

Department of Public Safety



Annual Security Report and Annual Fire Safety Report

Statistical Information 2007 • 2008 • 2009

The 2009 Eastern Michigan University Annual Security Report is brought to you as part of the University's commitment to your safety on campus. While this handbook meets the requirements of the **Annual Security Report**, it should not be viewed as a contractual commitment by the University guaranteeing the safety of EMU students, staff and guests.

Prepared July 2010

Crime Statistics for 2007, 2008 and 2009 calendar years

Issued by: Eastern Michigan University
Police Department
1200 Oakwood Street
Ypsilanti, MI 48197

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Eastern Michigan University Police Department Message from the Chief of Police



My name is Greg O'Dell and I am the Chief of Police for the Eastern Michigan University Police Department. The primary mission of our Police Department is to provide as safe of an environment as possible for everyone on our campus. We have made several enhancements during the past year including:

- Our text messaging emergency alert system now has more than 11,000 registered users.
- Four full-time police dispatchers were hired.
- Three additional police officers were added to our department.
- We have established a Crime Response Unit. This is a response unit that uses crime analysis to direct its crime fighting responses.
- We have added four part-time sworn police officers who walk foot patrol beats throughout the entire campus during their shifts. These officers are never in cars – they spend their entire shift walking and making contact with students and staff.
- Approximately 20 additional security cameras have been added to our campus. We now have more than 300 cameras on our campus. These cameras have been used to solve several crimes.
- Our officers received specialized training for emergency situations such as responding to an active shooting situation or a weather related emergency.
- Our Emergency Management Division received a \$500,000 grant to improve campus safety from the United States Department of Education.

While we are pleased to have made these improvements, we realize that the Police Department alone cannot accomplish improved campus safety – we need your help. Just like last year we are asking all students, staff and faculty members to do three simple things this school year to improve safety:

- Keep your residence hall room locked (almost all of the thefts from residence hall rooms last year were through unlocked doors). Secure your offices and personal belongings.
- Sign-up for the emergency text messaging alert system. Register at: www.getrave.com/login/EasternMichigan.
- Report suspicious activity to the Police Department. Please program your cell phones to 734.487.1222, or call 911 from on-campus phones.

The EMU Police Department is a fully functioning, professional police department with full law enforcement capabilities. The Police Department is located at 1200 Oakwood Street and is open 24 hours a day, seven days a week, to serve the needs of the campus community. The department is comprised of 29 sworn police personnel, nine dispatchers, and two administrative assistants. All of our police officers are certified through the Michigan Commission on Law Enforcement Standards (MCOLES). Since March of 1992, officers have been sworn by the Eastern Michigan University Board of Regents pursuant to Public Act 120 (this Act is printed on the last page of the Annual Security Report) and also by the Ypsilanti City Police Department, thereby allowing

them to enforce city ordinances as well as state laws. As sworn officers, they are empowered to investigate crimes and make arrests or take other necessary action to address any criminal or other public infractions in the vicinity of the EMU campus. EMU police officers work closely with all area police agencies, including the Ypsilanti Police Department, Michigan State Police, and Washtenaw County Sheriff's Department.

The Police Department offers and is available to provide training classes or speak on a wide variety of topics including crime prevention, sexual assault prevention, domestic violence, intoxicated driving, racial profiling issues, and other safety related issues.

The EMU Police Department is committed to providing you with courteous and professional service. If serious crimes occur on or near campus the Police Department sends out email notices and posts information on our website to inform the University community. Please read this information and take appropriate precautions when information is given. While no police agency can promise you total isolation from crime, we do promise to do everything within our resources to make our campus a safe place for students, staff, and visitors. Please remember to take common sense precautions such as locking your doors and please call us to report suspicious activity to help us achieve campus safety.

It is important that each of you take responsibility for your own safety. Please take time to read through this handbook and familiarize yourself with the programs and activities we offer. Educate yourself about what you can do personally to make your campus a safer place. For additional information please also visit our website at: <http://www.emich.edu/publicsafety/police.htm>.

If you have any questions concerning your safety at EMU, please do not hesitate to call us at 734.487.0892. We are here to assist and protect you. Any email questions or comments intended for the Department of Public Safety may also be sent to: dps.questions@emich.edu. We look forward to working with you during the upcoming school year.



Policy for Reporting the Annual Disclosure of Crime Statistics

The Eastern Michigan University Police Department prepares an Annual Security Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the Housing and Student Conduct and Community Standards Departments. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Since January of 2007, EMU police officers enter all reports, and all crime incidents that are reported, directly into an automated case management software program called CLEMIS NetRMS. Prior to 2007 all reports were entered into a case management software program called DDP Police Science. Once an officer enters the report in the program, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The department periodically examines the data to ensure that all crimes that have been reported are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting (UCR) Handbook and the FBI National Incident Based Reporting System (NIBRS) Handbook.

The Annual Security Report is updated each year and it is available on the EMU Web site at: www.emich.edu/publicsafety/safety.htm. The Annual Security Report may also be obtained at the EMU Police Department, located at 1200 Oakwood, or by calling 734.487.0892. The Annual Security Report is made available to EMU students, employees, prospective students and prospective employees as required by the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

Definitions of Reportable Crimes

Murder and Non-Negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter is defined as the killing of another person through gross negligence.

Sex Offenses – Forcible is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcible or against the person's will where the victim is incapable of giving consent.

Sex Offenses – Non-forcible are incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition; incest and statutory rape.

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

Aggravated Assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary is the unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft is the theft or attempted theft of a motor vehicle.

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

Liquor Law Violations are defined as the violations of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Included in this classification is the furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

Illegal Weapons Possession is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

Drug Law Violation is defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics- manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

Hate Crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, religion, disability, sexual orientation, or ethnicity/national Origin.

- Race. A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- Gender. A performed negative opinion or attitude toward a group of persons because those persons are male or female. Gender bias is also a Clery Act-specific term, not found in the FBI's Hate Crime Data Collection Guidelines.
- Religion. A performed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- Sexual orientation. A performed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).
- Ethnicity/national origin. A performed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).

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

All reportable crimes that manifest evidence that the victim was intentionally selected because of the perpetrator's bias, as more specifically described above, shall be reported as hate crimes. In addition to the reportable crimes, the following crime categories shall also be reported as hate crimes where the victim was intentionally selected because of the perpetrator's bias, as more specifically described above:

Larceny-theft is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, check fraud, etc., are excluded.

Simple Assault is assaults and attempted assaults which are not of an aggravated nature and do not result in serious injury to the victim. Stalking, intimidation, coercion, and hazing are included.

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

Vandalism is to willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law. Attempts are included.

Police Authority and Jurisdiction

All of EMU's police officers are certified through the Michigan Commission on Law Enforcement Standards (MCOLES). Since March of 1992, officers have been sworn by the Eastern Michigan University Board of Regents pursuant to Public Act 120 (this Act is printed on the last page of the Annual Security Report) and also by the City of Ypsilanti Police Department, thereby allowing them to enforce city ordinances as well as state laws. As sworn officers, they are empowered to investigate crimes and make arrests or take necessary action to address any criminal or other public infractions on and in the vicinity of the EMU campus. EMU's police have the responsibility of being the primary policing agency for the main campus, including the Owen Building and the Corporate Education Center and the Eagle Crest Golf Course. The primary responsibility for policing the area surrounding EMU's main campus is that of the City of Ypsilanti. The Washtenaw County Sheriff's Department provides the primary police service for Ypsilanti Township which surrounds EMU's Corporate Education Center and the Eagle Crest Golf Course. The Washtenaw County Sheriff's Department also polices the Marriott Hotel at the Corporate Education Center. EMU's Biology Sciences area on Golfside Road is surrounded on 3 sides, north, south and east, by Ypsilanti Township and Pittsfield Township to the west.

EMU's police department radio system is part of the Washtenaw County 800 MHz radio Consortium. This system allows EMU's police to monitor and communicate directly with area police and fire agencies. EMU's police are connected to the State of Michigan Law Enforcement Information Network (LEIN) and to the national police computer networks (NCIC and NLETS), linking them with police agencies across the state and country.

Emergency Services

In the event of an emergency or to report a crime, members of the campus community should call the EMU Police Department at 734.487.1222 or **911**, from a campus telephone. **From a cell phone dial 734.487.1222.**

EMU Police Emergency (Cell Phones 734.487.1222) 911
Fire, police or medical emergencies

EMU Police Department (non-emergency) 734.487.1222

Anonymous EMU Police Tip Line487-4TIP.....734.487.4847

Huron Valley Ambulance 734.994.4111

St. Joseph Mercy Hospital Emergency 734.712.3000

University of Michigan Hospital Emergency 734.936.6666

EMU Police Investigations 734.487.1222

Emergency Management.....734-487-0799

EMU Parking 734.487.3450

Student Eyes and Ears for University Safety (48-SEEUS) 734.487.3387

Crime Stoppers..... (1800speakup.org)800.773.2587

Crisis numbers:

University Counseling Services 734.487.1118

Domestic Violence Project/SAFE House..... 734.995.5444

On-campus emergency telephones

Emergency telephones are located throughout campus and can be identified by their blue light. The telephones are simple to operate and may be used as either a direct line to the Police Department or to call on-campus numbers. To operate in an emergency, simply press the red “emergency” button at the lower right corner of the panel. Simultaneously, a strobe light on top of the emergency phone unit will be activated. There is no need to dial a number. The call will ring directly to a dispatcher at the Police Department and will be taken as an emergency service request.

**Other EMU Locations and Law Enforcement Department Contact Numbers:
Emergencies dial 911**

City of Ypsilanti Ypsilanti Police Dept. 734.483.9510
Ypsilanti Township Washtenaw Co. Sheriff's Dept. 734.971.8400
Pittsfield Township Pittsfield Twp. Police 734.944.4911

EMU Continuing Education Regional Centers

EMU- Brighton Brighton Police Dept. 810.227.2700
EMU - Detroit 6th & 7th Precinct Detroit Police Dept. 313.596.5600
EMU - Flint (Mott Community College) Mott Public Safety. 810.762.0222
EMU - Jackson Jackson County Sheriff's Dept. 517.788.4200
Kresge Environmental Education Center Lapeer County Sheriff Dept. . . 810.664.1801
EMU – Parsons Center Benzie County Sheriff Dept. . . 231.882.4484
EMU - Livonia Livonia Police Dept. 734.466.2470
EMU - Monroe Monroe County Sheriff Dept. . . 734.243.7070
EMU - Traverse City Traverse City Police Dept. . . . 231.995.5150



Timely Warning Policy

The Campus Crime Alert/Timely Warning ("Alert/Timely Warning") is provided to heighten safety awareness and to provide students, faculty and staff timely notification of crimes that are considered to represent a serious or continuing threat to the campus community. The alert will provide pertinent information related to the crime and suspect (as more specifically described below in the Timely Warning Procedure), and will also seek information that may lead to arrest and conviction of the offender.

