sale of such substance where such activity would constitute a felony violation;
- Neglects or refuses to provide adequate food, clothing, shelter,
- emotional nurturing, or health care;
- Abandons the child;
- Neglects or refuses to provide adequate supervision in relation to a child’s age and level of development;
- Knowingly leaves a child alone in the same dwelling with a person, not related by blood or marriage who had been convicted of an offense against a minor for which registration is required as a violent sexual offender, or;
- Commits or allows to be committed any illegal sexual act upon a child, including incest, rape, indecent exposure, prostitution, or allows a child to be used in any sexually explicit visual material.

Voluntary Confidential Reporting

An individual can make a confidential report to any member of the Department of Police and Security Services without revealing the identity of a victim. A confidential report will allow the Department to notify others of potential danger and collect crucial information about a crime including, but not limited to location, description of suspects, and methods used without releasing victim/witness identity. Confidential reports of crimes may be made by phone to 757-825-2732. Confidential reports can be made in person at the campus police office. Help is always available upon request

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and those willing to make a report of a crime to the appropriate authorities may, at a minimum, receive counseling and referral information.

Emergency Preparedness Planning

Virginia Peninsula Community College is committed to establishing and maintaining a safe and secure campus environment that is conducive for learning and working for our students, faculty, staff, and visitors of the College and our surrounding communities. Virginia Peninsula Community College maintains the appropriate and required crisis emergency response and continuity of operations plans, as well as emergency response plans and crisis communication policies and procedures. Virginia Peninsula Community College's emergency preparedness, response, recovery and continuity plans are drafted, reviewed and updated in accordance with the Commonwealth of Virginia Emergency Services and Disaster Law of 1973, as amended, as well as the Federal Civil Defense Act of 1950, Public Law 81-920, as amended, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended (42 U.S.C. 5121, et seq), Implementing regulations in 44 CFR 206, and appropriate Federal and Commonwealth Executive Orders, Presidential Directives, and Homeland Security Presidential Directives. Emergency plans, policies, and procedures are followed when implementation is necessary.

Emergency and Timely Warning Notification Protocol

In compliance with federal law and the Code of Virginia, Virginia Peninsula Community College has implemented a comprehensive emergency notification system. This system consists of several notification technologies to include text messaging, an outdoor siren and public address capability, webpage notifications, Alertus desktop client for computers, social media, and email to registered users. This notification system allows for the prompt disclosure of information about crimes and/or other emergencies on or near a campus or educational site that may pose an ongoing threat to the Virginia Peninsula Community College community. The text and email notification system are an opt-in notification system, which allows anyone with interest in receiving this information to register, and all students, faculty, and staff are encouraged to register for these optional alerts. In addition to the electronic format, the College may elect to hard copy notifications in conspicuous places on or throughout buildings/facilities in the event of a power interruption or other related technology failure.

Emergency Notification and Timely Warning Notification alerts are considered for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: murder, non-negligent manslaughter, manslaughter by negligence, sexual assault (rape, fondling, incest and statutory rape), robbery, burglary, aggravated assault, motor vehicle theft and arson. It may also include the Violence Against Women Act (VAWA) offenses, which are later defined in this document as domestic violence, dating violence and stalking. The Virginia Peninsula Community College Department of Police and Security Services will review all reported incidents to determine if there is an on-going threat to the community or if there is a significant emergency or dangerous situation involving an immediate threat to the community.

Emergency Response and Evacuation Information

Incidents, events, and/or emergencies in the workplace and educational environment may be predictable and planned for; however, may occur without warning and create situations that threaten the health and/or safety of students, faculty, staff, visitors, and/or guests of Virginia

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Peninsula Community College. These incidents, events, and/or emergencies may create disruptions in service delivery, the temporary or permanent closure of facilities or operations, and/or cause physical or environmental damage. Incidents, events, and/or emergencies may be natural or human-caused and include, but not be limited to the following:

- Active Shooter Hostile Events
- Chemical Spills
- Civil Unrest
- Earthquakes
- Environmental Emergencies
- Explosions
- Fires
- Floods
- Hazardous Materials and/or Radiological Emergencies
- Injuries or Illnesses Requiring Medical Attention
- Severe Weather (Thunderstorm, Tornado, Hurricane, Blizzard, etc.)

In the event of an incident, event, and/or emergency, faculty, staff, students, and guests may be required to initiate protective actions i.e., shelter-in-place or evacuate an area, the College will, as necessary and/or appropriate provide notification and/or information in accordance with the Crisis Emergency Management Plan, which includes a series of functional and hazard specific annexes, including crisis communications procedures. Information regarding the necessary and appropriate protective actions specific to the incident, event, and/or emergency will be provided via the Virginia Peninsula Community College Emergency Notification System, which leverages multiple notification and communications platforms as referenced in the preceding Emergency and Timely Warning Notification Protocol section of this report.

Additionally, Virginia Peninsula Community College places emergency procedures posters in each classroom, lab, and common space within each of the College's facilities, as well as provides relevant and up-to-date emergency procedures information on the Virginia Peninsula Community College College's Emergency Preparedness, Health, Safety, and Security Information and Resources webpage.

