

Begin Here.
Become Anything.

2023

Annual Security Report



Prepared by

**WYTHEVILLE COMMUNITY COLLEGE
POLICE DEPARTMENT**



Table Of Contents

Introduction by the Chief of Police	Page 2
About Wytheville Community College and the Police Department	Page 3
Preparing the Annual Security Report	Page 4
Security of and Access to Campus Facilities	Page 5-9
Crime Reporting on Campus	Page 10-11
Campus Security Authorities	Page 12-13
Reporting Sexual, Domestic, Dating Violence and Stalking	Page 14-25
Crime Victim Disclosures	Page 26-28
Timely Warnings and Emergency Notifications	Page 29-32
Campus Crime Report	Page 33-37
Campus Security Awareness	Page 38
Informational Programs on Crime Prevention	Page 39
Drug, Alcohol, and Substance Abuse	Page 40-41
Advising the Campus Community about Sex Offenders	Page 42
Policy Statement on Missing Students	Page 43

Introduction by the Chief of Police

The Wytheville Community College Police Department is tasked with ensuring the safety and security of the students, faculty, and staff of our campus community. Our mission is to work effectively in deterring criminal activity so we may promote a safe and secure campus. However, as tirelessly as we may work, we understand that we cannot do this alone. Our campus community is encouraged to report instances of crimes, emergencies, or suspicious activities immediately.

Wytheville Community College Police Department, in compliance with the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act, provides annual disclosure of procedural information and statistical data for, at minimum, the previous three years. This information can be found online at wcc.vccs.edu or at the Wytheville Community College Police Department. This data is reflective of Clery crimes that have occurred on the Wytheville Community College main campus, and all other owned or controlled learning locations. Wytheville Community College Police Department is proud to report that there have been zero Clery crimes reported in the last three years. I would like to credit this to the hardworking officers at the police department, faculty, staff, and students at Wytheville Community College.

Please take a few moments to review the Annual Security Report because I believe you will find it informative and enlightening. Any questions about the report can be directed to me or any member of the Wytheville Community College Police Department.

In closing, I would like to add that Wytheville Community College is an excellent institution of higher learning that sits on a beautiful campus in Southwest Virginia. If you are a visitor, student, staff, or faculty member, I would like to welcome you as a part of our campus community.

Respectfully,

Brian J. Lawson
Chief of Police



About us



WYTHEVILLE COMMUNITY COLLEGE

Wytheville Community College (WCC) is a two-year non-residential institution of higher learning located in Wytheville, Va. WCC is a member institution of the Virginia Community College System and serves the citizens of Bland, Carroll, Grayson, Smyth, and Wythe Counties, and the City of Galax. WCC also offers programs at the Crossroads Institute in Galax, Va. and at the Henderson in Marion, Va.

WCC welcomed its first students in September, 1963 and now has an annual enrollment of approximately 3350 students. WCC also employs approximately 105 full-time faculty and staff, and over 126 part-time faculty and staff.



WYTHEVILLE COMMUNITY COLLEGE POLICE DEPARTMENT

The Wytheville Community College Police Department (WCC PD) is a full service state law enforcement agency consisting of a Chief of Police and nine police officers. All WCC PD officers are fully trained, state certified by the Virginia Department of Criminal Justice Services, and sworn to enforce the laws of the Commonwealth. They receive initial and ongoing training at the New River Criminal Justice Training Academy located in Dublin, Va and are trained in all aspects of law enforcement. Their jurisdiction covers all property owned and controlled by Wytheville Community College, including streets, sidewalks, and highways immediately adjacent to each college location. All sworn police officers are entrusted to preserve the public peace, protect life and property, enforce and uphold the laws of the Commonwealth of Virginia.

WCC PD officers routinely patrol the college locations, both on foot and by vehicle, as well as respond to police, fire, or medical emergencies. WCC PD officers investigate all criminal matters on the main campus, and all other owned or controlled learning locations. WCC PD works closely with local, state, and federal authorities to ensure everyone's safety while on college property. Currently, WCC PD maintains mutual aid agreements with the Virginia State Police, Wytheville Police Department, Galax Police Department, Carroll County Sheriff's Office, Marion Police Department, Virginia Department of Alcoholic Beverage Control, and Mount Rogers CSB.





Preparing the Annual Security Report

The Wytheville Community College Police Department has been designated as the department responsible for compiling and publishing the colleges Annual Crime Statistics Report in support of the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be obtained from our web site at www.wcc.vccs.edu/sites/default/files/security/2023-WCC-Annual-Security-Report.pdf. This report is prepared in cooperation with information and data gathered from our surrounding local law enforcement agencies as well as internal college offices. The information is also available in the office of the Dean of Student Success and Academic Development located in room 114A on the lower floor of Bland Hall.

