

# **GREENVILLE COLLEGE**

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## **ANNUAL SAFETY AND SECURITY REPORT**

### **2011**

Prepared by:  
Greenville College Office of Campus Safety



Greenville College is committed to maintaining a safe and secure learning, living and working environment. The Office of Campus Safety seeks to provide for the safety and protection of persons and property within our community; to educate the community about security and safety issues; to provide a highly visible, reassuring, and readily accessible presence; to maintain a professional, well-trained force of personnel capable of responding to all emergency situations, and to promote positive community relations.

This campus security report discusses the steps Greenville College takes to provide a safe and secure environment, including the crime prevention services and programs of the Office of Campus Safety. It details the process by which persons can report and prevent crimes or suspicious activity. The report includes statistics from calendar year 2010 (as well as 2009 and 2008) regarding reported crimes on campus. It discusses the counseling programs the College provides to prevent the abuse of drugs and alcohol. It also explains the strong relationship the College has with local law enforcement.

A copy of the Campus Security Report will be provided to anyone upon request<sup>1</sup>. An electronic copy can be viewed at the following web address: <http://www.greenville.edu>.

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<sup>1</sup> This report complies with regulations from the United States Department of Education, which implement the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act") 20 U.S.C. 1092 (a) and (f); 34 CFR 668.46.



## **INTRODUCTION**

The Office of Campus Safety, headquartered in Schroeder House (210 Beaumont Avenue), works to protect students, faculty, staff, visitors, the general public and property at Greenville College.

For purposes of the "Clery Act," Greenville College either owns or controls these locations and therefore reports its security procedures and crime statistics for the following locations.

### **Greenville College, 315 E. College Avenue, Greenville, IL 62246;**

Strahl Athletic Complex, located at Elm Street and Bowman Industrial Drive;

Fitness Training Center, located at 1820 S. Elm Street;

Kelsey Building, located at 404 E. Harris Avenue;

Maves Art Center, located at 101 E. Beaumont Avenue;

Kauffman Building, located 105 E. College Avenue;

Archer Hall, located 210 N. First Street;

Prairie Center, located at 503 Prairie Street;

Globe Theater Offices (IT), located at 105 N. Third Street.

## **THE OFFICE OF CAMPUS SAFETY – SERVICES AND PROGRAMS**

Operating 24 hours a day, 365 days a year, Campus Safety may be reached at:

(618) 664-7118 - business hours

(618) 664-7777 - after hours and on weekends

[CampusSafety@greenville.edu](mailto:CampusSafety@greenville.edu) - email

The duties of the Office of Campus Safety include, but are not limited to, rendering assistance in case of an emergency; responding to a request for service; conducting investigations when appropriate and requested by the administration; aiding in quelling any disturbances; providing requested safety escorts; managing electronic door access; issuing employee and student ID cards; managing and enforcing campus parking regulations; and, opening and securing campus buildings as needed. Campus Safety also enforces all rules and regulations, including the proper use of buildings and facilities.

### **PATROL AND OTHER SERVICES**

Campus Safety performs the following activities to detect and deter crime for the safety and security of the Greenville College community:



Campus Safety Patrols – Uniformed Campus Safety officers patrol all Greenville College buildings, parking areas and campus grounds after normal business hours to deter crime. Campus Safety student workers patrol the campus on weekends. Employees of Campus Safety are not law enforcement officers and do not have police arresting authority. Their functions include: assuring the safety of the community members on campus, making periodic inspection tours of buildings and grounds, guarding against fire, theft and illegal entry, enforcing traffic and parking regulations, and aiding in maintaining an orderly campus environment. Officers and student workers are designated representatives for the College and are authorized to ask students for identification and assistance in the course of carrying out their duties and expect students to comply. When necessary, Campus Safety will identify and notify law enforcement authorities of persons unlawfully or illegally in the buildings or on College grounds. During hours that security officers are not present, the Director of Campus Safety or student workers are generally present to assist the campus community or notify authorities of an emergency on campus.

Electronic Access Systems – Campus Safety manages and monitors the electronic doors access system of the campus.

Video Surveillance Systems – Campus Safety manages and monitors a number of video surveillance systems throughout the campus.

Safety Escorts – Student Patrols will provide an escort to a car, campus residence or other on-campus destination to any student or staff member.

Alerts to the College Community – By continuously monitoring the local law enforcement radio traffic, Campus Safety is aware of crimes around the campus that threaten the Greenville College community, as well as weather conditions that could produce dangerous conditions. When circumstances are appropriate, Campus Safety notifies the College community by coordinating with the Office of Public Relations, Student Development, and Residence Life. Communications occur via any or all of the following mediums: Greenville College website and Panther Net; campus-wide e-mail, GC-Alert Text Messaging service, and posting on Electronic Bulletin Boards.

#### HOW TO REPORT A CRIME OR EMERGENCY

If members of the Greenville College community become victims of a crime, they should report it immediately to the Office of Campus Safety, regardless of how small the incident may seem. Any suspicious persons or activities should always be reported immediately to Campus Safety. Alternatively, reports of criminal or suspicious activity can be made to designated persons, such as “Campus Security Authorities,” who are listed below. They in turn will immediately notify Campus Safety of the incident or event.

Upon notice of such activity, Campus Safety personnel will respond to the incident scene. Student Patrols evaluate the matter, take appropriate action and/or make appropriate notifications. All calls or requests are documented and, when appropriate, recorded on an incident report.

To report a crime or emergency or suspicious activity Campus Safety can be contacted in person in Schroeder House or by phone at 618-664-7118 (ext. 7118 from a campus phone). Outside of normal business hours, members of the campus community can call Campus Safety at 618-664-7777 or extension 7777 from campus telephones. The Office of Campus



Safety maintains direct contact with the Greenville Police and Fire departments. Support from these departments can be obtained immediately.

### **ALL LIFE-THREATENING EMERGENCIES SHOULD BE IMMEDIATELY REPORTED TO 911**

Listed below are additional ways to report a crime or emergency on campus, and additional contacts to which a crime can be reported (“Campus Security Authorities”).

