

LeMoyne-Owen COLLEGE

LEADERSHIP. OPPORTUNITY. CHANGE.



ANNUAL SECURITY AND FIRE SAFETY REPORT

2020

Campus Security Services

Campus Safety Tips



MESSAGE FROM THE PRESIDENT

Safety is a top priority and a responsibility shared by the entire LeMoyne-Owen College community. Leading these efforts is our Campus Safety Department that is comprised of highly-trained campus safety officers and administrative staff who proactively work to ensure the safety of our students, employees and visitors. The College offers free escort service from sunset to sunrise and free crime prevention programs on a wide range of personal safety topics. Details on our policies and procedures and resources are provided within this report. We hope that you find this information helpful. Thank you for joining us in our commitment to safety.

Dr. Carol Johnson Dean



Message from the Compliance & Campus Communication Director

Welcome to LeMoyne-Owen College. The college considers the safety of the students, college employees and guests a high priority. The Campus Safety Department is on duty 24-hours a day, 365 days per year, patrolling and responding to requests for service.

The men and women of Campus Security are committed to providing a safe environment conducive to living, learning, and working through crime awareness education, patrols, communications and security services. We strive to inform and support the College mission.

We do realize that no campus is free from crime; however we know that it will take the efforts of the entire college community to maintain a safe environment. We ask that all students, faculty and staff become active participants in crime prevention, by reporting suspicious activity, suspicious people and crimes that they observe immediately.

Jesse Chatman

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ANNUAL SECURITY REPORT

This Security Report is completed by the Department of Compliance & Campus Safety to be in compliance with the University Security Information Act and with the U.S. Student Right to Know & Campus Security Act. Each institution of higher education is required to annually publish specific data relating to the number and per capita rate of certain crimes that have occurred at the institution, and the security measures that are in place to reduce the risk of criminal victimization for members of the community. Additionally, this report addresses requirements of the Jeanne Clery Disclosure of Campus Security Act.

In compliance with these requirements, LeMoyne-Owen College is pleased to present the following information to all students, employees, and applicants to the College. The Campus Security Act requires Colleges and Universities to publish an annual report every year by October 1. This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by LeMoyne-Owen College and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes College policies concerning campus security, such as policies concerning sexual assault and many other matters. You can obtain a printed copy of this report by contacting the Compliance Office or an electronic copy by going to <https://www.loc.edu/campus-life/campus-safety/>

DEPARTMENT OF CAMPUS SAFETY



MISSION STATEMENT

The LeMoyne-Owen College Department of Campus Safety is strongly committed to working together in providing the safest educational environment for our students, faculty, staff and visitors. Our mission is to provide resources that promote personal safety, information sharing, training and community policing. We are committed to uphold the integrity of the organization, support local and state law enforcement agencies, improve the quality of life on campus, and assist other organizations in providing the safest educational environment for all members.

S A F E T Y

At LeMoyne-Owen College safety is a campus-wide effort uniting the work of many departments, to include the Department of Campus Safety & Compliance, Counseling Services, and Residence Life. Together these departments strive to maintain a safe environment for all students, faculty, staff, and visitors.

Department of Campus Safety: Security and Compliance

The Department of Campus Safety is responsible for security and safety on campus, the department employs 12 Non- Sworn Safety Officers, 1 Compliance Officer and support staff.

CAMPUS SAFETY AUTHORITY & TRAINING

Campus Safety Officers are Armed Non-Sworn Officers and are issued an armed license from the State of Tennessee. Campus Safety Officers must successfully complete the State of Tennessee Officer training requirements which include:

- Orientation.
- Legal powers and limitations of a security guard/officer.
- Emergency procedures.
- General duties.
- Additional training for weapons or other devices that are less than lethal he or she will use.
- An armed guard must complete eight additional hours in the classroom covering:
- Legal limitations on the use of a firearm:
 - Handling of a firearm
 - Safety and maintenance of firearms

40 hours of annual Campus Safety Training to be determined by the College which may include, patrol and investigation practices, firearms, first-aid and physical training. In-service training programs are also presented to update and enhance the professional skills of the officers.

The use of weapons, by Campus Safety personnel is governed by state law and by departmental regulation: members shall use their firearms only to protect their lives, or the life or another when there is a clear and immediate danger to life or to prevent grievous injury to themselves or another when a clear and present danger exists.

The Department of Campus Safety cooperates fully with local and state law enforcement agencies in cases, involving both on-campus, and off-campus jurisdictions, and when the resources of another agency can be used to facilitate the resolution of an investigation. In addition to these cooperative efforts, criminal incidents are reported to state and local police agencies by the Department of Campus Safety at such times and in, such forms as required by law. Students involved in incidents off campus will be assisted in any way possible by the appropriate campus agency. An ongoing dialogue is maintained between the department and local law enforcement agencies to disseminate information of pertinence to current investigations

Office of Residence Life:



The Office of Residence Life is located inside of the Saxon II Dormitory Building on the 1st Floor.

Through a combination of the latest technology, sound policies and highly trained staff, the College ensures the safety of its residents while still allowing for their independence. The Office of Residence Life employs two Full-time professionals, 1 Resident Life Director, 1 full-time Resident Manager and 5 Resident assistants

RESIDENCE LIFE STAFF - CONTINUOUS TRAINING

Regular in-service training and staff development programs are conducted throughout the year to enhance staff's knowledge. All other personnel are trained by the Resident Director of the building to which they are assigned at the start of their employment.

At the beginning of each academic term and any time that it is deemed necessary, staff meetings to review security enforcement, policies and procedures are held. These meetings are conducted in cooperation with the College Campus Safety Department and other law enforcement/public safety agencies.