The Clery Act requires colleges and universities that receive federal funding to disseminate a public annual security report (ASR) to employees and students every October 1st. This ASR must include statistics of campus crime for the preceding 3 calendar years, plus details about efforts taken to improve campus safety. ASRs must also include policy statements regarding (but not limited to) crime reporting, campus facility security and access, law enforcement authority, incidence of alcohol and drug use, and the prevention of/ response to sexual assault, domestic or dating violence, and stalking.

Campus crime, arrest, and referral statistics include those reported to the local/state law enforcement agencies and the Wytheville Community College Police Department. These statistics may also include crimes that have occurred in private residences or businesses that touch the college's property. Wytheville Community College has our main campus in the town of Wytheville Virginia with two reportable off-campus sites, one located in Galax Virginia at the Crossroads Institute and the other located in Marion Virginia at The Henderson. Data is gathered from the following agencies in order to accurately record the statistics for WCC:

- Wytheville Police Department, Wytheville Virginia
- Galax Police Department, Galax Virginia
- Marion Police Department, Marion Virginia





Security of and Access to Campus Facilities

During business hours, the college is open to students, parents, employees, contractors, guests, and invitees. During non-college business hours, access to all College facilities is by proxy card or key, if issued, or by admittance via the College Police Department upon authorized confirmation. Emergencies may necessitate changes or alterations to any posted schedules.

For employee safety, if employees need to access college facilities (buildings and/or offices) during hours when the buildings are closed, and police are on duty, the employee must check in with the Police Department when he/she arrives and when he/she departs. If an employee needs access to his/her office or needs to conduct work during a time when police or security staff are not on site, it is the employee's responsibility to notify their supervisor of their arrival and/or departure from campus. The employee should also notify a second party of his/her plans as well. This protocol is for the safety and protection of all employees and should be followed vigorously each time he/she enters and/or exits the campus during the times that the campus is closed.

Students or the general public that must gain access to college facilities outside of the hours below, must contact WCCPD at (276) 223-4713 or (276) 613-0131 and present a valid reason for entry. The individuals will be escorted by a member of the Police Department when allowed into one of the college facilities in this case.

The hours of normal operations are listed below:

WCC Main Campus:

- Monday - Friday 8:00 a.m. to 10:00 p.m.
- Saturday - 8:00 a.m. to 5:00 p.m.

WCC at The Crossroads Institute/Galax VA.:

- Monday – Thursday 8 a.m. to 6 p.m. (Offices and Testing Center)
- Monday – Thursday 8 a.m. to 9 p.m. (Learning Resource Center)
- Friday – 8 a.m. to 5 p.m.

WCC at The Henderson/Marion VA.

- Monday – Thursday 8 a.m. to 5 p.m.
- Friday – 8 a.m. to 5 p.m.

Wytheville Community College does not have On-Campus Housing/ Residential Halls.



Security of and Access to Campus Facilities

Security Considerations Used in the Maintenance of Campus Facilities

The Wytheville campus facilities are maintained by WCC Facilities Services staff and patrolled by WCC Police Department. All buildings, grounds, parking areas, and roadways are maintained with concern for safety and security. Campus buildings and equipment are inspected regularly, and needed repairs to replace faulty equipment and to mitigate potential hazards are made promptly.

WCC at the Crossroads Institute facilities are maintained by the maintenance staff of The Crossroads Institute. They can be reached at (276) 236-0391.

WCC at The Henderson facilities are maintained by the Town of Marion maintenance staff. They can be reached by contacting the Executive Director of the Henderson at (276) 378-5028 or (276) 206-0627.

To report safety or security concerns directly related to facilities, contact the WCC Maintenance staff at (276) 223-4813 or by email at maintenance@wcc.vccs.edu. Notification can also be made by entering a work order in the SchoolDude Maintenance System. In case of emergency repair or serious safety issue the WCC Police Department can be contacted at (276) 223-4713 or by cell phone at (276) 613-0131.