The Eastern Michigan University Police Department (DPS) is responsible for preparing and issuing Alerts/Timely Warnings. DPS Personnel will make the decision of whether to issue an Alert/Timely Warning on a case-by-case basis considering the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts. Information for Alerts/Timely Warnings may also come from other law enforcement agencies or other officers. Alerts/Timely Warnings will be issued to the campus community as soon as pertinent information about the crime is available. Alerts/Timely Warnings will be delivered by e-mail and will appear on the University Police Website.

Timely Warning Procedure

The EMU Department of Public Safety will prepare and issue an Alert/Timely Warning whenever a report is received of a crime that represents a serious or continuing threat to the safety of students, faculty and staff.

Campus Crime Alerts/Timely Warnings will be e-mailed to all students, faculty and staff and will be posted on the Department of Public Safety's Web site. Alternative methods for distributing Campus Crime Alerts may include media releases, campus newspaper, flyers posted in university buildings, and phone message boards.

Whenever local authorities make the EMU Police Department aware of an off-campus crime that represents an ongoing threat to the safety of students, faculty and staff, the university will issue a Campus Crime Alert/Timely Warning.

Information included in Campus Crime Alerts/Warnings will include, at minimum:

- A succinct description of the incident and type of crime, including location, date and time of occurrence
- A physical description of the suspect, including gender and race
- Composite drawing of the suspect, if available
- Apparent connection to previous incidents, if applicable
- Race of the victim, but only if there was an apparent bias motive
- Sex of the victim, if relevant
- Injury sustained by the victim
- Date and time the campus alert was released
- A notice to the campus community to exercise caution

Publication of Annual Security Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act commonly referred to as the “Clery Act,” requires institutions of higher education receiving federal financial aid to report specified crimes statistics on college campuses and to provide other safety and crime information to members of the campus community. Campuses must publish an Annual Security Report detailing statistics regarding reported crimes committed on campus and at affiliated locations for the previous three calendar years, and describing specified policies, procedures and programs regarding safety and security. This requirement of the Clery Act is intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about the safety of the campus so that they can make informed decisions.

The Act requires the collection and reporting of annual crime statistics reflecting reports of specified crimes that occur on and adjacent to a university campus and certain properties associated with the campus. The statistical compilation must be broken down by specified types of crimes and campus disciplinary referrals, and must indicate if a specified crime is a hate crime. Campuses must also provide a geographic breakdown of the crime statistics according to the following defined geographic areas: “on campus” (including further breakdown of the number of crimes that occurred in campus student residential facilities), “in or on a non-campus building or property” and “on public property.”

Disclosure of Campus Safety Policies

The Annual Security Report must describe specified campus policies concerning:

- Reporting criminal activity or other emergencies on campus;
- Security of, maintenance of and access to campus facilities;
- Authority of campus law enforcement units;
- Monitoring and recording through local police agencies of off-campus criminal activities by students; and
- Alcohol and drug.

In addition, the report must describe:

- The type and frequency of campus programs to inform students and employees about campus security procedures and precautions and the prevention of crimes;
- Available drug and alcohol abuse prevention education programs;
- Campus programs to prevent sexual assaults, including procedures to be followed when such an assault occurs; and
- Where law enforcement agency information concerning registered sex offenders may be obtained.

Campus Security Authorities

Campus security authorities (CSA's), as defined by the Clery Act, have an obligation to report allegations of Clery Act-defined crimes that they conclude are made in good faith. These crime allegations should be reported to the EMU Police Department or to the local police. The Clery Act definition of a campus security authority includes EMU personnel beyond EMU police officers. An official of EMU who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, coaches, student organization advisors and campus judicial proceedings, is a campus security authority. The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals and students in particular are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals. Although not encouraged, crimes may be reported confidentially to CSA's for inclusion in the annual security report.

Counselors Confidential Reporting

Campus Pastoral Counselors and campus Professional Counselors, when acting as such, are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual security report. EMU Counseling Services does not have written procedures regarding the reporting of crimes discovered by its counselors. The counselors determine on a case-by-case basis when and how to encourage patients to report crimes voluntarily to law enforcement for investigation and when and how to confidentially report crimes solely for inclusion in EMU's annual security report.

The Clery Act defines Counselors as:

Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by that denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor: 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.

Emergency Text Alerts from EMU

Eastern Michigan University has implemented a university-wide text-messaging emergency alert service that will notify students, faculty and staff if a significant emergency or dangerous situation occurs on campus. The alerts will provide real-time information as a text message to your cell phone in the event of an emergency. You will also receive the same text in your e-mail in-box.

The text alerts will be sent out by the EMU Police Dispatch or the EMU Division of Communications as soon as an on-going emergency situation is confirmed by EMU Police. EMU officials 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 responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Alerts will normally be sent to the entire University community. EMU will also disseminate emergency information to the community by using the University website (<http://www.emich.edu>).

If you would like to receive emergency text-message alerts, you will need to sign up individually, providing your name, EMU e-mail address, and cell phone number. If you do not sign up, we will have no way to send you any emergency text messages. Participation is completely voluntary, free of charge*, and you can cancel the emergency alert service at any time.

For further information about the service, including questions and answers, please visit:

<http://www.emich.edu/alerts/>

To sign up for the service, follow the link on the Alerts web site above, or go directly to:

<https://www.getrave.com/login/EasternMichigan>

*Please note that while the emergency alert service is free, if your cell phone contract charges you for text messages, you will be charged for any emergency alert messages, and also for necessary system test messages.

Emergency Response and Evacuation Procedures

Emergency response and evacuation procedures are identified in the EMU Emergency Response Procedure (ERP). The procedure details how the Eastern Michigan University community (students, faculty, staff and visitors) conducts specific emergency response actions for emergency situations. The ERP is an integrated component of a comprehensive preparedness and response system designed to ensure unity of effort and help EMU protect the health and safety of the campus community and its resources. Additional response and evacuation information is contained within building-specific emergency plans (BEPs) and within the Safety Policy and Procedures Program guide. The ERP is available online at:

<http://www.emich.edu/publicsafety/emergencymanagement.html>

Evacuation placards, which are located on each residential room door, provide information on evacuation procedures. Fire/Evacuation drills are conducted throughout the school year. EMU Public Safety and EMU Housing Services conduct numerous unannounced fire drills each year for the purpose of assessing and evaluating emergency procedures and capabilities.

The purpose of evacuation drills is to prepare residents for an organized evacuation in case of fire or other emergency. At EMU, evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, residents practice procedures and familiarize themselves with the location of exits and the sound of fire alarms. In addition to educating the residents of the building about evacuation procedures during the drill, the process also provides the University an opportunity to test the operation of fire alarm and system components.

The Eastern Michigan University (EMU) campus maintains a multi-modal approach to all hazards emergency alerting and notification. The purpose of the emergency alert and notification system is to provide timely notification and warning to all students, faculty, staff, and visitors at Eastern Michigan University of a threat, occurring or imminent, that poses an immediate threat to their health, safety, or general welfare while on campus.

The EMU Department of Public Safety (DPS) provides management and coordination of the University's Mass Notification and Emergency Alert systems. DPS initiates the alert and notification system for any immediate or imminent threat to the campus community stemming from a threat of a natural, human-caused or technological hazard and disseminates an emergency message via delivery methods under its operational control. Pre-scripted messages cover various event situations, including campus-wide and building-specific evacuation. Text alerting and public address systems are tested regularly. Tests are announced to the campus community in advance.

The Eastern Michigan University mass notification and emergency communication system consists various technologies intended to offer a tiered and redundant capability. A combination of methods may be utilized depending on the nature, duration and severity of the emergency. Key systems are listed below.

1. EMU Outdoor Speaker Array

This seven (7) speaker array system operates as part of Emergency Alert system, transmitting voice intelligible emergency messages and alert tones to the outdoor campus environment. It is not designed to penetrate buildings, but will be audible above normal street noise.

2. Voice over Fire Alarm

Current upgrades in the EMU fire alarm platform allow for the use of voice audio communications in addition to the fire alarm indicators inside of buildings on campus over the existing fire alarm infrastructure backbone. Currently 22 buildings are on the system.

3. EMU Text Alerting

EMU Text alerting is a broadcast alert interface that allows the University to quickly send emergency notifications and important announcements via text messages, email or recorded voice messages to registered subscribers of the service.

4. Outdoor LED Displays

The four (4) outdoor LED displays reach students and visitors with an electronic medium that allows the University to display text and images at key gateways to the EMU campus.

5. EagleMail

EagleMail can be used to broadcast notification and information on situations to all campus community members with an EagleMail account.

6. EMU Website

The EMU website can be used to provide information in support of an alert and notification activation. Message can be posted to the official EMU website or the EMU Homepage can be replaced with an emergency website that has already been developed.

Emergency Response and Evacuation

The EMU Public Safety Department is responsible for providing immediate emergency response to and investigating reports of criminal actions and/or initiating or providing assistance to other agencies and departments for other types of emergencies occurring on EMU owned property.

Once a confirmed significant emergency or dangerous situation involving immediate threat to the health or safety of students, faculty, staff or visitors is occurring on campus, the campus community is notified, unless EMU Police determines and pronounces that issuing an immediate notification would place the community at a greater risk or would compromise efforts to contain the emergency.

Emergency Classification Levels

An emergency classification is a description of conditions which indicate a level of risk to Eastern Michigan University. The University employs three emergency classification levels to assist in classifying the severity and level of response to an incident. The levels are:

Level 1 (Minor Emergency): A Level 1 incident is any incident, potential or actual, that will not seriously affect the overall functional capacity of the university. These incidents normally can be resolved with existing EMU resources or limited outside help.

Level 2 (Major Emergency): A Level 2 incident is any incident, potential or actual, that affects an entire building or buildings, and which may disrupt all or a portion of the operations of the university. These would be campus emergencies that require a coordinated response beyond normal operating capabilities of the university. Outside emergency services will probably be required, as well as major efforts from campus support services.

Level 3 (Disaster): A Level 3 incident is any event or incident that has the potential or does seriously impair or halt university operations. Such major campus disasters require a coordinated response by all campus resources and outside emergency services would be essential.

Evacuation

Evacuation means moving all people from a threatened area to a safer place. In cases requiring the evacuation of one building, occupants should proceed to a designated meeting area. When orders are given to evacuate multiple buildings or large areas of the campus, university students, faculty, staff and visitors should proceed to evacuate as directed by the Department of Public Safety (DPS). EMU Emergency Alert Systems will be used to notify the campus community of an evacuation.