SAFETY MEASURES IN THE RESIDENCE HALLS

• Security Devices

The main entrance to each residence hall is monitored by Campus Safety personnel daily. The main entrances are locked nightly from 10 p.m. until 6 a.m. All other entrances are locked. Cameras monitor the public areas of the residence halls. Alarms sensors are attached to all exterior doors. A public address system is in place to assist with evacuating during an emergency. The door of each student's room has a standard heavy duty entrance lock set, and the windows of each room have slide locks.

• Guest Visitation

Guests must be signed in by a resident of the Residence Hall they are visiting and must be escorted by their host at all times while in the building. All guests are required to leave proper identification with Campus Safety when they are signed in, and may reclaim their identification only when they are signed out at the end of their visit.

• Freshman Housing

Freshman housing assignments are based on roommate similarities determined by Residence Life Staff. Upper class assignments are based on interest groups, retention of previous room assignments, or random selection based on class standing. Following a few weeks of residence, a change of rooms may be requested through the Resident Director. The resident director may give consideration to the reasons given.

CAMPUS SECURITY SERVICES

CAMPUS PATROLS

Campus Safety Officers regularly patrol campus and adjacent streets by vehicle, bicycle and on foot. Campus Safety has two club cars and two bicycle units.

SAFETY ESCORT SERVICE

In order to ensure peace of mind when it is necessary to walk alone, any student, staff or faculty can request a personal safety escort from Campus Safety to or from his or her car, residence hall, academic building, or office from sunset to sunrise. To request a safety escort, dial 1464 from an on-campus phone or call 901.301.7340 from an off-campus phone or cell phone.

SECURITY CAMERAS

Campus Safety operates a number of 24-hour security surveillance cameras throughout campus to assist in crime prevention.

CARD ACCESS SYSTEM

A card access system is currently being used in some academic buildings on campus, residence halls as well as computer centers. It is designed to give access to authorized persons and to document the date and time the card was used as well as the location used.

EMERGENCY TELEPHONE SERVICE

The White & Blue Emergency Telephone is a stand-alone system. The system is designed so that when the single button is pushed, the unit will automatically and immediately contact Campus Safety. Immediately after establishing the phone connection with the Campus Safety, the communications device will send a signal to the Campus Safety indicating the location of the activated station. Once the system is activated, it allows you to have hands free communication directly with the Campus Safety. Emergency phones are located at the following areas:

- Rear of Bruce Hall Gym
- Rear of GOH Science Building
- Parking Lot of Residence Hall, Residence Hall Entrance

Visitor & Guest Arrangements

With the exception of certain events which are open to the general public and advertised as such, the College's facilities and programs are generally intended for the use and benefit of the students, and employees of the College. Visitors and guests seeking to utilize College facilities are expected to make prior arrangements with the appropriate College office, and their privilege to use these facilities is determined by the College regulations then in effect. Visitors and guests to the College residential facilities must be registered and escorted by their host while in the residence facilities.



CAMPUS SERVICES AND PROGRAMS

Counseling Center Services

The Counseling Center provides free and confidential counseling services to LeMoyne-Owen students. The Counseling is confidential, and may be short-term or long-term depending on the person's needs. Please contact the Counseling Center at 901.435.1738 & 901.435.1733 or visit the Counseling Center located south of the New Saxon Dormitory Parking Lot for more detailed information on the services they provide.

Prevention Programs

LeMoyne-Owen sponsors, organizes and presents a variety of drug and alcohol program services for students, faculty and staff. Please call 901.435.1738 for students and 901.435.1601 for faculty and staff.

Safety Tips

There are a number of simple and effective actions that everyone can take to minimize their risk of becoming a victim. These include:

- Don't walk alone at night and avoid short cuts in isolated areas.
- Stay away from isolated ATM locations.
- Have your keys ready as you approach your car or residence.
- If you suspect you are being followed, go to the nearest business and ask someone to call the police.
- Use the buddy system at parties or events. Avoid excessive use of alcohol.
- Always be aware of your surroundings and follow your gut instincts; if your intuition tells you that you are at risk, try to leave the situation quickly.

SAFETY AND PREVENTION PROGRAMS

The following are free program topics offered through Campus Safety at least once each academic semester.

Personal Safety and Self Protection

This program exposes crime risks that affect people daily lives, and simple action, that can minimize one's chances of becoming a victim. Topics surrounding self-protection and the use of protective devices are explored and a brief demonstration of basic non-lethal defensive tactics is offered.

Rape Awareness and Prevention

This program focuses on lifestyle choices that can reduce a person's chances of being sexually victimized. Information on resources available to assist a victim in the healing and recovery process is also offered.

Drug and Alcohol Awareness

This program addresses risks associated with the use of alcohol and other drugs. Lifestyle choices and available resources are discussed.

SAFETY

Compliant to the Clery Act the College must disclose the following policies and practices.

Reporting a Crime

MAIN CAMPUS

Members of the College community are urged to immediately notify the Department of Campus Safety of any criminal activity or other emergency that occurs on campus. The Department of Campus Safety personnel will respond quickly and initiate whatever action is necessary to resolve the emergency, including the activation of off-campus police, fire or medical agencies when appropriate. A special 24-hour emergency number (901.301.7340) has been designated and advertised throughout the campus community, in addition to 911.

CONFIDENTIAL CRIME REPORTING

To encourage the prompt reporting of all crimes, it is College policy to honor the requests of witnesses and victims who wish to keep their identity confidential. The purpose of an anonymous report is to take some steps to ensure the future safety of the reporting person and others while protecting her/his identity. The College can use such information to keep accurate records about the number of incidents, look for patterns concerning location or methods of operation, and alert the campus community to potential danger. If a victim wishes to file an anonymous report, they may contact those that are designated as "Campus Safety Officials" which include the Office of Student Services, Office of Residence Life, College Counseling Center, Office of Judicial Affairs, and Athletic Department. Confidential reports are to be given to the office of Campus Safety immediately to ensure proper reporting of crime statistics.