The protective actions recommended by Virginia Peninsula Community College will be specific to the incident, event, and/or emergency that is occurring and relative to the geographic location that is or may potentially be impacted by the incident, event, and/or emergenc. The health, safety, and security of Virginia Peninsula Community College students, faculty, staff, guests, environment, and infrastructure will inform protective action decisions, in accordance with emergency plans and frameworks. Regardless of the type, location, and/or size of the incident, event, and/or emergency, all Virginia Peninsula Community College students, faculty, staff, and guests are reminded to:

1. Remain calm,
2. Do not take unnecessary risks; and
3. Follow instructions

In the event of an incident, event, and/or emergency that requires evacuation of building(s), leave the building immediately through the closest exit and move away from affected building(s). You

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should also assist others as you leave. Upon arrival at an assembly point in a location that is of adequate distance from the evolving situation, dial or text 9-1-1 from your cell phone and relay information about the situation to activate the appropriate local public safety response, then call the Virginia Peninsula Community College Department of Police and Security by dialing 757-825-2732. It is important to note that local government public safety answering points (9-1-1) will also immediately notify the Virginia Peninsula Community College Department of Police and Security Services. Do not delay your evacuation by trying to retrieve belongings, personal safety is the highest priority. Do not re-enter or attempt to re-enter the building(s) until the appropriate authorities have issued the notice/information to re-enter the building.

In the event of an incident, event, and/or emergency that requires a shelter-in-place order, immediately move to a place of refuge away from windows and doors. If the shelter-in-place order is issued in response to a weather-related event, seek shelter in the closest interior room, closet, or bathroom away from doors and windows. Protective action recommendations related to weather incidents/events will be evaluated based on the type of incident/event and the imminence of danger.

When community evacuations become necessary, local officials will provide information in accordance with their plans and notification infrastructure. Virginia Peninsula Community College will collaborate and coordinate with local and state public safety partners when evacuation and/or shelter-in-place orders are issued by local officials that include geography where a campus or educational site is located.

Safety and Security Programs

Virginia Peninsula Community College safety, security and crime prevention programs are critical to educating the college community, promoting safety and security practices, and reducing crime. The Department of Police and Security Services sponsors and participates with several crime prevention programs throughout the year to emphasize awareness and offer education on methods to reduce the opportunities of becoming a victim. Materials are distributed and presentations are made to familiarize students, faculty, staff, and the surrounding community with their shared responsibility in preventing crime. Professional development and community awareness programs for the faculty, staff, and students, are held to inform them of safety and security awareness and crime prevention procedures as well as services offered by Virginia Peninsula Community College. Faculty, staff and students are provided with safety tips and told about crime(s) within and around the college community. In addition, Department of Police and Security Services officers receive specialized training in crime prevention and security awareness. A common theme of all awareness and crime prevention programs is collaboration with other units at the College, as well as to encourage students, faculty, staff, and guests to be aware of their responsibility for their own safety and security, and the safety and security of others; Safety Is Everyone's Responsibility.

Crime Prevention Programs

The Department of Police and Security Services offers various safety and security awareness programs two to four times per year. Security and safety programs provide information and resources regarding various safety procedures such as, larcenies, sexual assault, domestic and dating violence, and others. Other prevention programs offered are drug and alcohol awareness,

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and emergency preparedness. Incoming students receive information about sexual assault awareness, stalking, domestic and dating violence through SOARS. Annually, the local Commonwealth Attorney's Office with local advocacy groups supply information on reducing the risk of sexual assault, how the criminal process works, and victim aid. New employees receive crime prevention and emergency preparedness training during new employee orientation.

Bystander Intervention

A bystander is someone other than the victim who is present when an act of dating violence, domestic violence, stalking, or sexual assault is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is needed to prevent sexual assault, dating violence, domestic violence, or stalking. Bystanders, if active, can prevent harm or intervene with safe and positive options before a situation gets worse. Examples of active bystander intervention include: not leaving an overly intoxicated person in a bar/party alone, walking a classmate to his/her car after class, calling police when a potentially violent situation is unfolding, not leaving an unconscious person alone (alerting EMS, campus police, etc.), or intervening when someone is being belittled, degraded or emotionally abused (walking victim away from abuser, contacting others for help, the Department of Police and Security Services, Enrollment Management and Student Success, or a Campus Security Authority (CSA).

Campus Security Authorities (CSAs)

Virginia Peninsula Community College acknowledges that some community members and students in particular, may be hesitant to report crimes to public safety and/or law enforcement personnel, but may be more inclined to report them to other college-affiliated individuals.

In order to ensure all criminal activity is disclosed, the Clery Act requires a collaborative effort to collect previously unreported crime statistics from all individuals and organizations associated with the college who have significant responsibility for student or campus activities.

These individuals and organizations are called Campus Security Authorities (CSAs).

The Clery Act defines four categories of CSA's and Virginia Peninsula Community College designates the following positions into the defined categories:

- Virginia Peninsula Community College Department of Police, Safety, and Security Officers.
- Non-police security staff responsible for monitoring college property, monitoring events, and providing escorts to include contracted security personnel, personnel providing access control and/or security at athletic or other special events, safety escort staff, and other similar persons and positions.
- Positions designated under Virginia Peninsula Community College policy as those to whom crimes should be reported – the Department of Police, Safety, and Security, Title IX Coordinator(s), positions with roles and responsibilities for student discipline and campus judicial proceedings, and representatives from Human Resources.
- Officials with significant responsibility for students and campus activities.