Limited Evacuation

EMU policy requires immediate evacuation when any fire alarm sounds within a building. All faculty, staff, students and any other individuals within the building must immediately depart the building using designated exit routes if safe. Departments are responsible to ensure that all people in their building are aware of exit routes and the location of their building's Designated Meeting Areas (DMA.). All building occupants will follow instructions relevant to public safety issued by the building administrator or emergency personnel.

Conditions for temporary evacuation of a building or area also include, but are not limited to, incidents of mechanical, electrical or other facility-related failures; health, safety and/or environmental issues such as hazardous spills; and other emergency conditions. EMU's Department of Public Safety, in consultation with other affected offices, will decide if a limited evacuation is warranted.

Campus-wide Evacuation

For any event that significantly threatens Eastern Michigan University, EMU's Department of Public Safety, in consultation with the University President, will decide if a campus-wide evacuation is warranted.

Shelter-In-Place

The term, "Shelter-in-Place," means to seek immediate shelter and remain there during an emergency rather than evacuate the area. To shelter-in-place is a way to protect students, faculty, staff and visitors by having them remain in their classrooms, offices, residential rooms, or other designated locations.

Taking shelter inside may be in response to an external hazard such as a chemical release from an industrial or transportation accident, police, fire or public health emergencies, or acts of violence.

The decision to Shelter-in-Place will be made by EMU’s Department of Public Safety or by the responding off-campus Fire Department. EMU Emergency Alert Systems will be used to notify the community of a shelter in place situation.

EMU Exercise Activity

Simulations of emergency situations, or emergency exercises, are integral to the emergency preparedness and response program at Eastern Michigan University. They offer opportunities for EMU to examine and strengthen capacities for responding to various emergencies. Exercises are conducted at least once per calendar year.

There are five main types of emergency exercises for emergency training and practice. **Orientations (O)** offer an introduction to the EMU’s emergency management program. The purpose of an orientation is to familiarize participants with roles, responsibilities, plans, procedures and equipment.

Drills (D) test a specific operation or function of the emergency plan. The goal of a drill is to practice aspects of the response plan and prepare teams and participants for more extensive exercises in the future. EMU conducts evacuation and shelter-in-place drills to demonstrate the steps they should take in an emergency.

Tabletop exercises (TT) analyze an emergency event in an informal, stress-free environment. They provide participants with an emergency scenario to analyze and increase their awareness of the roles and responsibilities of individuals who need to respond, stabilize, terminate and help others recover from emergencies.

Functional exercises (FE) test one or more functions of the university’s emergency response plan during an interactive, time-pressured, simulated event. Functional exercises can be conducted in the university’s emergency operations center.

Full-scale exercises (FSE) evaluate the operational capability of emergency management systems in a highly stressful environment that simulates actual conditions. Field response activities are conducted.

Date	Exercise Type	Announced (A) Unannounced (UA)	Description
12/14/09	TT	A	An active shooter tabletop was conducted to Demonstrate the ability to implement an Incident Command System (ICS) and effectively direct, coordinate, and manage a response to a shooting incident.
8/19/09	O	A	Orientation conducted with university housing staff based on a hazardous materials spill requiring evacuation of Putnam and Walton Hall.
6/29/09	O	A	An orientation to the campus emergency operation center was conducted based on an armed gunman on campus scenario.
4/19/09	O	A	An orientation to the function and layout of the newly developed campus emergency operations center and the Incident Command System was conducted.

Mass Notification & Emergency Alerting Tests

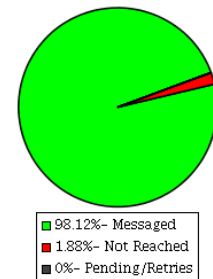
Text alerting and public address system tests are conducted at least once per calendar year. The public address system was added to the university’s mass notification and emergency communications systems in May 2010. A text alert test was conducted on the following date:

October 1, 2009 test

Missing Student Notification

Reports of missing students who live on campus should be made immediately

Message: From University Communications: This is a test of the EMU emergency alert system for Oct. 1, 2009. No action is required.			
Users Alerted:			
Targeted	Message	Not Reached	Pending/Retries
8451	8292	159	0
100%	98.12%	1.88%	0%



to the EMU Police Department. To make a report with a police officer, the 24-hour contact telephone number for the Police Department is

734.487.1222.

All students living in an on-campus housing facility have the option to register a confidential contact person to be notified in case the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. Local law enforcement (EMU Police Department) will be notified if a student is reported missing, even if they have not registered a contact person. A parent or guardian must also be notified if a student less than 18 years of age, who has not been emancipated, is reported missing.

Students may register the confidential contact information at the Housing website at: www.emich.edu/housing/.

Official missing student reports must be referred immediately to the EMU Police Department. EMU Police will immediately initiate investigations of reports about missing students. There is no 24-hour waiting period required before filing reports about missing students.

When a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours, the EMU Police will, if the student has a designated contact person, notify that contact person within 24 hours. If the student is under 18 years of age and is not emancipated, EMU Police will notify the student’s custodial parent or guardian and any other designated contact person within 24 hours.

Clery Act Crime Reporting

Clery Act Amendments

Beginning with the 2008 reporting crime statistics, the Clery Act has been amended to include the following:

- Additional categories for reporting hate crime data according to category of prejudice; larceny-theft, simple assault, intimidation, and vandalism of property (destruction/damage).

Clery Act Location Definitions

Campus

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 within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is frequently used by students and supporters for institutional purposes (such as food or other retail vendor).

Non-campus building or property

Any building or property owned or controlled by a student organization officially recognized by the institution; or any building or property (other than a branch campus) owned or controlled by an institution that is used in direct support of or 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.

Public property

All public property that is within the same reasonably contiguous geographic area of the main campus, such as a sidewalk, a street, other thoroughfare or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.

Crime Statistics Summary Report

EMU is required under the Clery Act to provide the following Crime Statistics Summary Report related to its campus and other locations by calendar year. The EMU Crime Statistic Summary Report is sent annually to the U.S. Department of Education and can be viewed on the Office of Postsecondary Education-Department of Education's website at <http://ope.ed.gov/security/index.aspx> . At this site, on the right hand side, click "Get data for one institution/campus" and search using "Eastern Michigan University."

Eastern Michigan University
2007 - 2009 Crime statistics summary
(Calendar year)

Crime	2007	2008	2009
Murder/Non-negligent Manslaughter			
On campus	0	0	0
*Dorm/apartments	0	0	0
Non-campus bldgs.	0	0	0
Public property	0	0	0
Negligent Manslaughter			
On campus	0	0	0
*Dorm/apartments	0	0	0
Non-campus bldgs.	0	0	0
Public property	0	0	0
Criminal Sexual Conduct (forcible)			
On campus	4	4	3
*Dorm/apartments	2	3	2
Non-campus bldgs.	0	0	1
Public property	1	0	0
Criminal Sexual Conduct (non-forcible)			
On campus	0	0	0
*Dorm/apartments	0	0	0
Non-campus bldgs.	0	0	0
Public Property	0	0	0
Robbery			
On campus	1	4	3
*Dorm/apartments	0	1	1
Non-campus bldgs.	0	1	0
Public property	3	2	1
Aggravated Assault			
On campus	4	2	4
*Dorm/apartments	0	2	2
Non-campus bldgs.	0	1	0
Public property	1	0	0
Burglary			
On campus	123	47	42
*Dorm/apartments	88	32	31
Non-campus bldgs.	10	1	1
Public property	0	0	0

* Dorm/apartments numbers are a subset of on campus numbers.

Eastern Michigan University
2007 - 2009 Crime statistics summary
 (Calendar year)

Crime	2007	2008	2009
Motor Vehicle Theft			
On campus	9	4	4
*Dorm/apartments	0	0	0
Non-campus bldgs.	0	0	0
Public property	1	0	0
Arson			
On campus	1	0	4
*Dorm/apartments	0	0	3
Non-campus bldgs.	5	0	0
Public property	0	0	0
Arrests	2007	2008	2009
Illegal Weapons Possession			
On campus	1	0	1
*Dorm/apartments	1	0	0
Non-campus bldgs.	0	0	0
Public property	0	1	0
Drug Law Violations			
On campus	34	24	30
*Dorm/apartments	21	16	20
Non-campus bldgs.	1	1	0
Public property	7	11	9
Liquor Law Violations			
On campus	60	25	54
*Dorm/apartments	39	18	34
Non-campus bldgs.	0	0	0
Public property	16	2	1

*Dorm/apartments numbers are a subset of on campus numbers.

Hate Crimes:

2007 One sexual orientation assault and battery reported in a resident hall on campus.

2008 No hate crimes were reported.

2009 No hate crimes were reported.

EMU Continuing Education Regional Centers

EMU Brighton	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	0	0
Arrest-Drug Laws	0	0	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

EMU Detroit	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	N/R
Negligent Manslaughter	0	0	N/R
Criminal Sexual Conduct (forcible)	0	0	N/R
Criminal Sexual Conduct (non-forcible)	0	0	N/R
Robbery	0	0	N/R
Aggravated Assault	0	0	N/R
Burglary	0	0	N/R
Motor Vehicle Theft	0	0	N/R
Arson	0	0	N/R
Hate Crimes	0	0	N/R
Arrest-Weapon Laws	0	0	N/R
Arrest-Drug Laws	0	0	N/R
Arrest-Liquor Laws	0	0	N/R
Disciplinary Actions/Judicial Referrals	0	0	N/R

N/R = No response from reporting agency.

EMU Continuing Education Regional Centers

EMU Kresge Education Center	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	0	0
Arrest-Drug Laws	0	0	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

EMU Flint	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	1	0
Aggravated Assault	0	0	0
Burglary	0	0	1
Motor Vehicle Theft	0	0	0
Arson	0	0	1
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	1	0
Arrest-Drug Laws	0	1	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

EMU Continuing Education Regional Centers

EMU Jackson	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	0	0
Arrest-Drug Laws	0	0	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

EMU Livonia	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	0	0
Arrest-Drug Laws	0	0	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

EMU Continuing Education Regional Centers

EMU Monroe	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	0	0
Arrest-Drug Laws	0	0	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

EMU Traverse City	2007	2008	2009
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Criminal Sexual Conduct (forcible)	0	0	0
Criminal Sexual Conduct (non-forcible)	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Arrest-Weapon Laws	0	0	0
Arrest-Drug Laws	0	0	0
Arrest-Liquor Laws	0	0	0
Disciplinary Actions/Judicial Referrals	0	0	0

Eastern Michigan University
Disciplinary Actions for Drug, Alcohol and Weapons Violations

Listed below is the summary of disciplinary actions for drug, alcohol and weapons violations committed by students for the last three years. These totals represent incidents adjudicated either by the Housing Office or by the Office of Student Conduct and Community Standards.