The College will not permit retaliation against anyone who, in good faith, brings a complaint of acts of aggression, harassment, or violence or serves as a witness in the investigation of a complaint of campus violence.

Timely Warning Notices

It is College policy to issue special notices in a timely manner to publicize violent crimes or perceived patterns of crime in a particular area to heighten awareness and help prevent reoccurrences. Campus-wide warnings may be issued using some or all of the following methods: e2 Campus, Mass Emails, and posting alerts on bulletin boards throughout campus. Alert notices are placed in particular buildings or areas that have been targets of criminal activity.

e2 Campus Emergency Alert

e2 Emergency Alert refers to a text messaging notification system that can be used to contact students and employees in the event of an emergency. This system will be utilized in addition to LeMoyne-Owen current emergency mass communication methods. Individuals must subscribe to the e2 Campus Emergency Alert system to receive an alert via the following methods:

Mobile devices -Text messages (SMS) Campus Emails, College Website:

To sign up for e2 Campus, go to www.loc.edu and click on the link at the top that says "e2campus"

Daily Crime Log

The Department of Compliance maintains a log of all criminal incidents reported to the Campus Safety Department. The daily crime log includes the date and time the incident occurred, the nature of the offense, the location of the offense and the disposition if available. The daily crime log is available for public inspection in the Compliance Office located in Brownlee Hall during normal business hours.

Public Record of Sex Offender

Information provided by the Memphis Police Department Cyber Alert under Section TN.T.C.A (40-39-203) Code, and the Tennessee Bureau of Investigation concerning registered sex offenders subject to community notification, may be obtained in the office of Compliance. http://www.tbi.state.tn.us/sex_ofender_reg.shtml

Firearms Policy

The use or possession of firearm, or other weapons by students, employees or visitors while on campus is not permitted. This includes individuals who possess a permit to lawfully carry a firearm. Failure to report the presence of illegal or unauthorized presence of firearms explosives, other weapons, or dangerous chemicals or use of any such item to an appropriate College official is a violation of the College standard and will result in disciplinary action.

Criminal History

It is the procedure of the College that all new employees must undergo a pre-employment screening process that has certain minimum elements and additional aspects depending on the nature of the duties involved. This procedure applies to all new hires as full-time administration and staff, non-faculty employed by the College. Students who hold full-time employment at the College must undergo the same prescreening process. The application for admission to College does request information concerning any previous, criminal convictions. The College recognizes its responsibility to ensure the safety of the campus community and will evaluate enrolled students' status in the event of their criminal conviction in public court.



Alcohol and Drug Policies

Alcohol Policy

All matters relating to alcohol are governed by the Tennessee Liquor Code. No person under 21 years of age is permitted to purchase, consume, transport or possess an alcoholic beverage. No student may keep or consume alcoholic beverages within their individual residence hall rooms, or at social functions on campus. All violations of the College alcohol policy will be subject to criminal prosecution as well as to College disciplinary sanctions. See the LeMoyne-Owen Student Handbook at <https://www.loc.edu/campus-life/>

Drug Policy

LeMoyne-Owen College Campus Safety will enforce state and federal laws concerning illegal drugs. Anyone who is reported for being in possession of using, selling, or manufacturing illegal drugs may be arrested and prosecuted. Students who are apprehended for the use or possession of illegal drugs, on or off campus, will be suspended from the College. Student's found guilty of the sale, distribution, and possession of unlawful drugs, on or off campus, will automatically and immediately be separated from the College. See the LeMoyne-Owen College Student Handbook at <https://www.loc.edu/campus-life/>

Sexual Assault Policy

The Sexual Assault Policy which serves to protect the right of each member of the College Community. All students are responsible for their own actions and are expected to maintain high standards of moral and ethical behavior as well as comply with local, state and federal laws. Sexual Assault is a violation of the Student Code; it involves physical contact of a sexual nature which is against one's will or without one's consent. See the LeMoyne-Owen Student Handbook at <https://www.loc.edu/campus-life/>

WHAT TO DO IF SOMEONE YOU KNOW IS SEXUALLY ASSAULTED

Get to a Safe Place - Following an assault, the primary concern is to get the victim to a safe place. Once there, the victim has several options to consider:

1. Contact the Campus Safety Department and Memphis Police Department - Sexual Assault is a crime and victims have the opportunity to press charges both on and off campus. If the assault happened on campus, the victim can contact Campus Safety at x1464. If it occurred off campus, she/he can contact Memphis Police at 911.
2. Call the College Counseling Center - Counselors offer support and can make appropriate referrals based on the needs of a victim. They are confidential, free and available 24 hours a day. Call 901-435-1738 to be put in touch with a counselor.
3. Contact someone trusted -Victims are encouraged to contact someone they trust such as close friend, family members, College Counseling Center.
4. Seek Medical Attention - All survivors of sexual assault are encouraged to seek medical attention immediately after the assault to ensure their physical well-being. Even if there is no external physical injury, survivors can be tested for sexually transmitted diseases, pregnancy and internal trauma. Preservation of physical evidence is important to the successful prosecution of offenders. In order to preserve such evidence, survivors should not shower, douche or change clothes or bedding before seeking medical attention. Also, if oral contact was made, survivors are asked not to brush their teeth, smoke or eat. Evidence can be collected at area hospitals, including the Rape Crisis Center.

REPORTING AN INCIDENT TO LEGAL AUTHORITIES

The purposes for reporting an incident are: to protect yourself and others from future victimization; to apprehend the assailant; to, in some way, seek justice for the wrong done to the victim. Victims have the option to report the incident immediately to LeMoyne-Owen Campus Safety at 901.301.7340.

Reporting an incident is different from choosing to prosecute. Filing a report does not obligate the victim to continue with legal proceedings or College disciplinary action. The victim can choose whether or not to participate in proceedings at any point in the process.

