

HOWARD UNIVERSITY 2018

# THE ANNUAL SECURITY REPORT & THE ANNUAL FIRE SAFETY REPORT

# THE TIME IS ALWAYS NOW

HOWARD UNIVERSITY SESQUICENTENNIAL 1867-2017

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# VISION STATEMENT

To provide a safe and secure environment so that Howard University can fulfill its commitment to educating its students for leadership and service to our nation and the global community.



# INTRODUCTION

Founded in 1867, Howard University is a private, research university that is comprised of 13 schools and colleges. Students pursue studies in more than 120 areas leading to undergraduate, graduate and professional degrees. The University has produced Rhodes Scholars, Truman Scholars, a Marshall Scholar, Fulbright Scholars, and Pickering Fellows. Howard University also produces more African-American Ph.D. recipients than any other university in the United States. Howard University remains committed to further enhancing its strategic positioning as one of the top research universities in the nation. For more information about Howard University, call 202-806-6100, or visit the University's Website at [www.howard.edu](http://www.howard.edu).

This Annual Security and Fire Safety Report contains valuable information for current and prospective members of Howard University. We encourage the University community to use it as a practical guide for their safety and security on and off campus.

# MESSAGE TO THE UNIVERSITY

The Howard Message University Department of Public Safety is responsible for maintaining the safety and security strategies for the university community. We solicit your support and active participation in our safety and security efforts. We further challenge you as members of this community to act in a security conscious and proactive manner to avoid jeopardizing your safety and the safety of others. Members of the Department of Public Safety fulfill their mission on a daily basis by engaging in Focused Law Enforcement, Systemic Prevention, Partnerships, and Collaboration. Our continuing safety initiatives include:

- A progressive, highly visible patrol force covering areas throughout the campus
- A robust mass notification system is known as "ALERT-HU"
- The HU Guardian Service, which is a free cell-phone based personal panic alarm system, which can also serve as a personal security monitoring device
- An expansive Emergency Blue Light system which covers many areas through out our campus
- Enhanced Technology
- Access Control and Video Surveillance, Predictive Analysis, and Problem Solving
- A Residence Hall Security initiative designed to secure the living quarters for our residential students
- A proactive Crime Prevention Program, designed to educate and inform all university personnel on the "best practices" to take to avoid becoming a victim of crime
- And a vibrant partnership with various student groups, our staff, faculty, D.C. Metropolitan Police Department (MPD), and other law enforcement partners

I hope that you find the Annual Security and the Fire Safety Report for 2018 to be informative and helpful. The safety and security policies disclosed in this report have been developed to create an environment supportive of education, research, and extracurricular activities. Preventing and reducing crime effectively in our community means that we need your help, support, and cooperation. If you have any questions or would like additional information about the crime statistics, safety and security policies administered at Howard University, visit [www.howard.edu/publicsafety/](http://www.howard.edu/publicsafety/), contact any of our officers on patrol or call (202) 806-1100 for assistance.

## P.R.A.I.S.E.

### Professionalism

We strive to enhance our knowledge, skills, and abilities to provide the highest standards of service to the university community

### Respect

We treat all members of the university community and the public at large with respect and dignity

### Accountability

We strive daily to meet expectations of those we serve and always accept responsibility for our actions as law enforcement professionals

### Integrity

Adhere to the core values of the Department and the professional law enforcement Code of Ethics

### Service

It is a great honor to serve the university community in our quest to fulfill our mission

### Ethics

To serve, safeguard, protect and respect the constitutional rights of everyone



**MARCUS LYLES**

Chief of Police Executive Director  
for Safety and Security

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## MISSION STATEMENT

The Department of Public Safety works in partnership with the University Community to enhance the safety and quality of life for students, faculty, staff, and visitors through effective law enforcement and proactive crime prevention efforts.

# THE ANNUAL SECURITY REPORT & THE ANNUAL FIRE SAFETY REPORT

The Howard University Department of Public Safety (HUDPS) prepares the Annual Security Report and the Annual Fire Safety Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report is posted on our website at <http://www.howard.edu/publicsafety/>. To request a hardcopy of the report, please visit the HU-DPS Headquarters at 2244 10th Street, NW, Second Floor, Washington, D.C. 20059, or call 202-806-1132.

It is the policy of Howard University Department of Public Safety to work towards fostering a safe and secure environment on our campuses for current and prospective students, faculty, staff, and visitors. The policies disclosed in this report focus on where to report crimes and other emergencies occurring on or off campus; security of and access to campus facilities; crime prevention information; and a variety of other relevant policies.

The sworn members of HUDPS work internally with many of the University's offices and departments and externally with outside agencies to gather and report the information contained herein. HUDPS is responsible for preparing and ensuring that this information is accessible to members throughout the University community. The Annual Security Report and Annual Fire Safety Report is published each year by October 1st for the general public's viewing. The campus community is notified of the availability of the Report.

The security portion of the report provides statistics regarding crimes that occurred on and around Howard University's main campus and its separate campuses covering a three-year period. The crime statistics are compiled from reported incidents that occurred on our campuses; public areas immediately adjacent to and located within the confines of campus; and non-campus facilities owned or controlled by the University that are not reasonably contiguous to the University's campuses. The data is collected from reports taken by campus police, security officers, local law enforcement officers, and University officials who have significant responsibility for student and campus activities, identified as Campus Security Authorities (CSAs).

Where not specifically noted, the safety and security policies included in this report apply to all University campuses, such as the issuance of "timely warning" notices. These notices are initiated for crimes that pose an ongoing threat to our students, faculty, and staff occurring on or within proximity of the University campuses. Policies, prevention and awareness information about sexual assault, stalking, domestic and dating violence, as well as alcohol and drugs are included in this report and apply across all University campuses.

The "Fire Safety" portion of the report contains fire safety policies including fire safety education and inspections and the University's smoking policy, and outlines the fire safety practices such as mandatory fire drills, reporting fires, and other emergencies. The report also includes statistics regarding the number of fire-related incidents that have occurred in Howard University residence halls.

# PREPARATION: THE ANNUAL SECURITY & FIRE SAFETY REPORTS

## COLLECTING AND COMPILING CRIME STATISTICS

HUDPS is responsible for gathering policy statements that reflect our security policies, procedures, and practices. Additionally, HUDPS collects and compiles crime, arrest, and referral statistics and discloses the information to the Howard University community via the Annual Security and Fire Safety Report. Crime, arrest, and referral data is retrieved from reports generated from the University community of incidents that occur on campus, public property adjacent to the University, and property owned or controlled by the University. The statistical data contained in this report is compiled by HUDPS from incidents reported to HUDPS, University Campus Security Authorities (CSA) and local law enforcement agencies with concurrent jurisdiction to the University.

The crime data is examined to ensure that reported crimes are classified by the crime definitions outlined in the FBI Uniform Crime Reporting Handbook, Hate Crime Data Collection Guidelines, and the National Incident -Based Reporting System. Reported incidents received from Campus Security Authorities (CSAs) are submitted to the Clery Compliance and Accreditation Officer or the Chief of Investigations for classification. The Crime Analysis Section collects and compiles the statistics. Also, crime statistics are requested from local law enforcement agencies with jurisdiction over property owned or controlled by Howard University. The Clery Act Compliance and Accreditation Officer coordinates and prepares the report and ensures that an announcement is made that the Annual Security and Fire Safety Report has been uploaded to the HUDPS website and is publicly available. Listed below are the geographic locations identified by Howard for collecting crime statistics for this report:

**Howard University Main Campus** – located within the Metropolitan Police Department’s Third District, Patrol Service Area (PSA 306), in the northwest quadrant of the District of Columbia. The Main Campus includes Howard University Hospital.

**Howard University West Campus** – Law School Campus is located within the Metropolitan Police Department’s Second District, Patrol Service Area (PSA 203), in the northwest quadrant of the District of Columbia.

**Howard University East Campus** – School of Divinity Campus located in the Metropolitan Police Department’s Fifth District, Patrol Service Area (PSA 504), in the northeast quadrant of the District of Columbia. In 2015, the School of Divinity was relocated to the west campus.

**Howard University North Campus** – located in the Beltsville District, Prince Georges County Police Department’s located in Beltsville, Maryland.



# HOWARD UNIVERSITY DEPARTMENT OF PUBLIC SAFETY



The Howard University Department of Public Safety (HUDPS) is the primary agency responsible for the safety and security of the students, faculty, staff, and visitors to the University. HUDPS provides a full range of security services to the campus community and is operational 24-hours, 7-days a week. The Department's Headquarters is located on the 2nd Floor of 2244 10th Street, NW, Washington, DC 20059; the

24-hour contact telephone number is 202-806-1100. HUDPS maintains a web site that provides access to the most current Annual Security Report and the Annual Fire Safety Report, Emergency Response Handbook, and Emergency Communication Services to include a variety of statistical, safety and security tip information: <http://www.howard.edu/publicsafety/>.

The organization of HUDPS consists of the Chief of Police/Executive Director of Safety and Security; three (3) bureaus: Patrol Services Bureau, Support Services Bureau, the Howard University Hospital Bureau; and the Office of Environmental Health and Safety. The Department is comprised of armed Special Police Officers (SPOs), unarmed Security Officers, and contract Security Officers whose duties are to augment services provided by HUDPS. The Special Police Officers are commissioned and licensed by the Washington, DC, Metropolitan Police Department's, Security Officers Management Branch (SOMB) giving them the authority to enforce local and federal laws and make arrests.

HUDPS is guided by a General Orders Manual, Special Orders, and University-wide policies and procedures. HUDPS provides security services throughout Howard University campuses; at Howard University Hospital; the Cancer Center and Employee Health locations. HUDPS maintains a close and professional working relationship with the Metropolitan Police Department (MPD) and regional university police departments. These partnerships allow for open lines of communication among the agencies and collaboration in crime prevention efforts and strategies.

## UNIVERSITY-WIDE POLICY STATEMENTS REPORTING CRIMES OR OTHER EMERGENCIES

The University strongly encourages students, faculty, and staff to accurately and promptly report all crimes to their respective campus security offices and the appropriate law enforcement agencies. Prompt, accurate crime reports facilitate successful investigations and enforcement, aid in prevention efforts, such as the issuance of timely warnings and disclosure of crime statistics in this Report, and educate the University community. Crimes should be reported when the victim elects to do so or is unable to make a report.



## JURISDICTION AND CONTACTING LOCAL LAW ENFORCEMENT



The Metropolitan Police Department (MPD) has enforcement authority in the District of Columbia and has concurrent jurisdiction with Howard University campuses (except for the North Campus). However, in the case of major crimes, such as homicides and sexual assaults, the local law enforcement agency would be the lead agency that conducts the criminal investigation. HUDPS has entered into Memoranda of Understanding (MOUs) with the Metropolitan Police Department to coordinate crime prevention and investigative efforts of both agencies.

Based on these MOUs, the local law enforcement agency may lead or assist with investigating crime incidents that occur on and off-campus and will be contacted at the request of a victim. Members of HUDPS and Campus Security Authorities will assist any victim who

wants to file a criminal report with the local law enforcement agency, but the victim retains the right to file the a criminal report and/or seek prosecution at any time.

## OFF-CAMPUS INCIDENTS

In the District of Columbia, the Metropolitan Police Department handles off-campus reported incidents. For the North Campus located in Beltsville, MD, the Prince Georges County Police Department is the primary law enforcement agency. These agencies may notify HUDPS about incidents that occur on and adjacent to the University properties, as well as incidents involving University students who reside off-campus. The Office of Off-Campus Housing and Community Engagement (OCHCE), located at 2401 Fourth Street, NW, Lower Level, seeks to enhance off-campus living with rewarding, experiential learning and growth experiences reflective of the University's core values of truth, excellence, leadership, and service. OCHCE provides:

- Liaison accountability for students who reside off campus
- An off-campus housing inventory for students, faculty, and staff choosing to live in the Washington Metropolitan area, and informational materials, such as community living tips and safety information
- Community educational support
- Community/student liaison support and conflict resolution support

Upon receiving information involving a member of the University community, HUDPS may take a report to document the incident and the circumstances for the notification. If a member of the University is a victim of a crime, upon request, HUDPS will assist the local law enforcement agency with investigative matters. For incidents involving conduct that violates University policy, the information will be forwarded to the appropriate University official for appropriate action.



# REPORTING CRIMES AND EMERGENCIES

## "Reporting Crime and Other Emergencies on the Campuses of Howard University"

### Howard University Department of Public Safety (HUDPS)

Students, faculty, staff, and visitors are encouraged to report criminal incidents and other emergencies promptly. For police services, call HUDPS Security Operations Communications Center (SOCC) on (202) 806-1100. To report a crime or incident, contact the SOCC to have an officer dispatched to your location; or speak with a Campus Security Authority (CSA) or a designated University official, such as department administrators, directors, and staff members who have the authority to take crime report information. Members of the HUDPS and Campus Security Authorities will assist any victim who wants to file a criminal report with the local law enforcement agency, but the victim retains the right to file the a criminal report and/or seek prosecution at any time.

### Emergency "Blue Light Phones"

The University has installed emergency Blue Light Phones, which are placed strategically throughout our campuses. These phones can be found outside of residence hall complexes, parking lots, and administration buildings. These phones may be used when immediate police assistance is needed. Pressing the red button on the Blue Light Phone, a user can communicate directly with a dispatcher at the SOCC. The location of the phone will be digitally displayed to the police dispatcher, indicating the user's location and where to dispatch an officer to provide assistance.

### Metropolitan Police Department (MPD)

The Metropolitan Police Department (MPD) has enforcement authority in the District of Columbia and has concurrent jurisdiction with Howard University's Main and West Campus located in the Northwestern quadrant, and the East Campus located in the Northeast quadrant, of the city. Members of the University community have the right to report crimes and emergencies to the Metropolitan Police Department by dialing 911 or 311 for non-emergencies. When crimes occur on-campus, or off-campus but near to campus, MPD will usually notify HUDPS to inform HUDPS of the situation, even though there is no official policy requiring the notification. MPD is the agency that leads homicide and sexual assault investigations.