Disciplinary Actions/Judicial Referrals

	2007	2008	2009
Illegal Weapons Possession			
On campus	3	1	0
*Dorm/apartments	3	1	0
Non-campus bldgs.	0	0	0
Public property	1	0	3
Drug Law Violations			
On campus	45	32	35
*Dorm/apartments	42	24	33
Non-campus bldgs.	0	1	0
Public property	0	2	2
Liquor Law Violations			
On campus	83	103	71
*Dorm/apartments	83	101	67
Non-campus bldgs.	0	0	0
Public property	0	0	1

* Dorm/apartments numbers are a subset of on campus numbers.

Campus Accessibility and Security

Eastern Michigan University is a pedestrian-oriented campus. Most university buildings are open to members of the campus community during normal business hours, Monday through Friday, 8 a.m. to 5 p.m. Classrooms are usually open until 10 p.m. On weekends and holidays, buildings are only open for a limited number of hours. Most university residence hall exterior doors are open between 7 a.m. and 7 p.m.

Eastern Michigan University maintains a strong commitment to the safety and security of its campus. The campus is designed to promote safety and reduce criminal opportunity. Every effort is made to ensure that campus buildings, facilities and grounds are well maintained and safe. By maintaining adequate exterior lighting in parking lots and on pedestrian walkways, the University strives to enhance the safety of its campus.

Campus safety is greatly heightened by the Physical Plant, which regularly surveys facilities and submits recommendations concerning security deficiencies such as defective door locks, open windows and lighting malfunctions. The campus is actively patrolled by EMU police officers, who are assigned to specific buildings to regularly check their security. Members of the campus community are encouraged to report any deficiencies in lighting to the Police Department. The EMU Police Department regularly patrols campus at all hours of the day, providing added security to campus during the hours most crimes occur.

Michigan Sex Offender Registry

The Sex Offenders Registration Act directs the Michigan State Police to develop and maintain a public registry and provides guidelines on the type of offender information available to the public. The registration requirements of the Sex Offenders Registration Act are intended to provide the people of this state with an appropriate, comprehensive and effective means to monitor those persons who pose such a potential danger. The Michigan Sex Offender Registry can be found at <http://www.mipsor.state.mi.us/>

Crime Stoppers – Anonymous Tip Line

The Eastern Michigan University Police Department participates with the Crime Stoppers anonymous tip line. Crime Stoppers is a nonprofit, all-volunteer organization that works with area police departments using a telephone tip line. Crime Stoppers offers rewards of up to \$1,000 for information that results in arrests and/or convictions of criminals. Currently, 30 area police departments use Crime Stoppers. When a phone tip is received, the civilian operator fills out a form that includes all of the pertinent information about the crime. The caller is then assigned a secret identification number and asked to call back in 48 hours. The information is then faxed immediately to the law enforcement coordinator who has jurisdiction on the crime. If you have information about a crime and would like to anonymously leave a tip, call 1.800.SPEAKUP or their website: www.1800speakup.org.

Crime Prevention and Awareness Programs

SEEUS



SEEUS (Student Eyes and Ears for University Safety) is designed to enhance your safety and peace of mind while you walk on campus after dark. The primary purpose of SEEUS is to provide escorts to persons who do not feel secure walking on campus alone. SEEUS also provides additional eyes and ears for the Police Department by observing the campus environment as they provide escorts.

Escorts provided by SEEUS are primarily walking escorts, although some mobile escorts are available from Green Lots 1 and 2 to residence halls. Mobile escorts are not intended as an optional form of transportation, and the Police Department may deny the request when two or more individuals are going to the same destination. Escorts will be provided for on-campus origins and destinations.

The SEEUS walking escort service is in operation daily for the fall and winter semesters, 5 p.m. to 1 a.m., and Monday through Friday of the Spring/Summer semesters, 5 p.m. to 11 p.m. SEEUS personnel are assigned to the primary pedestrian walkway areas and are available for escorts. SEEUS mobile escorts are available Sunday through Thursday, 10 p.m. to 3 a.m., for escorts from Green Lots 1 and 2 to the residence halls. For an escort, call 487.3387 (48-SEEUS) during operation hours.

Crime Awareness Seminars

Since 1987, the EMU Police Department has assigned a community relations officer dedicated to educating the campus community about crime prevention and awareness. The community relations officer presents seminars that are held at various on-campus locations throughout the year and are free to the campus community.

The seminars cover a variety of topics, including: Alcohol and Drug Awareness, Campus Safety, Operation U.V.I.D. Book Marking, Building Security, Commuter/Travel Safety, Date Rape, Mock Drunk Driving Arrest, Robbery Prevention, Self-Defense Protection, Sexual Assault/Rape Prevention, Stalking, Theft Protection, Domestic Violence, Property Engraving and Team Building. If you would like to know more about crime prevention seminars, contact the community relations officer at 487.0987 or the EMU Police Department at 487.1222.

Operation Identification

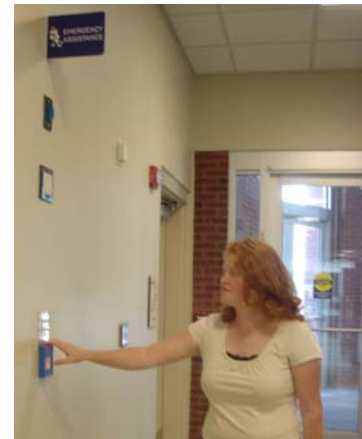
Operation Identification is an anti-theft program. Its primary goals are to deter thefts and to help police recover stolen property and identify its owner. Electronic engravers are available for use by contacting the crime prevention division for an appointment at 487.0987. When engraving your property, make sure you engrave a personal code using numbers and/or letters so that if it is stolen, police will have the means to trace it. You should keep detailed descriptions of your property for reference.

Operation U.V.I.D.

Book marking is done by using a transparent ink and making personal identifying marks inside the book. The only time these marks are visible is when the book is placed under an ultraviolet light. Police will have the means to identify the book in most instances if any unauthorized subject attempts to sell the book back. Contact the crime prevention division at 487.0987 for an appointment.

Emergency Assistance Stations

Emergency Assistance Stations (EAS) have been installed in Alexander, Boone, Owen Building, Ford, Mark Jefferson, McKenny, Porter, Roosevelt, Sill, Strong and the Student Center. When these stations are activated they provide immediate visual and verbal contact with DPS. These stations allow DPS to visually assess the surrounding areas if and when there is an emergency or suspicious activity reported. There is an instructional video available on the Public Safety web sight at www.emich.edu/publicsafety/



Rape Aggression Defense System (RAD System)

The Rape Aggression Defense System is a program of realistic, self-defense tactics and techniques. The RAD System is a comprehensive course for women and men that starts with awareness, prevention, risk reduction, avoidance and progresses to basic hands-on defense training. The EMU Police Department offers courses taught by certified RAD instructors. A

workbook/reference manual is available. Contact the crime prevention division at 487.0987, or the website: www.emich.edu/publicsafety/rad.htm, for more information.

Area Police Officer Program

Campus safety has been greatly enhanced by the implementation of an Area Police Officer Program



(APO). Campus police officers are each assigned to patrol specific areas on campus. This program gives students an opportunity to get to know and trust the officers assigned to protect them. Presently there are two area police officer substations. Their offices are located in the lobby areas of Downing and Walton/Putnam halls.



Bicycle Patrol Program

The EMU bicycle patrol program began in the summer of 1995. Presently, nine officers are dedicated to this program. These officers complete a 32-hour mountain bike certification training program, which includes riding techniques, bicycle maintenance and tactical procedures. In addition to performing the regular duties of a police officer, the bike patrol officers patrol the inner campus and provide high visibility for the safety of the university community.

Crime Prevention through Environmental Design

A less obvious safety program is crime prevention through environmental design, which focuses on activities and people in such a way as to maximize visibility, which enhances the aesthetic qualities of the campus and increases its safety. The installation of lighting and the clearing of shrubbery along walkways have helped to make the campus a much safer environment for pedestrians. If you notice areas which need attention or lights that are not working please report it to EMU Police Department at 487.1222.

Residence Hall Safety

Although the residence halls are generally a very safe environment, they are not without crime. The majority of crimes in the residence halls involve the theft of personal property. Surprisingly, few of these thefts involve forced entry, and most offences fall into the category of “crimes of opportunity.” Effective security and protection of people and property are the primary responsibilities of all members of the campus community. Therefore, we encourage students to be security conscious at all times.

Here are some useful safety tips that may keep you from falling victim to crime:

- Do not prop open locked residence hall doors.
- Lock your door when sleeping.
- Lock your room when leaving a roommate asleep inside.
- Lock your door when you leave, regardless of the length of time you plan to be gone.
- Be mindful of tailgating. Tailgating is following or walking closely behind a resident/person into a secured or locked facility without permission and without being identified. These incidents should be reported to resident staff and DPS.
- Keep small items of value, such as wallets, money and jewelry, out of sight.
- Engrave all valuable items with a personal identifying code (your own lettering/numbering system). Keep a record and photograph of all valuables noting

descriptions and serial numbers. Engravers are available in the Public Safety Office and the APO Offices.

- Mark all clothing with a laundry pencil or needle and thread, in a place other than the label.
- Do not leave notes on your door announcing that no one is in.
- Do not place decals on your door announcing your name.
- Do not take in overnight guests whom you do not know.
- Do not allow door-to-door salespeople to enter your room. University ordinances prohibit soliciting and the alleged salesperson may be “casing” your room for later theft.
- Request identification and authorization from maintenance staff requesting to remove furniture or to make repairs in your room.
- Never lend your room key, Eagle I.D. card to anyone, and never have your room keys duplicated.
- Report all thefts immediately to university police at 487.1222.
- Report to the residence hall staff all doors, locks and windows that are in need of repair.
- Be suspicious of unknown persons loitering or checking doors in your hall. Note their descriptions and call the university police immediately.
- Do not invite people you “meet” on the Internet to your room or to stay overnight in your room.

To find out more about the university residence halls, refer to the Guide to Campus Living available on the EMU Web site at: www.emich.edu/housing/guide.pdf.

Checkpoint Program

Checkpoint is an educational program that addresses an individual’s knowledge, attitudes and behavior concerning alcohol and other drugs, encourages responsible decision-making and provides appropriate referral for those in need of additional services.

The program is facilitated in an interactive manner. Participants are encouraged to examine their own attitudes and behaviors regarding alcohol and other drugs, and to make positive lifestyle changes.

To learn more about the Checkpoint Program, which operates out of the Wellness Center, contact at 487.2226.