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- “Official” is defined as any person to whom crimes should be reported and/or who has the authority and duty to take action and respond to particular issues on behalf of the institution to include Vice Presidents, Associate Vice Presidents, Deans, Associate Deans, Directors, Department Heads, Advisors, Non-Professional Counselors, Athletic Director(s), Athletic Coaches, Student Organization Liaisons/Advisors, Human Resources Staff, and Title IX Coordinators.
- If someone has significant responsibility for student and campus activities, they are a CSA. To determine which positions and/or organizations are CSA’s, Virginia Peninsula Community College considered employee work profiles (EWPs), position descriptions, and job functions that involved relationships with students.

Virginia Peninsula Community College requires CSA’s to report, as quickly as possible the following:

- Witness, learn of, or hear about a Clery Act crime, contact the Virginia Peninsula Community College Department of Police, Safety, and Security, and/or local law enforcement agency having jurisdiction when the crime occurred and tell them what happened, when it happened, and where it happened; you may identify the victim or keep the victim’s identity confidential.

Safety Escort Services

The Department of Police and Security Services provides safety escort services to students, faculty, staff, and guests upon request. This service is available on all campuses during regular hours of operation, Monday through Friday 8:00 a.m. to 9:45 p.m. and Saturday from 8:00 a.m. to 5:00 p.m. by calling 757-825 -2732. Holiday and summer hours vary from the aforementioned times, when a safety escort is needed, call 757-825-2732.

Victim Witness Program

The Department of Police and Security Services is dedicated to helping and providing services to victims and witnesses of crime, as governed by the Virginia Crime Victims Bill of Rights. The department’s goal is to ensure that victims and witnesses are provided with as much help as necessary to reduce the impact of crime on victims, and witnesses through awareness of available services.

A victim of crime is anyone who has suffered physical, psychological, or economic harm as a direct result of a felony or certain misdemeanors. The definition of a victim includes:

- Spouses and children of all victims
- Parent, guardians, and siblings of minor victims
- Parents, guardians, and siblings of mentally or physically incapacitated victims or victims of homicide
- Foster parents or other caregivers, under certain circumstances

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Crime Victims' Rights

- The right to protection from further harm or reprisal through the imposition of appropriate proper bail and conditions of release.
- The right to be treated with respect, dignity, and fairness at all stages of the criminal justice system.
- The right to address the circuit court at the time sentence is imposed.
- The right to restitution.
- The right to be advised of release from custody or escape of the offender, whether it be before or after disposition.
- The right to confer with prosecution.

Crisis Intervention Officers

The Crisis Intervention Officers are highly skilled and highly trained officers trained in how to interact, intervene, de-escalate situations, and assist persons experiencing a mental health crisis. These officers receive 40 hours of specialized training in mental health awareness and stigmas, suicide intervention, substance abuse issues, de-escalation techniques, the role of the family in the care of a person with mental illness, legal training in mental health and substance abuse issues, and local resources for those in a mental health crisis. In addition to classroom instruction, officers-in-training also participate in a minimum of nine hours of role-playing exercises based on real-life scenarios and spend an entire day visiting mental health and substance abuse inpatient and outpatient treatment facilities where they have the opportunity to engage in one-on-one dialogue with mental health consumers.

The training is designed to educate and prepare officers who may have contact with people with mental illnesses, to recognize the signs and symptoms of these illnesses, and to respond effectively and appropriately to individuals in crisis. Because our officers are often the first responders in these incidents, it is essential that they know how mental illnesses can alter people's behaviors and perceptions. The trained CIT Officer is skilled at de-escalating crises involving people with mental illness, while bringing an element of understanding and compassion to these difficult and often time demanding situations. Connection with community resources is offered, whenever possible, thus avoiding unnecessary incarcerations or hospitalizations.

CIT has shown to positively impact officer perceptions, decrease the need for higher levels of police interventions, decrease officer injuries, and re-direct those in crisis from the criminal justice to the health care system. CIT Training is approved by the Virginia Department of Criminal Justice Services (DCJS), Virginia Crisis Intervention Team Coalition (VACIT), and Virginia Department of Behavioral Health and Developmental Services (DBHDS).

Controlled Access to Campus Facilities

During college operating hours, Virginia Peninsula Community College will be open to students, faculty, staff, contractors, and guests. During non-business hours, access to all college facilities is by key or by admittance to authorized individuals by the Department of Police and Security Services. Access to classes and programs is restricted to those enrolled in them. When Virginia Peninsula Community College is closed, college locations are locked. If access is needed when

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the College is closed, permission must be authorized by the employee's supervisor and it must be authorized prior to entry and notification should be made to the Department of Police and Security Services.

Alcohol and Drug Education and Prevention Programs

In partnership with other Virginia Peninsula Community College departments and outside agencies (including the Virginia Alcohol Beverage Control Authority Bureau of Law Enforcement), the Department of Police and Security Services participates in and facilitates various drug and alcohol education and prevention programs and college-wide presentations.

Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Virginia Peninsula Community College is an educational institution that strives to provide students and other members of the community with an academic learning environment that is free from sexual misconduct and/or gender-based discrimination. Virginia Peninsula Community College has a zero-tolerance for sexual misconduct which may be inclusive of sexual harassment, non-consensual sexual intercourse, non-consensual sexual contact, or sexual exploitation. The college considers these types of behaviors serious threats to the integrity of the community and shall pursue all charges. The Virginia Peninsula Community College's Department of Police and Security Services is committed to preventing sexual assault. Incidents of sexual misconduct, including rape, sexual battery, and other forcible and non-forcible offenses are violations of state law, as well as Virginia Peninsula Community Colleges' code of student conduct. Students who violate this policy may be subject to college disciplinary action up to, and including dismissal and banishment from the College, as well as civil legal action and/or criminal charges.

Educational programs for prevention of sexual assault are conducted two to four times per year. Additionally, the topic is covered in new student orientation sessions. Victims of sexual offenses on campus are encouraged to contact the Department of Police at once for proper reporting, investigation, and criminal apprehension. Students may also report offenses to college Campus Security Authorities, the Enrollment Management and Student Services Division, or the local police department in lieu of the Virginia Peninsula Community College Department of Police and Security Services. Campus Security Authorities (CSA's) can aid victims by notifying law enforcement if the victim chooses so. If the victim declines to notify law enforcement, CSA's can supply direction to victim service groups and outreach programs. Information on documented sex offenders enrolled at the college can be obtained from the College Police Department. Sexual Assault is a crime punishable by both civil and criminal legal action. Virginia Peninsula Community College also encourages victims to fully prosecute alleged perpetrators of the law.

Policies and Procedures

Excerpts from the Virginia Peninsula Community College Student Handbook

Sexual Misconduct Policy (Title IX)

First Approved by the State Board for Community Colleges September 17, 2015

Last Revised and Approved by the State Board for Community Colleges September 23, 2021

Appendix I to Section 6 Policy on Sexual Harassment

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Notice of Nondiscrimination

As a recipient of federal funds, Virginia Peninsula Community College is required to comply with Title IX of the Higher Education Amendments of 1972, 20 U.S.C. § 1681 et seq. (“Title IX”), which prohibits discrimination on the basis of sex in education programs or activities, admission, and employment. Under certain circumstances, sexual harassment constitutes sexual discrimination prohibited by Title IX. Inquiries concerning the application of Title IX may be referred to the College’s Title IX Coordinator or to the U.S. Department of Education’s

Office for Civil Rights. The Interim Title IX Coordinator is Sonja Vega, whose office is located in Room 222 Griffin Hall (changed in March 2023 to Kecoughtan) and may be contacted by phone at 757-825-3452 or by email at vegas@vpcc.edu

B. Policy

Virginia Peninsula Community College is committed to providing an environment that is free from harassment and discrimination based on any status protected by law. Accordingly, this Policy prohibits sex discrimination, which includes sexual harassment, sexual assault, sexual exploitation, domestic violence, dating violence, and stalking. This Policy also prohibits retaliation. This Policy supplements the following general policy statement set forth by the Virginia Community College System: This College promotes and maintains educational opportunities without regard to race, color, national origin, religion, disability, sex, sexual orientation, gender identity, ethnicity, marital status, pregnancy, childbirth or related medical conditions including lactation, age (except when age is a bona fide occupational qualification), veteran status, or other non-merit factors. This Policy also addresses the requirements under the Violence Against Women Reauthorization Act of 2013, (also known as the Campus SaVE Act), and Virginia law.

This Policy is not intended to substitute or supersede related criminal or civil law. Individuals are encouraged to report incidents of sexual and domestic violence, dating violence, and stalking to law enforcement authorities. Criminal and civil remedies are available in addition to the remedies that the College can provide.

C. Purpose

The purpose of this Policy is to establish that the College prohibits sexual harassment and retaliation, and to set forth procedures by which allegations of sexual harassment shall be reported, filed, investigated, and resolved.

D. Applicability

This Policy applies to prohibited conduct by or against students, faculty, staff, and third parties, e.g., contractors and visitors, involving a program or activity of the College in the United States. Conduct outside the jurisdiction of this Policy may be subject to discipline under a separate code of conduct or policy.

E. Definitions

Actual Knowledge. Actual knowledge means notice of sexual harassment or allegations of sexual harassment to a College’s Title IX Coordinator or any other official of the College who has

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authority to institute corrective measures on behalf of the “Notice” includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator.

Advisor. An advisor is an individual who provides the complainant or respondent support, guidance, and advice. Advisors may be present at any meeting or live hearing but may not speak directly on behalf of the complainant or respondent, except to conduct cross-examination during a live hearing. Advisors may be but are not required to be licensed.

Appeal Officer. The Appeal Officer is the designated employee who reviews the complete record of the formal complaint and written statements of the parties during an appeal of a written determination or dismissal of a formal complaint or any allegations therein. The Appeal Officer decides whether to grant the appeal and determines the result of the appeal.