CHANGING LIVING ARRANGEMENTS

If necessary, and/or at the request of the victim, the living arrangements of the individual(s) involved may be changed, especially if the individual(s) involved are currently assigned to the same residence hall. If the victim wishes to be relocated, then she/he will be given that option. If the victim wishes to remain in her/his current assignment, then the alleged perpetrator will be reassigned to a different residence hall or temporarily suspended. The Resident Director or Dean of Students must be contacted to ensure that this procedure occurs. If necessary, and/or at the request of the victim, changes will be made in the academic environment to ensure the safety and well-being of the individual(s) involved. The professional staff member involved will be responsible for initiating these changes.

The College observes the Family Educational Rights and Privacy Act (FERPA) in regard to confidentiality and disclosure practices.

Effective Oct 01, 2014. The policies, procedures and information outlined herein supersede previous LeMoyne-Owen College policies, procedures and information on the same topics.

Dating violence also includes the following behaviors directed against a person one is dating or has dated: violence or threats of violence (even in the absence of bodily injury); incitement or provocation to violence; negligent or reckless use of physical force; conduct that may reasonably be expected to exploit or coerce another; restraint; prevention of another's ability to communicate or move freely by the use of threats, intimidation, abuse or physical force; violation of another's privacy; and unauthorized entry and, specifically, uninvited hostile presence in another's room or office.



Domestic Violence

Domestic violence includes attempting to cause or willfully or recklessly causing bodily injury to a family or household member, or willfully causing a family or household member to fear imminent serious bodily injury. “Household members” are those persons who, for any period of time, are living or have lived together, are sharing or have shared occupancy of a dwelling, and are engaged in or have engaged in a sexual relationship, or individuals who are dating or have dated. For purposes of the prohibitions in this LeMoyne-Owen College policy, “household members” do not include roommates in residential campus housing or individuals living in the same campus building (or who are living together off campus) where (a) the individuals have not had any dating relationship or sexual relationship or (b) neither of the individuals has expressed interest in or pursued a dating or sexual relationship with the other individual.

Domestic violence also includes the following behaviors directed against a family or household member: violence or threats of violence (even in the absence of bodily injury); incitement or provocation to violence; negligent or reckless use of physical force; conduct that may reasonably

be expected to exploit or coerce another; restraint; prevention of another's ability to communicate or move freely by the use of threats, intimidation, abuse or physical force; violation of another's privacy; and unauthorized entry and, specifically, uninvited hostile presence in another's room or office.



Dating Violence

Dating violence includes attempting to cause or willfully or recklessly causing bodily injury to a person one is dating or has dated, or willfully causing such person to fear imminent serious bodily injury. "Dating" is defined as a social relationship of a romantic and/or sexual nature. Factors to consider in determining whether a dating relationship exists or existed include:

- (a) the nature of the relationship;
- (b) the length of time the relationship has existed;
- (c) the frequency of the interaction between the parties; and
- (d) the length of time since the relationship ended, if applicable.

Dating violence also includes the following behaviors directed against a person one is dating or has dated: violence or threats of violence (even in the absence of bodily injury); incitement or provocation to violence; negligent or reckless use of physical force; conduct that may reasonably be expected to exploit or coerce another; restraint; prevention of another's ability to communicate or move freely by the use of threats, intimidation, abuse or physical force; violation of another's privacy; and unauthorized entry and, specifically, uninvited hostile presence in another's room or office.



Stalking

"Stalking" is defined as engaging in a course of conduct directed at a specific person who includes but is not limited to following, lying in wait, or harassment, when such conduct:

- (a) Serves no legitimate purpose; and
- (b) Would cause a reasonable person to fear for his or her physical safety or health or that of others, including fear of sexual conduct, unlawful restraint, bodily injury, or death; or would cause a reasonable person to suffer emotional distress.

"Course of conduct" is defined as a pattern of conduct composed of two or more acts over a period of time, however short, evidencing a continuity of purpose.

“Following” is defined as maintaining over a period of time a visual or physical proximity to another person.

“Lying in wait” means hiding or being concealed for the purpose of attacking, alarming, or harming another person.

“Harassment” includes but is not limited to verbal threats, written, telephonic, or other electronically communicated threats, vandalism, trespassing, surveillance, physical contact without consent, or other unwanted contact directed at a specific person, the person’s partner, or a member of the person’s family.

Examples of stalking behaviors or activities include, but are not limited to:

- Non-consensual communication, including face-to-face communication, telephone calls, voice messages, e-mails, text messages, written letters, gifts, or any other communications that are unwelcome.
- Use of online, electronic or digital technologies in connection with such communication, including but not limited to:
 - Posting of pictures or text in chat rooms or on websites
 - Sending unwanted/unsolicited e-mail or talk requests
 - Posting private or public messages on Internet sites, social networks, and/or school bulletin boards
 - Installing spyware on a person’s computer
 - Using Global Positioning Systems (GPS) or similar technology to monitor a person
 - Pursuing, following, waiting for, or showing up uninvited at or near a residence, workplace, classroom, or other places frequented by the person
 - Surveillance or other types of observation including staring or “peeping”
 - Trespassing
 - Vandalism
 - Non-consensual touching
 - Direct verbal or physical threats
 - Gathering information about an individual from friends, family, or co-workers
 - Accessing private information through unauthorized means
 - Threats to harm self or others
 - Defamation and/or lying to others about the person
 - Using a third party or parties to accomplish any of the above

Complainant

A complainant is usually an individual filing a complaint of a violation of LeMoyne-Owen College policies. In some cases (such as, e.g., cases in which a person involved in an incident of alleged sexual misconduct, domestic violence, dating violence, stalking, or related retaliation does not wish to participate in the process but LeMoyne-Owen College decides that the alleged misconduct needs to be investigated), LeMoyne-Owen College may pursue an investigation and adjudication under this policy without a designated complainant. In these cases LeMoyne-Owen College may extend the full rights of a complainant as defined in this policy to affected parties as deemed appropriate by the Judicial Affairs Officer, as applicable.