Security of and Access to Campus Facilities

Wytheville Community College Main Campus Boundary





Security of and Access to Campus Facilities

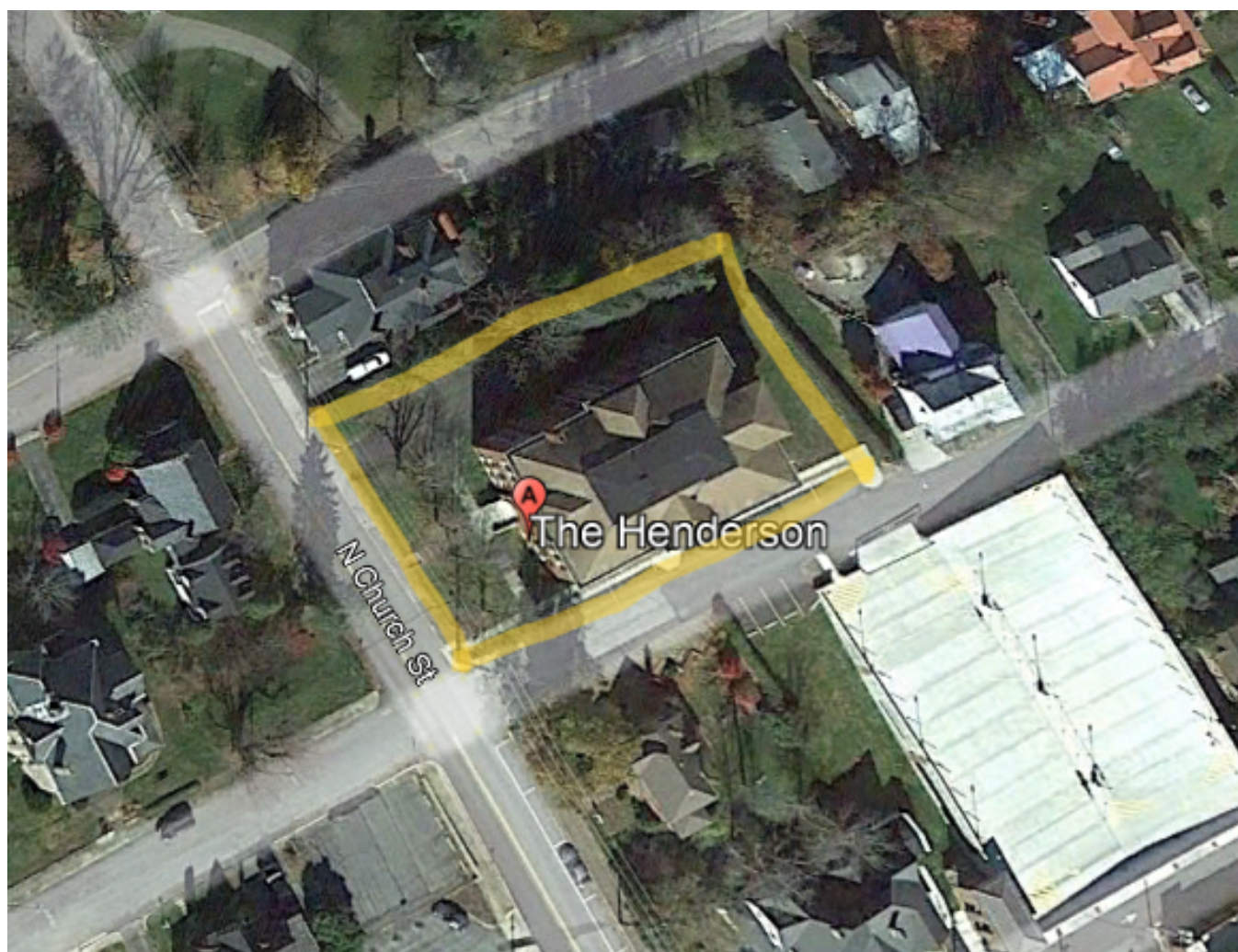
**Wytheville Community College
Galax, Va. Campus Boundary
The Crossroads Institute**





Security of and Access to Campus Facilities

**Wytheville Community College
Marion, Va. Campus Boundary
The Henderson Building**





Crime Reporting on Campus

Community members, students, faculty, staff, and guests are encouraged to make an accurate and prompt report of all crimes and public safety related incidents to the WCC Police Department.

WCC Police Department personnel are on duty at the Wytheville Campus during the hours of 6:00 a.m. thru 10:00 p.m. Monday – Friday, and on Saturday from 7:30 a.m. to 5:00 p.m. Police Department personnel are on duty at the Crossroads location during the hours of 7:00 a.m. thru 10:00 p.m. Monday – Friday. However, in the event of a staffing shortage, and dependent on the activities scheduled at off campus sites, coverage may be adjusted to shift personnel to the Wytheville Campus as needed.