Campus. Campus refers to (i) any building or property owned or controlled by the College within the same reasonably contiguous geographic area of the College and used in direct support of, or in a manner related to, the College’s educational purposes, and (ii) any building or property that is within or reasonably contiguous to the area described in clause (i) that is owned by the College but controlled by another person, is frequently used by students, and supports institutional purposes, such as a food or other retail vendor.

Complainant. A complainant is an individual who is alleged to be the victim of conduct that could constitute sexual harassment. A complainant may file a formal complaint against faculty, staff, students, or third parties.

Consent. Consent is knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. Silence does not necessarily constitute consent. Past consent to sexual activities, or a current or previous dating relationship, does not imply ongoing or future consent. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). An individual cannot consent who is under the age of legal consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred. Any sexual activity or sex act committed against one’s will, by the use of force, threat, intimidation, or ruse, or through one’s mental incapacity or physical helplessness is without consent.

Mental incapacity means that condition of a person existing at the time which prevents the person from understanding the nature or consequences of the sexual act involved (the who, what, when, where, why, and how) and about which the accused knew or should have known. This includes incapacitation by using drugs or alcohol. Intoxication is not synonymous with incapacitation. **Physical helplessness** means unconsciousness or any other condition existing at the time which otherwise renders the person physically unable to communicate an unwillingness to act and about which the accused knew or should have known. Physical helplessness may be reached through the use of alcohol or drugs.

Cross-examination. Cross-examination is the opportunity for a party’s advisor to ask questions of the other party and the other party’s witnesses.

Cumulative Evidence. Cumulative evidence is additional evidence that has been introduced already on the same issue and is therefore unnecessary. The Hearing Officer has the discretion to exclude cumulative evidence.

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Dating Violence. Dating violence is violence, force, or threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury committed by a person who is or has been in a close relationship of a romantic or intimate nature with the other person. The existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Deliberate Indifference. Deliberate indifference refers to a response to sexual harassment that is clearly unreasonable in light of the known. The College's response may be deliberately indifferent if the response restricts the rights to the Freedom of Speech and Due Process under the First, Fifth, and Fourteenth Amendments of the U.S. Constitution.

Direct Examination. Direct examination is the questioning of a witness by a party who has called the witness to provide such testimony.

Domestic Violence. Domestic violence is violence, force, or threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury and that is committed by a person against such person's family or household member, which includes a current or former spouse, a person with whom the victim shares a child in common, or who is cohabitating with or has cohabitated with the person as a spouse or intimate

Due Process. Due process is a right guaranteed by the Fifth and Fourteenth Amendments of the Constitution. Basic procedural due process guarantees that an individual receives notice of the matter pending that relates to the possible deprivation of a property or liberty interest and the opportunity to be heard. For example, students and employees facing suspension or expulsion/termination for disciplinary reasons must be given notice of the allegations against them prior to any hearing or determination of responsibility. Any disciplinary process must be fair and impartial. Additionally, the opportunity to respond must be meaningful.

Education Program or Activity. An education program or activity encompasses all of the College's operations and includes locations, events, or circumstances over which the College exercises substantial control over both the respondent and the context in which the sexual harassment. Examples of education programs or activities includes, but are not limited to, college-sponsored conferences, athletic events and sports teams, student organizations, and wi-fi network.

Exculpatory Evidence. Exculpatory evidence is evidence that shows, or tends to show, that a respondent is not responsible for some, or all of the conduct alleged in the notice of allegations. The College must provide the respondent with all exculpatory evidence.

Facilitator. A Facilitator guides a discussion between parties during the informal resolution process and reaches a decision to the satisfaction of each party.

Final Decision. A final decision is the written document that describes any sanctions imposed and remedies provided to the respondent and complainant, respectively, at the conclusion of the formal resolution process.

Formal Complaint. A formal complaint is a document filed and signed by a complainant or signed by the Title IX Coordinator that alleges sexual harassment against a respondent and requests the

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College to investigate the allegation of sexual, the complainant must be participating in or attempting to participate in an education program or activity of the College when the formal complaint is filed. A complainant cannot file a formal complaint anonymously. The Title IX Coordinator may sign on a complainant's behalf in matters where it is in the best interest of the complainant or the College to do so. The College may consolidate formal complaints against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Freedom of Speech. The freedom of speech is a right guaranteed by the First Amendment of the U.S. Constitution to express one's thoughts and views without unlawful governmental restrictions. As governmental entities, Colleges must not infringe on this right. This Policy expressly prohibits censorship of constitutionally protected expression.

Hearing Officer. A Hearing Officer is the presiding official of a live hearing who must issue a written determination on responsibility. Colleges may choose to hold live hearings with a single Hearing Officer or by committee.

Inculpatory Evidence. Inculpatory evidence is evidence that shows, or tends to show, that a respondent is responsible for some, or all of the conduct alleged in the notice of

Preponderance of the Evidence. A preponderance of the evidence is evidence that shows that the allegation against the respondent is more likely to be true than not. The preponderance of the evidence standard is the standard of evidence the College must use to determine responsibility.