Respondent

A respondent is an individual whose alleged conduct is being investigated to determine if it is in violation of LeMoyne-Owen College policies.

Annual Disclosure of Crime Statistics

LeMoyne-Owen College – Memphis, TN

Crime statistics are obtained from criminal incidents reported to the Department of Campus Safety and those designated as campus security officials to whom incidents may be reported. Statistics are also received from the Memphis Police Department for inclusion in the "public property" section of the Clery Act reporting form. The statistics gathered from the aforementioned sources are then recorded by the Department of Campus Safety on the Tennessee Bureau of Investigation Uniform Crime Reporting Form and on the Clery Act Reporting Form. An annual report containing the crime statistics and policy statements is posted on the LeMoyne-Owen College Web site and hard copies are distributed by the Department of Compliance.

	Total Crimes Reported For		
	2017	2018	2019
Offense Type (Includes Attempts)			
Murder & Non-negligent Manslaughter	0	0	0
Manslaughter	0	0	0
Forcible Sex Offenses	0	2	0
Non-Forcible Sex Offenses	0	1	0
Robbery	0	0	0
Assault -Aggravated	0	0	0
Simple Assault- Intimidation	2	3	1
Burglary	1	0	0
Arson	0	0	0
Motor Vehicle Theft	0	0	0
Larceny Theft	2	2	0
Vandalism	1	0	0
Hate Crimes	0	0	0
Totals	6	8	1

Annual Disclosure of Crime Statistics

LeMoyne-Owen College – Memphis, TN

	2017		2018		2019	
Offense Type (Includes Attempts)	Resident	Other	Resident	Other	Resident	Other
Liquor Law Violations - Arrests	0	0	0	0	0	0
Liquor Law Violations – Referrals	0	0	0	0	0	0
Drug Law Violations - Arrests	0	0	0	0	0	0
Drug Law Violations - Referrals	0	0	0	0	0	0
Weapons Law Violations - Arrests	0	0	0	0	0	0
Weapons Law Violations - Referrals	0	0	0	0	0	0
Totals	0		0		0	

Total of 1 Group A Offenses & Total of 0 Group B Offenses= 1 Total Offenses

LeMoyne-Owen College Agency Report for 2019

Reported to T.B.I. (Tennessee Bureau of Investigations)

LeMoyne-Owen College 2019

2019 OFFENSE REPORT

GROUP A OFFENSES	Offense	Rate per	Cleared	% Cleared
Homicide Offenses (Total)	0	0.0	0	0.0
Murder	0	0.0	0	0.0
Negligent Manslaughter	0	0.0	0	0.0
Negligent Vehicular	0	0.0	0	0.0
Kidnapping/Abduction	0	0.0	0	0.0
Sex Offenses (Forcible) (Total)	0	0.0	0	0.0
Forcible Rape	0	0.0	0	0.0
Forcible Sodomy	0	0.0	0	0.0
Sexual Assault W/Object	0	0.0	0	0.0
Forcible Fondling	0	0.0	0	0.0
Robbery	0	0.0	0	0.0
Assault Offenses (Total)	0	0.0	0	0.0
Aggravated Assault	0	0.0	0	0.0
Simple Assault	1	1.1	0	0.0
Intimidation	0	0	0	0.0
Stalking	0	0	0	0.0
Arson	0	0.0	0	0.0
Extortion/Blackmail	0	0.0	0	0.0
Burglary	0	0.0	0	0.0
Larceny/Theft Offenses (Total)	0	0.0	0	0.0
Theft - Pocket-picking	0	0.0	0	0.0
Theft - Purse Snatching	0	0.0	0	0.0
Theft - Shoplifting	0	0.0	0	0.0
Theft From Building	0	0.0	0	0.0
Theft From Coin Machine	0	0.0	0	0.0
Theft From Motor Vehicle	0	0.0	0	0.0
Theft of Motor Vehicle Parts	0	0.0	0	0.0
Theft - All Other Larceny	0	0.0	0	0.0
Motor Vehicle Theft	0	0.0	0	0.0
Counterfeiting/Forgery	0	0.0	0	0.0
Fraud Offenses (Total)	0	0.0	0	0.0
Fraud - Computer	0	0.0	0	0.0
Fraud - Credit Card/ATM	0	0.0	0	0.0
Fraud - False Pretenses	0	0.0	0	0.0
Fraud - Identity Theft	0	0.0	0	0.0
Fraud - Impersonation	0	0.0	0	0.0
Fraud - Welfare	0	0.0	0	0.0
Fraud - Wire	0	0.0	0	0.0
Embezzlement	0	0.0	0	0.0
Stolen Property Offenses	0	0.0	0	0.0
Destruction/Damage/Vandalism	0	0.0	0	0.0
Drug/Narcotic Violations (Total)	0	0.0	0	0.0
Drug/Narcotic Violations	0	0.0	0	0.0
Drug/Narcotic Equipment	0	0.0	0	0.0