- Dean of Students at 618-664-7119
- Associate Dean and Director of Residence Life at 618-664-7115
- The Coordinator of Resident Education (CRE) for any residence hall
- Residence Chaplains (RC) for students living in a resident hall

### **RELATIONSHIP WITH LOCAL LAW ENFORCEMENT AND LEGAL AUTHORITY**

The Office of Campus Safety maintains a close working relationship with the Greenville Police Department, Bond County Sheriff’s Office, and all appropriate authorities of the criminal justice system. Regular meetings are held with all of these agencies, both on a formal and informal basis. Crime-related reports, statistics and crime-fighting strategies are exchanged routinely. Because Greenville College is an open campus, the Greenville Police Department includes the College as part of its emergency response obligation and also provides assistance and support to the Office of Campus Safety when requested. All criminal incidents and arrests made on College property are processed by the Greenville Police Department. Campus Safety does not have law enforcement authority, but has the common-law authority to detain and investigate persons who commit crimes on campus. It then transfers the detained persons to local law enforcement. Local law enforcement agencies are also the source of information on registered sex offenders located in the vicinity of Greenville College. This information can be found at the Illinois State Police web site <http://www.isp.state.il.us/sor/>. A printed listing distributed quarterly by the Sheriff of Bond County is posted within the Office of Campus Safety for public viewing.

### **CRIME REPORTS**

The Office of Campus Safety maintains statistics on crimes and other incidents occurring on campus. Representatives of Campus Safety are available to discuss crime statistics and to answer questions about security on campus.

Campus Safety compiles these statistics and shares them with the community in the following ways:

Incident Report - A record that documents pertinent information for each reported incident.

Daily Crime Log - A record of reported incidents is kept for a previous 12 month calendar period and current year. The log is open to the public at the Office of Campus Safety during normal business hours, 8:30 a.m. to 4:00 p.m.

Campus Security Report - A comprehensive annual report of crime-related information and statistics is compiled, published and distributed to current and prospective students and employees. Campus Safety compiles the statistics from its own incident reports, from



Campus Security Authorities and from local law enforcement. This report is made available online and in paper copy. A copy can be obtained at the Office of Campus Safety, located in Schroeder House, 210 Beaumont Avenue, Greenville, Illinois 62246.

## TIMELY WARNINGS AND CAMPUS ALERTS

The purpose of a timely advisory is to alert the campus community to the occurrence of a crime that poses an ongoing threat to the campus community and/or to heighten safety awareness of students and employees in a manner that will aid in the prevention of similar crimes. In certain situations, the Director of Campus Safety will make a decision, in consultation with the Provost and/or Vice President of Student Development as needed, whether to disclose the incident through a public notice to the community via print and electronic means. The circumstances of any particular situation coupled with the Campus Safety evaluation of the situation/threat potential will dictate the need and manner for the issuance of a Campus Crime Alert bulletin. However, in general, whenever there has been a report of a violent crime, a major property crime or other significant criminal event on or adjacent to campus and the Director of Campus Safety or his/her designee is of the opinion that the safety of the campus community is at-risk, a Campus Crime Alert bulletin will be issued.

The crime alert will include the following information, if available:

- Immediate safety/security actions the campus community should take or initiate
- Description of the incident (type of crime, time, date and location)
- Physical description of the offender
- Composite drawing or photograph of the offender
- Connection to previous reported incidents
- Description of injuries or use of force, if relevant
- Crime Prevention Tips
- Emergency contact information (phone numbers and web sites)
- Date the campus crime alert bulletin was issued

Systems of delivery for issuing Campus Crime Alert bulletins include, but are not limited to GC Alert text messaging, electronic bulletin boards, campus-wide email, web postings and posters/flyers.

## IMMEDIATE NOTIFICATION TO CAMPUS FOLLOWING A SIGNIFICANT EMERGENCY/DANGEROUS SITUATION OR THREAT

Greenville College has an emergency alert system (GC Alert) which can notify all community members via text messaging (cell phone must have text capabilities) and email following an incident. Community members are encouraged to sign up for this free program by going to Panther Net.



## **MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES**

Greenville College students may identify a confidential contact to be notified not more than 24 hours after a student is determined missing. Students under 18 years of age that are not emancipated need to be aware that the institution must notify parents no later than 24 hours after the student is determined missing. The college must also notify law enforcement no later than 24 hours after a student is determined missing. If a student is determined missing, Student Development will initiate the emergency contact procedures once a student, for whom a missing persons reports has been filed, has been missing for 24 hours.

Notification procedures:

1. Notification of appropriate college officials
2. Forward of report to Campus Safety
3. Notification of appropriate law enforcement officials
4. Notification of the student's confidential contact (if filed) and designated emergency contact
5. Notification of the student's parent if he or she is under 18 and not emancipated; a missing persons report has been filed; and, the student has been missing for 24 hours.

*If the student has not submitted a confidential contact, a parent or legal guardian will be notified.*

## **ACCESS TO CAMPUS BUILDINGS**

Greenville College is a private, liberal arts college that restricts access to all facilities, including residence halls, to Greenville College students, faculty, staff, and guests. Exterior doors to all campus residence halls are designed and equipped to remain locked 24 hours a day. Additionally Campus Safety and Resident Life staff patrol the residence halls.

Administrative and academic buildings are secured after their scheduled use times. After that time, access is limited to persons with authorized keys or who have received permission for special use. Campus Safety patrols all facilities seven days per week.

## **CRIME PREVENTION AND PERSONAL SECURITY PROGRAMS**

It is the philosophy of Campus Safety that it is better to prevent crimes rather than react to them. In order for crime to take place three ingredients must be present: desire, motivation and opportunity. Greenville College's crime prevention and personal security programs are based on the concepts of eliminating or minimizing opportunities for crime. We encourage the members of the campus community to share in the responsibility for their own security and the safety of others by eliminating opportunities for crime. The following is a list of some of the crime prevention and personal security programs provided by the Campus Safety Office:



New Student Orientation – Information on the services offered by Campus Safety as well as general crime prevention material is made available to students checking in during New Student Orientation as well as during registration at the start of each semester.