To report a crime or emergency on the Wytheville campus, the College Police Department can be contacted at (276) 223-4713, by the department's cell phone at (276) 631-0131, or in an emergency dial 9-1-1. If calling from any college VoIP phone, dial 56-4713 to reach the Police Officer on duty.

Exterior public telephones are located at one of the following locations on main campus:

- Carroll Hall: On the exterior wall to the right of the central entrance on the bottom floor
- Grayson Hall: On the upper breezeway between Fincastle Hall and Grayson Hall on the exterior wall
- Smyth Hall: On the exterior wall to the right of the main entrance at the front of the building and on the exterior wall to the left of the main entrance at the rear of the building

There are also VoIP phones located on every hall of each building which can be used to report an emergency. These phones have the police department phone number programed in the phone's short cut menu buttons.

To report a crime or emergency at the WCC Crossroad Institute location, contact the Officer on duty at (276) 744-4986, by the Department's cell phone at (276) 235-4009, or in an emergency dial 9-1-1. If calling from any college VoIP phone, dial 57-4986 to reach the Police Officer on duty.

To report a crime or emergency at the WCC's Henderson location contact the Marion Police Department at (276) 783-8145, or in an emergency dial 9-1-1.

All College Police Department incident reports are forwarded to the Chief of Police for review. If necessary, incident reports are forwarded to the Dean of Student Success and Academic Development and the College Threat Assessment Team for potential action. The College Police Department will investigate various reports when it is deemed appropriate.

Any additional information obtained via the investigation will also be forwarded to the Chief of Police and if necessary, to the Dean of Student Success and Academic Development, Threat Assessment Team, and/or local or state agencies.



Crime Reporting on Campus

Crimes should be immediately reported to the College's Police Department to ensure inclusion in the annual crime statistics and to aid in providing timely warning or emergency alerts notices to the college community, when appropriate. The college police department also keeps written logs of all crimes reported and/or committed on campus. This log is open for public inspection except for any personally identifying information.



CLERY ACT & CRIME REPORTING

The Clery Act was named after Jeanne Clery, who was raped and murdered in her dorm room by a fellow student on April 5, 1986. Her parents championed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) in her memory. This Act is a federal law that requires colleges to report crimes that occur "on campus" and school safety policies. This information is available each year in an Annual Security Report (ASR), which can be found on our college's website.

Did you know that under the Clery Act, schools must: Detail Campus Policies on Crime In addition to its warning requirements, the Clery Act requires colleges and universities to provide an Annual Security Report detailing campus policies on the following topics:

- How a school works to prevent crimes
- How the school encourages reports of crime
- Who should receive crime reports on campus
- How a school issues a timely warning
- What campus procedures are followed when a crime is reported
- Whether campus security can arrest and initiate criminal investigation (or whether the report must go to the local police and which police would have jurisdiction)
- How a victim can: preserve evidence; report a crime to campus officials, the police, or both; receive assistance from campus officials to report to police; decline to report to the police; report confidentially; receive accommodations upon request; and contact support services on or off campus
- What remedies and accommodations may be available to victims
- What the campus disciplinary process entails
- What standard of evidence is used in campus disciplinary hearings
- How the school monitors crime reports from student organizations off campus
- Where local sex offender registry information can be obtained



Campus Security Authorities

The Wytheville Community College Police Department encourages the campus community to report crimes and incidents directly to them, however they understand that some may prefer to report to other individuals or offices within the college. Therefore, the campus community may also report crimes and incidents to Campus Security Authorities. Campus Security Authorities (CSA's) are those who may hear reports from students about crimes that occur on campus. Per the Clery Act requirements, the college has designated qualifying faculty and staff members as Campus Security Authorities in addition to the Police Department Officers. CSA's primary responsibility is to report allegations of Clery Act crimes that are reported to them, to the official or office designated by the college to collect crime information. The Police Department and the office of the Dean of Student Services are the designated offices. Records kept by CSA's are gathered annually for the purpose of compiling statistics for the Annual Security Report.

- ***The Wytheville Community College CSA Report Form can be found on the colleges Public Share (P) Drive, in the "Forms" Folder, under the name of "CSA Report."***

To qualify as a "Campus Security Authority" faculty and staff must fall into one of the four groups of individuals and/or organizations associated with our institution as defined by the Clery Act. These four groups are:

1. A campus police department or a campus security department of an institution.
2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
3. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
4. An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Wytheville Community College CSA's include, among others: Academic Deans and Associate Deans; the Dean and Associate Deans of Students; Title IX Coordinator; Deputy Title IX Coordinator; Faculty Advisors to Student Groups or Clubs; Campus Police.