### The Prince Georges County Police Department (PGCPD)

The Prince Georges County Police Department (PGCPD) has enforcement authority in the Prince Georges County and has concurrent jurisdiction with Howard University's North Campus, located in Beltsville, MD. Members of the North Campus community should report crimes and emergencies to the PGCPD by dialing 911 or 311 for non-emergencies.

If anyone has information about crimes or emergencies on or off campus, please immediately contact one of the listed agencies.

### MAIN—WEST—EAST CAMPUSES

#### HUDPS On-Campus Numbers

Emergency.....(202) 806-7777  
Non-Emergency.....(202) 806-1100  
HUH Public Safety.....(202) 865-1103

#### MPD Off Campus Numbers

Emergency.....911  
Non-Emergency.....311  
Non-Emergency.....(202) 265-9100

### NORTH CAMPUS BELTSVILLE, MD

#### HUDPS On-Campus Numbers

Emergency.....(202) 806-7777  
Non-Emergency.....(202) 806-1100

#### PGCPD Off Campus Numbers

Emergency.....911  
Non-Emergency.....311  
Non-Emergency.....(301) 352-1200

**IF YOU  
SEE  
SOMETHING,  
SAY  
SOMETHING**

# HU CAMPUS SECURITY AUTHORITIES CONTACT

Campus Security Authorities (CSAs) are administrators, directors, and staff members, not a part of HUDPS, identified as having a significant responsibility for student and campus activities. CSAs include, but are not limited to, those responsible for student housing, disciplinary, and campus judicial proceedings. The below listed Campus Security Authorities (CSA) are obligated to report a crime or other emergency to the department of public safety or local police and forward the appropriate complaints to the Title IX Coordinator.

## **Office of Vice President for Student Affairs**

**Kenneth M. Holmes**, M.A., Vice President  
Kennth.holmes@howard.edu

**Dr. Elaine Bourne-Heath**, Dean of Special Student Services/Judicial  
eheath@howard.edu

**Mr. Benn Johnson**  
Student Conduct Coordinator  
Benjamin.johnson1@howard.edu  
(202) 238-2420

**Ms. Katherine Outlaw**, Director, Student Life and Activities Coordinator, Greek Affairs,  
katherine.outlaw@howard.edu  
(202) 806-5990

**Dr. Valarie Turner**, Director, Office of Campus Housing & Community Engagement  
vturner@howard.edu  
(202) 806-9216

**Corvias Campus Living**  
**Evan Allen**, Community Management Director  
evan.allen@corvias.com  
(877) 620-4480

**Graduate School**  
**Dr. Gary L. Harris**, Dean of Graduate School  
gharris@howard.edu

**Dr. Constance Ellison**, Senior Associate Dean for Graduate Studies  
cellison@howard.edu  
(202) 806-7636

## **Interpersonal Violence Prevention Program**

**Akosoa McFadgion**, PhD, MSW, MS  
Amcfadgion@howard.edu  
(202) 806-7647

## **Title IX**

**Candi Smiley**, Esq., Coordinator  
candi.smiley@howard.edu

**Angie Logan-Pope**  
angie.loganpope@Howard.edu

**Caitlin G. Myron**  
caitlin.myron@Howard.edu  
(202) 806-2573

## **Employee Relations**

**Mr. Charles Pugh**  
charles.pugh@howard.edu  
(202) 806-1280

## **Campus Apartments LLC**

**Josh Jones**  
jojones@campusapts.com  
(267) 584-0394

## **Athletics**

**Kery Davis**, Director  
kery.davis@howard.edu  
(202)806-4363

# REPORTING PROCEDURES

Members of the University community are encouraged to report crimes accurately and promptly to HUDPS. Also, incidents involving sexual assault, dating violence, domestic violence, and stalking can be reported to the Title IX Office and/or the Interpersonal Violence Prevention Program. Those who are witnesses and bystanders of any criminal incident should promptly report the incident to HUDPS or local law enforcement, especially when a survivor of crime is unable to report it for him/herself. Relevant information includes:

1. A physical description, his/her identity, and location of the suspect/s, if known.
2. What happened and had the survivor sought medical attention?
3. Was there any use of force and threats?
4. For incidents involving domestic/dating violence or stalking incidents, pictures showing physical abuse and text messages, as well as statements, from survivors and witnesses, may serve as evidence that an alleged crime occurred and can be crucial in a university and court investigations and hearings.
5. For incidents involving sexual assault, survivors are reminded not to shower, bathe or remove anything that could be preserved for DNA samples and as evidence in an investigation. Pictures and text messages, as well as statements from survivors and witnesses, may serve as supporting proof that an alleged crime occurred and may be crucial in a university and court hearing.



The investigating officer will provide aid to survivors by ensuring they receive medical assistance and advise the survivor about available on-campus resources. This information can be found in policies under the Office of the Secretary (Policy Section), University Interpersonal Violence Prevention Program (IVPP) websites, and the Student Handbook. However, when cases involve survivors of certain types of assaults, it is his/her decision whether to file a formal complaint with law enforcement authorities.

The University's Interpersonal Violence Prevention Program (IVPP) serves as the on-campus advocate, and the University Counseling Service (UCS) provides counseling and support to survivors. Among these departments, students and employees can seek assistance in notifying law enforcement and referrals to local community agencies, upon request.

Note that talking with a UCS counselor, or IVPP advocate does not constitute filing a report or a formal complaint. Any conversations between the survivor and counselor or advocate are private and confidential and cannot be disclosed without express permission from the survivor. However, cases where a person may be a danger to themselves or someone else, counselors and advocates are required to report such incidents to authorities.

## REPORTING VOLUNTARY/CONFIDENTIAL

Victims who want to file a report of a crime, but do not want to pursue any further action within the University or criminal justice system are asked to consider filing a confidential report. You may file with a designee of the Chief of Police/Executive Director for Safety and Security. The purpose of a confidential report is to provide HUDPS with the details of the crime or incident while maintaining the reporting person's confidentiality. Then, HUDPS can take appropriate steps to alert and protect the University community.

The privacy of all parties will be maintained to the greatest extent possible while at the same time allowing the University to respond promptly and ensure that the University community is a safe environment. If the victim decides not to file a formal complaint, the incident will be documented to comply with University officials reporting requirements to include the occurrence in an annual report that discloses campus crime statistics. This statistical report does not include any identifying information about the survivor to keep his/her identity confidential.

## PASTORAL AND PROFESSIONAL COUNSELING

Under the Clery Act, Campus "Pastoral Counselors" and "Professional Counselors" are not "Campus Security Authorities." This exemption is intended to protect the counselor-client relationship. However, even the legally recognized privileges acknowledge some exemptions, and there may be situations in which counselors are in fact under a legal obligation to report a crime. Victims who want to report an incident anonymously or confidentially may reach out to a Pastoral or Professional Counselor:

### UNIVERSITY COUNSELING CENTER (STUDENTS)

**Location:** 6th and Bryant Streets NW, Washington, DC 20059

**Main phone number:** (202) 806-6870

**Hours of Operation:** 8:00 AM to 6:00 PM

**Walk-in intake hours:**

M-W-TH-F 10:00 AM to 4:00 PM

Tu 2:00 PM – 5:00 PM

**Crisis Hotline:** 24 hours/ 7 Days a Week  
(202) 345-6709

### OFFICE OF THE DEAN OF THE CHAPEL PASTORAL CARE AND SPIRITUAL DIRECTION

**Main phone number:** (202) 806-7280

**Hours of Operation:** 8:30 AM to 5 PM  
Monday – Friday or by appointment  
After hours chapel@howard.edu

### HOWARD UNIVERSITY EMPLOYEE ASSISTANCE PROGRAM (EAP) (EMPLOYEES)

**Location:** Department of Human Resources  
2244 10th Street NW, Room 413

**Contact:** (202) 806-1280

**Contact:** MetLife 1-844-763-8543

**Online:** [www.metlife.com](http://www.metlife.com)

### HOWARD UNIVERSITY HOSPITAL EMPLOYEE ASSISTANCE PROGRAM (EAP) (EMPLOYEES)

**Location:** Department of Human Resources  
2014 Georgia Avenue NW

**Contact:** (202) 865-2760

**Contact:** MetLife at 1-844-763-8543

**Online:** [www.metlifeeap.com](http://www.metlifeeap.com)

**Note:** Available 24/7/365 to provide confidential resources and referrals to support members everyday needs.

# “TIMELY WARNINGS” NOTIFICATIONS

Students, faculty, staff, and visitors are encouraged to immediately report all crimes and emergencies to HUDPS that will help aid in the prevention of similar crimes that pose an ongoing threat to the campus community.

The intent of warnings sent to students, faculty, and staff is to alert them to take the necessary precautions to protect themselves in case of violent crimes occurring on campus. Also, timely warnings may be issued when patterns of crime are committed against property. A timely warning is generally distributed through the Alert-HU e-mail system and/or text message notification from HUDPS. Timely warnings are issued by a designated HUDPS official. An alert is sent when the below-listed offenses are reported and are considered by HUDPS to present a serious and continuing threat to the university community or when crime patterns exist within geographic locations defined in the Clery Act.



## CRIMES AGAINST PERSONS OR PROPERTY

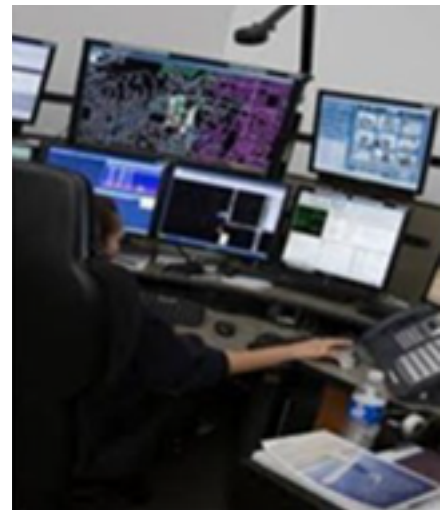
- Murder and Non-Negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson

Note, the decision whether to issue a timely warning is made on a case-by-case basis in light of all the facts surrounding a reported crime, including factors such as the nature of the crime, whether the crime poses a continuing danger to the campus community, and the potential impact an alert may have on a on-going law enforcement investigations or operations.

Alert-HU, a University-wide system developed by Rave Wireless, a well-respected leader in mobile safety. The intent is to improve the existing emergency notification program which allows the University to send time-sensitive notifications via voice, e-mail and text messaging.

In case of an emergency on or near campus, the following will be sent out immediately:

- An **e-mail** notification to the e-mail address you provided;
- A **text message** to the mobile phone you provided;
- In some cases, a **voice message** to the phone numbers you provided





# CAMPUS SECURITY MAINTENANCE AND ACCESS TO FACILITIES

Students, faculty, staff, and visitors are encouraged to immediately report all crimes. It is the policy of Howard University Department of Public Safety to work towards fostering a safe and secure environment on our campuses for current and prospective students, faculty, staff, and visitors. The following policies regarding security, access to campus facilities, maintenance, and reporting crimes apply to the designated University campuses.

## HOWARD UNIVERSITY MAIN CAMPUS



### ACCESS TO CAMPUS FACILITIES

The general community has access to the grounds of Howard University. With an open campus environment, HUDPS must impose certain restraints to ensure reasonable protection of all members and those affiliated with the University community. Most campus facilities are open during normal business hours. However, security posts and an automated card access control system are in place and restrict public access to residence halls, and some academic and administrative buildings. Individuals who need access to University buildings or properties that are controlled-access during regular or non-business hours should make pre-arranged plans with contacting the appropriate department administrator or the Howard University Department of Public Safety for access. University members with questions about the access restrictions should contact their department supervisor, building coordinator, or the HUDPS Security Operations Communications Center (SOCC).

HUDPS officers assigned to Howard University Hospital are posted at strategic locations throughout the facility. Hospital staff and volunteers are required to wear an identification badge with his/her photograph, name and department printed on it. Patients and visitors must stop at the appropriate entrance and obtain a pass and may be asked to sign in. If you need security assistance, please tell your nurse or any other staff member. The Security Department operates 24 hours a day, seven days a week. We also have a full fire alarm system throughout the hospital that alerts security control to smoke or fire. Surveillance cameras are focused on areas such as parking lots and entrances.

All hospital employees are issued identification badges, which they are required to wear during their working day. Passes are issued to visitors to establish their identity. All security personnel are trained to be helpful and tactful, yet firm in implementing the established security procedures.

## SECURITY MAINTAINACE OF CAMPUS

The Department of Public Safety and representatives from the Physical Facilities Management-Thompson Facilities continuously conduct surveys and checks of the University properties for deficiencies. For example, checking areas throughout the campuses where exterior and interior lights may be needed for better illumination; checking doors with automatic locking mechanisms to ensure each is operating properly; and maintaining the landscape. If deficiencies are found, University community members are instructed to submit a service request to the Physical Facilities Management for repairs. To report building or ground deficiencies, please contact the Work Control Call Center, Physical Facilities Management Thompson Facilities (202) 806-1000 for work requests.



**Please access the link <http://www.howard.edu/publicsafety/> to review the full text of The Annual Security Report and The Fire Safety Report that contains he Main Campus security safety information.**

**The report is compiled and distributed annually in compliance with the Clery Act. The publication discloses crime statistics and statements of security policy specific to the Main Campus. Annually, before October 1st, current Main Campus students and employees are sent an email message providing them with a link to this report and notification that the current edition is available and the publication has been posted on the Howard University Department of Public Safety website. Copies may be printed from the website or obtained from the HU DPS Headquarters, 2244 10th Street, NW, Washington, DC, contact (202) 806-1102.**

# HOWARD UNIVERSITY WEST CAMPUS



The West Campus serves as the location that houses both Howard University's School of Law and the School of Divinity. The West Campus occupies a 22-acre parcel of land at 2900 Van Ness Street, NW Washington, D.C., which is approximately five miles from the Main Campus. There is no student housing on the West Campus.