Resident Halls Security Awareness – Crime prevention and personal security presentations are conducted for residential students at the request of Residence Life or the Student Development staff. Additionally, brochures and other printed materials are available to residents of the Residence Halls, Upper Division Housing and off-campus residents. The materials include a description of services provided by the Office of Campus Safety as well as crime prevention and personal security strategies.

Other Crime Prevention and Personal Security Presentations - The presentations are available upon request to other campus groups including commuter students, disabled students, international students, specific student organizations, faculty and staff members and staff members of affiliate organizations headquartered on campus. The presentations are accompanied by printed materials and include most of the same content as in the presentations mentioned above.

New Employee Orientation - Crime prevention and personal security presentations are made to new employees at the request of Human Resources or Academic Affairs. These programs include general crime prevention and personal protection strategies as well as the services offered by Campus Safety.

Operation Identification – Operation Identification is a program centered on the idea of making property less desirable to would be thieves by marking valuables in a way that they can be identified. Campus Safety offers this service of engraving identifying information on valuables free to students and employees.

Bicycle Registration – Campus Safety offers free bicycle registration for students and staff in which identifying information on the bicycle is provided to Campus Safety at which time a registration sticker is affixed to the bike. Should the bike become lost, stolen, or recovered, this service will aid in returning the bicycle to its owner.

## **ALCOHOL AND DRUG ABUSE PREVENTION: POLICIES, PROCEDURES, PROGRAMS**

### **ALCOHOL POLICY**

The possession, consumption, and/or distribution of alcoholic beverages or the presence of empty alcohol containers is prohibited at Greenville College. The prohibition extends to all areas within the bounds of the Greenville College campus or on the grounds of any properties leased or controlled by Greenville College. These are also prohibited at locations of college-sponsored activities or events sponsored by any college organization or department. Students are expected to abstain from all alcohol consumption while a student at Greenville College. This includes all college breaks including, but not limited to, Thanksgiving break, Christmas break, spring break and summer break.



## DRUG POLICY

The following are prohibited and are deemed to be contrary to the best interests of both the College and the community:

- Use, possession, sale, or distribution of illegal substances;
- Abuse or resale/trafficking of over-the-counter or prescription drugs; and
- Possession of drug paraphernalia, except under proper medical direction.
- The College is not a sanctuary protecting those who violate laws concerning illegal substances, and College officials will cooperate with legal authorities whenever necessary and deemed appropriate. Violations will be referred to the judicial system.

## Drug and Alcohol Abuse Prevention Policy Required by the Federal Government for a Drug-Free School

Pursuant to the requirement of Public Law 101-226, Greenville College issues the following statement regarding a drug-free school:

### 1. Prohibited Conduct

The unlawful possession, use, or distribution of illicit drugs or alcohol by students and employees on College property or as part of any College activity is prohibited.

### 2. Applicable Legal Sanctions

a. The Illinois Criminal Code classifies drug-related offenses (for example, manufacture or delivery of a controlled substance, engaging in a calculated criminal drug conspiracy, drug trafficking, unauthorized possession, etc.) as either Class A misdemeanors or Class 1, 2, 3, 4, or X felonies depending on the severity and nature of the conduct. The following criminal penalties are applicable to the identified categories of offenses:

Category of Offense	Monetary Fines	Imprisonment
Class A Misdemeanor	\$1000	Up to 1 year
Class X Felony Up to	\$500,000	6 to 60 years
Class 1 Felony Up to	\$250,000	4 to 15 years
Class 2 Felony Up to	\$200,000	3 to 7 years
Class 3 Felony Up to	\$150,000	2 to 4 years
Class 4 Felony Up to	\$15,000	1 to 3 years

b. The applicable federal penalties and sanctions for illegal possession of a controlled substance are set forth in The Controlled Substances Act (21 U.S.C. 959 et. seq.).

### 3. Health Risks Associated With Substance Abuse

The use of illicit drugs and the abuse of alcohol may result in serious health consequences. All students should be aware of the health risks caused by the use of alcohol, and controlled substances (drugs). Consumption of more than two servings of alcohol in several hours can impair coordination and reasoning and make driving unsafe. Consumption of alcohol by a pregnant woman can damage the unborn child. Regular and heavy alcohol consumption can cause serious damage to liver, nervous and circulatory systems, mental disorders, and other health problems. Drinking large amounts of alcohol in a short time may quickly produce unconsciousness, coma, and even death. Use of controlled substances (drugs) can result in damage to health and impairment of physical condition, including: impaired short term memory or comprehension, anxiety, delusions, hallucinations, loss of appetite resulting in a general damage to the user's health over a long term, a drug-dependent newborn if the mother is a drug user during pregnancy, AIDS from "needle sharing" among drug users, and death from overdose.

### 4. Counseling Services

Students experiencing problems with drug and alcohol abuse are encouraged to seek assistance in Counseling Services. Counseling Services offers individual counseling and referrals to off-campus professionals, assessments, and drug and alcohol support groups for additional assistance.

### 5. College Sanctions and Penalties

Greenville College employees and students found in violation of the prohibitions set forth in their respective handbooks will be subject to disciplinary action up to and including termination or dismissal and possible referral for prosecution. Each case will be evaluated on an individual basis. A disciplinary sanction may include the completion of an appropriate rehabilitation program.



## **SEXUAL ASSAULT PREVENTION: POLICY, PROCESS AND PROGRAMS**

### **SEXUAL OFFENSES**

Sexual offense is a much broader category of behavior than the traditional concept of rape or date rape. It is when one or more persons compel another person to submit to sexual acts or intimate bodily contact without that person's consent.