Campus "pastoral counselors" and campus "professional counselors," when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.



Campus Security Authorities

While the college has identified a comprehensive list of CSA's, the following offices have also been designated as locations where the college community can report crimes to responsible employees under Clery or Title IX:

Wytheville Community College Police Department

Carroll Hall, Room 107

276-223-4713

Brian J. Lawson, Chief of Police

Carroll Hall, Room 107

276-223-4705

blawson@wcc.vccs.edu

Renee Thomas, Dean of Student Success and Academic Development

Bland Hall, Room 114A

276-223-4752

rthomas@wcc.vccs.edu

David Dickens, Associate Vice President of Finance

Title IX Coordinator

Bland Hall, Room 228

276-223-4774

ddickens@wcc.vccs.edu

Malinda Eversole, Director of Human Resources

Title IX Deputy Coordinator

Smyth Hall, Room 111

276-223-4869

meversole@wcc.vccs.edu



Reporting Sexual, Domestic, Dating Violence, and Stalking

Wytheville Community College publishes the Violence Prevention Policy on the college's web page and informs students, faculty, and staff of the policy during student orientation and college in-service. This policy is also discussed in the college's SDV courses. The College's policies are not intended to substitute or supersede related criminal or civil law. Individuals should report incidents of sexual and domestic violence, dating violence, and stalking to law enforcement authorities. Criminal and civil remedies are available in addition to the potential remedies that Wytheville Community College may provide.

Members of the campus community who believe they have been subjected to any of these reportable crimes should immediately report the incident to campus or local police. All emergencies or any incident where someone is in imminent danger should be reported immediately to campus police or local police by dialing **9-1-1** or **276-223-4713** (ext. **56-4713** on campus) for the Campus Police Department, **276-235-4009** to reach the Police Officer on duty at The Crossroads Institute. For The WCC at The Henderson location, you can contact the Marion Police Department at **276-783-8145**, or in an emergency dial **9-1-1**.

After normal business hours, members of the campus community should report alleged criminal activity to the Campus Police at **276-223-4713** (Main Campus) or **276-235-4009** (Crossroads) or **9-1-1** (WCC at The Henderson).

Whether or not a report is made to law enforcement, members of the campus community should report alleged violations of this Policy to the Title IX Coordinator during normal business hours. The Title IX Coordinator is solely responsible for overseeing the prompt, fair, and impartial investigation and resolution of complaints filed with the College. To help ensure a prompt, fair, and impartial investigation and resolution, individuals are encouraged to complete a Complaint Form, found at this link: [Title IX Complaint Form](#). The written complaint will be submitted to the Title IX Coordinator. Although strongly encouraged, a complainant is not required to submit a complaint on the Complaint Form or in writing.

Wytheville Community College Title IX Campus Resource

Title IX Coordinator: David Dickens

Associate Vice President of Finance

1000 East Main Street, Wytheville, Va. 24382

Bland Hall, Room 228

276-223-4774

ddickens@wcc.vccs.edu



Reporting Sexual, Domestic, Dating Violence, and Stalking

Reporting Sex Offenses

Wytheville Community College's Violence Prevention Policy addresses the procedures students should follow if a sex offense occurs. It also addresses who to contact as well the importance of preserving evidence and type of offense to report and allows victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual security report. WCC also provides information on risk reduction and safe and positive options for bystanders. This information is also addressed in the "Not Anymore" program each new student must take during the mandatory SDV 100 and 101 course.

The Student's Option to Notify

The Violence Prevention Policy addresses informing a student of their options to notify the appropriate law enforcement authorities and other types of counseling through mental health or other student services. The college police department will provide information in writing to all students and employees of the available counseling, health, mental health, victim advocacy, legal assistance, and other services available in the community and on campus.

For more information about available resources, please visit: <http://www.wcc.vccs.edu/community-resources>

Additional Assistance can be found through the following regional, state, and national agencies:

Regional

- Wythe County Community Hospital: 276-228-0200
- Twin County Regional Hospital: 276-236-8181
- Smyth County Community Hospital: 276-378-1000
- Town of Wytheville Police Department - 276-223-3300
- City of Galax Police Department: 276-236-8101
- Town of Marion Police Department: 276-783-8145
- Family Resource Center, Inc. 24 Hour Hotline: 800-613-6145
- Family Violence & Sexual Assault Hotline: 800-838-8238
- Virginia State Police Division 4 Office: 276-228-3131/Toll Free: 800-542-8716
- Mount Rogers Mental Health CSB: 276-223-3200
- Southwest Virginia Legal Aid Society: 800-277-6754