Violence Intervention Program (VIP)

The Violence Intervention Program (VIP) is designed to address an individual’s underlying issues of anger that lead them to violent behaviors. The emphasis is on promoting strategies to facilitate change in behavior. VIP is not therapy. The program is facilitated in an interactive manner and participants are encouraged to examine their behaviors to make

positive life changes. To learn more about the VIP program, please contact the Wellness Center at 487.2226.

Crossroads Program

Crossroads is an educational series providing specialized focus about the drug marijuana. Participants will examine both physical and psychological effects of the drug as well as attitudes about use. Emphasis is placed on developing a behavior change and support plan regarding marijuana use. For more information regarding the Crossroads Program, please contact the Wellness Center, 487.2226.

Citizen's Complaint

Citizens who wish to file a complaint against the Department of Public Safety or an officer may obtain a complaint form from the Department of Public Safety office. All complaints are investigated thoroughly and appropriate disciplinary action is taken when warranted.



Drug and Alcohol Policy

The University is committed to promoting and maintaining a work and academic environment that is free from illegal alcohol and drug use and abuse, in accordance with all federal, state, and local laws. Students and employees are prohibited from reporting to work or working under the influence of alcohol or drugs.

Employees may not consume, possess, distribute, or be under the influence of alcoholic beverages on University property or while on University business (except at University functions at which use of alcohol is approved). Employees, students, and campus visitors aged twenty-one (21) years or older, consuming alcohol at University functions or while on University business, where such use is approved, are expected to use alcohol responsibly and not engage in illegal, unprofessional, or disruptive behavior.

Students and campus visitors who have attained the legal drinking age of twenty-one (21) years of age may possess and consume alcoholic beverages only at approved university functions or in residence hall rooms of students who have attained the legal drinking age. Those under twenty-one (21) years of age are not permitted to consume or possess alcoholic beverages at any time.

Students, employees and visitors are prohibited from dispensing, selling or supplying alcoholic beverages to a person under the legal drinking age as defined by Michigan law.

Students, employees, and visitors are prohibited from possessing, consuming, manufacturing, dispensing, or being under the influence of illegal drugs or engaging in improper self-medication while on University property or University business.

Any member of the University community who violates this policy is subject to both prosecution and punishment under federal, state and local laws and to disciplinary proceedings by the University.

This policy is not designed to punish people for seeking rehabilitation. All information about those individuals who voluntarily avail themselves of drug or alcohol counseling or rehabilitation services will remain confidential. Seeking counseling or rehabilitation will not be used as a basis for disciplinary action or be used against an individual in any way.

University employees and students who violate this policy shall be informed about and referred to services to assist them in determining whether they are abusing drugs and alcohol or are chemically dependent. If a problem is found to exist, the individual will be referred to resources to assist him/her in overcoming the drug or alcohol abuse pattern. This referral or assessment shall not limit the University's ability to pursue appropriate disciplinary action, up to and including termination or expulsion, when an employee or student has violated this policy or any other University policy.

This policy shall not add to or supersede union contracts or established employee work rules.

Health Risks of Alcohol and Other Drugs

- **ALCOHOL** Loss of concentration and judgment, slowed reflexes; disorientation leading to higher risk of accidents and problem behavior; risk of liver and heart damage, malnutrition, cancer and other illnesses; can be highly addictive to some persons.
- **AMPHETAMINES** Can cause rushed, careless behavior – pushing beyond your physical capacity, leading to exhaustion; tolerance increased rapidly; causes physical and psychological dependence; withdrawal can result in depression and suicide; continued high doses can cause heart problems, infections, malnutrition, and death.
- **CANNABIS** Causes permanent damage to lungs, reproductive organs and brain function; slows reflexes; increases forgetfulness; alters judgment of space and distance.
- **COCAINE** Causes damage to respiratory and immune systems; induces malnutrition, seizures and loss of brain function. Some forms (such as “crack”) are highly addictive.
- **HALLUCINOGENS (PCP, LSD, Ecstasy)** Causes extreme distortions of what’s seen and heard; induces sudden changes in behavior, loss of concentration and memory; increases risk of birth defects in user’s children; overdose can cause psychosis, convulsions, coma, and death. Frequent use can cause permanent loss of mental function.
- **NARCOTICS (Heroin, morphine, opium, codeine)** Tolerance increases rapidly; causes physical and psychological dependence; overdose can cause coma, convulsions, respirator arrest, and death; leads to malnutrition, infection and hepatitis; sharing needles is a leading cause of the spread of HIV and Hepatitis; highly addictive.
- **SEDATIVES** Tolerance increases rapidly; produces physical and psychological dependence; causes reduced reaction time, and confusion; overdoses can cause coma, respirator arrest, convulsions, and death; withdrawal can be dangerous; in combination with other controlled substances can quickly cause coma and death.

Alcohol and Other Drug Abuse Treatment Services Available

Assistance Available to Students at EMU:

University Health Services: Counseling Services 734.487.1118
Health Education Program 734.487.2226

Assistance Available to Faculty, Staff, and Their Families at EMU:

Ceridian/Life Works 877.234.5151 www.lifeworks.com
800.999.3004 TTY

Adrian

McCullough, Vargas and Associates, 517.264.2244

Ann Arbor/Ypsilanti Area

St. Joseph's Mercy Hospital Chemical Dependency services, 734.786.4900
Ann Arbor Consultation Services, 734.996.9111
Chelsea Arbor Treatment Center, 734.232.0600
U of M Addiction Treatment Services, Ann Arbor, MI 1.800.828.8020
Alcoholics Anonymous, 734.482.5700
Narcotics Anonymous for Washtenaw & Livingston County, 734.913.9839

Brighton/Livingston County

Brighton Hospital, 810.227.1211
Narcotics Anonymous for Washtenaw & Livingston County, 734.913.9839
Livingston Council Alcohol & Drug Services, Outpatient Services, 810.225.2530

Detroit Metropolitan Area

Alcoholics Anonymous for Detroit or Wayne County, 313.831.5550
Narcotics Anonymous, 877.338.1188
Insight Recovery Centers, 248.524.9530
Eastwood Clinics:
Dearborn, 313.583.0735
Detroit (Gratiot & 8 Miles), 313.369.5000

Flint

Insight Recovery Centers, 810.715.2340
Community Recovery Services, 810.744.3600
Narcotics Anonymous, 810.238.3636
Alcoholics Anonymous, 810.234.0815

Howell/Livingston County

Livingston Council Alcohol & Drug Services, Outpatient Services, 810.225.2530

Jackson

Washington Way, 517.782.4001
Alcoholics Anonymous in Jackson, 517.789.8883

Toledo

Alcoholics Anonymous, 419.380.9862
Narcotics Anonymous, 800.587.4232
Toledo Hospital Alcohol & Drug Assessment and Treatment Center:
Psychiatry Behavioral Medicine: 419.291.2351

Sanctions for Violations of Laws & Policies

The laws of the state of Michigan and Eastern Michigan University's policies and rules prohibit the consumption or possession for personal consumption of alcoholic beverages by persons less than 21 years of age. Further, Michigan laws and University policies prohibit the sale, service or giving of alcoholic beverages to persons under the age of 21. Eastern Michigan University's policies and rules, Local ordinances and laws, State laws and Federal laws also prohibit the unlawful possession, use and/or distribution of illicit drugs and alcohol.

Community Sanctions:

Violations of laws and ordinances may result in misdemeanor or felony convictions accompanied by the imposition of legal sanctions which include, but are not limited to, the following:

- Fines as determined under local, state or federal laws.
- Imprisonment, including up to life imprisonment for possession of more than 650 grams or trafficking in drugs such as Heroin and Cocaine.
- Forfeiture of personal and real property.
- Denial of federal benefits such as grants, contract, and student loans.
- Loss of driving privileges.
- Required attendance at substance abuse education or treatment programs.
- Federal laws prohibit possession, use, distribution, manufacture or dispensing.

A full description of federal sanctions for drug felonies can be found at the following URL: www.usdoj.gov/dea/agency/penalties.html

University Sanctions:

Violation of University policies and rules will be subject to campus disciplinary review and action as follows:

Faculty and Staff:

Disciplinary action will be taken as per applicable collective bargaining agreements and university policy up to and including termination of employment.

Students:

Disciplinary action will be taken by the Office of Student Conduct and Community Standards under the Student Conduct Code and may include sanctions ranging from formal reprimand to permanent dismissal, in addition to counseling and/or referral to a substance abuse educational/intervention program. In certain circumstances, parents of a student under 21 years old will be notified about the drug or alcohol violation, as per Eastern Michigan University's policy on Parental Notification. The FERPA policy can be found at www.emich.edu/registrar/ferpa.htm. In addition to University level action taken under the Student Conduct Code, other University departments maintain internal policies and rules regarding alcohol and other drugs and may impose sanctions against students and/or student groups which violate these policies. For example, University Housing, Athletics, Greeks, Studies Abroad and several academic departments have policies addressing alcohol and other drugs. Any action taken under one policy does not prevent action being taken under any other policy.

Employee Reporting Requirement:

Under the Drug Free Schools and Communities Act Amendments of 1989, a faculty or staff member employed under a federal grant or contract must notify the University (Human Resources, Employee Relations (734.487.0083) or Academic Human Resources (734.487.0076) in writing, of his or her arrest or conviction for violation of any criminal drug statute occurring in the workplace or while on University business no later than five days after such arrest or conviction.

Review of EMU's Alcohol and Other Drug Abuse Prevention Program:

The University will review its Alcohol and Other Drug Abuse Prevention Program every 2 years to determine its effectiveness and implement changes to the program as needed and to ensure that the disciplinary sanctions applied by the University are consistently enforced.

**University Policy Statement:
Restrictions on Weapons/Dangerous Substances**

It is the policy of Eastern Michigan University that no person shall possess or use any firearm or other dangerous weapon, concealed or otherwise, on property owned, leased or controlled by the university or otherwise in the course of university business. Further, no person shall possess or use explosive materials, incendiary devices or other dangerous objects or substances on property owned, leased or controlled by the university or otherwise in the course of university business.

The above prohibitions shall not apply:

1. to university employees who are authorized by the university to possess and/or use such weapons, devices or substances;
2. to non-university law enforcement officials or other non-university employees who are authorized by their employers to possess or use such weapons, devices or substances in the performance of their official duties;
3. to a person who possesses or uses such weapons, devices or substances in connection with a regularly scheduled educational, recreational or training program authorized by the university;
4. to a person who possesses or uses such weapons, devices or substances as part of a military or similar uniform or costume in connection with a public ceremony or parade, or theatrical performance; or
5. when the University's Executive Director of Public Safety has waived the prohibition based on extraordinary circumstances. Any such waiver must be in writing and must define its scope and duration.

This policy applies to all University employees, students and campus visitors. Violators may face disciplinary action, up to and including termination of employment and/or expulsion from campus.