Total of 1 Group A Offenses & Total of 0 Group B
Offenses = 1 Total Offenses

GROUP A OFFENSES	Offense	Rate per 1,000	Cleared	% Cleared
Sex Offenses (Nonforcible) (Total)	0	0.0	0	0.0
Incest	0	0.0	0	0.0
Statutory Rape	0	0.0	0	0.0
Pornography/Obscene Material	0	0.0	0	0.0
Gambling Offenses (Total)	0	0.0	0	0.0
Gambling - Betting/Wagering	0	0.0	0	0.0
Gambling - Operating/Promoting	0	0.0	0	0.0
Gambling - Equipment Violations	0	0.0	0	0.0
Gambling - Sports Tampering	0	0.0	0	0.0
Prostitution Offenses (Total)	0	0.0	0	0.0
Prostitution	0	0.0	0	0.0
Prostitution Assisting/Promoting	0	0.0	0	0.0
Purchasing Prostitution	0	0.0	0	0.0
Human Trafficking Offenses (Total)	0	0.0	0	0.0
Commercial Sex Acts	0	0.0	0	0.0
Involuntary Servitude	0	0.0	0	0.0
Bribery	0	0.0	0	0.0
Weapon Law Violations	0	0.0	0	0.0
Animal Cruelty	0	0.0	0	0.0
GROUP B OFFENSES	Offenses	Rate per 1,000		
Bad Checks	0	0.0		
Curfew/Vagrancy	0	0.0		
Disorderly Conduct	0	0.0		
DUI	0	0.0		
Drunkenness	0	0.0		
Family-Non Violent	0	0.0		
Liquor Law Violations	0	0.0		
Peeping Tom	0	0.0		
Trespass	0	0.0		
All Other Offenses	0	0.0		
2018 Fall Term Campus Population				
Undergraduate Enrollment				654
Graduate Enrollment				0
Staff Personnel				75
Faculty Personnel				79
Security Personnel				12
Total Campus Population				820

Annual Fire Safety Report

The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to LeMoyne-Owen College for the year 2020.

General Statement of LeMoyne-Owen College Residence Halls

The Residence Halls at LeMoyne-Owen College (Saxon II) is covered with dual smoke detectors and fire extinguishers.

Residence Halls	Fire Detection Systems (Smoke, heat, Ion)	Fire Suppression System	Fire Extinguishers present	Redundant Monitoring System	Fire Drills Conducted Each Year
Saxon Dorm II (336) Beds Opened October 2013	Yes	Yes	Yes	Yes	2

Fire Safety Improvements and Upgrades

LeMoyne-Owen Facilities Management reviews the smoke alarms and the Compliance Office ensures that Fire Extinguisher safety inspections are completed in the Residence Halls annually and implements any upgrades, repairs, or revisions whenever issues are identified.

Residence Hall Fire Drills

Fire drills are held for each residence hall once per fall and Spring Semester and are mandatory supervised evacuations for fire. The drill is conducted by the Compliance Office in conjunction with Campus Safety, Facilities Management, and the Office of Residence Life.

Evacuation routes are posted at strategic locations throughout the residence halls to identify the closest egress route. Students who fail to leave the residence hall during a fire drill are subject to disciplinary procedures through the College's Judicial Counsel.

Fire Safety Policies

The Office of Residence Life permits students to use U.L. approved hot pots, popcorn makers, coffeemakers or microwave ovens. Items not permitted include, but are not limited to, electric frying pans, toasters, toaster ovens, sandwich makers, grills, hot plates, immersion coils or any other non-UL approved appliances.

Smoking is not permitted in any Residence Hall or within 25 feet of any entrance or air intake. No open flames are permitted, including burning of incense, candles, or potpourri.

Reporting a Fire

Students reporting a fire should contact the Department of Campus Safety at 901-301-7340 (campus phone X 1464). If the fire event is no longer a danger, the Resident Director or the Resident Staff should be contacted as soon as possible and the fire event reported to the Department of Campus Safety.

Fire Evacuation Procedures

The policy on building evacuation from Residence Hall is located in the Student Handbook under the Campus Safety appendix and is discussed with students when they move into the residence halls. In the case of fire, students are instructed to notify Campus Safety officials immediately and then evacuate the building.

The evacuation procedures are:

Remain calm

Turn off equipment and appliances

Check if your door is hot or has smoke around it. If so, stay in your room and wait for firefighters to evacuate you

Close, but do not lock, doors and windows

Proceed to the nearest exit. Use the stairs only

Report to your gathering point and check in with your Director of Residence Life.

Fire Safety Education and Training

Residence Life staff are trained on fire safety by Residence Life Management under the supervision of the Compliance Office and Campus Safety at the beginning of the Fall semester and as required in the Spring and Summer semesters. Hands-on fire extinguisher training is provided by the Compliance Office. Fire safety training is also available through the Compliance Office upon request.