Reporting Sexual, Domestic, Dating Violence, and Stalking

Additional Assistance can be found through the following regional, state, and national agencies continued:

State & National

- U.S. Dept. of State- Bureau of Consular Affairs:
 - Non-immigrant Visa Inquires: 202-485-7600
 - Immigrant Visa Inquires: 603-334-0700
- The Virginia Sexual & Domestic Violence Action Alliance: www.vsdvalliance.org
- Rape, Abuse, and Incest National Network: www.rainn.org
- Department of Justice: www.ovw.usdoj.gov/sexassault.htm
- Dept. of Education Office for Civil Rights: 800-421-3481

The following are excerpts from Wytheville Community College's Violence Prevention Policy:

Section G. Reporting Incidents of Sexual Harassment

1. Members of the campus community who believe they have been victims of crimes may report the incident to campus or local police. All emergencies or any incident where someone is in imminent danger should be reported immediately to campus police or local police by dialing 9-1-1 or 276-223-4713 for Wytheville Campus Police Department and 276-235-4009 to reach a Police Officer on duty at Crossroads. For WCC at the Henderson, 9-1-1 should be called to reach the Town of Marion Police Department.
2. Whether or not a report is made to law enforcement, any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by reporting such conduct to a Responsible Employee to ensure that the Title IX Coordinator receives the verbal or written report. The Title IX Coordinator is solely responsible for overseeing the prompt, fair, and impartial investigation and resolution of reports and formal complaints filed with the College.

Section G. Wytheville Community College Title IX Resources

1. During non-business hours, members of the campus community should report alleged violations of this Policy to WCC Campus Police at 276-223-4713, 276-235-4009 (Crossroads Police Officer on duty) or 911 for WCC at the Henderson (Marion Police Department).
2. There is no time limit for reporting incidents of sexual harassment with the Title IX Coordinator. However, complainants should report possible violations of this Policy as soon as possible to maximize the College's ability to respond effectively to the report. Failure to report promptly also could result in the loss of relevant evidence.



Reporting Sexual, Domestic, Dating Violence, and Stalking

Section H. Confidentiality and Anonymous Reports

1. Individuals may be concerned about their privacy when they report a possible violation of this Policy. The College must keep confidential the identity of any individual who has made a report or formal complaint of sexual harassment; any complainant or any individual who has been reported to be the perpetrator of sexual harassment; and any witness related to a report or formal complaint of sexual harassment, except as may be permitted by the Family Educational Rights and Privacy Act (FERPA), or as otherwise required by law, or to carry out the purposes of this Policy, including the conduct of any investigation, live hearing, or judicial proceeding arising from any report or formal complaint.
2. The College has a responsibility to respond to conduct that violates this Policy. For this reason, most College employees may not keep secret a report of sexual harassment. The College expects employees to treat information they learn concerning incidents of reported violations of this Policy with respect and as confidentially as possible. College employees must share such information only with those College and law enforcement officials who must be informed of the information pursuant to this Policy.
3. Responsible Employees must report all alleged violations of this Policy obtained in the course of his or her employment to the Title IX Coordinator as soon as practicable after addressing the immediate needs of the complainant. Other campus employees have a duty to report sexual assault, domestic violence, dating violence, and stalking for federal statistical reporting purposes (Campus Security Authority (CSA) under the Clery Act). CSAs include student/conduct affairs personnel, campus law enforcement, student activities staff, human resources staff, and advisors to student organizations. All employees must report suspected child abuse or neglect to the [Title IX Coordinator/other designated official] as soon as practicable, but no later than 24 hours after forming such suspicion, pursuant to VCCS Policy Number 3.14.6, Reporting Sexual Child Abuse or Neglect.
4. If a complainant wishes to keep the report of sexual harassment completely confidential, it is recommended that he or she reports the alleged conduct to someone without a duty to report incidents of sexual harassment to the Title IX Coordinator. Full-time employees also may contact the Employee Assistance Program. If the complainant requests that the complainant's identity is not released to anyone else, the College's response may be limited to providing supportive measures, if appropriate and reasonably available. When supportive measures are provided, the College will protect the privacy of the complainant to the extent possible while still providing the supportive measures.
5. The College may pursue the formal resolution process even if the complainant requests the College to take no action. The Title IX Coordinator will notify the complainant in writing within five (5) workdays of the decision to pursue the formal resolution process when he or she is unable to maintain confidentiality or respect the complainant's request for no further action. The Title IX Coordinator will give the complainant's wishes due consideration.
6. The College will accept anonymous reports, but its response may be limited to providing supportive measures if appropriate and reasonably available. The Title IX Coordinator (or campus police) will conduct a preliminary investigation in an effort to determine the respondent's identity. If the preliminary investigation fails to reveal the identity of the respondent, the Title IX Coordinator shall close the report because the College must have sufficient information to conduct a meaningful and fair investigation. If the identity of the respondent is revealed, the Title IX Coordinator shall proceed as otherwise provided in this Policy. The Title IX Coordinator will notify the complainant in writing of the result of the preliminary investigation promptly after the preliminary investigation.