The University's President, Executive Director of Public Safety and the Director of Student Conduct and Community Standards have overall responsibility for implementing and enforcing this policy.

Handling Alcohol Emergencies

A potentially dangerous situation exists whenever an individual consumes too much alcohol. A high blood concentration level can result in bizarre, unpredictable behavior and/or unconsciousness. The degree of danger depends on the person's size, what and how much the person drank, during what time period, whether the person took drugs in addition to alcohol and other circumstances.

Get help immediately if ...

- the person cannot be aroused by shaking or shouting.
- the person's breathing is shallow, irregular or slowed to less than seven breaths per minute.
- the person sustained a blow to the head or any injury that caused bleeding.
- the person drank a large quantity (e.g., a pint of liquor) or is disoriented, incoherent or has collapsed.

Call 911 if a person has passed out because of excessive alcohol use. Meanwhile:

- Check regularly for breathing and consciousness. Roommates and friends should arrange to stay by the person's bedside.
- The person's position is important. Make sure the person is lying on his/her side, with knees bent. This position will prevent choking should the person vomit.
- If the person vomits, stay with him/her to see that he/she does not swallow or breathe in the vomit. Get immediate help if the person has difficulty expelling the vomit or gags on it.

Rule of thumb: If you are not sure what to do, but you think the person needs help, call 911.

What is sexual assault?

Warning: to comply with existing laws, it is important to clearly define which actions are considered criminal. Therefore, the definitions that follow of certain crimes are explicit.

Broadly defined, sexual assault is any unwanted sexual behavior that is forced upon someone against a person's will. Michigan law defines sexual assault as a crime involving forced or coerced "sexual penetration" or "sexual contact." The law protects victims of sexual assault.

The law prohibits assaults involving both sexual penetration (oral, anal or genital) and sexual contact (touching or forced touching of genitals, groin, inner thigh or breast). The maximum penalty for each crime varies according to the circumstances surrounding it. Victims who choose to prosecute need not disclose their past sexual activities in court. Victims do not need to prove that they resisted to the utmost or sustained injury from the assault. Persons under the influence of intoxicants and/or drugs are not exceptions to the sexual assault laws.

On college campuses, the most prevalent form of sexual assault is acquaintance rape. In acquaintance rape, the attacker can be a friend, relative, spouse, lover, neighbor, co-worker,

employer or employee. It is not unusual for acquaintance rape to include physical force, with or without a weapon. Date rape is acquaintance rape that occurs in a dating situation. People who have filed for separation or divorce and are living apart are also protected against sexual assault from their former spouse.

Both men and women should know what to do when someone is sexually assaulted. If you or someone you know has been sexually assaulted remember: Sexual assault is a crime and victims may be affected psychologically. Reactions such as shock, denial, anger, distress and confusion are normal under these circumstances.

What to Do if You Have Been Sexually Assaulted

Go To A Safe Place

Seek Help:

- Contact friends, family or other supportive people. Having someone to listen to you and help you sort out your feelings may be helpful.
- The University Counseling Center can also provide support and important information. These services are available free of charge.
- Off-campus sex offense victim resource - Domestic Violence Project/SAFE House: 734.995.5444 (24-hour crisis line)
- University Counseling Services: 487.1118
- EMU personnel are available to assist victims of sexual assault in reporting the incident to law enforcement.
- A representative from Domestic Violence Project/SAFE House, EMU Counseling Services (487.1118), other advocacy organizations, Student Conduct and Community Standards (487.2157), Ombudsman Office (487.2390), or EMU Housing (487.3456) can guide a victim through available options and assist the victim in his/her decision to report the crime to EMU DPS and/or local police.

Retain Evidence:

- Do not change clothes, bathe, douche or, if possible, alter anything in the location where the assault occurred.
- Write down everything you can remember about the assailant and the assault.
- Even if you do not plan to prosecute at first, it is best to preserve the evidence in case you decide to prosecute later or to help someone else prosecute.

Go to a Hospital:

- Get medical attention immediately. You should be evaluated for injury and sexually transmitted diseases. You do not have to report the rape; however, the medical staff can collect physical evidence should you choose to press charges later.
- St. Joseph Mercy Hospital
Emergency Room: 734.712.3000
- University of Michigan Hospital
Emergency Room: 734.936.6666

Call the Police to Report the Assault:

- It is important to call the police to report the assault. You do not have to press charges, but the information you give the police can be used to learn more about trends, locations and methods of assault. It may also be used to help identify the same assailant if they assault someone else.
- EMU personnel are available to assist victims of sexual assault in reporting the incident to law enforcement.
- A representative from EMU Counseling Services (487.1118), Student Conduct and Community Standards (487.2157), Ombudsman Office (487.2390), or EMU Housing (487.3456) can guide a victim through available options and assist the victim in his/her decision to report the crime to EMU DPS and/or local police.
- **Eastern Michigan University Police Department**
Emergency: 911
Non-emergency: 734.487.1222
- **Ypsilanti City Police: 911 Emergency, 734.483.9510 non-emergency**
- **Washtenaw County Sheriff: 911 Emergency, 734.971.3911 non-emergency**

Reporting a Sexual Assault: The EMU Police Guarantee

Sexual assault is a very serious concern to us at the EMU University Police Department. We realize that reporting sexual assault can be a frightening ordeal, so to ensure that you are treated with sensitivity and understanding, we offer this guarantee: We promise to do all we can to make the reporting of sexual assault as non-threatening as possible.

Included in this guarantee are the following:

1. We will meet with you privately, at any area location you choose, for the purpose of receiving your assault report.
2. Depending upon whether you would feel more comfortable talking with a female or male officer, we will do our best to accommodate your request.
3. Our officers will be supportive.
4. We will treat you and your case with courtesy, sensitivity, understanding and professionalism.
5. We will help you in arranging for any hospital treatment or other medical assistance.
6. We will assist you in privately contacting counseling, safety, advising and other available resources.
7. We will fully investigate your case to ensure that your legal rights are upheld. We will do all that we can to help you achieve satisfactory closure. This may involve the arrest and full prosecution of the suspect, in which case you will be updated on the investigation and subsequent proceedings.
8. We will provide continued support and will be willing to answer any questions you may have concerning, for example, court and prosecution proceedings. We will always be there to listen to you.
9. If you are a victim of sexual assault, call us at 911 or 487.1222. Tell us you would like to arrange to privately report a sexual assault. You may call us any time, day or night. A report to the police does not necessarily mean you must prosecute the assailant.

If, after reporting a sexual assault, you feel we have in any way failed to meet the conditions of this guarantee, please call the Executive Director of Public Safety or Assistant Director at 487.0892. They will meet with you personally to address any problems or questions you may have. As always, the Police Department will do all it can to make the EMU campus as safe as possible for students, faculty, staff and visitors.

Reducing Your Risk of Becoming a Victim of Sexual Assault

Although it may be impossible to prevent sexual assault, there are certain things you can do to reduce your chances of being a victim. Knowing what to expect and how to react are your most important tools for avoiding sexual assault.

- Look assertive, maintain eye contact, be confident and be aware of your surroundings.
- Trust your intuition. If a particular situation makes you feel uncomfortable or unsafe, remove yourself from the situation. Don't be afraid to follow your instincts.
- Keep keys accessible.
- Use the "buddy system."
- Don't walk alone. There is safety in numbers. Call SEEUS for an escort.
- Know the vulnerable targets of the assailant: eyes, nose, throat, stomach, kneecaps and groin.
- Seminars in safety awareness and self-defense are just a couple of programs offered by the Crime Prevention division of the department. We recommend that you take advantage of these free seminars. For information, contact 487.0987.

Acquaintance Rape

As mentioned earlier, the most prevalent type of sexual assault on college campuses is acquaintance rape. Here, the attacker can be a friend, relative, lover, neighbor, co-worker, employer or employee. It is not unusual for this type of assault to include physical force, with or without a weapon. The following tips concern acquaintance rape:

- Be honest and assertive in your relationship.
- Be aware of what is taking place around you.
- Trust your instincts, stand up for yourself and be willing to "make a scene."
- Support your friends; don't pressure them when they are unsure about a situation.

A Message to potential perpetrators of sexual assault

- It is never acceptable to force someone, physically or otherwise, into doing something that they do not want to do.
- Sexual assault is a crime of violence. It is motivated by a desire to control and dominate. It is illegal.

- If your date is giving you a double message, clarify what they mean by asking them. Encourage clear and open communication to determine what you both want. If your date/partner is unsure about having sex or saying “**No**,” respect their wishes and back off.
- Don’t assume that you know what your date/partner wants. Talk to the person to find out. Your date may be interested in sexual contact or intimacy other than intercourse, or may not be interested in any form of intimacy whatsoever. You must make a decision based on what **both** of you want.
- Don’t let your desires control your actions. Your desire may be beyond your control, but your actions are not. Forced sex is never justified.
- Don’t misinterpret a refusal to have sex as a personal rejection.
- Nobody “deserves” to be sexually assaulted, regardless of any behavior that might be construed as “provocative.” The physical boundaries of another person’s body must be respected at all times and under all conditions.
- “No” always means no. If you do not accept this and you proceed, you will be committing a sexual assault.
- Taking sexual advantage of someone who is mentally or physically incapable of giving consent is sexual assault.
- Even if you are drunk or under the influence of drugs, you are still responsible for your actions.

Procedures for On-Campus Disciplinary Action for Sexual Assault

The Office of Student Conduct and Community Standards will follow the University’s Student Conduct Code in investigating and taking any necessary disciplinary action against an EMU student accused of a sexual assault. A brief overview of the process is described below; please consult the Student Conduct Code for detailed information pertaining to the university’s process. The Student Conduct Code may be obtained at the Office of Student Conduct and Community Standards, 250 Student Center, or may be viewed at the following Web site: <http://www.emich.edu/policies/chapter8/8-1.html>.

1. Office of Student Conduct and Community Standards will investigate each complaint, and if the circumstances surrounding the complaint indicate that a violation of the Student Conduct Code may have occurred, disciplinary charges may be issued. The student(s)/student organization will be notified of the charges in writing and given a copy of their rights during the process.
2. In addition, the university may immediately take the following actions against the accused: issue interim sanctions, including but not limited to; interim suspension, reassignment to alternate housing, limitation of access to designated university housing facilities and/or campus facilities by time and location, and limitation of privilege to engage in specified University activities. Such interim sanctions are to be utilized only when there is reason to believe that the student(s)/student organizations’

conduct poses a substantial threat of harm to one or others, threatens or endangers university property, or disrupts the stability and continuance of normal university operations and functions.