The School of Law operates in two main buildings: Houston Hall, named after the famous civil rights lawyer and strategist Charles Hamilton Houston, is the main academic and administrative building. Notre Dame Hall houses the Career Services Office, the Clinical Law Center, and the offices for major student organizations, including the Howard Law Journal, the national and international moot court teams, the Student Bar Association, and a student newspaper titled The New Barrister.

The School of Divinity occupies Holy Cross Hall on the West Campus and its library location is on the 4th floor of the School of Law Library.

**Please access the link <http://www.howard.edu/publicsafety/> to review the full text of The Annual Security Report and The Fire Safety Report that contains the West Campus security and safety information.**

**The report is compiled and distributed annually in compliance with the Clery Act. The publication discloses crime statistics and statements of security policy specific to the West Campus. Annually, before October 1st, current West Campus students and employees are sent an email message providing them with a link to this report and notification that the current edition is available and the publication has been posted on the Howard University Department of Public Safety website. Copies may be printed from the website or obtained from the HU DPS Headquarters, 2244 10th Street, NW, Washington, DC, contact (202) 806-1102.**

## REPORTING PROCEDURES

Policies and procedures for reporting crimes and emergencies on the West Campus are essentially the same as the Main campus. An HUDPS officer is assigned to the campus who is available to enforce the law and take police reports.

Contract security officers are also assigned to the campus whose responsibilities include monitoring and controlling access to selected buildings and assisting members of the campus community with reporting crimes and emergencies to the proper authorities.

#### **Howard University Department of Public Safety**

Emergency (202) 806-7777	Non-Emergency (202) 806-1100
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#### **Metropolitan Police Departments**

Emergency 911	Non-Emergency 311 or (202) 265-9100
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The below listed Campus Security Authorities (CSA) on the West Campus are obligated to report a crime or other emergency to the department of public safety or local police and forward the appropriate complaints to the Title IX Coordinator.

#### **Student Affairs, School of Law**

(202) 806-8006

**Adrienne Packard**, Director of Student Affairs  
adrienne.packard@law.howard.edu

#### **Student Affairs, School of Divinity**

(202) 806-0718

**Ms. Claretta McDaniel**, Asst. Dean Student Affairs.  
c\_mcdaniel@howard.edu

#### **Interpersonal Violence Prevention Program**

(202) 806-7647

**Akosa McFadgion**, PhD, MSW, MS  
Amcfadgion@howard.edu

#### **Title IX**

(202) 806-2550

**Candi Smiley**, Esq., Coordinator  
candi.smiley@howard.edu

#### **Employee Relations**

(202) 806-1280

**Mr. Charles Pugh**  
charles.pugh@howard.edu

#### **University Counseling Center**

(202) 806-6870

**Dr. Ayana Watkins-Northern**  
awatkins-northern@howard.edu

#### **Student Health Center**

(202) 806-7539 or 7540

**Dr. Michelle Carter**, Director  
Michelle.cartet@howard.edu

## **ACCESS TO CAMPUS FACILITIES**

The HUDPS Officer assigned to the West Campus conducts periodic patrols of the campus on an around-the-clock basis. HUDPS augments its security staff operations with contract security officers. Generally, during the fall and spring semesters, contract security officers are posted at the West Campus in areas monitoring access control by checking identification for those who use the Law/Divinity Library. Individuals who need access to University buildings or properties that are controlled-access during regular or non-business hours should make pre-arranged plans, or contact the appropriate department administrator or the Howard University Department of Public Safety for access. University members with questions about the access restrictions should contact their department supervisor, building coordinator or the HUDPS Security Operations Communications Center (SOCC) to speak with the on duty HUDPS officer. Howard University Shuttle Bus Service (HUBS) provides transportation for the University's faculty, staff, and students to and from Main Campus, various parking lots, dormitories, the School of Divinity, the School of Law, and other University-based locations. (Main Phone: (202) 806-2000 Email: [parking@howard.edu](mailto:parking@howard.edu) <http://auxiliary.howard.edu/parking-transportation.html>)

## **SECURITY MAINTENANCE OF CAMPUS**

The Department of Public Safety and representatives from the Physical Facilities Management–Thompson Facilities continuously conduct surveys and checks of the University properties for deficiencies. For example, checking areas throughout the campuses where exterior and interior lights may be needed for better illumination; checking doors with automatic locking mechanisms to ensure each is operating properly; and maintaining the landscape. If deficiencies are found, University community members are instructed to submit a service request to the Physical Facilities Management for repairs. To report building or ground deficiencies, please contact the Work Control Call Center, Physical Facilities Management–Thompsons (202) 806-1000 for work requests.



# HOWARD UNIVERSITY NORTH CAMPUS



The North Campus serves as the location that houses National Oceanic and Atmospheric Administration (NOAA) Center for Atmospheric Sciences (NCAS). The research facility occupies a 22-acre parcel of land at 7501 Muirkirk Rd., Beltsville, MD, which is approximately 40 minutes drive from the Main Campus. There is no student housing on the North Campus.

The NCAS is a cooperative partnership between six institutions, with Howard University serving as the lead institution. The four minority-serving institutions in the partnership are Howard, Jackson State University, the University of Puerto Rico at Mayagüez, and the University of Texas at El Paso. The partnership also includes two majority-serving universities, University of Maryland College Park, and the State University of New York at Albany. NCAS supports the research and training of over 75 students, postdoctoral fellows, and faculty across the six partnering academic institutions.

**Please access the link <http://www.howard.edu/publicsafety/> to review the full text of The Annual Security Report and The Fire Safety Report that contains the North Campus security and safety information.**

The report is compiled and distributed annually in compliance with the Clery Act. The publication discloses crime statistics and statements of security policy specific to the North Campus. Annually, before October 1st, current North Campus students and employees are sent an email message providing them with a link to this report and notification that the current edition is available and the publication has been posted on the Howard University Department of Public Safety website. Copies may be printed from the website or obtained from the HUDPS Headquarters, 2244 10th Street, NW, Washington, DC, contact (202) 806-1102.



# REPORTING PROCEDURES

Students, faculty, staff, and visitors are encouraged to promptly report criminal incidents and other emergencies known to have occurred both on and off campus. Emergencies, crime, and public safety related incidents should be reported directly to the Prince Georges County Police Department and notify HUDPS by calling the Security Operations Communications Center (HU-SOCC) on the numbers listed below. For all other safety and security concerns call HUDPS.

## Howard University Department of Public Safety

Emergency	Non-Emergency
202-806-7777	202-806-1100

## Prince Georges County Police

Emergency	Non-Emergency
911	311

The below listed are Campus Security Authorities (CSA) on the West Campus are obligated to report a crime or other emergency to the department of public safety or local police and forward the appropriate complaints to the Title IX Coordinator.

### North Campus Beltsville Project Manager 123

(202) 865-8678 or (202) 865-8536  
Kimberly Smith, kl\_smith@howard.edu

### Interpersonal Violence Prevention Program

202-806-7647  
Akosoa McFadgion, PhD, MSW, MS  
Amcfadgion@howard.edu

### Title IX

(202) 806-2550  
Candi Smiley, Esq., Coordinator  
candi.smiley@howard.edu

### Employee Relations

(202) 806-1280  
Mr. Charles Pugh  
charles.pugh@howard.edu

### University Counseling Center

(202) 806-6870  
Dr. Ayana Watkins-Northern  
awatkins-northern@howard.edu

### Student Health Center

(202) 806-7539 or 7540  
Dr. Michelle Carter, Director  
Michelle.cartet@howard.edu

# ACCESS TO CAMPUS FACILITIES

Access to the North Campus is restricted. The main building where the offices and classrooms are located is completely secured by a chain link fence. To gain entry on to the secured campus grounds and facility, authorized students, faculty and staff have a code to punch into a key pad access control panel at the main gate and a code to punch into another key pad access control panel to enter the facility. All the other buildings and the Tower is completely secured by a chain link fence, the locking mechanism for which is a padlock. All authorized students and personnel have 24 hours access to the campus. Individuals or visitors who need access to the campus or buildings must make pre-arranged plans. Please contact the Beltsville Project Manager or designated staff for access.

# SECURITY MAINTENANCE OF CAMPUS

A Physical Facilities Management–Thompson Facilities staff member is assigned to the North Campus to maintain its grounds and facilities. To report any deficiencies and repairs need inside or outside of the facility, students, faculty, and staff may also notify the campus Project Manager. To report building or ground deficiencies, please contact the Work Control Call Center, Physical Facilities Management Thompson Facilities (202) 806-1000 for work request.

# HOWARD UNIVERSITY EAST CAMPUS



The Howard University East Campus, located at 1400 Shepard Street, NE, Washington DC, closed in November 2015. The School of Divinity was relocated to the West Campus, located at 2900 Van Ness Street, NW, Washington DC.

# CRIME DEFINITIONS

Under the Clery Act, for the purposes of counting and disclosing Criminal Offense, Hate Crime, arrest and disciplinary referral statistics you must do so based on definitions provided by the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. The definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program. The definitions of Fondling, Incest and Statutory Rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR. Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. Note that, although the law states that institutions must use the UCR Program definitions, Clery Act crime reporting does not have to meet all of the other UCR Program standards. For the categories of Domestic Violence, Dating Violence and Stalking, the Clery Act specifies that you must use the definitions provided by the Violence Against Women Act of 1994 and repeated in the Department's Clery Act regulations. *Violence Against Women Act of 1994 definitions citation 34 CFR 668.46(c)(6)(A)(i)*

**Murder and Non-Negligent Manslaughter** – The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence** – The killing of another person through gross negligence.

**Sexual Assault (Sex Offenses)** – Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** – The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Fondling** – The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest** – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** – Sexual intercourse with a person who is under the statutory age of consent.

**Consent** – Consent: Consent is the voluntary, informed, and freely given agreement, through words and/or actions, to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner willingly and affirmatively chooses to participate in a particular sexual act.

A person cannot give consent to engage in a sexual activity if they are:

- Under the age of consent
- Mentally or physically incapacitated
- Sleeping
- Being threatened or coerced
- Intoxicated by alcohol or drugs

**Note:** Consent definition from 400-005 (INTERIM) TITLE IX POLICY ON PROHIBITED SEXUAL AND GENDER-BASED HARASSMENT AND VIOLENCE AND OTHER FORMS OF INTERPERSONAL VIOLENCE

# CONTINUATION OF CRIME DEFINITIONS

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

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

**Burglary** – The unlawful entry of a structure to commit a felony or a theft.

**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.

**Unauthorized Use of Motor Vehicles** – The theft or attempted theft of a motor vehicle.

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## CRIME DEFINITIONS FOR HATE CRIMES

Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim because of their race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, disability. For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias: Murder and Non-negligent Manslaughter, Sexual Assault, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft and Arson. Also, the following offenses are included in the Clery Act statistics only if they are Hate Crimes.

**Larceny-Theft** – The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

**Simple Assault** – An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

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

**Destruction/Damage/Vandalism of Property** – To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## VIOLENCE AGAINST WOMEN ACT CRIMES

Domestic Violence, Dating Violence and Stalking are crimes added to the Clery Act by the Violence Against Women Act and are reportable Clery Act Crimes.

**Dating Violence** – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition–

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence** – A felony or misdemeanor crime of violence committed–

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Note:** In Domestic/Dating Violence cases, the relationship between the perpetrator and victim must be more than just two people living together as roommates. The individuals involved must be current or former spouses or have an intimate relationship.

**Stalking** – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to–

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress. For the purposes of this definition–

**Course of Conduct** – Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

**Reasonable Person** – A reasonable person under similar circumstances and with similar identities to the victim.

**Substantial Emotional Distress** – Significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.



## OTHER LAW VIOLATIONS

**Weapons Carrying, Possessing, Etc.** – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

**Drug Abuse Violations** – The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Liquor Law Violations** – The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Unfounded Crimes** – Crime as unfounded only after a full investigation by sworn or commissioned law enforcement personnel. A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless. Failure to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

- Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.
- Crime reports can be determined to be baseless only if the allegations reported did not meet the elements of the offense or were improperly classified as crimes in the first place.

## DAILY CRIME LOG

The purpose of the daily crime log is to record criminal incidents and alleged criminal incidents that are reported to the HUDPS. The Daily Crime Log is maintained at the Department of Public Safety Headquarters. The information documented in the crime log includes the case number, type of crime, the location, date and time the incident occurred and was reported; and the disposition of the case if known. Any changes made to the crime log that includes entry updates or change in disposition will be posted in the crime log within two business days of receiving the information. However, HUDPS reserves the right to exclude from the crime log any identifiable information about victims for certain crimes and any information that could have an adverse impact on an investigation.