Fire Log

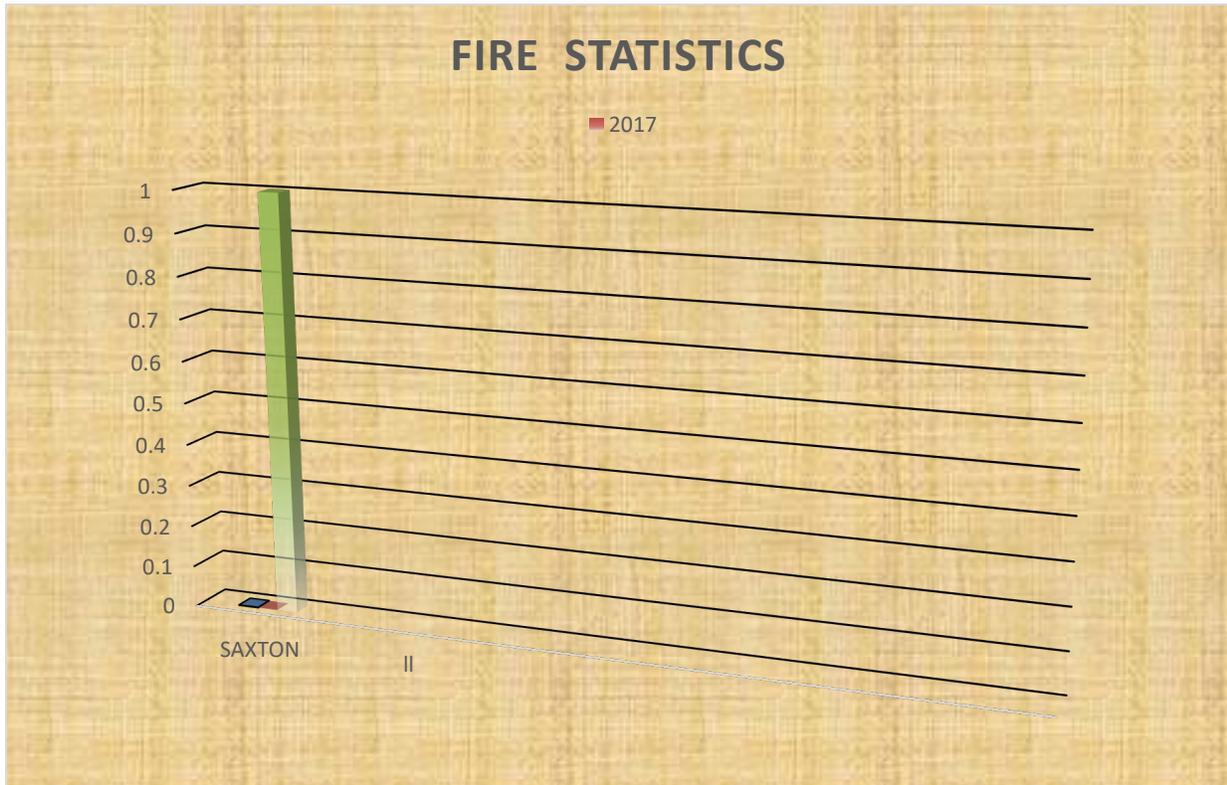
The LeMoyne-Owen Department of Campus Safety maintains a fire log/statistics that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire. Any entry to the log is required to be made within two business days of the receipt of the information. The fire log for the most recent 60 day period remains open for public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days after receipt of a request for public inspection.

Fire Safety Education and Training

Residence Life staff are trained on fire safety by Residence Life Management under the supervision of the Compliance Office and Campus Safety at the beginning of the Fall semester and as required in the Spring and Summer semesters. Hands-on fire extinguisher training is provided by the Compliance Office. Fire safety training is also available through the Compliance Office upon request.

LeMoyne-Owen Department of Campus Safety collects fire statistics of any fire that occurred in an on-campus Residence Halls.

FIRE STATISTICS 2017-2019



Zero fire incidents 2017-2019

Emergency Phone Numbers

LeMoyne-Owen Department of Campus Safety 901-301-7340

Memphis Police and Fire Emergency 911

Policy Statements

Reporting Criminal Incidents

Members of the College community are urged to notify the Department of Campus Safety or any Campus Security Official immediately of any criminal activity or other emergency that occurs on campus. Department of Campus Safety personnel will respond quickly and initiate whatever action is necessary to resolve the emergency, including the activation of off-campus police, fire or medical agencies when appropriate. (x 1464) 901.301.7340 has been designated and advertised throughout the campus community, in addition to the city's 911.

Confidential Crime Reporting

A victim or witness to a criminal offense may decide she/he does not want to pursue action or desires to keep their identity confidential. The person may want to consider having an anonymous report made. The purpose of an anonymous report is to take some steps to ensure the future safety of the reporting person and others while protecting her/his identity. The College can use such information to keep accurate records about the number of incidents, look for patterns concerning location or methods of operation, and alert the campus community to potential danger. If a victim wishes to file an anonymous report, they may contact the Compliance Office.

Victims may also report criminal offenses to:

- The Office of Student Services
- Office of Residence Life
- College Counseling Center
- Office of Judicial Affairs
- Athletic Department

The Offices will be responsible for communicating criminal offenses and/or incident immediately to Campus Safety.

Facilities

The College makes every effort to ensure that the campus facilities, buildings and grounds are designed and maintained in such a way as to promote safety and reduce criminal opportunity. Particular attention is paid to this concern in the design of landscaping, grounds keeping and exterior lighting. Emergency Telephones have been installed at various campus locations to give the user immediate communication with the Campus Police and indicating the location of the activated station.

Missing Student Protocol

1. Residence Life staff will immediately contact the Campus Safety Department and the Dean of Students when a student is reported missing.
2. When the Office of Residence Life is notified that a student may be missing, appropriate steps will be taken to locate the student. These steps include, but are not limited to:
 - Attempt to make contact with student via email, cell phone, and visit to room.
 - Seek information from roommate, floor-mates, and friends
 - Verify student meal plan use within last 24 hours.
 - Contact Academic Advisor to determine class attendance.
 - Contact coaches, Greek or other student activity advisors, etc., as appropriate.
3. Exchange information with Campus Safety regarding our respective investigations.
4. The Office of Residence Life will be responsible for notifying the appropriate emergency contacts within 24 hours as established above when a student is determined missing. The parents or guardians of students under the age of 18 and not emancipated will be notified.
5. The Campus Safety Department will be responsible for filing all related missing person reports with other agencies as may be required.
6. The Office of Residence Life staff will serve as support personnel when a student is determined missing and make appropriate contacts within the College. Offices to be notified include: Resident Director, Dean of Students for Student Life, Campus Safety, Dean and/or Academic Advisor, Public Affairs and any other offices relevant to the missing student.

Contact Us

Contact the Campus Safety Department 24 hours a day:

Emergencies

Call 901.301.7340

Non-emergencies

Call 901.435.1471

Compliance Officer 901.435.1478

Safety Escort Service

Purpose and Time

The Campus Safety Department provides a personal safety escort to all members of the LeMoyne-Owen Community from sunset to sunrise. The service is campus wide, to or from his or her vehicle, Residence Hall, Academic Building, or office. The Service is designed to enhance your safety and peace of mind if you must work after dark. It is intended to be primarily a walking service with mobile escort provided when determined to be appropriate.