3. A disciplinary case may be handled as follows :
 - a) Informal disposition conference - the student(s)/student organization representative and an Office of Student Conduct and Community Standards officer will meet informally to discuss the alleged violation(s). If the substantive facts and sanction(s) can be agreed upon by the judicial officer and the charged student(s), a disciplinary action agreement will be prepared and signed by both sides.
 - b) Formal hearing - If the student disputes the facts or sanctions issued via the informal meeting, the case will be referred to the University Judicial Board for a formal hearing. A pre-hearing will take place with the student, a representative of the Board and a judicial officer to prepare for the formal hearing. The purpose of the pre-hearing will be to identify and mutually agree on various facts, answer procedural questions and exchange information as to witnesses likely to be called. A Formal Hearing will follow after proper notice is given to the student who is accused. At that time, witnesses can be brought forth to present information in defense of the student who is accused. Likewise, the university can present witnesses to support the charges. The due process rights of the accused will be afforded during the Formal Hearing and throughout the disciplinary process. The accused is entitled to have others present during a disciplinary proceeding. The accused will have the right to question witnesses, as will the members of the Board.

The complainants in any given case will be advised by the Office of Student Conduct and Community Standards regarding this process. Other support will also be made available for the complainant via a network of other services on campus and the surrounding community.

4. Both the victim/complainant and the accused will be informed of the outcome of the on-campus disciplinary process involving an alleged sexual assault.
5. Sanctions for violations of the Student Conduct Code range from a formal reprimand to permanent dismissal from the University.

The university will work with the assault victim to rearrange his/her academic schedule and/or living arrangement, if requested.

Domestic Violence

Domestic violence is a pattern of coercive controls that one person exercises over another. Abusers use physical and sexual violence, threats, emotional and psychological abuse, and economic deprivation to control their partners and get their way. People who are living together or merely dating can be in a violent relationship, just as surely as a married couple. Domestic assault refers to the types of abuse that are criminal in nature. Hitting, choking, shoving, slapping, biting, burning and kicking are crimes, as is forcing someone to have sex. Domestic assault is against the law. The following tips can be found in the *Survivor's Handbook for Battered Women*:

- Call 911 for police assistance. When the police arrive, ask them to arrest your partner. You may wish to speak to the officers alone.
- Get support from family and friends. Tell them what has happened.
- Move out. Move away. Sometimes it's the only way to be safe.
- Get a restraining order.
- Get medical help. Medical records can be important evidence.
- Make a safety plan. Determine what to do before, or when, the next attack occurs.

For additional tips or assistance, call the SAFE House at 734.995.5444.

Indecent Exposure

Indecent exposure is a form of sexual exploitation and is an offense more serious than most people realize. Often the assailant is someone who does this repeatedly in the same location. The assailant doesn't typically attack a victim physically but does have the potential to do so. Safety tips:

- If you are the victim of this type of behavior, draw attention to the assailant by yelling loudly to alert others around you. Run away if you are fearful of attack.
- If possible, try to gain the best description of the assailant and provide that information to the police.
- Call 911 for police assistance.

State of Michigan Stalking Laws

Stalking is a misdemeanor punishable by up to one year in a county jail and up to a \$1,000 fine, or both. Stalking is defined as two or more separate incidents of non-consenting contact between stalker and victim. The acts must be willful and be such as would cause a reasonable person to suffer emotional distress, and to feel terrorized, frightened, intimidated, threatened, harassed or molested.

Aggravated stalking is a felony punishable by up to five years in state prison and up to a \$10,000 fine, or both. Aggravated stalking is defined as a violation of a restraining order, bail, probation condition and/or a repeated offense. Stalking involves a credible threat of violence toward victim and/or family.

Personal Protection Orders (PPO)

A personal protection order is an order issued by the court to protect you from harassment, assault, beating, molesting, wounding or stalking by another person. The order can also prohibit the person from entering your premises and from removing minor children unless the removal is part of the court-ordered visitation. If you are a victim of spousal abuse, a former spouse, a person residing or having resided in the same household, a person having a child in common, or are having or have had a dating relationship, Michigan law provides extra protection by allowing you to file a Personal Protection Order.

There are two types of personal protection orders. One is issued only after the other person has been notified that you have filed for a restraining order and after a court hearing has been held. The other type is issued without notifying the other person and with no court hearing. This is called an ex parte order. An attorney is not required to obtain a personal protection order.

To obtain a personal protection order, go to the county clerk's office or circuit court in the county where you live and ask for a "do-it-yourself" personal protection packet. The packet will provide the necessary forms and instructions on how to fill them out. If you are in immediate danger, ask the court for an ex parte order.

The order goes in to effect as soon as the judge signs it. The county clerk's office is responsible for providing a copy of the order to the local police agency so that it can immediately be entered into the Law Enforcement Information Network (LEIN).

Obscene Phone Calls

Obscene phone calls, a form of sexual exploitation, can be frustrating and victimizing, because the assailant is both anonymous and difficult to effectively confront. If you receive an obscene phone call, do not let the caller know you are upset or angry. Hang up or blow a whistle loudly into the phone as soon as you hear an obscenity, improper question or lack of response to your initial greeting.

Safety tips:

- If you are a resident of university residence halls, contact the EMU Police at 487.1222 and file a report. If you live off campus contact your local police department. Tracers can be put on your phone after a report has been made.
- Change your telephone number.
- If you have an answering machine, disconnect it for a while so that the caller cannot leave messages. If the caller leaves an obscene message on your tape, save it for the police to copy. This might help identify the harasser.
- Tell the caller that the police have been notified and that the tracer is on your telephone and operational.
- Do not use your name on a taped message for your answering machine.
- Do not play "detective." Do not extend the call trying to figure out who is calling. This is the type of reaction the caller wants.

Robbery

The most important thing you can do during a robbery is to prevent, if possible, any violence. Always assume that the robber is armed, even if you can't see a weapon, and act accordingly. The following tips are from a publication entitled *Test Your Reactions in the Case of a Robbery*:

Safety tips:

- Get it over with quickly. Chances are if you try to stall, the robber will get nervous and may be more prone to violence.
- Do what the robber asks, but do not volunteer to do anything more. Move quickly but carefully to give the robber exactly what he/she wants.
- Do not fight or try any impulsive heroics; the risk is great if the robber is armed.
- Do not chase the robber. Stay inside, but try to observe the direction of the robber's escape. If the robber has a vehicle, note the type, color and the license plate number if possible. Also, note whether the robber had any accomplices.
- Call 911 on campus immediately.

Additional tips:

- Observe as much as you can. The more that you can remember, the more likely it is that the police will be able to positively identify and apprehend the robber.
Try to remember:
 - a) Color of hair, eyes and skin
 - b) Facial features and facial hair
 - c) Approximate age, height and build
 - d) Unusual marks, scars, tattoos, speech peculiarities, accents and mannerisms
 - e) Jewelry and clothing
 - f) The type of weapon used by the robber
 - g) Description of vehicle and direction of travel
- Close off the area, if possible, and ask witnesses to stay until the police arrive. If they cannot stay, be sure to get their names, addresses and phone numbers.
- Write down all the details of the robbery that you can remember and encourage witnesses to do so as well. Include a description of all properties and monies taken, if known, and all statements that were made by the perpetrator(s). Do not discuss the robbery with anyone until the police arrive; this can lead to confused and inaccurate information.
- Protect potential evidence. If possible, block off the area where the suspect was. Above all, try not to touch anything.
- When you are sure that the robber is gone, step outside to meet with the police. This way, they will know that the robber has left and you are safe.

Below is a copy of the Michigan State Law.

Act 120, Michigan Public Acts of 1990
STATE OF MICHIGAN
85TH LEGISLATURE
REGULAR SESSION OF 1990

Introduced by Senators J. Hart and Schwartz
ENROLLED SENATE BILL No. 254

AN ACT to empower the governing boards of control of public 4-year institutions of higher education to grant certain powers and authority to their public safety officer; to require those public safety officers to meet certain standards; and to require institutions of higher education to make certain crime reports.

The People of Michigan enact:

Sec. 1. (1) The governing board of control of a public 4-year institution of higher education created under Article VIII of the state constitution of 1963 may grant the public safety officers of the institution the same powers and authority as are granted by law to peace and police officers to enable the public safety officers to enforce state law and the ordinances and regulations of the institution of higher education. Public safety officers to whom the powers and authority of peace and police officers are granted under this section shall be considered peace officers of this state and shall have the authority of police officers provided under the Michigan Vehicle Code, Act No. 300 of the Public Acts of 1949, being Sections 257.1 to 257.923 of the Michigan Compiled Laws.

(2) The determination by a governing board of control of an institution of higher education whether to grant the powers and authority described in Subsection (1) to public safety officers of the institution shall be made the powers and authority described in Subsection (1) to the public safety officers of the institution shall be made only after the governing board of control has held not less than 2 public hearing regarding that determination.

(3) The governing board of control of an institution of higher education shall not grant the powers and authority described in Subsection (1) to the public safety officers of the institution unless, before those powers and authority are granted, the governing board provides for the establishment of a public safety department oversight committee. The committee shall be comprised of individuals nominated and elected by the faculty, students, and staff of the institution. The committee shall include 2 students, 2 members of the faculty, and 2 members of the staff. The committee shall receive and address grievances by persons against the public safety officers or the public safety department of the institution. The committee may recommend to the institution that disciplinary measures be taken by the institution against a public safety officer who is found responsible for the misconduct in the office.

Sec. 2. (1) The jurisdiction of public safety officers to whom the powers and authority of peace and police officers are granted under Section 1 shall include all property owned or leased by the institution of higher education of the governing board of control, wherever situated in this state, and this jurisdiction shall extend to any public right of way traversing or immediately contiguous to the property. The jurisdiction of these public safety officers may be extended by state law governing peace officers if authorized by the governing board of control.

(2) This act does not limit the jurisdiction of the state, county, or municipal peace officers.

Sec. 3. Public safety officers to whom the powers and authority of peace and police officers are granted under Section 1 shall meet the minimum employment standards of the Michigan Law Enforcement Officers Training Council Act of 1965, Act No. 203 of the Public Acts of 1965, being Sections 28.601 to 28.616 of the Michigan Compiled Laws.

Sec. 4. The public safety department of each public 4-year institution of higher education created under Article VIII of the State Constitution of 1963, whether or not the public safety officers in the public safety department are granted powers and authority under Section 1(1), shall submit monthly uniform crime reports pertaining to crimes within the department's jurisdiction to the department of state police as prescribed in Section 1 of Act No. 319 of the Public Act of 1968, being Section 28.251 of the Michigan Compiled Laws.