Sexual offenses may include the use or threat of force; the use of intoxicants to substantially impair a person's power to give consent; engaging in sexual acts with a person for whom there is reasonable cause to believe he or she suffers from a mental state which renders him incapable of understanding the nature of the contact; or engaging in sexual acts with a minor. Unsolicited verbal assaults of a sexual nature may also be considered sexual offenses.

Sexual offenses are prohibited and considered a major offense. Abuse of alcohol or other substances does not relieve individuals of their responsibilities to themselves or others.

Sexual offense incidents should be reported as soon as possible to the Office of Campus Safety, a residence life staff member, or a member of the Student Development office such as the Dean of Students or Director of Residence Life. The Student Development office can provide referrals for rape counseling and/or medical treatment. Although they will make all efforts to keep matters confidential, college officials (other than representatives of Counseling Services) are required to report sexual offense incidents to the Office of Campus Safety for possible investigation and judicial response. If the assailant is a student(s) a judicial complaint will be filed with the Student Development office. This does not preclude your right to seek criminal prosecution.

The Office of Campus Safety and Student Development office advise all victims of sexual assault to file a report through the Greenville Police Department or the appropriate law enforcement agency where the incident occurred. Reporting the incident does not obligate the victim to press charges. However, both offices stand ready to assist all members of the community in that regard. All reported incidents become part of the campus crime report statistics.

Under the College's judicial system, both the accused and the accuser are entitled to have others present during a campus disciplinary proceeding alleging a sexual assault. Both the accused and the accuser must be informed of the College's final decision respecting the alleged act(s) of sexual misconduct and any sanction imposed against the accused. Sanctions under the College's judicial system provide for repercussions up to and including permanent expulsion from Greenville.

Greenville College will provide assistance to victims of sexual offenses in changing academic or living situations after the assault if requested and reasonably available. To request assistance in changing your academic or living situations contact the Office of Residence Life.



The College is committed to the prevention of sexual offenses. Resident Life and the Office of Campus Safety present sexual assault awareness and prevention programs during the year.

### **Special concerns for college students**

Because alcohol is so often involved in acquaintance rape and other sexual assaults, it may have played a role in your assault. You and/or the person who assaulted you may have been drunk. You may have even blacked out and not remember much detail. As you work through the many conflicting feelings that are normal in the aftermath of sexual assault, you may blame yourself, especially if you think that you were irresponsible in your alcohol use. No amount of alcohol consumed by either person justifies a sexual assault. You are responsible for your conscious alcohol use, but you are not to blame for having been raped or otherwise assaulted while you were under its influence. Having sexual contact with someone who is too intoxicated to say “no” is considered sexual assault or rape at Greenville College.

You may also wonder if you were drugged with a “date rape” drug. There are a number of drugs that are used to incapacitate victims for the purpose of rape or sexual assault, and that list is constantly changing. If you suspect this is the case, or if you were not tested for the presence of drugs at the time of your assault, you may want to discuss this issue with a counselor, in order to come to terms with it. Some drugs, such as “roofies” (Rohypnol, or flunitrazepam) or Klonopin/Rivotril (Clonazepam) cause total memory loss so you may not really know what happened or with whom, which can be difficult to reconcile. Pharmaceutical drugs such as these, or “designer” drugs such as Ecstasy or GHB (Gamma Hydroxybutyrate), are easy to administer and have a quick effect. Yet, even a large consumption of alcohol, or the combination of alcohol with more common drugs such as Valium, can feel like Rohypnol or Ecstasy.

### **WHAT SHOULD YOU DO IF YOU THINK YOU HAVE BEEN SEXUALLY ASSAULTED?**

- Make sure you are safe from further harm. Call someone you trust, e.g., a friend, Counseling Services, Campus Safety (x7118), the Greenville Police Department (911), or your CRE or RC. Sexual assault is extremely difficult to deal with in isolation. There are members of the campus community that are trained to help you and who can act as advocates for you during this difficult time. The licensed counselors in Counseling Services are available 24 hours a day, 7 days a week, to meet with you, if you desire, to explore and educate you about your options, and to act as your advocate, if you feel that would be helpful.
- If you plan to go to the hospital, don’t bathe or douche. Also try not to urinate if possible, as urinating may destroy valuable evidence. If oral contact took place, do not smoke, eat, drink, or brush your teeth.
- Medical care is very important immediately after a sexual assault. You may have injuries, you may have contracted a sexually transmitted disease or you may be pregnant, or you may need treatment. Additionally, some tests are valuable only when they are conducted within a short time-frame. A friend can transport you to the hospital, you can get there on your own, or the police will take you if necessary. At most hospitals, a specially trained “Sexual Assault Nurse Advocate” will take care of you at the hospital.



- If you've already changed clothes, place them in a paper bag (plastic destroys evidence) and bring them with you. If you haven't changed, keep your original clothes on, and bring an extra set to wear home from the hospital. The police may need to keep your clothes for evidence. You don't have to decide right away whether or not you want to go forward with a prosecution, and that's okay. If you do decide to pursue legal options later, however, physical evidence will be crucial. Consider having evidence collected now to keep your options open; this does not commit you to prosecution.
- If you think you may have ingested drugs involuntarily, or if you chose to consume alcohol or other drugs, tell the hospital staff. This is very important information.
- Remember, the assault was NOT your fault. There are people at the College who will believe you and support you as you decide what to do next.

There are many resources from which you may choose at the College, in Bond County and in the greater Greenville area. Below is a list of agencies and resources with sensitive and well-trained staff who are willing to work with you throughout your healing process, with the legal system, or, if you are a Greenville College student, with any academic concerns you may have as a result of this trauma.

**Important numbers**

Police (Greenville or Bond County):	<b>911</b>
Campus Safety:	618-664-7118 (office) 618-664-7777 (24-hours)
SAFE Crisis Center:	800-625-1414
Greenville Hospital Emergency Rm.:	618-664-1230
Fayette Co. Hosp ER (Vandalia):	618-283-1231
GC Counseling Services:	618-664-6810
Dean of Students office:	618-664-7117

**Law Enforcement**

Emergency	911
Greenville Police Department:	618-664-2131
Bond County Sheriff:	618-664-2151
Illinois State Police:	618-346-3990

**Other Help-lines**

Federal Hate Crimes Reporting Line:	1-800-2-JUSTICE
Child Abuse Hotline:	1-800-252-2873



## CRIME STATISTICS

### CRIME DEFINITIONS

*From the Uniform Crime Reporting Handbook*

#### Aggravated Assault

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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

#### Arson

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.