Relevance. Relevance refers to evidence that tends to prove or disprove whether the respondent is responsible for the alleged A relevant question asks whether the facts material to the allegations under investigation are more or less likely to be true. A question not directly related to the allegations in the formal complaint generally will be irrelevant.

Remedies. Remedies are actions taken or accommodations provided to the complainant after a determination of responsibility for sexual harassment has been made against the respondent. Remedies are designed to restore or preserve equal access to the College's education program or activity. Remedies may be disciplinary or non-disciplinary.

Report of Sexual Harassment. A report of sexual harassment occurs when anyone reports an allegation of sexual harassment to the Title IX Coordinator, or one that reaches the Title IX Coordinator through a Responsible Employee. An individual need not be participating or attempting to participate in an education program or activity of the College to file a report. The respondent also does not need to be an employee, student, or otherwise affiliated with the College for a person to file a report against. A report of sexual harassment does not trigger an investigation or the formal or informal resolution process, but it does require the Title IX Coordinator to meet with the complainant and carry out the procedures described in Section S and/or T of this Policy, as applicable.

Respondent. A respondent is an individual who has been reported to have engaged in conduct that could constitute sexual harassment as defined under this definition. In most cases, a respondent is a person enrolled or employed by the College or who has another affiliation or connection with the

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College. The College may dismiss a formal complaint when the College has little to no control over the respondent but will offer supportive measures to the complainant and set reasonable restrictions on an unaffiliated respondent when appropriate.

Responsible Employee. A Responsible Employee is an employee who has the authority to take action to redress sexual harassment; who has been given the duty to report sexual harassment to the Title IX Coordinator [or other designee]; or an employee a student could reasonably believe has such authority or [The College may name Responsible Employees by title, or name employees who are Campus Security Authorities (CSAs) as Responsible Employees.] A Responsible Employee shall not be an employee who, in his or her position at the College, provides services to the campus community as a licensed health care professional, (or the administrative staff of a licensed health care professional), professional counselor, victim support personnel, clergy, or attorney.

Review Committee. A Review Committee is the committee consisting of three or more persons, including the Title IX Coordinator or designee, a representative of campus police or campus security, and a student affairs representative, who is responsible for reviewing information related to acts of sexual violence.

Sex Discrimination. Sex discrimination is the unlawful treatment of another based on the individual's sex that excludes an individual from participation in, separates or denies the individual the benefits of, or otherwise adversely affects a term or condition of an individual's employment, education, or participation in an education program or activity. The College's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment constitutes sex discrimination under Title IX when such response is deliberate.

Sexual Assault. Sexual assault is any sexual act directed against another person without consent or where the person is incapable of giving consent. Sexual assault includes intentionally touching, either directly or through clothing, the victim's genitals, breasts, thighs, or buttocks without the person's consent, as well as forcing someone to touch or fondle another against his or her will. Sexual assault includes sexual violence.

Sexual Exploitation. Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual harassment. Examples of sexual exploitation include prostituting another person; non-consensual video or audio-taping of otherwise consensual sexual activity; going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you having consensual sex), and knowingly transmitting HIV or an STD to another.

Sexual Harassment. Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

Quid Pro Quo: The submission to or rejection of such conduct is used as the basis for educational or employment decisions affecting the student or employee either explicitly or implicitly.

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Hostile Environment: Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to an education program or activity of the College, including a student's educational experience or an employee's work performance.

Clery Act/VAWA Offenses: Sexual assault/sexual violence, dating violence, domestic violence, and stalking, as defined by this Policy.

Sexual Violence. Sexual violence means physical sexual acts perpetrated against a person's will or where a person is incapable of giving Sexual violence includes rape and sexual assault.

Stalking. Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Such conduct can occur in person or online, but the conduct must involve an education program or activity of the College.

Statement. A statement is a person's intent to make factual assertions during the formal or informal resolution process, including evidence that contains a person's statement(s). Party or witness statements, police reports, Sexual Assault Nurse Examiner (SANE) reports, medical reports, and other records, such as emails and texts may be considered by the Hearing Officer even if they were not subject to cross-examination at a live hearing.

Supportive Measures. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the College's education programs or activities without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the campus environment, or to deter sexual harassment.

Third Party. A third party is any person who is not a student or employee of the college.

Title IX. Title IX means Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in any education program or activity receiving Federal financial assistance.

Title IX Coordinator. The Title IX Coordinator is the employee or employees designated and authorized to coordinate the College's efforts to comply with its responsibilities under Title IX.

Workday. A workday is any eight-hour day, Monday through Friday, that the College is open for regular business. Workdays include days when classes are not held, but when employees are expected to be at work.

Written Determination. A written determination is the written decision by a Hearing Officer that a respondent is responsible or not responsible for a violation of this Policy by a preponderance of the evidence after a live A written determination also is the result of an appeal decided by an Appeal Officer.

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Institutional Policy on Smoking

In accordance with the Virginia Indoor Clean Air Act (Chapter 8.1, Code of Virginia 15.1-291.1-15.1-291.11) and the Governor's Executive Order #41 (2006), the following policy shall regulate smoking at Virginia Peninsula effective July 1, 2009. Definitions include:

Cigarette: a small roll of paper that is filled with cut tobacco and smoked.