## MAIN CAMPUS CRIME STATISTICS

<b>Criminal Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
<b>Murder/Non-Negligent Manslaughter</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Negligent Manslaughter</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Rape</b>	2017	21	3	0	0
	2016	16	13	0	0
	2015	16	7	0	0
<b>Fondling</b>	2017	5	0	0	1
	2016	6	4	0	0
	2015	3	1	0	1
<b>Incest</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Statutory Rape</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Robbery</b>	2017	3	0	1	19
	2016	4	0	0	18
	2015	5	0	0	15
<b>Aggravated Assault</b>	2017	8	2	0	3
	2016	5	0	0	0
	2015	7	3	0	9
<b>Burglary</b>	2017	6	3	0	0
	2016	3	0	0	0
	2015	27	23	0	0
<b>Motor Vehicle Theft</b>	2017	4	0	0	5
	2016	5	0	0	4
	2015	4	0	0	7
<b>Arson</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0

## MAIN CAMPUS CRIME STATISTICS

<b>Violence Against Women Offense</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
Domestic Violence	2017	26	9	0	0
	2016	4	4	0	1
	2015	13	9	0	0
Dating Violence	2017	2	1	0	0
	2016	2	2	0	1
	2015	2	2	0	0
Stalking	2017	17	2	0	1
	2016	9	2	0	0
	2015	5	3	0	0

## MAIN CAMPUS CRIME STATISTICS

<b>Offenses/Disciplinary Action</b>		<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property Center</b>
Weapons (carry, possess, etc.)	Arrest	2017	3	0	0	6
		2016	7	0	0	2
		2015	2*	0	0	4
Weapons (carry, possess, etc.)	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	3	2	0	0
Drug Abuse Violations	Arrest	2017	8	1	0	11
		2016	7	0	0	2
		2015	2*	1	0	14
Drug Abuse Violations	Referrals	2017	111	101	0	0
		2016	112	85	0	0
		2015	148	133	0	0
Liquor Law Violations	Arrest	2017	2	0	0	16
		2016	6	0	0	3
		2015	0	0	0	3
Liquor Law Violations	Referrals	2017	25	25	0	0
		2016	44	35	0	0
		2015	85	76	0	0

## MAIN CAMPUS 2015 FOOTNOTES

1. **Fondling - Residential Column** - For 2015, the Fondling data in the Residential column changed from two (2) to one (1) on the Main Campus table, because, an examination of the audit trail data revealed, only one (1) of the reported Fondling data listing in the On Campus column on the Main Campus table should have also been disclosed in the Residential column on the Main Campus table.
2. **Robbery - On-Campus Column** - For 2015, the Robbery data in the On-Campus column changed from three (3) to five (5), because the previously reported figure does not include the two (2) Robberies which occurred at HUH, and were previously included in a separate HUH table. All HUH statistics are now.
3. **Public Property Column** - For 2015, the Robbery data in the Public Property column changed from thirteen (13) to fifteen (15) because an examination of prior year data revealed an under count of two (2) additional Robberies that should have been disclosed under the Public Property column under Main Campus table.
4. **Aggravated Assault - On-Campus Column** - For 2015, the Aggravated Assault data in the On-Campus column changed from three (3) to five (5) because the previously reported figure does not include the two (2) Aggravated Assaults which occurred at HUH, and were previously included in a separate HUH table. All HUH statistics are now included in the Main Campus statistics.  
**Public Property Column** - For 2015, the Aggravated Assault data in the Public Property column changed from eight (8) to nine (9) because an examination of prior year data revealed, an under count of one (1) additional reported Aggravated Assault that should have been disclosed in the Public Property column on the Main Campus table.
5. **Burglary - On-Campus Column** - For 2015, the Burglary data in the On-Campus column changed from twenty-three (23) to twenty-seven (27), because the previously reported figure does not include the two (2) Burglaries which occurred at HUH, and were previously included in a separate HUH table. In addition, an examination of prior year data revealed an under count of two (2) additional burglaries that should have been disclosed in the On Campus column on the Main Campus table.  
**Residential Column** - For 2015, the Burglaries data in the Residential column changed from twenty-two (22) to twenty-three (23) because an examination of prior year data revealed an under count of one (1) additional Burglary that should have also been disclosed in the Residential column on the Main Campus table.
6. **Motor Vehicle Theft - Public Property Column** - For 2015, the Motor Vehicle Theft data in the Public Property column changed from five (5) to seven (7), because an examination of prior year data revealed an over count two (2) of Motor Vehicle Thefts in the On Campus column, which instead should have been disclosed in the Public Property column on the Main Campus table.
7. **Domestic Violence - On Campus Column** - For 2015, the Domestic Violence data in the On-Campus column changed from ten (10) to thirteen (13) because the previously reported figure does not include one (1) report of Domestic Violence which occurred at HUH, and was previously included in a separate HUH table. In addition, an examination of prior year data revealed an under count of two (2) additional Domestic Violence incidents that should have been disclosed in the On Campus column on the Main Campus table.\*
8. **Residential Column** - For 2015, the Domestic Violence data in the Residential column changed from seven (7) to nine (9). Because an examination of the prior year data revealed an under count of two (2) additional Domestic Violence incidents that should have also been disclosed in the Residential column on the Main Campus table.

\*Updated October 11, 2017

## MAIN CAMPUS 2017 FOOTNOTES

1. The Non-campus property is located in California controlled by Howard University, on GooglePlex's property and apartments located in Sunnyvale, CA.
2. The location of the Howard West/Google Tech Exchange program is located at 1600 Amphitheater Parkway, Mountain View, CA and the participants resided at 301 W Washington Avenue, Sunnyvale, CA.

## WEST CAMPUS CRIME STATISTICS

<b>Criminal Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
<b>Murder/Non-Negligent Manslaughter</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Negligent Manslaughter</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Rape</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Fondling</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Incest</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Statutory Rape</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Robbery</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	1	0	0	0
<b>Aggravated Assault</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Burglary</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Motor Vehicle Theft</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Arson</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0



## WEST CAMPUS CRIME STATISTICS

<b>Violence Against Women Offense</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
Domestic Violence	2017	0	0	0	0
	2016	1	0	0	0
	2015	0	0	0	0
Dating Violence	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
Stalking	2017	1	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0

## WEST CAMPUS CRIME STATISTICS

<b>Offenses/Disciplinary Action</b>		<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
Weapons (carry, possess, etc.)	Arrest	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Weapons (carry, possess, etc.)	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Drug Abuse Violations	Arrest	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Drug Abuse Violations	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Liquor Law Violations	Arrest	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Liquor Law Violations	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0

## WEST CAMPUS FOOTNOTES

1. The School of Divinity moved from the East Campus to the West Campus November 2015.
2. The data listed in the rows for the years 2014 and 2015 on the West Campus table are those crimes committed when it only housed Howard University School of Law.
3. The data listed in the row for the year 2016 on the West Campus table are those crimes committed after with the relocation of Howard University School of Divinity to the West Campus with the School of Law.



## NORTH CAMPUS CRIME STATISTICS

<b>Criminal Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
<b>Murder/Non-Negligent Manslaughter</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Negligent Manslaughter</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Rape</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Fondling</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Incest</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Statutory Rape</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Robbery</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Aggravated Assault</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Burglary</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
<b>Motor Vehicle Theft</b>	2017	0	0	0	0
	2016	0	0	0	1
	2015	0	0	0	0
<b>Arson</b>	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0

## NORTH CAMPUS CRIME STATISTICS

<b>Violence Against Women Offense</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
Domestic Violence	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
Dating Violence	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0
Stalking	2017	0	0	0	0
	2016	0	0	0	0
	2015	0	0	0	0

## NORTH CAMPUS CRIME STATISTICS

<b>Offenses/Disciplinary Action</b>		<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property</b>
Weapons (carry, possess, etc.)	Arrest	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Weapons (carry, possess, etc.)	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Drug Abuse Violations	Arrest	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Drug Abuse Violations	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Liquor Law Violations	Arrest	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0
Liquor Law Violations	Referrals	2017	0	0	0	0
		2016	0	0	0	0
		2015	0	0	0	0

## EAST CAMPUS CRIME STATISTICS

<b>Criminal Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property Center</b>
<b>Murder/Non-Negligent Manslaughter</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Negligent Manslaughter</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Rape</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Fondling</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Incest</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Statutory Rape</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Robbery</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Aggravated Assault</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Burglary</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Motor Vehicle Theft</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
<b>Arson</b>	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0



## EAST CAMPUS CRIME STATISTICS

<b>Violence Against Women Offense</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property Center</b>
Domestic Violence	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
Dating Violence	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0
Stalking	2017	N/A	N/A	N/A	N/A
	2016	N/A	N/A	N/A	N/A
	2015	0	0	0	0

## EAST CAMPUS CRIME STATISTICS

<b>Offenses/Disciplinary Action</b>		<b>Year</b>	<b>On Campus</b>	<b>On Campus Student Housing</b>	<b>Non-Campus Property</b>	<b>Public Property Center</b>
Weapons (carry, possess, etc.)	Arrest	2017	N/A	N/A	N/A	N/A
		2016	N/A	N/A	N/A	N/A
		2015	0	0	0	0
Weapons (carry, possess, etc.)	Referrals	2017	N/A	N/A	N/A	N/A
		2016	N/A	N/A	N/A	N/A
		2015	0	0	0	0
Drug Abuse Violations	Arrest	2017	N/A	N/A	N/A	N/A
		2016	N/A	N/A	N/A	N/A
		2015	0	0	0	0
Drug Abuse Violations	Referrals	2017	N/A	N/A	N/A	N/A
		2016	N/A	N/A	N/A	N/A
		2015	0	0	0	0
Liquor Law Violations	Arrest	2017	N/A	N/A	N/A	N/A
		2016	N/A	N/A	N/A	N/A
		2015	0	0	0	0
Liquor Law Violations	Referrals	2017	N/A	N/A	N/A	N/A
		2016	N/A	N/A	N/A	N/A
		2015	0	0	0	0

## EAST CAMPUS FOOTNOTES

1. The statistics listed in the 2015 columns on the West Campus–School of Law and the School of Divinity grid are only for the School of Law for those years. The crime statistics for the year 2015 will continue to be posted and phased out accordingly.
2. In November 2015, the University School of Divinity was relocated to the School of Law campus, the West Campus. Therefore, beginning in 2016 the School of Divinity statistics will be disclosed and posted as West Campus statistics.
3. The statistics listed in the 2016 column on the West Campus–School of Law and the School of Divinity grid combines both the School of Law and the School of Divinity because the School of Divinity was in operation on the West Campus for the entire year of 2016.



## **HATE CRIMES/UNFOUNDED/DATE RAPE DRUG VIOLATIONS**

The Hate Crime statistics are crimes where the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability. A crime is considered unfounded for Clery Act purposes if a sworn or commissioned law enforcement personnel makes a formal determination that the report is false or baseless.

### **HOWARD UNIVERSITY MAIN CAMPUS AND HOWARD UNIVERSITY HOSPITAL**

**Hate Crimes** – There was one (1) police report for a Hate Crimes in 2017, and none in 2016 and 2015.

**Unfounded** – There was four (4) police reports unfounded in 2017, and none in 2016 and 2015.

**Date Rape Drug Regulation** – There were no reported Date Rape Drug violations in 2017 and 2016.

### **HOWARD UNIVERSITY WEST CAMPUS**

**Hate Crimes** – There were no police reports of Hate Crimes for 2017, 2016 and 2015.

**Unfounded** – There were no police reports unfounded for 2017, 2016 and 2015.

**Date Rape Drug Regulation** – There were no reported Date Rape Drug violations in 2017 and 2016.

### **HOWARD UNIVERSITY NORTH CAMPUS**

**Hate Crimes** – There were no police reports of Hate Crimes for 2017, 2016 and 2015.

**Unfounded** – There were no police reports unfounded for 2017, 2016 and 2015.

**Date Rape Drug Regulation** – There were no reported Date Rape Drug violations in 2017 and 2016.

### **HOWARD UNIVERSITY EAST CAMPUS**

**Hate Crimes** – There were no police reports of Hate Crimes for 2017, 2016 and 2015.

**Unfounded** – There were no police reports unfounded for 2017, 2016 and 2015.

# CRIME PREVENTION

As a part of our crime prevention efforts, HUDPS Crime Prevention Specialist provides at the start of and throughout each school year, information to students and staff concerning campus security procedures and available services. Members of the University community are reminded of the importance of promptly reporting crimes, suspicious behavior, and activities to HUDPS or local police which is vital to HUDPS in developing focused law enforcement and prevention strategies. The crime prevention programs in place are designed to educate our faculty, students, and staff to be more proactive as it relates to their safety and security. Other crime reduction efforts include the outreach services provided by the Crime Prevention Specialist. In addition to distributing crime prevention information throughout the year, the Specialist gives presentations at campus events, meetings, and orientations held for new and current students and employees informing them about precautionary measures they can take to protect themselves. Anyone who is interested in learning more and/or registering for services and programs offered by HUDPS may call (202) 806-1100 or access the HUDPS website, <http://www.howard.edu/publicsafety/>.

## PROGRAMS AND SERVICES

- Crime Prevention Orientation for New Students and Parents
- Active Shooter Training
- HUDPS & Residence Life Crime Prevention Partnership
- HUDPS and MPD Crime Prevention Seminars and Workshops
- Rape Aggression Defense Program
- Chief of Police Crime Prevention Town Hall Meetings upon request
- Late Night Campus Escort Service
- Anti-Auto Theft Club available at cost





# MISSING STUDENT POLICY

If a member of the Howard University Community has reason to believe that a student is missing, whether or not the student resides on campus, they shall immediately report it to HUDPS by calling 202-806-1100, or to the local police department. Individuals who are concerned about someone who has not been missing for 24 hours, but has failed to return to his/her residence are encouraged to contact the HUDPS to report the situation.

In addition to registering a general emergency contact, students residing in campus housing will be informed annually that each student has the option to identify one or more confidential contacts. Students who opt to identify an individual to be their confidential contact, other than a parent or legal guardian, may fill out a Missing Person Confidential Contact Information Form with Residence Life. The confidential information is accessible only to authorized campus officials who have the responsibility of notification, as well as law enforcement officers in furtherance of a missing person investigation.

Once it is officially determined that a student is missing, HUDPS or an official of the University shall notify the designated confidential contact or, for students under the age of 18 and who are not emancipated, their parent or legal guardian. For students who reside off campus, the reporting person will be encouraged to file a missing person report with the local law enforcement.

All reasonable efforts will be made by HUDPS to locate the student and determine her/his state of health and well-being. During an investigation, if the student resides on-campus, HUDPS will secure authorization from the Department of Residence Life to make a welfare entry into the student's room. Also, investigatory contacts may include, but are not limited to, University officials, friends, associates, professors, and the employer of the student to ascertain whether the student has been attending classes, labs, scheduled organizational/academic meetings, and work shifts, etc.