Annual Fire Safety Report



Annual Fire Safety Report

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an Annual Fire Safety Report. Eastern Michigan University publishes this fire safety report as part of its Annual Security Report, which contains information with respect to the fire safety practices and standards for Eastern Michigan University. This report includes data concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire and the value of the property damage caused by a fire. The report is available for review 24 hours a day on the Eastern Michigan University Web site at www.emich.edu/publicsafety

General Statement of University Owned/Controlled Student Housing

If a fire occurs in an EMU building, community members should immediately notify Eastern Michigan University Police Department at 487-1222 or 911 on a university land line. The EMU PD will initiate a response from the Ypsilanti Fire Department. If a member of the EMU community finds evidence of a fire that has been extinguished and the person is not sure whether EMU PD has already responded, the community member should immediately notify EMU PD to investigate and document the incident.

Fire alarms alert the community members of a potential hazard and members are required to heed their warning, and evacuate the building immediately upon hearing a fire alarm or seeing a fire alarm strobe using the nearest stairwells and exits in each building. They should also familiarize themselves with the exits in each building. When a smoke detector located outside of an elevator is activated, the elevators in each building will return to the ground floor and stop automatically with the doors open.

Individuals must remain outside of the building until the Area Complex Director or the EMU PD makes an “all clear” determination. Failure to evacuate the building is a violation of the Ypsilanti City Ordinance and subjects you to arrest and/or disciplinary action. More importantly, evacuation should be done for reasons of safety.

Residence Hall Fire Safety Information

EMU Residence halls are equipped with a variety of features that are designed to detect, stop and or suppress the spread of a fire.

- A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls are designed to withstand a fire longer than those of an individual room door. It is important that fire doors be CLOSED for them to work. Additionally, automatic door closers should not be tampered with or propped open.
- Sprinklers are 98% effective in preventing the spread of fire when operating properly. Do not obstruct the sprinkler heads by hanging clothes from the piping, placing boxes directly under the sprinkler, etc.
- Smoke detectors cannot do their job if they are disabled or covered by the occupant. Disabling a smoke detector is a violation of University Policy.

- Almost $\frac{3}{4}$ of all fires that are caused by smoking material are the result of a cigarette being abandoned or disposed of carelessly. Smoking is not permitted in EMU residence halls.

Housing Facility Fire Safety Systems

All Eastern Michigan University residence halls are completely covered by an integrated automatic fire detection and fire alarm system, which is monitored 24 hours a day, seven days a week by the EMU PD. Some residence halls (The Village, Buell, and Downing) are equipped with integrated sprinkler systems. Every student room has an emergency evacuation map installed on the inside of the front door that directs occupants to primary and secondary exits. Please review the EMU 2009 Fire Safety Systems Matrix for information about fire detection notification and suppression systems in each residential facility.

University apartment complexes and rental properties have different systems unique to each unit or complex. 600 and 601 W. Forest properties, Brown, and Munson Halls have an integrated automatic fire detection and alarm system, monitored 24 hours a day, every day of the year by Department of Public Safety. Brown and Munson apartments have evacuation plans installed on the back of the entry doors directing tenants how to exit the buildings. Cornell Courts and Westview complexes do not have centralized fire alarm systems. Apartments in these two complexes have entry doors that exit to the exterior instead of central hallways. Every apartment has smoke detectors installed in them. There are also fire extinguishers installed in every building and complex. The rental property at 601 W. Forest does have a sprinkler system located in the stairwell areas of both the common and private areas.

Fire Safety Education and Training Programs

Residence hall students (including those with special needs) and residence halls staff receive fire safety training at the beginning of the year. Each resident is able to access a copy of the “Guide to Campus Living” on the EMU Housing website at www.emich.edu/housing which includes information on fire safety and what appropriate action to take during a fire alarm or fire emergency. Fire drills are conducted once a month for all residence halls during the academic year in coordination with the EMU Department of Public Safety.

Campus safety and fire safety education are discussed during new student orientation. The EMU PD, Housing Department, Environmental Health and Safety and Emergency Management participate in forums and programs in residence halls/apartments to address student, faculty and staff and explain University security, public safety and fire safety measures and procedures at EMU.

Students receive information about fire safety and evacuation procedures during their first floor meetings and during other educational sessions that they can participate in throughout the year. University Housing staff members are trained in these safety measures and procedures as well and act as on going resource for the students living in residential facilities.

The University Safety Awareness and Hazard Communications Program presented by Emergency Management and Environmental Health and Safety has information on fire safety and is mandatory training for employees

All tenants (including those with special needs) and apartment staff receive fire safety information at the beginning of each semester. Each tenant is issued a copy of the “Guide to Apartment Living” at the time of move-in and it is also available on line at the EMU Housing website at: <http://www.emich.edu/housing/EMUUA/aptliving.pdf>, which includes information on fire safety and what appropriate action to take during a fire alarm or fire emergency. Fire drills are conducted once a month for tenants in units with common area living in coordination with the EMU PD.

Emergency Evacuation Procedures

Emergency Evacuation procedures are located in the University Emergency Response Plan and the Safety Policy and Procedures Program. Evacuation Placards, which are located on each resident room door, described evacuation procedures. Fire evacuation drills are conducted throughout the school year. The EMU PD and EMU Housing Department conduct numerous unannounced fire drills each year designed for assessment and evaluation of emergency plans and capabilities.

The purpose of evacuation drills is to prepare residents for an organized evacuation in case of fire or other emergency. At EMU, evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, residents practice procedures and familiarize themselves with the location of exits, the sound of fire alarms and where the designated meeting areas are located. In addition to educating the residents of the building about evacuation procedures during the drill, the process also provided the University an opportunity to test the operation of fire alarm system components.

Policy on Portable Electric Appliances, Smoking and Open Flames

To minimize the potential for fires in the residential community of Eastern Michigan University, it is the policy of Eastern Michigan University to prohibit the use of the following items in any University owned or operated residence hall indoors: Portable space heaters, barbecue grills, hibachis, smokers, (gas, electric, charcoal) and related accessories, including lighter fluids and lighters and other similar type products for cooking /warming purposes, any open flame device or object including candles, candle warmers, incense, and related accessories, hot plates, slow cookers, deep fryers, electric skillet, electric woks, griddles, sandwich makers/grills and other similar type of products, toaster ovens for cooking/warming purposes, flammable combustible liquids for recreational/personal use, fireworks, firecrackers, rockets, flares, sparklers and other devices, halogen lamps, ceiling/wall tapestries, live Holiday trees or non- fire retardant artificial Holiday trees. The “cooking” and “warming” options exclude cooking and warming done in areas designed and built for such purposes.

Daily Fire Log

A daily fire log is available for review 24 hours a day on the EMU PD Web site at www.emich.edu/publicsafety or at the Eastern Michigan University Police Department at 1200 Oakwood St. The information in the fire log includes the nature, date, time and the value of property damage caused by a fire. The Annual Security report is available 24 hours a day on the EMU PD Web site at www.emich.edu/publicsafety

Numbers for Reporting Fires

EMU Police Emergency 734.487.1222 or 911 on University Land Line

Fire Safety

Your worst enemy during a fire is smoke. If you're surrounded by smoke, get down on the floor and crawl to safety. Hold your breath and close your eyes if you can. Close doors behind you as you escape. Always use stairs to escape. **Never** use an elevator. Here are a few simple fire safety tips:

- Make sure there is a working smoke detector near your sleeping quarters.
- Learn the location of fire exits and alarm pull stations near you and know the emergency number for assistance – 911.
- Sound the fire alarm if you see smoke or detect a burning odor.
- Have a prepared escape plan and know your escape route.
- Remember to remain calm.
- Use exit stairs. **Never** use elevators.
- Close doors behind you as you escape. In most cases, this will prevent smoke damage and fire from entering the room you are exiting.
- Do not re-enter a fire-damaged building until it has been declared safe.
- If you become trapped, seal off cracks around doors and vents with cloth or rugs. (Soak them in water if possible.)
- Shut off fans and air conditioners.
- Signal for help from a window. If a campus phone is still operational, call EMU Police Emergency at 911. If you are using a cell phone, call 734.487.1222.

False Alarm

Activating a fire alarm while knowing that there is not fire, is a crime. The guilty party can receive up to one year in jail and/or a fine of up to \$500. False fire alarms waste time, money and, most importantly, can cost human lives.

2008 EMU Housing Fires

EMU Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries Reported that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire	Case Number
600 W. Forest	0								
601 W. Forest	0								
Best	1	1	3/3/08	7:50 pm	Cooking fire-stove	0	0	0	08-1854
Brown	1	1	10/8/08	8:33 pm	Cooking fire-stove	0	0	0	08-472
Buell	0								
Cornell Courts	0								
Downing	0								
Hill	0								
Hoyt	0								
Munson	0								
Phelps	0								
Pittman	2	1 1	5/21/08 6/26/08	3:22 am 2:24 am	Cooking fire-stove Cushion on couch caught fire	0 0	0 0	0 \$500	08-919 08-1040
Putnam	0								
Sellers	0								
Village	0								
Walton	0								
Westview	0								
Wise	0								

2009 EMU Housing Fires

EMU Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries Reported that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire	Case Number
600 W. Forest	0								
601 W. Forest	0								
Best	0								
Brown	0								
Buell	0								
Cornell Courts	1	1	6/30/09	12:36 pm	Cooking fire-stove	0	0	0	09-1096
Downing	0								
Hill	0								
Hoyt	0								
Munson	0								
Phelps	3	1	4/15/09	2-3 pm	Arson-bulletin board	0	0	\$75	09-801
		1	4/17/09	12-9 am	Arson-papers and cinderblock	0	0	\$50	09-802
		1	10/15/09	4-11 pm	Arson -papers	0	0	\$1	09-1711
Pittman	0								
Putnam	0								
Sellers	0								
Village	0								
Walton	0								
Westview	0								
Wise	0								

EMU 2009 Fire Safety Systems Matrix

EMU Residential Facilities	Fire Alarm Monitoring Done On Site (by EMUPD)	Partial 1 Sprinkler System	Full 2 Sprinkler System	Horn/Strobe	Strobe	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/Placards	Number of Evacuation Fire Drills 2009
600 W. Forest	X		X		X	X	X		4
601 W. Forest	X	X	X		X	X	X		4
Best	X		X	X	X	X	X		7
Brown	X		X	X	X	X	X		4
Buell	X		X	X	X	X	X		7
Cornell Courts	X		X	X	X	X			0
Downing	X		X	X	X	X	X		7
Hill	X		X	X	X	X	X		6
Hoyt	X		X	X	X	X	X		6
Munson	X		X	X	X	X	X		4
Phelps	X		X	X	X	X	X		4
Pittman	X		X	X	X	X	X		Bldg. Closed
Putnam	X		X	X	X	X	X		5
Sellers	X		X	X	X	X	X		4
Village	X		X	X	X	X	X		6
Walton	X		X	X	X	X	X		5
Westview			X	X	X	X			0
Wise	X		X	X	X	X	X		6