Reporting Sexual, Domestic, Dating Violence, and Stalking

Anyone who has experienced an incident of sexual assault as defined by this Policy should take the following action:

1. Find a safe place away from harm.
2. Call 911 or if on campus, contact campus police.
3. Call a friend, a campus advocate, a family member, or someone else you trust and ask her or him to stay with you.
4. Go to the nearest medical facility/emergency room. It is important to seek appropriate medical attention to ensure your health and well-being, as well as to preserve any physical evidence.
5. If you suspect that you may have been given a drug, ask the hospital or clinic where you receive medical care to take a urine sample. The urine sample should be preserved as evidence. “Rape drugs,” such as Rohypnol and GHB, are more likely to be detected in urine than in blood.
6. For professional and confidential counseling support, call the Virginia Family Violence & Sexual Assault Hotline at **1-800-838-8238** or the local Family Resource Center at **1-800-613-6145**. Help is available 24 hours a day.
7. You should take the following steps to preserve any physical evidence because it will be necessary to prove criminal domestic violence, dating violence, sexual assault, or stalking, or to obtain a protective order:
 - a. Do not wash your hands, bathe, or douche. Do not urinate, if possible.
 - b. Do not eat, blow your nose, drink liquids, smoke, or brush your teeth if the incident involved oral contact.
 - c. Keep the clothing worn when the incident occurred. If you change clothing, place the worn clothing in a paper bag.
 - d. Do not destroy any physical evidence that may be found in the vicinity of the incident by cleaning or straightening the location of the crime. Do not clean or straighten the location of the crime until law enforcement officials have had an opportunity to collect evidence.
 - e. Tell someone all the details you remember or write them down as soon as possible.
 - f. Maintain text messages, pictures, online postings, video, and other documentary or electronic evidence that may corroborate a formal complaint.



Reporting Sexual, Domestic, Dating Violence, and Stalking

WCC's Violence Prevention Policy addresses the types of educational programs available which helps promote the awareness of rape, acquaintance rape and other sex offenses.

The following is an excerpt of Wytheville Community College's Violence Prevention Policy:

O: Education and Awareness Program

1. The College conducts a program to educate students and employees about this Policy and its procedures. The education and awareness program is designed to promote awareness of sexual assault, domestic violence, dating violence, and stalking.
2. The program, at a minimum, shall include:
 - a. A statement that the College prohibits sexual harassment, including sexual assault, domestic violence, dating violence, and stalking.
 - b. The definition of sexual harassment, including sexual assault, domestic violence, dating violence, and stalking.
 - c. The definition of consent.
 - d. Safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of sexual assault, domestic violence, dating violence, or stalking against a person other than such individual.
 - e. Information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks.
 - f. Information on possible sanctions, procedures to follow after an incident of sexual assault, domestic violence, dating violence or stalking, disciplinary procedures, and the protection of confidentiality.
 - g. Written notification about available resources and services and supportive measures available if appropriate and reasonably available.
3. The College offers the prevention and awareness program to all new and existing students and employees.



Reporting Sexual, Domestic, Dating Violence, and Stalking

Risk Reduction and Prevention Strategies

Common sense, situational awareness and trusting your instincts will reduce the risk of sexual assault. The tips below may help decrease the potential chance of sexual assault.