In all cases, local law enforcement will be notified within 24 hours of the determination that the student is missing, even if the student is above the age of 18, is an emancipated minor, or has not provided a missing person contact, unless local law enforcement made the original determination that the student was missing. The University will provide the necessary information to assist in locating the missing student.

If it becomes necessary to involve local law enforcement for on-campus or off-campus missing person's investigations, such as suspected foul play, notification may be made within less than 24 hours. HUDPS will cooperate, aid, and assist local law enforcement agencies with the investigations, upon request, by what is prescribed by University regulations. If located, verify the student's state of health, well-being, and his/her intention of returning to the campus. When it is appropriate, forward a referral to the appropriate university official for further investigation.

**Note:** Any students who wish to identify a confidential contact can do so by contacting the Campus Security Authorities (CSA) for Corvias Campus Living on (877) 620-4480 and Campus Apartments LLC (888) 600-4660



# HOWARD UNIVERSITY INTERPERSONAL VIOLENCE PREVENTION PROGRAM (IVPP)

## Primary Prevention and Awareness Program

Howard University is committed to creating and maintaining a community where all persons who participate in University programs and activities can work and learn together in an atmosphere free of all forms of harassment, exploitation, or intimidation. Every member of the University community should be aware that the University is strongly opposed to dating violence, domestic violence, sexual assault, and stalking, and that such behaviors are prohibited both by law and by University policy. The University will respond promptly and effectively to reports of these issues and will take appropriate action to prevent, to correct, and if necessary, to discipline behavior that violates its policy and the IVPP manual.

The VAWA Amendments passed as part of the 2013 Violence Against Women Act require that universities have policies and procedures for handling reported domestic violence, dating violence, sexual assault, and stalking. Annually, members of IVPP provide mandatory orientations that cover all four areas of crime to incoming students and employees; and conduct bystander intervention training for incoming students, faculty, and staff. Also, throughout the academic year, IVPP provides ongoing education and awareness programs for students and faculty to include annual training for law enforcement and judicial officers. IVPP also provides advocacy for victims of dating violence, domestic violence, sexual assault, and stalking.

The mission of the Howard University Interpersonal Violence Prevention Program (IVPP) is to enhance the safety and quality of life of students, staff, and faculty through survivor advocacy, and education and training related to dating violence, domestic violence, sexual assault and stalking prevention and intervention.

The IVPP focuses on four critical areas:

1. Organize a coordinated campus response to include the Campus Advisory Board, Community Advisory Board, Student Advisory Board, and Interpersonal Violence Response Team;
2. Provide comprehensive advocacy and referrals;
3. Provide training for Department of Public Safety, disciplinary board, faculty, staff and students;
4. Provide primary prevention and awareness programs for incoming students and new employees, bystander intervention training, and ongoing prevention education and awareness programs.

**Primary Prevention and Awareness Program continued**

Programs for the prevention of dating violence, domestic violence, sexual assault, and stalking should be comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

All members of the Howard University community are encouraged to promptly report incidents of dating/ domestic violence, sexual assault, and stalking. The MPD’s Sexual Assault Unit investigates reported incidents of sexual assault, and HUDPS investigates incidents of domestic/ dating violence and stalking unless the victim requests that the complaint is investigated by the local law enforcement agency.

For more information review University Policy 400-011 Response to Domestic Violence, Dating Violence, Sexual Assault and Stalking Policy and the Interpersonal Violence Prevention Program (IVPP) website, <http://campussafetyfirst.howard.edu/>

**HOWARD UNIVERSITY INTERPERSONAL VIOLENCE PREVENTION PROGRAM (IVPP)  
RESOURCES AND REFERRAL OPTIONS**

**Medical assistance:**

Howard University Hospital .....	202-865-6100
Student Health Center.....	202-806-7540
SANE Program.....	800-641-4028

**Advocacy and Support Services**

Interpersonal Violence Prevention Program* .....	202-806-7647
University Counseling Services* .....	202-806-6870
DC Rape Crisis Center.....	202-232-0789
My Sister’s Place .....	202-529-5991

**Emergency Services**

HU Department of Public Safety .....	202-806-1100
Metropolitan Police Department .....	911
Prince Georges County Police Department .....	911

**Housing or Academic Accommodations**

Office of Student Services .....	202-238-2420
Office of Residence Life .....	202-806-6131

## **MEDICAL ASSISTANCE**

- Students can go to the Howard University Hospital for medical services.
- The Student Health Center can provide health services and referrals.
- A Sexual Assault Exam can only be done at Washington Hospital Center. The exam includes preventive treatment for sexually transmitted infections, pregnancy and evidence collection. The exam is conducted by a Sexual Assault Nurse Examiner (SANE) who is a Registered Nurse with advanced training and certification in conducting sexual assault exams. The Network for Victim Recovery of DC (NVRDC) provides advocates on site.
- A police report is not required to receive medical assistance.
- The SANE Exam is free even if you are not from the District of Columbia.

## **ADVOCACY, SUPPORT SERVICES, HOUSING & ACADEMIC ACCOMMODATIONS**

- The Interpersonal Violence Prevention Program (IVPP) provides advocacy for survivors, on- and off-campus referrals and support, and IPV information (\*confidential source).
- University Counseling Services provides individual and group counseling and psychotherapy, crisis intervention and consultation (\*confidential source).
- The Office of Student Services assists with academic and housing accommodations, referrals, disciplinary and judicial affairs.
- The Office of Residence Life can assist with housing accommodations.
- DC Rape Crisis Center provides a 24-hour crisis line, advocacy, and counseling services.
- My Sisters Place provides counseling and shelter services.
- DC Victim Hotline (844-443-5732) provides victims of crime with 24-hour crisis intervention and referrals

## **EMERGENCY SERVICES**

- The Howard University Department of Public Safety provides 24- hour emergency services.
- Students can also call 911 for 24-hour emergency services from the Metropolitan Police Department.

## **TITLE IX COORDINATOR:**

Candi Smiley or Title IX Investigators: Angie Logan-Pope, [angie.loganpope@Howard.edu](mailto:angie.loganpope@Howard.edu) and Caitlin G. Myron, [caitlin.myron@Howard.edu](mailto:caitlin.myron@Howard.edu), Contact: (202) 806-2573 or 202-806-2550

- Investigates and ensures Title IX Compliance and implementation of university policies and procedures

## BYSTANDER INTERVENTION

During bystander education, the focus is on understanding safe and positive options regarding how to respond to incidents involving interpersonal violence; that may be carried out by an individual with the goal of preventing harm or intervening when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations that present the potential for harm; understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

**Bystanders...Can Be The Difference...** Because of how you think, act and respond to dating violence, domestic violence, sexual assault, and stalking incidents.

If the incident is happening NOW, here are positive options:

Always ensure your personal safety FIRST; Try your best to be calm – do not panic;

Make a distraction – for example, drop your books or make a noise;

Call the Department of Public Safety 806-1100 or 911; Yell for help.

**If the incident has already occurred**, here are some options that may yield a positive outcome:

Believe your friend;

Encourage your friend to seek help;

Share information about resources on campus;

If your friend comes to us, we can take it from there;

Allow your friend to make their own decisions.

### **Do Not**.....

Do not put yourself in an unsafe situation to respond;

Do not put yourself in an unsafe situation when thinking about responding;

Do not feel that you have to have all the answers;

Do not try to “fix” the “problem;”

Do not blame the victim.



## THE VIOLENCE AGAINST WOMEN ACT (VAWA) VAWA TERMINOLOGY AND DEFINITIONS

Primary prevention programs – Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe direction.

**Awareness programs** – Community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

**Ongoing prevention and awareness campaigns** – Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

**Risk reduction** – Options designed to decrease the bystander inaction, and to increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence.

**Bystander intervention** – Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking Bystander intervention includes:

- Recognizing situations of potential harm;
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

**Consent - (as it relates to Sex Offenses)** – Words or overt actions indicating a freely given agreement to the sexual act or contact in question. Lack of verbal or physical resistance or submission by the victim, resulting from the use of force, threats, or coercion by the defendant, shall not constitute consent. (DC Code 22- Section 3001)

**Proceeding** – All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning protective measures to be provided to a victim.

**Result** – Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.



# REPORTING PROTOCOLS AND PROCEDURES

Howard University encourages all members of the University community to report incidents of dating/ domestic violence, sexual assault, and stalking. Reports may be made to the following campus officials/ offices:

Department of Public Safety.....	202-806-1100
Interpersonal Violence Prevention Program.....	202-238-2382
Title IX Coordinator and Title IX Investigator .....	202-806-2550
Office of Student Services .....	202-238-2420
Office of Residence Life .....	202-806-6131
Metropolitan Police Department .....	Non-Emergency 311 / 202-265-9100
Prince Georges County Police Department.....	Non-Emergency 311 / 301-352-1200
Emergency.....	911

**Sexual Assault:** Sexual assault is reported to Metropolitan Police Department at the request of the survivor. The Department of Public Safety Officers has been trained to provide a trauma-informed approach while emphasizing the importance of preserving physical evidence. Howard University takes these incidences seriously and, when reported, will respond promptly and effectively. If a survivor requires medical attention, the student will be encouraged to obtain a SANE examination at Washington Hospital Center, which is the only facility in the District of Columbia that offers this examination. The procedures for referring and connecting students to services in the District of Columbia will be followed. Receiving the SANE exam does NOT mean that you will have to file a police report and it is free. If the student chooses not to receive a SANE examination, the student will be encouraged to obtain medical services at Howard University Hospital or the Student Health Center. IVPP will work with the student regarding any request to seek academic and housing accommodations, and, on-and off-campus counseling services. The University will support survivors receiving services regardless of when the sexual assault took place. The University recognizes that survivors may not report at the time of the incident and remains committed to providing advocacy and support services regardless.

**Stalking:** May be reported to the Howard University Department of Public Safety or Title IX Office at the request of the survivor. Students are provided with information about stalking from the National Stalking Resource Center. The information includes ways to track stalking incidents and ways in which stalking impacts victim survivors. In cases of stalking, students may receive academic and housing accommodations, no-contact orders, and counseling services. If a survivor requests a no-contact order, the respondent must be identified. Accommodations, safety planning, and counseling referrals can be provided without filing a formal complaint.

Note that any law enforcement investigation is separate from and independent of, the University’s Title IX administrative investigation. The University’s Title IX administrative investigation will proceed simultaneously with any law enforcement investigation, whether by the University’s Department of Public Safety or the Metropolitan Police Department.

## CONTINUATION OF REPORTING PROTOCOLS AND PROCEDURES:

**Domestic and Dating Violence:** Students may also make a report directly to Metropolitan Police Department by dialing 911. The Department of Public Safety is required to report incidences of domestic violence to Metropolitan Police Department. In cases of domestic and dating violence, students will be given education about domestic and dating violence, and the option to receive academic and housing accommodations at the time of reporting. DPS will be notified of academic and housing protective measures to ensure safety. IVPP will conduct safety planning with the survivor and connect the survivor to 24-hour community resources that also provide safety planning and domestic violence services. IVPP can work with the survivor and accompany him or her to seek a protective order. The survivor can also receive a no-contact order through Title IX or the Office of Student Services, and IVPP can assist in this effort. If a survivor requests a no-contact order, the respondent must be identified. Survivors will also be referred to University Counseling Services for further support. Protective measures, safety planning, and counseling referrals can be provided without filing a formal complaint by IVPP or IVPP can provide an off-campus referral to provides these supports as well.



## CONTINUATION OF REPORTING PROTOCOLS AND PROCEDURES:

**Filing Complaints:** Any and all potential violations of this policy, including known and suspected harassment or discrimination by or against a student, should immediately be brought to the attention of a Title IX Officer or a Responsible Employee. The violations include discrimination, harassment, and retaliation that are committed by other students, faculty or staff members, administrative personnel at the University and Howard University Hospital, individuals doing business on University property, those engaged in educational or extracurricular activities on University property and visitors. When reporting such incidents, the Complainant should do their best to provide as much information as possible, including, but not limited to, the name of each person involved, the date and time of the incident, the location where the incident occurred, a specific description of what occurred and any other information on which the complaint is based. Immediately upon learning of a potential violation of this policy, the Responsible Employee must contact the Title IX Office to report any and all known information related to the incident. All complaints that are brought to the attention of a Responsible Employee must be submitted to a Title IX Officer by the Responsible Employee.

Students are encouraged to consult with the Title IX Office if they have any questions regarding this policy, including, but not limited to, the appropriateness of filing a complaint. Once the Complainant gives notice of a possible violation of this policy to the Title IX Officer or a Responsible Employee, whether written, verbal, or by any other means, the Title IX Officer will commence an investigation in accordance with this policy. Upon receiving notice of a possible violation of this policy, the Title IX Officer will invite the putative Complainant to submit a written complaint which states the facts and allegations of the possible violation. If they elect not to submit a written complaint, the Title IX Officer will nonetheless conduct an investigation, but such investigation will be necessarily limited based upon the information provided.

**University Amnesty Statement:** The University recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to make a report because drinking and drug use may be a violation of the Student of Code of Conduct and/or local law. In order to encourage reporting and remove barriers to doing so, any individual who reports Prohibited Conduct under this policy, either as a Complainant or as a third party witness, will not be subject to disciplinary action by the University for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health, safety or well-being of any other person at risk. The University may, however, advise a student to engage in an educational discussion regarding the dangers of alcohol consumption or drug use or to pursue other educational and counseling activities regarding such use.



# FILING INTERNAL COMPLAINTS

## TITLE VII AND TITLE IX

In addition to filing reports with outside law enforcement agencies, internal systems are in place for filing reports, and mediating and adjudicating alleged discriminatory, harassment, and misconduct complaints.