#### Burglary

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

#### Criminal Homicide

1. Murder and Non-negligent Manslaughter: the willful (non-negligent) killing of one human being by another 2. Manslaughter by Negligence: the killing of another person through gross negligence.

#### Drug Abuse Violations

Violations of state and local laws 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 (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

#### Liquor Law Violations

The violation of laws or ordinances prohibiting: manufacturing, selling, transporting, furnishing, and/or possessing intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

#### Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

#### Robbery

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

#### Sex Offenses (forcible)

Any sexual act directed against another person, forcibly and/or against the



person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. This includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

**Sex Offenses (non-forcible)**

Unlawful, non-forcible sexual intercourse. This includes non-forcible incest and non-forcible statutory rape.

**Weapon Law Violations**

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, openly or concealed; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**STATISTICS**

Following is a detailed listing of crimes reported to the Greenville College Office of Campus Safety, or a campus security authority (as defined by the Clery Act). These statistics are in compliance with the Federal Campus Crime Awareness Act.

**Following is a listing of the total number of reportable crimes occurring on campus during the stated years.**

TOTAL ON CAMPUS CRIMES REPORTED	2008	2009	2010
Aggravated Assault	0	0	0
Arson	0	0	0
Burglary	7	2	6
Criminal Homicide, including Murder and Non-Negligent Manslaughter	0	0	0
Motor Vehicle Theft	0	0	0
Negligent Manslaughter	0	0	0
Robbery	0	0	0
Sex Offenses, including forcible and non-forcible	0	0	0

**The following is a listing of the total number of persons arrested for the stated violations.**

TOTAL ARRESTS	2008	2009	2010
Drug Law Violations	0	1	2
Liquor Law Violations	0	1	0
Weapons Violations	0	0	0

**Following is a listing of the total number of judicial referrals to the Dean of Students, for the stated violations.**

JUDICIAL REFERRALS	2008	2009	2010
Drug Law Violations	0	0	1
Liquor Law Violations	0	0	0
Weapons Violations	0	0	0

The next compilation of statistics repeats the categories of reported crimes; however, these categories are now broken down by the locations where they occurred at or near Greenville College for the noted calendar years.



The categories of locations are the following:

*On-campus* - Any College owned or controlled property or building within the contiguous geographical area of the campus;

*Residential Facilities* – A Subset of reported On-Campus Crimes. These crimes will be reported for both On-Campus and Residential Facilities locations. For example, if a crime is reported for Residential Facilities, it will also be reported for that On-Campus location. For this reason, the total number reported below may not match the total number reported above.

*Non-campus building or property* - Those owned or controlled by Greenville College, used in relation to the College’s educational purposes and frequented by students but that are not contiguous to the geographic area of a College campus; and

*Public property* – Streets, sidewalks and thoroughfares within the campus or immediately adjacent to and accessible from the campus.

2010	On Campus	Residence Halls	Non-Campus	Public Property
Aggravated Assault	0	0	0	0
Arson	0	0	0	0
Burglary	6	6	0	0
Criminal Homicide, including Murder and Non-Negligent Manslaughter	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Negligent Manslaughter	0	0	0	0
Robbery	0	0	0	0
Sex Offenses, including forcible and non-forcible	0	0	0	0



2009	On Campus	Residence Halls	Non-Campus	Public Property
Aggravated Assault	0	0	0	0
Arson	0	0	0	0
Burglary	2	2	0	0
Criminal Homicide, including Murder and Non-Negligent Manslaughter	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Negligent Manslaughter	0	0	0	0
Robbery	0	0	0	0
Sex Offenses, including forcible and non-forcible	0	0	0	0

2008	On Campus	Residence Halls	Non-Campus	Public Property
Aggravated Assault	0	0	0	0
Arson	0	0	0	0
Burglary	7	7	0	0
Criminal Homicide, including Murder and Non-Negligent Manslaughter	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Negligent Manslaughter	0	0	0	0
Robbery	0	0	0	0
Sex Offenses, including forcible and non-forcible	0	0	0	0

## HATE CRIMES

Federal law requires colleges to report the incidence of hate crimes on their campus. Colleges must separately identify which of the crimes reported in the above charts involve victims who were intentionally selected because of their actual or perceived race, gender, religion, sexual orientation ethnicity, or disability.

None of the crimes listed in the above charts were categorized as a hate crime. Moreover, Greenville College has not received a report of a hate crime that involves any other type of bodily injury that falls outside the above categories of crime.



## CRIME PREVENTION TIPS

### A Common Sense Approach to Safety

#### Walking Around

Greenville is generally a very safe community. However, no place is completely crime-proof. Therefore, take a common sense approach when walking on or off campus, by:

- Staying alert and tuned-in to your surroundings
- Planning your trip in advance and using well-traveled routes
- Avoiding dark or deserted areas
- Avoiding short cuts through alleys, parks, or vacant lots, especially at night
- Avoiding being maneuvered into alleyways, doorways, or cars
- Being aware of those around you. If you think you are being followed, cross the street, change direction, or go to a public place where others are present.
- Never accepting a ride or get too close to a car or van if someone is asking for directions
- Carrying a whistle or some other type of alarm. This can serve as a reminder to exercise caution, and can alert someone in the area that you need help
- Calling Campus Safety for an escort to your campus destination if you feel uneasy about traveling alone

#### DON'T BE A TARGET

- Walk with confidence and always keep moving. Avoid talking on a cell phone or wearing headphones.
- Try to walk with someone else from place to place, especially at night.
- Use well lighted walkways and keep your purse under your arm and wallet in your front pocket.
- Don't carry too many packages. Keep one hand free.
- Plan ahead so you don't have to use an ATM. If you must use one, select one located in a busy area.
- Carry enough cash to call a cab if you are in an unfamiliar area or neighborhood.
- Always have your keys handy.
- In case of danger, yell "get away", thrown down your books or anything else you have and run to an occupied area.
- Don't stand and fight. It is not worth the possibility of getting hurt.
- If you are physically attacked, kick, punch, pull hair, bite, poke eyes, yell and scream. Do whatever you can to get away fast or draw attention to yourself.