Goal

The primary goal is to enable you to travel from one location to another with a greater sense of security

e2 CAMPUS EMERGENCY ALERT

e2 Emergency Alert refers to a text messaging notification system that can be used to contact students and employees in the event of an emergency. This system will be utilized in addition to LeMoyne-Owen current emergency mass communication methods. Individuals must subscribe to the e2 Campus Emergency Alert system to receive an alert via the following methods:

Mobile devices - Text messages (SMS)
Campus Emails, College Website

Situations which may require sending an e2Campus Alert:

- Imminent danger, including a major fire or shooting
- Imminent disaster, including an earthquake or flood
- Severe weather, including tornado warnings

Major interruptions of campus operations, such as snow closings



Text Messages

The e2Campus Alert text-messaging system has no advertising messages or spam. The messages will be brief, no more than 120 characters. Note: Check with your cell-service provider about possible fees when you receive these messages.

The text will state the nature of the emergency or disruption so you can take appropriate action.

Because these messages are sent through different cell providers, some people will receive them more quickly than others. You should be sure to inform other people when you receive an e2Campus Alert. Text messages also may be delayed by other traffic.

Testing

The e2Campus Alert System will be tested at least once a semester. You will receive a test of the e2Campus Alert System via email and text messages on your cell phone if selected by you.

Crime Prevention

Crime Prevention reduces the incidence of crimes against persons and property on the College campus through public education. In an effort to promote community awareness, it is the desire of the Department of Campus Safety to establish a working relationship with the College community. We hope to accomplish this through making public education programs available to students, faculty and staff. Any individual or group interested in attending or scheduling a program is invited to contact the Compliance Officer at 901.435.1465 or (x1465).

- Drug and Alcohol Abuse Awareness
- Traveling Alone Safety
- Street Smarts
- First Aid/CPR/AED
- Vacation Safety

Emergency Situations

Emergency:

An incident that threatens human life, health, or safety, or College property, including:

1. Natural disaster such as weather (tornado, flooding or snow) and biological (epidemic or pandemic)
2. Manmade disaster including fire, explosion, building collapse, hazardous material spill, shooting, terrorist act, riot or protest

Seek Shelter/Stay in Place:

Seek Shelter/Stay in Place is the first phase of building security. It will be initiated very early on in an emergency, once it has been determined that an emergency exists or there is a reasonable probability that a life-threatening emergency exists. Members of the LeMoyne-Owen community that may be affected by the emergency will be notified.

Generally, a notification will be initiated by the e2Campus. At this early phase, the Campus Safety Officers will alert individuals of potential danger; the individuals must rely upon their own common sense to evaluate their surroundings and circumstances and remove themselves from any danger they can immediately recognize by moving to an area of safety. When it is determined by Campus Safety that the building is safe, an “All Clear” e2Campus message will be sent.

Situations which may require individuals to Seek Shelter/Stay in Place:

- Severe weather
- Hazardous material release
- Suspicious intruder
- Hostage situation
- Other dangerous situations as determined by Campus Safety

Keep students in class or in their Residence Hall until Campus Safety give the all-clear signal.

Stay away from windows, doors and outside walls.

Authorities may not be able to provide information about what is happening immediately.

Account for everyone who arrives in the shelter.

Stay in the shelter location until you receive an all-clear message from Campus Safety.

In the event of severe weather:

Basements generally offer the best protection. Otherwise go into an interior room or hallway on the lowest floor possible. Basements are located in Brownlee Hall, Sweeney Hall and Steele Hall; Large Lower Level Hallways are located in GOH, Student Center and Bruce Hall.

In the event of an intruder:

Secure doors and seek concealment away from windows and doors. Turn off the lights and close the blinds if the room is so equipped. Refer to [Active Shooter Checklist](#) for more information.

Card Access Only:

When it has been determined that building security would require limiting access (usually to prevent entry by a non-affiliated person) into a building that is open at the time of the emergency, the building will be secured and restricted to card access only by previously authorized card access holders that may seek shelter inside. When it is determined by Campus Safety that the building and the area is safe, the building will be reopened based on normal hours.

Closing:

When an emergency exists, it may be determined that for the safety and security of individuals in an area, a building be secured (including card access doors) to deter entry by everyone, including those who have been previously authorized for card access.

The College community will be notified by the [e2Campus](#) System of any closing of a building during an emergency (other than for a fire/fire alarm where audible and visual alarms are universally recognized as an order to leave and stay out of a building). When it is determined by Campus Safety that the building and the area is safe, an “All Clear” [e2Campus](#) message will be sent and the building will be reopened based on normal hours.

Evacuation:

Evacuation is the phase of building security which involves the mandatory exiting and removal of all persons that are non-essential to rectifying or mitigating an emergency, from a building. An e2Campus Alert message will be issued when a building has been evacuated for any emergency, other than a fire or fire alarm. When it is determined by Campus Safety that the building and the area is safe, an “All Clear” [e2Campus](#) Alert message will be sent and the building will be reopened based on normal hours.

Emergency Communication Methods

In an emergency, notification will begin immediately and may use one or all of these methods:

- e 2Campus Alert
- Mass e-mail, and website
- Campus Hotline: x1465 from campus phone or 901.435.1465 (Recorded message regarding cancellations, delays, or emergency issues)
- Local/Regional radio, television
- “Bullhorn”: handheld PA devices

Campus Lock Down

Lockdown means that there is a possible threat or possible imminent danger to the campus. Security will go into an Emergency Response Mode and will begin to secure all campus buildings and gates. Faculty, staff and students, at that time, are requested to stay in whatever building, classroom, etc., until a clear from Security or Law Enforcement Officials is given. Lockdown situations will always be given through the e2Campus Text Messaging Alert System, Campus E-Mail, and through Campus Safety personnel.

Remember If You “SEE SOMETHING, SAY SOMETHING”



Please (BEE SAFE)!!

Campus Safety 24 Hours a Day 901.301.7340