Complaints involving students are handled by the Title IX Coordinator. For policy guidance read the "Interim Title IX Policy on Prohibited Sexual Harassment and Gender-Based Discrimination in Education Programs and Activities." Students have the option and are encouraged to file a complaint with the Title IX Coordinator or an assigned Title IX designee, or consult with Title IX staff for any questions regarding the Title IX policy and filing a complaint. The Office of Human Resources, Employee Relations handles employee complaints. For a better understanding review the "Title VII Policy Against Sexual Harassment in the Workplace" that provides guidance on how complaints are filed and Employee Relations mediate or adjudicate complaints.

The University's adjudication systems are designed to ensure that a complainant (the person who is bringing a charge), and a respondent (the person who the charge is against) have a fair and prompt judicial resolution process for incidents involving students and employees. Alleged complaints are taken seriously and will be investigated by the appropriate University's judicial authority to determine the violation and seek a resolution. In the student adjudication process, both the complainant and the respondent are entitled to have an advisor of their choosing present during proceedings, and each will receive a written notification of the results of the investigation. If either party is unable or unwilling to attend the Findings Meeting, the written notification may be mailed or emailed to the appropriate party. In the case of an employee, if allegations of sexual harassment are sustained, the Decisional Authority responsible for reviewing the Report on Investigation shall:

1. Prepare a notice of findings and of the remedial action taken or to be taken.
2. Notify the subject of investigation of the findings and the remedial action taken or to be taken; and
3. Notify the complaining party that the allegations have been sustained and that appropriate remedial action has been or will be taken.

The complainant shall be informed of the nature of such action if the remedial action may affect the terms and conditions of the complainant's employment. If the allegations of sexual harassment are not sustained, the Decisional Authority responsible for reviewing the report on investigation shall notify the complainant and the subject of that fact.

**For further information, <http://www.hr.howard.edu/ER/> or <http://www.hr.howard.edu/EEO/>. Sanctions imposed can range from an informal resolution to formal disciplinary actions resulting in expulsion for students or termination for employees. The full texts of the policy may be found in 400-005 Interim Title IX (Student) Policy on Prohibited Sexual Harassment and Gender-Based Discrimination in Education Programs and Activities and 400-006 Title VII (Employee) Policy Against Sexual Harassment in the Workplace; both are accessible from the University website.**

The University does not condone any acts or threats of violence against any member of the University community, including visitors. Any student, faculty or staff member who is the victim of, become aware of, or believes that she/he has witnessed an incident of violent or threatening behavior; should immediately report the incident/s to HUDPS or a supervisor. If the employee believes that someone may be in imminent danger or if the incident may result in someone being physically injured, the employee and their supervisor must immediately contact HUDPS.

## **CAMPUS AND WORKPLACE VIOLENCE**

Policies that address campus and workplace violence are in the Personnel Guidelines for employees, and further assistance employees may contact the Office of Equal Employment Opportunity & Diversity. In the Student Code of Conduct, Interpersonal Violence Prevention Program Manual. For further assistance contact the Office of the Dean of Special Student Services.

## **CHANGING LIVING, ACADEMIC AND WORK SITUATIONS**

Any Howard University student or employee who is the survivor of a crime of violence (e.g., a sexual assault, domestic and dating violence, and stalking), may request a change in her/his, work or living arrangements or academic schedule. These arrangements will be kept confidential to the extent possible. The Dean of Special Student Services will assist students with their matters, in conjunction with other University officials who will be involved with providing protective measures involving the change/s. Employees who request a change in the work arrangements may initiate this through The Office of Human Resources. Notification will be made to those who report victimization (students and employees of options for and assistance in changing academic and living accommodations, transportation, and working situations if requested and available.

## **PROTECTION ORDERS**

“No Contact/Stay-Away” notices are issued by the Dean of Student Services, and Title IX Coordinator. These notices are issued for certain alleged student misconduct violations and may be imposed when situations arise that require such actions. This notice is issued to the respondent in letter form, and a copy of the same is provided to the petitioner. Additionally, if a petitioner decides to seek a Temporary or Civil Protection Order from the court, HUDPS investigators or IVPP advocate will be available to assist.

## **SEX OFFENDER REGISTRY ACT**

The Sex Offender Registration Act of 1999 gives law enforcement agencies the authority to establish a database that provides information that identifies sex offenders who reside, work, and attend schools within an agency’s jurisdiction. The Federal Campus Sex Crimes Prevention Act further provides for tracking of convicted and registered sex offenders are working, volunteering, and attending institutions of higher education.

**District of Columbia**—The link for Sex Offender Registry is at [sexoffender.registry@dc.gov](mailto:sexoffender.registry@dc.gov). You may visit any MPD Police District Station to look at MPD Registry Book, or call (202) 727-4407.

**State of Maryland**—The Sex Offender Registry may be accessed on the State of Maryland Department of Public Safety, and Correctional Services web site ([www.dpscs.state.md.us/sor](http://www.dpscs.state.md.us/sor)), or call (410) 585-3600.



# JUDICIAL PROCESS AND DISCIPLINARY ACTIONS

## JURISDICTION

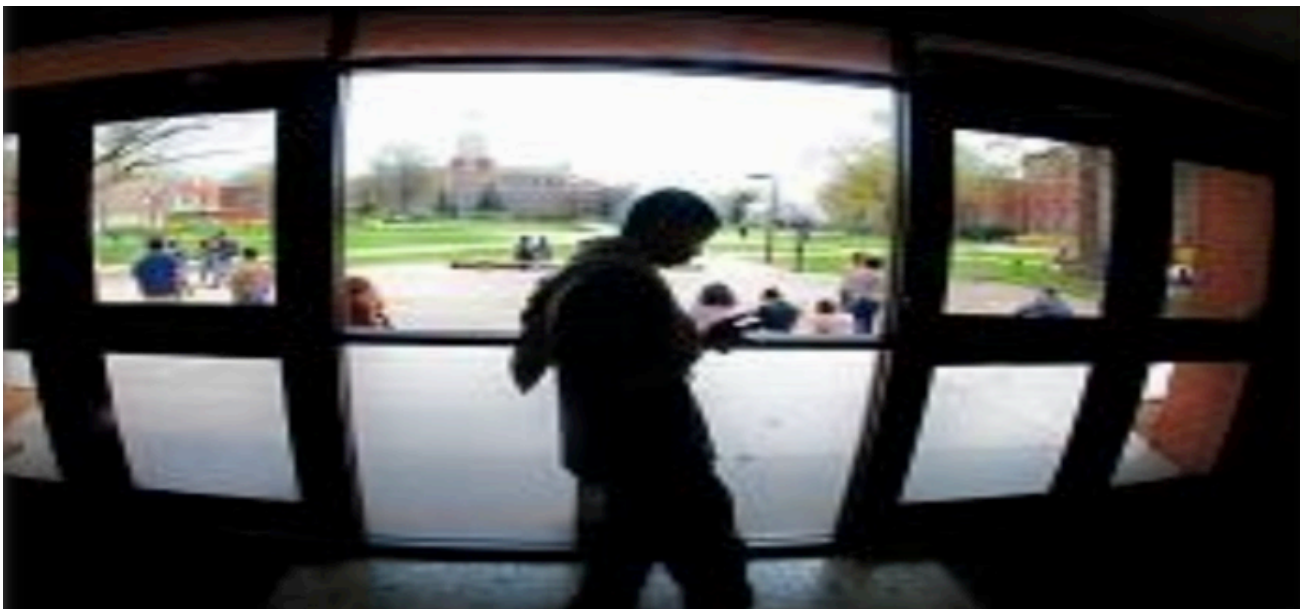
Any person who reports dating violence, domestic violence, sexual misconduct (including sexual assault, and stalking by a Howard University (HU) student, on University property, or at an official University function may ask the University to investigate and bring charges against the accused. Sexual assaults occurring off University property may also be considered for investigation. In considering whether to exercise off-campus jurisdiction in an individual case, the following may be considered, the seriousness of the alleged misconduct, whether the complainant or respondent are members of the University community, whether a crime has been reported to the criminal authorities, the risk of future harm involved, whether the off-campus conduct is part of a series of actions that occurred both on and off campus, and the ability of the University to gather evidence, including the testimony of witnesses.

## PRESENTING FALSE TESTIMONY

Knowingly making false statements before, during, or after the disciplinary adjudication process is a violation of the Student Code of Conduct.

## RETALIATION

This policy and procedure manual also prohibits retaliation against a person who reports dating violence, domestic violence, sexual misconduct/assault, sexual harassment, and/or stalking. When someone assists with a report of dating violence, domestic violence, sexual misconduct/assault; or participates in any manner in an investigation or resolution of a dating violence, domestic violence, sexual misconduct/assault, and/or stalking report. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.



## **DISCIPLINARY ACTIONS**

Howard University takes all criminal allegations seriously, and many such acts are prohibited by the Student Code of Conduct (The Code).

One or more of the following sanctions may be imposed for any violation of the Code. The failure to satisfy the sanction, as directed, can lead to the imposition of more severe sanctions, up to and including suspension or expulsion. Students who have not completely fulfilled their sanctions may be allowed to participate in General Mandatory Registration for the subsequent semester if all other financial and academic conditions have been met. However, their registration will be canceled if they fail to comply with all the stipulations of the sanctions within the time limit set. Below is a non-exhaustive list of disciplinary sanctions that may be imposed for violations of the Code:

### **A. Disciplinary Warning or Reprimand**

A disciplinary warning or reprimand is an official written statement of censure. It is used when a student's behavior is unacceptable but is considered to be minor and/or unintended. It includes a warning that any other violation of the University's Code for which the student is found guilty will result in more severe disciplinary action. The written statement shall be delivered to the student, with a copy placed in his/her judicial file.

### **B. Requirement to Seek Counseling**

This sanction may be imposed when a student is found to have engaged in disruptive or uncivil behaviors. In such cases, the student shall be required to provide evidence to the Office of the Dean of Student Services of attendance and completion of counseling by a qualified professional.

### **C. Participation In, or Conducting Special Workshops, Classes, or Seminars**

A student may be required to participate in, or to develop, advertise and present special workshops or seminars related to a Code violation. In such a case, the student may be required to present a typed summary of the activity to the Office of the Dean of Student Services.

### **D. Mandatory University or Community Service**

A student may be required to perform work assignments at the University or in the local community; this work is monitored by the Office of Student Services and the Office of Student Life and Activities for community service assignments.

### **E. Restitution**

Restitution is reimbursement to compensate for personal injury, property damage, or misappropriation of University or other personal property. It may be in the form of money or services, subject to the discretion of the Hearing Officer or Disciplinary Hearing Board.

### **F. Disciplinary Probation**

Disciplinary probation may be imposed for a limited term or indefinitely. A student who is under disciplinary probation will not be permitted to participate in intramural, intercollegiate or club sports, or student clubs and organizations.

## CONTINUATION OF DISCIPLINARY ACTIONS

Such a student may not represent the University in any public function, competition, or performance, hold office in a student organization, or be eligible to join a fraternity or sorority. The violation does remain on the student's record housed at the Office of Student Services. Students receiving scholarships for any activities enumerated above may have that scholarship suspended or terminated. Decisions regarding scholarships will be made by the Vice President for Student Affairs in consultation with the Dean for Student Services and other appropriate University officials.

### **G. Limited Term Suspension**

Suspension is appropriate in cases of serious misconduct, or in cases when a student has violated a condition of disciplinary probation, or has failed to meet the stipulations of lesser sanctions. A student may be suspended from the University for the remainder of the semester, or summer session, in which the sanction is applied, or any portion thereof, for the next semester, or for any other additional periods determined appropriate by the University.

Suspensions are recorded on the student's permanent record (official transcript). Students suspended from the University are required to return their student identification cards, room keys, and other University property and shall be barred from the campus for the duration of their suspension. Exceptions may be granted to this prohibition by the Office of the Dean of Student

Services, if it is first determined that the barred student must enter University property for a valid reason and valid approval is obtained from HUDPS. If a student returns to the campus without permission during the period of suspension, his or her eligibility to be re-admitted to Howard University is jeopardized. Such persons may also be charged with unlawful entry and, thereby, may be subject to arrest.

### **H. Indefinite Suspension**

Indefinite Suspension provides for all conditions described in Limited Term Suspensions, but does not give a specific date for the consideration of readmission of the suspended student. This sanction is used in cases of extremely serious misconduct when evidence of rehabilitation must be presented by the student and accepted by the Vice President for Student Affairs before the student is readmitted to the University.

### **I. Expulsion**

Expulsion is the most severe sanction that the University may impose. Expulsion is permanent dismissal from the University. In addition, the student is not eligible for readmission to the University and is permanently barred from Howard University owned or operated property and from all University sponsored events. Students expelled from the University are required to return any student identification cards, room keys, and other University property and must leave campus immediately upon notification of being expelled. If an expelled student returns to the campus, he or she will be charged with unlawful entry and may be arrested. An expelled student's relationship with the University is severed permanently.

**The full Student Code of Conduct can be found at the following link:**  
<http://www.howard.edu/policy/academic/codeofconduct.htm>

# HOWARD UNIVERSITY ALCOHOL AND DRUG POLICY

The “Drug-Free Work Place Act” and the “Drug-Free Schools and Communities Act Amendments of 1989” require colleges and universities to certify that they have adopted and implemented programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. In accordance with local and federal laws, Howard University prohibits the unlawful manufacture, distribution, possession, sale or use of any controlled substances or illicit drugs on its property or during any event that is sponsored by any students, faculty and staff members whether the event occurs on campus property or off-site. The only exception to this policy is that alcohol will be permitted on the premises for events that receive advanced written authorization and approval for the provision and consumption of such beverages.