#### On the Go

Taking public transportation when traveling in larger cities is economical and fun. If you are planning to use these services, you can be safe if you take a common sense approach, by:

- Choosing a seat near the bus driver or train conductor
- Choosing an aisle seat
- Avoiding isolated bus or train stops. Use a stop that's well lit and near a



business that is open where other people are present

- Trying to use these services during peak travel periods
- Having your money or cards in hand so you won't fumble with your wallet or purse
- Avoiding unnecessary conversation with strangers
- Never giving anyone your personal information

#### DON'T BE A TARGET

- Stay alert! Don't fall asleep!
- Keep your belongings in your lap and hold on firmly to your purse, briefcase, or backpack. Don't put belongings on the seat beside you. Keep them in your lap or wedge them between your feet.
- Be prepared, and know transportation schedules and routes so you aren't forced to wait longer than necessary.
- Move away from people who appear intoxicated, even if this means going to another stop, moving to another seat, or moving to another car.
- Tuck necklaces inside your clothing and turn rings around so that valuable stones aren't easily visible.

#### Driving Around

**Driving around St. Louis, Chicago or other large urban areas seeing the sights is very enjoyable. When doing so, you should take a common sense approach to safety, by:**

- Driving with your doors locked and windows up as high as comfortably possible
- Knowing where you are going
- Parking in well lit, well traveled areas. Avoid isolated locations. Consider your return time when choosing a parking location, as it may be dark when you depart.
- Using a steering wheel lock or car alarm
- Always locking your car and taking your keys with you

#### DON'T BE A TARGET

- Don't pick up hitchhikers.
- Keep your packages in your car out of view. Don't keep things like purses, briefcases or backpacks visible.
- Be alert to strangers hanging around the parking area.
- When returning to your car, check all sides before entering. Have your keys in your hand and ready before arriving at your car. Check your front and back seats before you get in the car.
- If a car bumps you from behind, be careful. Stay in your car and wait for the other person to get out of their car. If you sense suspicious behavior, pull away and call the police immediately.
- If your car breaks down, raise the hood and if possible, stay inside your car. If someone offers to help, do not open the window or door. Ask them to call the police or roadside assistance for you. Do not accept a ride.

#### Going Green

**If using a bicycle as your means of transportation, use these tips:**



- Wear a bike helmet at all times. The most serious bike injuries are to the head.
- Have and use both front and rear lights.
- You may have right-of-way, but always let cars and people go first. Slow down and check traffic at all corners.
- Keep both hands on the handle bars except when using turn signals.
- Avoid riding on busy streets.
- Register your bike with Campus Safety free of charge so that if it is taken and recovered it can be returned to you.

#### **DON'T BE A TARGET**

- While Kryptonite locks may be vulnerable to picking, they are better than cable-type locks and harder to defeat quickly.
- Use a U-lock with a flat key to secure the frame of your bike to the bike rack, and secure a tire if possible. If you can, use an additional cable-type lock to secure your tires and the frame to the bike rack.
- Do not place the locks close to the ground (or other hard object) where a thief can easily smash it with a hammer.
- Secure your bike to bike racks only.

#### At Home

**Theft is often a crime of opportunity. When you eliminate the opportunity, you avoid the theft.**

- Don't leave personal property (laptops, purses, backpacks, calculators, etc.) unattended in classrooms, study areas, or libraries.
- If you advertise something for sale, do not put your address on it.
- If you want to meet someone you are buying something from, or selling something to, do so in a public place.
- Identity theft is a serious issue. Protect your personal information. Don't give anyone your date of birth, Social Security number or other important personal information.
- Never give out personal information over the phone unless you initiate the call.
- Only carry cards and IDs you need. Leave the rest at home.
- Do not carry anything that has your Social Security number on it.
- Look for strange charges on your bank or credit card statement.
- Shred important documents, such as bank statements and bills, when you are finished with them.

#### Sexual Assault and Date Rape Prevention

**College-aged women are at the highest risk of being victims of date rape (nonconsensual sexual intercourse by a friend or acquaintance). Alcohol or date rape drugs, which make it difficult or impossible to give consent or to fend off an aggressor, are often factors. Both men and women should be aware of the risks and take measures to protect themselves and their friends.**

#### **Information for Women**

- Alcohol is a factor in nearly three-fourths of campus rapes. It lowers your inhibitions and makes it harder to make good decisions and assert yourself. If



you choose to drink, do not drink to excess.

- Date rape drugs like Rohypnol, GHB, and Ecstasy are odorless and tasteless and can easily be added to your drink without your knowledge. When you go out, get your own drink and keep it with you. If you suspect someone has put something in your drink, do not drink it.
- Go to parties with a group of friends and look out for each other. Leave together.
- Do not go to a room or secluded area with someone you do not know well.
- Do not leave a party with someone you just met.
- If someone is forcing you to do something you do not want to do, clearly and directly say "no" or "stop" unless you think that you will be physically harmed in doing so.
- Tell your friends about your plans for the evening and when you will be home.
- Trust your instincts. If something doesn't seem right, leave or call for help.
- If you are sexually assaulted, you should report the crime. To do so, you can call 911, Campus Safety at x7118 (or x7777 after hours) or notify your CRE or RC..
- You should also seek medical attention as soon as possible. Go to the nearest hospital where a doctor will examine you and take evidence; do not change clothes, bathe, or use the bathroom before going to the hospital.
- You should also consider contacting Counseling Services at x6810 for help in the healing process.