E-cigarette: a battery-powered device such as an electronic cigarette, electronic vaping device, personal vaporizer (PV), or electronic nicotine delivery system (ENDS), which simulates cigarette or tobacco smoking.

Cigar: a roll of tobacco leaves that is longer and thicker than a cigarette and that is smoked.

Pipe smoking: the practice of tasting or inhaling the smoke produced by burning a substance, most commonly tobacco, in a pipe.

Non-Smoking Areas

Smoking shall not be permitted in areas which (1) are specifically prohibited by the Virginia Indoor Clean Air Act and the Governor's Executive Order #41, and (2) have been identified as areas where smoking is undesirable for reasons such as not having adequate ventilation to dissipate concentrated smoke. Smoking is prohibited in all campus buildings.

Smoking Areas

a. Smoking shall be permitted in areas which (1) are not otherwise prohibited by the Virginia Indoor Clean Air Act, and (2) have been identified as having adequate ventilation (natural and/or mechanical) to dissipate concentrated smoke. The following areas have been designated as areas where smoking is permitted but people should not have to walk through smoke to reach the no smoking area. Per State guidelines, smoking is permitted on state property grounds, plazas, sidewalks, malls, and similar open pedestrian-ways provided smokers are 25 feet or more in distance away from an entrance or exit of any facility, including parking garages (<https://dgs.virginia.gov/>).

b. Smoking on the Hampton campus will comply with the state-approved guidelines. Additionally, smoking gazebos will be located at a distance of 25 feet from entry and exit ways near the following buildings:

- Plant Services
- Diggs Hall
- Hastings Hall Annex
- Griffin Hall near seating area
- Hampton III near student parking lot

c. Smoking on the Historic Triangle campus will comply with the state-approved guidelines. Smoking gazebo(s) will be placed at a distance of 25 feet from entry and exit ways; a Gazebo is in the far side of the east parking lot for use by smokers on the Historic Triangle Campus.

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d. Smokers shall use ash urns to dispose of their smoking material waste and shall not litter state-owned property with smoking material waste.

e. Smoking is banned inside all state-owned vehicles (including trucks, tractors, aircraft, watercraft, and any motorized vehicle owned by the state), and any rental vehicles obtained from the Department of General Services' rental car contract.

Enforcement

The Virginia Indoor Clean Air Act is lawful public policy included in the Code of Virginia with concomitant fines for violation. However, the primary College enforcement of this act will be implemented through the concerted efforts of college staff and students. If smokers persist in violating the College's smoking provisions contained in this policy, staff and/or student discipline will be enforced through normal administrative channels for college employees and campus visitors and through the Student Code of Conduct for students. If this action is insufficient to correct the policy infraction, then lawful compliant actions will be taken by the College. Specifically, the enforcement that will be followed by Campus Police:

a. First Violation: The student or employee will receive a No Smoking Awareness warning.

b. Second Violation: The student or employee will be reported to the Vice President for Enrollment Management and Student Success or to the supervisor respectively, in a written report. Code of Conduct actions will result if the violator is a student and disciplinary action will be taken by the supervisor if the violator is an employee.

c. Third and Subsequent Violations: The violator will be reported as appropriate and will be subject to a Virginia Uniform Summons which may result in a fine of up to \$25.00 and/or court appearance.

Student Illicit Drug Use and Alcohol Abuse Policy

Virginia Peninsula Community College has approved and adopted this Student Illicit Drug Use and Alcohol Abuse Policy in accordance with the Drug-Free Schools and Campuses Amendment relating to the Higher Education Act passed by Congress in 1989. This act requires all educational institutions to provide, in writing, to each student who is taking one or more classes for any kind of academic credit, the following:

The Standards of Conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students on its property or as part of any of its activities.

A description of the applicable legal sanctions under local, state, and federal law for the unlawful possession or distribution of illicit drugs and alcohol.

A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
A description of any drug or alcohol counseling, treatment, rehabilitation, or re-entry programs that are available.

A clear statement that the College will impose disciplinary sanctions on students found in violation.

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of local, state, and federal laws and a description of those sanctions, up to and including expulsion and referral for prosecution for violations of the standards of conduct. A disciplinary sanction may also include the completion of an appropriate rehabilitation program.

Institutional Policy on Drug and Alcohol Abuse

Recent regulations issued by the federal government, combined with the growing number of drug and alcohol related incidents have made us aware of the need for policies which regulate the use or non-use of such substances. Virginia Peninsula Community College, in its Student Code of Conduct, has identified as violations the unlawful use, possession, or distribution of narcotics, hallucinatory drugs, or controlled substances of any nature and the unauthorized use or consumption of alcohol on campus or any off-campus school-sponsored event, activity, or course. Additionally, the College has (1) complied with the Higher Education Amendment of 1986, which requires colleges and universities, to maintain federal financial aid eligibility for students, to certify that these institutions have drug abuse prevention programs, and (2) become partners with the Virginia Tidewater Consortium for Higher Education to establish a consortium-wide drug-use and alcohol-abuse prevention program. This policy statement and the procedures that follow are designed to describe the institution's position on the use and/or abuse of drugs and alcohol on campus in accordance with the Virginia Community College Systems Policy Manual.