However, in the event alcohol distribution is permitted at an event or social function, no person under the age of 21 may consume, purchase, attempt to consume or purchase, or otherwise possess any alcohol at any time. Anyone found in violation will be subject to disciplinary measures in accordance with University’s code of conduct. Additionally, those who are 21 years of age or older will be required to produce proper identification verifying that they are of age. Finally, those who are 21 years of age or older are reminded to limit and monitor their alcohol intake and consume in moderation so that they may act responsibly at all times. It is the policy of Howard University to use a multi-disciplinary approach to preventing the use of illicit drugs and the abuse of alcohol by students, faculty, staff, and other members of the University Community. To that end, the University has established an **Alcohol and Drug Prevention Services Network**. The Alcohol and Drug Prevention Services Network is comprised of the Office of the Dean of Student Services, University Counseling Service, the Student Health Center, the Office of Human Resources, and the Howard University Department of Public Safety. These University offices and departments are responsible for handling matters involving drugs and alcohol and have adopted policies and procedures designed to educate members of the University community and address problems of alcohol and drug abuse that students, faculty, staff and other members of the University community may be experiencing.

The use and possession of unlawful drugs and the unlawful use and abuse of alcohol are of serious concern and jeopardizes the health, safety, and livelihood of the University. Through the combined efforts of the Alcohol and Drug Prevention Services Network, students, faculty, staff, and other members of the University Community will annually receive information:

1. Outlining the risks associated with alcohol and illicit drug use;
2. Articulating the sanctions imposed for violations; and
3. Provide guidance, assistance, and support for those suffering from or at risk of having a substance abuse problem.

Annually, the Alcohol and Drug Prevention Services Network will ensure the distribution of the Howard University Alcohol and Drug Prevention Notice and Resources Supplement to each student, faculty, and staff member. Biennially, an internal review of the Alcohol and Drug Prevention Services Network will be conducted to evaluate the effectiveness of the services provided by the network and implement changes that will enhance the services if necessary.

**Policies: 400-013 Alcohol and Drug Prevention Policy and Policy Statement Concerning the Use of; the Possession for Sale, Transfer, Or Exchange of; and the Manufacture, Transfer, Sale Or Exchange of; Controlled Substances.**

## THE ON CAMPUS “NETWORK”

MEMBERS OF SERVICE NETWORK ON CAMPUS AND CONTACT INFORMATION		STUDENT	FACULTY/STAFF MEMBER OF HU
Office of the Dean for Special Student Services <a href="http://www.howard.edu/specialstudentservices">www.howard.edu/specialstudentservices</a>	(202) 238-2420	✓	
University Counseling Service <a href="https://studentaffairs.howard.edu/departments/university-counseling-service">https://studentaffairs.howard.edu/departments/university-counseling-service</a>	(202) 806-6870	✓	
Student Health Center <a href="http://www.howard.edu/studenthealth/">www.howard.edu/studenthealth/</a>	(202) 806-7540	✓	
Office of Human Resources (EAP) <a href="http://www.hr.howard.edu/bpa/">www.hr.howard.edu/bpa/</a>	(202) 806-1280		✓
Howard University – Employees Assistant Program <a href="http://www.metlife.com">www.metlife.com</a>	(866) 519-8354		✓
Howard University Hospital (Employees Assistant Program) <a href="http://www.metlifeeap.com">www.metlifeeap.com</a>	(866) 519-8354		
HU Department of Public Safety <a href="http://www.howard.edu/publicsafety/contact.html">www.howard.edu/publicsafety/contact.html</a>	(202) 806-1100	✓	✓

## REFERRING OTHERS

It is an important and sometimes difficult task. Suggested guides to approach someone whom you feel needs help:

- Every year many students, faculty, and staff call or come to the University Counseling Service expressing concern for a student, whether that person is a friend, relative, or roommate.
- We recommend that you approach the student you are concerned about in a gentle, caring, and non-judgmental manner and specifically state why you are concerned.
- Then suggest that he/she seek out a professional assessment at the Counseling Service.
- Most often, the student will feel relieved that there is help available and will agree to make an appointment.
- If you want to offer extra support, you can have the student call UCS from your office or room, and you may offer to accompany the student to the UCS to her/his first appointment.
- If the person you are concerned about refuses to get help immediately (and it is not an emergency situation), try to be friendly and remain open to the possibility that he/she may want your help in the future.
- Some students may feel ambivalent about seeking help from any source, including the University Counseling Service.
- A direct response to such ambivalence can sometimes be helpful: “If their problem can not be resolved at the University Counseling Service, they can be directed to the appropriate place.”
- If you decide to be more explicit about your concern, feel free to contact the University Counseling Service (202 806-6870) to discuss different options of how to handle the crisis.

A clinician will help you to assess the situation and assist your friend:

- Proposing possible interventions,
- Find the best way to make a referral, if necessary
- Explore resources on and off campus,
- Clarification of what is going on and how you can be more effective.



## DISTRICT OF COLUMBIA CRIMES AND PENALTIES—ALCOHOL AND DRUGS

### ALCOHOL—POSSESSION AND CONSUMPTION PERSONS UNDER 21

**Crime 1:** No person under 21 years of age may consume, purchase, and attempt to purchase, or otherwise possess alcohol.

**Crime 2:** No person may falsely represent his or her age or possess or present fraudulent identification for the purpose of procuring alcohol. Penalties: Considered a misdemeanor and fined not more than \$300; failure to pay the fine will result in a jail term of not more than 30 days. These penalties are in addition to the penalties for Crimes 1 and 2 listed below.

**Penalties for Crimes 1 and 2:** First violation, driving privileges suspended for 90 days; **Second violation**, driving privileges suspended for 180 days; **Third violation** and each subsequent violation, driving privileges suspended for one year.

**Crime 3:** No person may purchase alcohol for the purpose of delivering it to another person who is under 21 years of age.

**Crime 4:** No person who is not an Alcoholic Beverage Regulation Administration license holder may make available alcohol to any person under 21 years of age, except when necessary for the person under 21 years of age to perform lawful employment responsibilities (e.g., waiters and waitresses).

### **Penalties for Crimes 3 and 4: \$1,000 fine and a maximum jail term of 180 days. Drugs – Possession and Consumption**

Initiative 71—Legalization of Possession of Minimal Amounts of Marijuana for Personal Use Initiative became in effective on February 26, 2015 in the District of Columbia.

As a result, it is legal for a person who is at least 21 years old to:

- Possess two ounces or less of marijuana;
- Transfer one ounce or less of marijuana to another person who is at least 21 years old, so long as there is no payment made or any other type of exchange of goods or services;
- Cultivate within their residence up to six marijuana plants, no more than three of which are mature;
- Possess marijuana-related drug paraphernalia – such as bongs, cigarette rolling papers, and cigar wrappers that is associated with one ounce or less of marijuana; or
- Use marijuana on private property.

**Note:** Marijuana possession by persons under 21 years of age is illegal. Initiative 71 did not change existing law on marijuana possession for anyone under 21 years of age.

A person can still be arrested for:

- Selling any amount of marijuana to another person;
- Possessing more than two ounces of marijuana;
- Operating a vehicle or boat under the influence of marijuana; or
- Smoking, eating, or drinking marijuana – or holding or carrying a lighted roll of paper or other lighted smoking equipment filled with marijuana – in any public space, such as:
  - On any street, sidewalk, alley, park, or parking area;
  - In a vehicle on any street, alley, park, or parking area; or
  - Any place to which the public is invited.

## DRIVING UNDER THE INFLUENCE OF ALCOHOL OR DRUGS

**Crime 5:** No individual shall, when the individual's blood contains .08 percent or more, by weight, of alcohol (or when .38 micrograms or more of alcohol are contained in 1 milliliter of his or her breath, consisting of substantially alveolar air), or defendant's urine contains .10 percent or more, by weight, of alcohol; or under the influence of intoxicating liquor or any drug or any combination thereof; operate or be in physical control of a vehicle in the District. No individual under 21 years of age shall, when the individual's blood, breath, or urine contains any measurable amount of alcohol, operate or be in physical control of any vehicle in the District.

**Penalties for Crime 5:** First violation (unless the individual has been convicted of a violation of Crime 6 below), a maximum fine of \$300 and a maximum jail term of 90 days; Second violation, or for the first offense following a previous conviction for Crime 6 below, within a 15-year period, a minimum fine of \$2,000 but not more than \$15,000 and/or maximum jail term of one year.

**Crime 6:** No individual shall, while the individual's ability to operate a vehicle is impaired by the consumption of intoxicating liquor, operate or be in physical control of any vehicle in the District. This includes the operation of a non-motorized bicycle.

## DISTRICT OF COLUMBIA CRIMES AND PENALTIES—DRUGS

It is unlawful for any person to knowingly or intentionally manufacture, distribute, or possess, with intent to manufacture or distribute, controlled substances or drug paraphernalia. A conviction under local laws may result in imprisonment, a fine, or both. The length of prison term and the amount of the fine depend upon the particular type of controlled substance(s) involved. Subsequent convictions and violations involving distribution to minors carry increased penalties, up to twice the usual sanctions.

To learn more about the law, please visit [www.mpd.cdc.gov/marijuana](http://www.mpd.cdc.gov/marijuana) or to find out about substance use disorder prevention and treatment services, please call the DC Department of Behavioral Health Access Helpline at 1-888-793-4357 or visit [dbh.dcc.gov](http://dbh.dcc.gov)

## MARYLAND CRIMES AND PENALTIES—ALCOHOL PERSONS UNDER 21 POSSESSION AND CONSUMPTION

It is illegal in the State of Maryland to purchase, possess, or drink alcohol if you are under the age of 21. It is illegal for a person under 21 to falsify or misrepresent his or her age to obtain alcohol, or to possess alcoholic beverages with the intent to consume. It is illegal to purchase or otherwise supply alcohol to persons who are under age 21. Penalties for the above violations are a \$500 fine for the first offense, and up to a \$1,000 fine for repeat offenses.

### Driving Under the Influence of Alcohol or Drugs

In the State of Maryland, a person may not drive or attempt to drive any vehicle while intoxicated or under the influence of alcohol. A blood alcohol level (BAL) of .07 may result in a charge of Driving While Impaired (DWI); a level of .08 may result in a "Driving Under the Influence" (DUI) charge. Drinking and driving charges are not restricted to these BAL limits.

An underage drinker with a BAL of .02 (approximately one drink) may be charged with a violation of restricted license, which will result in a suspension of the driver's license. Such an individual can still be charged with a violation despite possession of an out-of-state driver's license.

## MARYLAND CRIMES AND PENALTIES—DRUGS

In addition to federal laws, violations of the State of Maryland laws regarding the distribution, manufacturing, and possession of controlled substances may result in penalties of up to \$25,000 and imprisonment for up to 20 years for a first offense. “Controlled substance” and “illegal drugs” are outlined in Schedules I through V in Sections 5-402 through 5-406 of the Criminal Law Article, Annotated Code of Maryland.

### FEDERAL DRUG CRIMES AND PENALTIES

Enforcement by federal law enforcement agencies about the changes in the District of Columbia marijuana law.

Federal law continues to prohibit the possession or use of any amount of marijuana. As a result, federal law enforcement officers may arrest anyone in the District of Columbia for possession or use of any amount of marijuana as a violation of federal law. For example, the U.S. Park Police can arrest a person for possessing or using any marijuana on the National Mall, Rock Creek Park, or any other National Park Service land.

### FEDERAL DRUG, POSSESSION, TRAFFICKING AND PENALTIES

Federal law of controlled substances prohibits the possession, use, distribution, manufacture, or dispensing. The ultimate punishment for drug crimes depends on the quantity, classification, and purpose of possession of the drug. The most serious drug crimes are producing, manufacturing, or selling illegal drugs.

Federal penalties and sentencing provisions vary for the possession and trafficking drugs. For more detail information about drugs, trafficking, penalties and sentencing guidelines, go to [www.dea.gov/under the “Drug Info” section](http://www.dea.gov/under the \).

#### Definition of Controlled Substance Schedules and Penalties for First Offense

**\*From Office of Diversion Control website of the Drug Enforcement Administration (DEA)**

SUBSTANCE/QUANTITY	PENALTY
Any Amount Of Other Schedule I & II Substances Schedule I - no currently accepted medical use in the United States Schedule II - have a high potential for abuse	First Offense: Not more that 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.
Any Amount Of Other Schedule III Drugs Schedule III - have a potential for abuse less than substances in Schedules I or II	First Offense: Not more than 10 yrs. If death or serious bodily injury, not more that 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam) Schedule IV - have a low potential for abuse relative to substances in Schedule III	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.
Any Amount Of All Schedule V Drugs Schedule V - have a low potential for abuse relative to substances listed in Schedule IV	Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.



## **FIREARMS AND OTHER PROHIBITED WEAPONS POLICY**

The University is concerned about the increased violence in our society and with the rising number of incidents occurring on university campuses and in the workplace involving the use of firearms and other prohibited weapons. Therefore, the possession of firearms and any other prohibited weapons that violate federal and local laws are prohibited on University property. The only exception is trained and commissioned personnel who are authorized and possess a license to carry such weapons. Howard University strictly prohibits possessing, using, storing, or transporting firearms; or other weapons, such as explosives, fireworks, ammunition, or dangerous chemicals on any University owned or leased properties. There is an exception for dangerous chemicals that are authorized and used in classes, or in connection with University sponsored research. Violation of federal, local laws or University policies for firearms or weapons offenses will be prosecuted to the maximum extent allowable under the law for each violation. These offenses include possession, or use of a deadly weapon or firearm; carrying, opened or concealed; furnishing a deadly weapon or firearm to another, including minors; and all attempts to commit any of these listed offenses.

# EMERGENCY MANAGEMENT PLAN



An Emergency Management Plan and Emergency Response Handbook has been established to ensure that Howard University is prepared for emergencies that pose an immediate threat to the Howard University campuses. The documents serve as a guide for University personnel and students in response to emergency situations, such as major disasters and disturbances that occur on or near the campus properties.