### **Information for Men**

- When someone says "stop," stop. Don't force anyone to drink too much or perform sexual acts if they don't want to.
- Don't take advantage of someone who has clearly had too much to drink and is unable to make wise decisions about sex or to give verbal consent.
- If you are unclear about how far someone wants to go, ask. Find out in a non-threatening way how far they want to go.
- If consensual sex would not be possible without alcohol, don't do it. Having sex with someone too incapacitated to consent is rape and you can be prosecuted.
- Date rape is a crime and you can be arrested and charged. You may also face consequences from the College, including disciplinary probation, suspension, or expulsion.

### **DON'T BE A TARGET**

- Never leave your drink unattended.
- Don't accept open beverages from anyone but a bartender or other official, professional server.
- Try to attend bars and parties with a group of friends, arranging beforehand to watch each other's drinks.
- Be alert to the behavior of friends. If a friend appears "disproportionately inebriated" in relation to the amount of alcohol they have consumed, they may be in danger.
- If you suspect that a friend has been drugged, call 911 or get them to the nearest medical facility for attention.



## FIRE SAFETY

### INTRODUCTION

The Higher Education Opportunity Act requires all institutions of higher education that maintain on-campus housing to publish an annual Fire Safety Report. This report contains the information required by the HEOA for Greenville College including fire safety practices and a fire log with statistics regarding residential facility fires.

### FIRE SAFETY INFORMATION/POLICIES (as printed in 2011-2012 Student Handbook)

#### ***Fire and Safety Equipment***

*Fire safety equipment (fire alarms, extinguishers, exit lights, emergency lights, smoke alarms, and hoses) are located in strategic areas of halls and houses for your safety. Use these only for emergencies. Do not prop fire doors open.*

*We, at Greenville College, do our best to provide for the personal safety and security of each resident. Smoke detectors and fire extinguishers have been placed around campus to protect lives and possessions. For one's own safety, please do not remove batteries from smoke detectors or discharge fire extinguishers. Tampering with these safety items is considered a serious offense. The law requires Greenville College to have these fire safety items in place, and the law also covers tampering with fire extinguishers and smoke detectors. Therefore, any person caught tampering with the smoke detectors or fire extinguishers may be handed over to the civil authorities as well as face suspension or dismissal from the college.*

*Fire escapes are for emergencies only. Individuals may not use fire escapes for any other reason. Do not block windows (this includes lofts and large pieces of furniture).*

#### ***Flammable Objects***

*Combustibles, gasoline, explosives, or highly flammable chemicals are not permitted in the residence halls. Halogen Lamps, candles, oil lamps, incense, and other open flame objects are not permitted in the residence halls. Possession of these items in rooms even if not being used, is prohibited.*

*Live Christmas trees are not permitted in residence hall rooms or lounges.*

*No electrical lights are permitted on metal trees.*

#### ***Electrical Appliances***

*Students may use the following electrical devices in their rooms: clocks, electric fans, floor lamps, shavers, microwaves, stereo equipment, hair dryers, curling irons, television sets, and computer equipment.*

*Personally owned hot plates, broilers, toaster units, toasters, lava lamps, space heaters, halogen lamps, and room air conditioners are NOT permitted because of the possibility of power failures, overloaded electrical circuits, and fire hazards. Electrical appliances as well as all extension cords must be UL approved. Too many appliances attached to an extension cord may create a fire hazard. Heavy-duty extension cords are required for distances of more than six feet. A power strip is required when using more than two appliances at any wall receptacle.*

*Refrigerators, microwaves and other appliances acceptable to campus policies, but older than ten years, are prohibited in the residence halls.*

*Christmas Lights must be UL approved, fused, and in-line style.*

#### ***Building Decorations***

*Due to the increased fire hazards/risks that they present, hay, leaves, sticks, live Christmas trees, large posters, lava lamps, halogen lamps, artificial Christmas trees over 3 feet tall or other flammable items are not permitted*



anywhere in college buildings. The use of fire retardant decorations is desired in decorating residence halls and other buildings.

### ***Emergency Procedures***

*Because Residence Life staff has been trained in proper emergency procedures, residents and their guests must adhere to all directives given by any staff member. Failure to comply will result in disciplinary action.*

*Every year college and university students experience a growing number of fire-related emergencies. There are several causes for these fires; however most are due to a general lack of knowledge about fire safety and prevention. Cooking is the leading cause of fire injuries on college campuses, closely followed by careless smoking and arson. Students tampering with fire safety equipment may be fined in accordance with local, state, and federal ordinances.*

### ***THE CAUSE...***

*Many factors contribute to the problem of residence hall housing fires.*

- *Improper use of 911 notifications systems delays emergency response.*
- *Student apathy is prevalent. Many are unaware that fire is a risk or threat in the environment.*
- *Evacuation efforts are hindered since fire alarms are often ignored.*
- *Building evacuations are delayed due to lack of preparation and pre-planning.*
- *Vandalized and improperly maintained smoke alarms and fire alarm systems inhibit early detection of fires.*
- *Misuse of cooking appliances, over-loaded electrical circuits and extension cords increase the risk of fires.*

### ***YOUR RESPONSE...***

*When a fire alarm sounds:*

1. *Grab a towel or article of clothing to place over face.*
2. *Check the room door for heat.*
3. *Close room windows.*
4. *Leave room lights on.*
5. *Stay low to the floor and calmly proceed to the nearest exit.*
6. *Residence Life staff will check rooms to ensure everyone has evacuated.*

*ALWAYS, ALWAYS, ALWAYS take a fire alarm seriously. Your safety is dependent on your response during drills and/or in the actual event of a fire. Failure to evacuate may result in fines and or disciplinary action.*

## **EDUCATION AND TRAINING INFORMATION**

Resident students receive annual in-service training from Campus Safety during the first few weeks of school. Information related to policies, procedures, and evacuation is discussed. Residence Life Staff are responsible to supervise evacuation when a building alarm is activated.