The unlawful manufacture, distribution, dispensation, possession, and/or abuse of a controlled substance on the campus of Virginia Peninsula Community College by any student is prohibited.

Any student alleged to be in violation of this policy will be subject to disciplinary action as described in the Student Code of Conduct.

The Coordinator of Student Life and Leadership will offer a drug and alcohol abuse prevention program for students.

Current guidelines for activities where alcoholic beverages are served are available in the Virginia Peninsula Community College Administrative Procedures Manual, 3.8.

Weapons Policy

Pursuant to State Board for Community Colleges Regulation 8VAC95-10-20 effective January 30, 2013. "Possession or carrying of any weapons by any person, except a police officer, is prohibited on college property in academic buildings, administrative office building, student centers, childcare centers, dining facilities and places of the kind where people congregate, or while attending any college-sponsored sporting, entertainment, or educational events. Entry upon the aforementioned college property in violation of this prohibition is expressly forbidden." Students who violate this policy will be subject to disciplinary action under the Student Code of Conduct up to and including dismissal.

Clery Geography and Crime Statistics

Clery Geography

Virginia Peninsula Community College, in compliance with the Department of Education requirements and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime

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Statistics Act reports statistical crime data within three Clery geographical categories; On-Campus, Non-Campus, and Public Property. Policy statements address the College's policies, procedures, and programs concerning safety and security. Three years' worth of statistics are included in the Annual Security Report for Clery offenses that were reported within the college's Clery geography.

On-Campus is defined as any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-Campus Buildings or Property is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. Virginia Peninsula Community College does not have any residential halls/facilities. In addition, the college does not have any officially recognized student organization that owns or control any building or property.

Public property is defined as all public property, including thoroughfares, streets, medians, sidewalks, and parking facilities, which is within the campus or immediately adjacent to and accessible from the campus.

Note: Data from local law enforcement officials is subject to availability and may be subject to review and revision by those agencies. The Virginia Peninsula Community College Department of Police and Security Services requests data specific to Clery Requirements from local law enforcement agencies within the Clery Geography of the College and makes a good faith effort to extract all crime reports and statistics from these local and regional law enforcement agencies. The Virginia Peninsula Community College Department of Police and Security Services is not responsible for the accuracy of any local or regional law enforcement agency criminal data provided to the College to support the accuracy of this report. Statistics in some statistical fields may be subject to change from previous reports due to clarification of Clery reporting requirements or update crime data.

Virginia Peninsula Community College solicits Clery Crime Data from the following law enforcement agencies:

- Virginia State Police,
- City of Hampton Police Division,
- City of Newport News Police Department,
- City of Poquoson Police Department,
- City of Williamsburg Police Department,
- James City County Police Department,
- York-Poquoson Sheriffs Office, and
- other Department of Defense and/or Military Command Police or Criminal Investigative Services Agencies.

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Crime Statistics

Crime Statistics (Hampton and Historic Triangle Campuses)

Offense Type	Year	Hampton Campus			Historic Triangle Campus		
		On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
Murder & Non-negligent Manslaughter	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Negligent Manslaughter	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Forcible Sex Offenses	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	1	0	0	0	0	0
Non-forcible Sex Offenses	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Robbery	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Aggravated Assault	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	2
Simple Assault*	2020	0	0	0	0	0	3
	2021	0	0	0	0	0	0
	2022	1	0	0	0	0	0
Burglary	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0

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Crime Statistics (Hampton and Historic Triangle Campuses Continued Page 26)

Motor Vehicle Theft	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	1	0	0	0
Hate Crimes or Incidents	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Larceny/Theft*	2020	1	0	0	0	0	0
	2021	1	0	0	0	0	0
	2022	0	0	0	0	0	0
Arson	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Liquor Law Violations-Arrests	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	1
Drug Abuse Violations-Arrests	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	10
Weapons Possession-Arrests	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	3
Criminal Trespass-Arrests*	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0

* Denotes those crimes and arrests not required to be reported under the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act."

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Crime Statistics (Southeast Higher Education Center and Center for Building and Construction Trades – Toano Educational Sites)

Offense Type	Year	Southeast Higher Education Center Educational Site			Center for Building and Construction Trades - Toano		
		On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
Murder & Non-negligent Manslaughter	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Negligent Manslaughter	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Forcible Sex Offenses	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Non-forcible Sex Offenses	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Robbery	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Aggravated Assault	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Simple Assault*	2020	0	0	0	1	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Burglary	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0

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Crime Statistics (Southeast Higher Education Center and Center for Building and Construction Trades – Toano Educational Sites Continued from Page 28)

Motor Vehicle Theft	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Hate Crimes or Incidents	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Larceny/Theft*	2020	0	0	0	2	0	0
	2021	0	0	0	3	0	0
	2022	0	0	0	2	0	0
Arson	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Liquor Law Violations-Arrests	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Drug Abuse Violations-Arrests	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
Weapons Possession-Arrests	2020	0	0	0	0	0	0
	2021	1	0	0	0	0	0
	2022	0	0	0	0	0	0
Criminal Trespass-Arrests*	2020	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0

* Denotes those crimes and arrests not required to be reported under the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act."

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