Personnel has been designated and trained to understand the policies and procedures of the Plan as it relates to them carrying out specific responsibilities. The Emergency Management Plan was created to meet the Occupational Safety and Health Administration Standard 29 CFR 1910.38: Emergency Action Plan. The University-wide policy, 200-001 Howard University Emergency Management Plan delineates the framework of the actual Emergency Management Plan that is posted on HUDPS's website - [www.howard.edu/publicsafety/](http://www.howard.edu/publicsafety/).

Under the framework of National Incident Management System (NIMS) - Incident Command System (ICS), the techniques in the Howard University's Emergency Management Plan have been developed, and mechanisms have been established to support University operations during an emergency situation. For instance, evacuation maps are located on all floors in all buildings the University Mass Notification System allows authorized Howard University officials to send emergency information and instructions simultaneously to students, faculty, and staff via cell phones, text messaging, and e-mail within moments of an occurrence of a critical incident. In the event of a confirmed emergency, Howard University activates the Incident Command Center and the Emergency Management Plan which is designed to effectively coordinate the use of both university and community resources to protect lives and safeguard University properties during and immediately following a major crisis or disturbance on or near the University campuses. The Emergency Management Plan is activated whenever an emergency overwhelms the University, and the situation cannot be managed using daily operating resources. The University ensures that all new faculty and staff are informed of the Emergency Management Plan when they attend a new hire introduction meeting.

Emergency evacuation maps that show exit routes are strategically posted throughout the facilities owned or under the control of the University. In the event an evacuation is necessary, a Rave Alert is sent via text message, email, and information displays informing of the danger and providing direction. There is also a bull horn in the Campus Security office that can be used to provide instruction during an evacuation. In the absence of the Chief of Public Safety, the on-duty Public Safety Supervisor will determine the need for an evacuation.

Additionally, the Department of Public Safety conducts unannounced evacuation drills that involve members of the University community and emergency response training with organizations such as MPD, DC Fire Department and D.C. Homeland Security & Emergency Management Agency (DCHSEMA).



## **EMERGENCY EXERCISES AND EVACUATION DRILLS**

Howard University shall conduct and participate in exercises and evacuation drills on an annual basis to assess and evaluate emergency procedures and capabilities. Departments throughout the University and the Department of Public Safety participate in table-top exercises and emergency preparedness training. These exercises may involve members of the District of Columbia's Office of Homeland Security and Emergency Management, the D.C. Fire and local police departments. The Howard University Department of Public Safety documents each test and evacuation drill, including the date, time, and whether the exercise is announced or unannounced.

## **MASS NOTIFICATION SYSTEM**

The "Alert HU System" is the University's mass notification system used to alert students, faculty, and staff in the event of an emergency or incident that adversely impacts the University community. Alert-HU is designed to send emergency alerts messages to students, faculty, and staff that could be directly affected by a critical incident which poses an imminent threat to their health and safety. The "Alert HU System" is capable of immediately broadcasting messages via e-mail, text, and voice-mail to the University community. Once a significant emergency or dangerous situation has been confirmed, and pertinent information has been gathered for distribution, Howard University will send a notification via the "Alert-HU System."

Designated University officials will confirm and determine the content of the notification, and initiate the notification system. The only exception for delaying a notification will be in cases where it would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. After the initial notification, follow-up information will be disseminated to the community as soon as available.

The following offices have been designated as University authorities that are vested with the authority to decide the existence of an emergency, create and make the decision what segment of the campus community should receive the notification and approve emergency messages for dissemination. Examples of such emergency incidents include but are not limited to severe weather, hazardous material spills, and acts of criminal violence that have the potential to threaten the safety of members of the University community.

1. Office of the President or his designee
2. Executive Vice President and COO
3. Office of the Chief of Police
4. Office of University Communications

Once approved, the emergency messages will be forwarded to a system administrator for release, then to the subscriber of the messaging service for mass distribution.

Emergency Alerts – The Message Templates ("standard messages") are created and reviewed by the Office of University Communications.

## **POST EMERGENCY COMMUNICATION**

The University will issue an "all clear" message to convey the University's return to normal operations to all faculty, staff, and students via University-assigned email accounts, the HU website homepage, and text message via the internal subscriber's service.

# THE ANNUAL FIRE SAFETY REPORT

The Higher Education Opportunity Act, enacted on August 14, 2008, requires institutions with on-campus housing facilities for students to publish an Annual Fire Safety Report that outlines the fire safety policies, practices, standards of the institution and discloses statistics for fire related incidents. The information in this portion of the Annual Security and Annual Fire Safety Report satisfies the requirements of the Clery Act. The Campus Fire Safety Policy includes a description of fire safety systems installed in on-campus student housing; the number of regular mandatory supervised fire drills; and the policies on portable electrical appliances, smoking, and items that produce open flames.

At Howard University, all residence halls are equipped with safety equipment that detects, warns and controls smoke and fire. The installation of a combination of fire doors, fire extinguishers, fire alarms, smoke detectors and an integrated fire sprinkler system in the facilities and dorm rooms are precautionary measures that have been taken to control smoke and fire. The residence halls are monitored on a system which is in operation 24 hours/day, 7 days/week. Residents are also informed about policies regarding fire safety to include contacting HUDPS or 911 for fire emergencies, and that tampering with any emergency fire apparatus is a crime and punishable by law and are grounds for immediate eviction from residence halls and could result in dismissal from Howard University. The Howard University Office of Environmental Health and Safety annually review the fire systems in all residence halls and make upgrades, repairs, or revisions as necessary. (See Student Handbook - <https://www.howard.edu/students/hbook/H-Book.pdf> and Resident Hall Handbook - [www.howard.edu/residencelife/handbook.htm](http://www.howard.edu/residencelife/handbook.htm))



## DEFINITIONS

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

**Fire Drill** – A supervised practice of a mandatory evacuation of a building for a fire.

**Fire Related Injury** – Any instance in which a person is injured as a result of the fire. It may include injuries sustained from a fire in which the cause is natural or accidental, and injuries were sustained while trying to control fire, make rescue attempts, or escaping from a fire. The term person includes students, faculty, staff, visitors, firefighters, or any other individuals.

**Fire Related Death** – Any instance in which a person is killed as a result of a fire, including death resulting from a natural or an accidental cause while involved in trying to control a fire, rescue attempts, or escaping from a dangerous fire, or deaths that occur within 1 year of sustaining an injury resulting from a fire.

**Fire Safety System** – Any mechanism or system designed to detect, warn, or control a fire, such as sprinkler or other fire extinguishing systems, fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of a fire.

**Value of Property Damage** – The estimated value of the loss of the structure and contents, regarding the cost of replacement in like kind and quantity; including, contents damaged by fire, related damages caused by smoke, water, and overhaul. However, it does not include indirect loss, such as business interruption.

## SMOKING POLICY

Howard University prohibits smoking in any of the residence halls and a minimum of fifty feet from the entrance of residence halls.

## REPORTING FIRES AND OTHER EMERGENCIES

Each dormitory, classroom, and administrative building has an approved fire Emergency evacuation plan specifically designed for that facility. All building evacuations will occur when an alarm sounds and upon notification by a fire and emergency attendant/warden/campus police or dc fire department. When reporting a fire, contact the Howard University Department of Public Safety at 202-806-1100 or call 911. (See Student Handbook)

## FIRE LOG

The Fire Log is maintained at the Howard University Department of Public Safety. It discloses reported fires over a 60-day period and is open for public inspection during normal business hours. Any request made for information beyond the 60-day period will be made available within two business days of the request. All fires that occurred in an on-campus student housing facility are recorded in the fire log. The report includes the nature, date, time and general location of each fire. The Fire Log entry and any updates shall be made within two business days of the receipt of the information. The data taken from these reports are disclosed in statistical charts below.

## **MANDATORY RESIDENCE HALL FIRE DRILLS**

Fire drills are held routinely in the Residence Halls. Howard University must comply with the fire and safety code of the District of Columbia, which requires two (2) such drills per year. Therefore, participation in all fire drills in Residence Halls is MANDATORY. All students are expected to participate in fire drills so that in the event of a real emergency, they will respond safely and appropriately. Students failing to participate will be dismissed from the Residence Hall and possibly fined per the ordinance or regulation of the District of Columbia.

## **FIRE SAFETY EDUCATION AND INSPECTIONS**

The Residence Life policy on fire safety prohibits usage of electrical cooking appliances, candles, and specific electrical equipment in individual rooms. Candles, or any item that produces an open flame, are prohibited in residence hall rooms. There are limits on the number of electrical appliances allowed in each residence hall room. During the academic semester, Residence Life staff schedule meetings with residents and conduct fire/ life inspections. Rooms and public areas are examined for prohibited electronic appliances and the type of item that can cause an open flame. During the inspection, if a violation is found, the student/s will receive a letter indicating the violation and will be expected to meet immediate compliance. If the violation/s have not been corrected after an unannounced re-inspection, the occupant/s will be subject to disciplinary action. Violations include, but are not limited to:

- Extension cords and multi-tap electric units without a breaker
- Items stored closer than 18 inches from a sprinkler head
- Blocking of electrical panels
- Blocking of egress (exit) pathways
- Evidence of burning of candles, incense, or tobacco products
- Evidence of cooking; or cooking appliances, even if unused
- Evidence of a heavy load of combustibles in a room, on the walls, or ceiling
- Covering a door with paper or other combustible material
- Use of electrical wiring, devices, and appliances which are modified or damaged
- Use of portable heaters
- Smoke detectors that have been tampered with
- Use of halogen lamp/lighting
- Unsafe lifting or propping of beds
- Strings of lights, twinkle lights, holiday lights
- Any other situation deemed unsafe by the staff inspector

**Series 200-001 Policy Title: Howard University Emergency Management Plan and the Emergency Management Plan on HU-DPS website <http://www.howard.edu/services/campuspolice/default.htm>.**

# FIRE STATISTICS

## Information Regarding Fires in Howard University Residential Facilities Main Campus 01/01/2017 to 12/31/2017

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number Injuries	Number Deaths	Property Damage Value
Bethune Annex	0	0	N/A	N/A	N/A	0	0	N/A
Carver Hall	0	0	N/A	N/A	N/A	0	0	N/A
Cook Hall	1	1	12/15/17	0246	Item on a wall heater	0	0	\$0.00
Drew Hall	1	1	03/23/17	0525	Lit cigarette butt	0	0	\$0.00
Howard Plaza East	0	0	N/A	N/A	N/A	0	0	N/A
Howard Plaza West	1	1	0/27/17	2003	Cooking	0	0	\$156,000.00
Slowe Hall	0	0	N/A	N/A	N/A	0	0	N/A
Tubman Quadrangle	0	0	N/A	N/A	N/A	0	0	N/A
College North	0	0	N/A	N/A	N/A	0	0	N/A
College South	0	0	N/A	N/A	N/A	0	0	N/A

## Information Regarding Fires in Howard University Residential Facilities–Main Campus 01/01/2016 to 12/31/2016

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number Injuries	Number Deaths	Property Damage Value
Bethune Annex	0	0	N/A	N/A	N/A	0	0	N/A
Carver Hall	0	0	N/A	N/A	N/A	0	0	N/A
Cook Hall	1	1	9/25/16	0630	Electrical	0	0	\$0.00
Drew Hall	0	0	N/A	N/A	N/A	0	0	N/A
Howard Plaza East	0	0	N/A	N/A	N/A	0	0	N/A
Howard Plaza West	0	0	N/A	N/A	N/A	0	0	N/A
Slowe Hall	1	1	10/03/16	1602	Electrical	0	0	Unknown
Tubman Quadrangle	0	0	N/A	N/A	N/A	0	0	N/A
College North	0	0	N/A	N/A	N/A	0	0	N/A
College South	2	1	02/18/16	031	Undetermined	0	0	Unknown
		1	02/24/16	0038	Student Project	0	0	\$4065.00



**Information Regarding Fires in Howard University Residential Facilities–  
Main Campus 01/01/2015 to 12/31/2015**

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number Injuries	Number Deaths	Property Damage Value
Bethune Annex	0	0	N/A	N/A	N/A	0	0	N/A
Carver Hall	0	0	N/A	N/A	N/A	0	0	N/A
Cook Hall	1	1	10/21/15	1501	Unknown	0	0	\$50,000
Drew Hall	0	0	N/A	N/A	N/A	0	0	N/A
Howard Manor	0	0	N/A	N/A	N/A	0	0	N/A
Howard Plaza East	2	1 1	06/10/15 08/16/15	0900 1655	Unknown Electrical	0	0	\$1000 \$5000
Howard Plaza West	1	1	02/10/15	0459	Unknown	0	0	\$1000
Slowe Hall	0	0	N/A	N/A	N/A	0	0	N/A
Tubman Quadrangle	0	0	N/A	N/A	N/A	0	0	N/A
College North	0	0	N/A	N/A	N/A	0	0	N/A
College South	0	0	N/A	N/A	N/A	0	0	N/A

**Information Regarding Fires in Howard University Residential Facilities–  
East Campus 01/01/2015 to 12/31/2015**

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number Injuries	Number Deaths	Property Damage Value
Mays Hall	0	0	N/A	N/A	N/A	0	0	N/A

**MAYS HALL FOOTNOTES**

1. In November 2015, the University School of Divinity was relocated to the West Campus. At that time, Mays Hall was closed, and there is no further residence hall on the East Campus. Therefore, there are no fire statistics for the East Campus for 2016 and 2017.
2. No student residential facility is located at the West Campus.

# “TRUTH AND SERVICE”



This report is published by Howard University's Department of Public Safety. We encourage current and perspective members of the Howard University community to use this report as a guide for information and engaging in safe activities on and off campus. A copy of this report is available on the Department's website at: [www.howard.edu/publicsafety](http://www.howard.edu/publicsafety). To obtain a hardcopy of the Annual Security and Fire Report or view the Daily Crime Log, contact the Department of Public Safety at 202-806-1132.