Residence Life Staff receive annual in-service training from the Office of Campus Safety on fire safety topics including prevention, suppression, and response.

## **EVACUATION PROCEDURES**

Evacuation procedures are posted on all residence hall rooms (back side of door). The posting include evacuation routes, safe zone, alarm pull stations, fire extinguisher locations and assembly areas.



## FIRE SAFETY DATA

### RESIDENTIAL FIRE SAFETY SYSTEMS

LOCATION	FIRE ALARMS	ALARMS MONITORED	SPRINKLERS	SMOKE DETECTION	FIRE EXTINGUISHERS	EVACUATION PLANS POSTED	# OF DRILLS (ACAD. YR)
<b>RESIDENCE HALLS</b>							
Blankenship Apartments			X	X	X	X	2
Burritt/Dallas Hall	X	X		X	X	X	2
Holtwick Hall	X	X	X	X	X	X	2
Janssen Hall	X	X	X	X	X	X	2
Joy Hall	X	X	X	X	X	X	2
Kinney Hall	X	X	X	X	X	X	2
Mannoia Hall	X	X	X	X	X	X	2
Tenney Hall	X	X	X	X	X	X	2
West Oak Hall	X	X	X	X	X	X	2
<b>UPPER DIVISION HOUSES</b>							
Hite House				X	X		2
Hoiles House			X	X	X		2
McAllister House				X	X		2
Myers House				X	X		2
Stephens House				X	X		2
Tidball House			X	X	X		2
Young House				X	X		2

### REPORTED RESIDENTIAL FIRES/ALARMS

<b>YEAR 2010</b>									
LOCATION	# Alarms	# Fires	Location	Date	Time	Cause	Injuries	Deaths	Damage
<b>Residence Halls</b>									
Blankenship Apartments	0	0							
Burritt/Dallas Hall	5	3							
		a	2nd East Kitchen	8/10/2010	6:53PM	Cooking	0	0	0
		b	1st lounge Kitchen	10/14/2010	11:11PM	Cooking	0	0	0
		c	Room 203	10/19/2010	2:16AM	Cooking	0	0	0
Holtwick Hall	5	1							
		a	1st Kitchen	10/17/2010	4:11AM	Cooking	0	0	0
Janssen Hall	2	2							
		a	Room 012	2/21/2010	12:16AM	Cooking	0	0	0
		b	CRE Apartment	10/31/2010	6:55PM	Cooking	0	0	0
Joy Hall	0	0							
Kinney Hall	1	0							
Mannoia Hall	2	2							
		a	Room 102B	1/9/2010	11:45PM	Cooking	0	0	0
		b	Room 101	10/18/2010	2:40PM	Cooking	0	0	0
Tenney Hall	1	1							
		a	Basement Kitchen	11/7/2010	11:01PM	Cooking	0	0	0
West Oak Hall	0	0							
<b>Upper Division Houses</b>									
Hite House	0	0							
Hoiles House	0	0							
McAllister House	0	0							
Myers House	0	0							
Stephens House	0	0							
Tidball House	0	0							
Young House	0	0							
<b>TOTAL</b>	<b>16</b>	<b>9</b>					<b>0</b>	<b>0</b>	<b>0</b>



YEAR 2009									
LOCATION	# Alarms	# Fires	Location	Date	Time	Cause	Injuries	Deaths	Damage
<b>Residence Halls</b>									
Blankenship Apartments	0	0							
Burritt/Dallas Hall	3	2							
		a	Lounge	3/5/2009	1:00AM	Cooking	0	0	0
		b	Room 333	3/24/2009	8:15PM	Cooking	0	0	0
Holtwick Hall	2	1							
		a	Room 112	10/3/2009	10:51PM	Cooking	0	0	0
Janssen Hall	1	1							
		a	CRE Apartment	8/1/2009	9:24PM	Cooking	0	0	0
Joy Hall	4	1							
		a	1st Floor Bath	5/12/2009	2:45PM	Trash can fire	0	0	0
Kinney Hall	1	0							
Mannoia Hall	2	0							
Tenney Hall	0	0							
West Oak Hall	1	1							
		a	Room 103	4/3/2009	8:15PM	Cooking	0	0	0
<b>Upper Division Houses</b>									
Hite House	0	0							
Hoiles House	0	0							
McAllister House	0	0							
Myers House	0	0							
Stephens House	0	0							
Tidball House	0	0							
Young House	0	0							
<b>TOTAL</b>	<b>14</b>	<b>6</b>					<b>0</b>	<b>0</b>	<b>0</b>

For the purposes of these statistics, a fire is defined as:

*Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.*

#### FIRE SAFETY SYSTEM IMPROVEMENT PLAN

All residential buildings not currently equipped with automated sprinkler systems are anticipated to be equipped by 2013.



## CONCLUSION

Greenville College's Office of Campus Safety was created to support the College's educational goals by maintaining a safe and secure environment in which to explore diverse social, cultural and academic ideas and to pursue knowledge. In addition to discharging its specific duties and responsibilities, the Office of Campus Safety maintains a continuous and harmonious relationship with other law enforcement agencies and community leaders.

Developing a safe and secure environment in an academic institution is a partnership. Within the Greenville College community, the Office of Campus Safety is assigned the primary responsibility of identifying those programs, methods and tactics necessary to assist the entire College community in achieving a safe and secure environment. In order to maintain such an environment, the Office of Campus Safety encourages every member of the community to learn and demonstrate personal security habits at all times and to immediately report crimes or suspicious activity.

The Office of Campus Safety practices a community policing approach toward crime prevention. We encourage individuals to take initial responsibility for their own property and personal security, as well as their neighbors'. The Office of Campus Safety remains committed to facilitate this process with all of its available resources. Through a cooperative relationship with local law enforcement, Greenville College has effectively contributed toward a community-wide effort to fight criminal activity. The end result is a safe and secure environment in which to live, work and study.

Campus Safety hopes this report helps demonstrate that Greenville College is a place where students and their families can be confident of their safety and security. Campus Safety invites questions or comments about this report or its programs and services.