In a Social Situation:

- You have the right to say “NO” even if you:
 - First say “Yes,” and then change your mind
 - Have had sex with this partner before
 - Have been kissing or “making out”
 - Are wearing what is perceived to be “provocative” clothing
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation. If you consume alcohol, do so in moderation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately. Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to make a mistake. Respect them when they do.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If someone asks for your number, take his/her number instead of giving out yours. Avoid giving out your personal information (phone number, where you live, etc.).
- Do not allow yourself to be isolated with a person you do not know or trust. If you go on a date with someone you do not know very well, tell a close friend what your plans are.
- Always have extra money to get home. Have a plan for someone you can call if you need help.
- If you feel uncomfortable, scared or pressured, say "Stop it" or leave and call for help.
- Walk only in lighted areas after dark.
- Keep the doors to homes, apartments and cars locked.
- Know where the phone is located.
- Be aware of your surroundings at all times



Reporting Sexual, Domestic, Dating Violence, and Stalking

Risk Reduction and Prevention Strategies Continued

If Someone is Pressuring You:

- Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
- Make your limits known. When you are with someone, communicate clearly to ensure he or she knows your limits and/or expectations from the beginning. Both verbal and nonverbal (body language) communication can be used to ensure the message is understood. If your partner is pushing those limits, say no as clearly as possible. You have the right to leave or stop a sexual encounter at any point.
- Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
- Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- Find someone nearby and ask for help. As another person at the party or someone walking by, or text a friend to help you leave the situation.
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Active Bystander Intervention:

- This approach encourages people to identify situations that might lead to a sexual assault and then safely intervene to prevent an assault from occurring.
- Active Bystander Intervention discourages victim blaming by switching the focus of prevention to what a community of people can do collectively.
- The approach also allows for a change in cultural expectations by empowering everyone to say or do something when they see inappropriate or harmful behavior.

This method of intervention places the responsibility of sexual assault prevention on both men and women.



Reporting Sexual, Domestic, Dating Violence, and Stalking

Risk Reduction and Prevention Strategies Continued

Know Strategies for How to Help a Victim in Need of Help:

- Bystander intervention means safe and positive options that may be carried out by an individual or individuals to intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Additional areas considered for bystander intervention include the witnessing or having knowledge about hazing, discrimination, medical emergency, and acts of discrimination.
- Bystanders are less likely to intervene if more people are present each assuming someone else may be more qualified to intercede. However, once one person steps up to help, the group will likely be more willing to assist.
- Bystanders should notice the emergency, interpret it as such, assume personal responsibility for acting, choose a strategy and implement that strategy. A strategy could be as simple as saying something to the potential violator to stop the action, calling someone to help such as public safety, the police or other appropriate authority such as counselors, professors, or if safe to do so step in before the situation escalates.

Bystander training begins during the SDV100 & 101 (College Success Skills) class for first year college students, all transfer students, new employee orientation, and continues throughout the year for student organizations, faculty training and administrative positions.

How to Intervene:

There are three components to Active Bystander Intervention:

1. Recognizing when to intervene. Some people might be concerned that they are being encouraged to place themselves in jeopardy to stop crimes in progress. This is not the case. There are many situations and events that occur prior to a sexual assault that are appropriate for intervention. Active bystander intervention encourages people to watch for those behaviors and situations that appear to be inappropriate, coercive and harassing.
2. Considering whether the situation needs attention. Faculty, staff, and students of Wytheville Community College need to understand that it is their moral duty to pay attention to situations that put their friends and co-workers at risk.
3. Deciding if there is a responsibility to act. A great deal of research has been done to understand the conditions that encourage people to get involved. There are situational factors that influence a person's willingness to act. These include the presence of other witnesses, the uncertainty of the situation, the apparent level of danger or risk to the victim, and the setting of the event. Personal characteristics of the bystander also contribute to a decision to act.



Reporting Sexual, Domestic, Dating Violence, and Stalking

Risk Reduction and Prevention Strategies Continued

Help Someone You Know:

When choosing what form of assistance to use, there are a variety of ways to intervene. Some of them are direct, and some of them are less obvious to the perpetrator:

- Making up an excuse to get him/her out of a potentially dangerous situation.
- Letting a friend or co-worker know that his or her actions may lead to serious consequences.
- Never leaving his/her side, despite the efforts of someone to get him/her alone or away from you.
- Using a group of friends to remind someone behaving inappropriately that his or her behavior should be respectful.
- Taking steps to curb someone's use of alcohol before problems occur.
- Calling the authorities when the situation warrants.

Safety is paramount in active bystander intervention. Usually, intervening in a group is safer than intervening individually. Also, choosing a method of intervention that de-escalates the situation is safer than attempting a confrontation. However, there is no single rule that can account for every situation. Faculty, staff, and students must use good judgment and always put safety first.

Common Signs of Abusive Behavior in a Partner:

Even one or two of these behaviors in a relationship is a red flag that abuse may be present.

- Telling you that you never do anything right.
- Showing extreme jealousy of your friends or time spent away from them.
- Preventing or discouraging you from spending time with friends, family, or peers.
- Controlling finances in the household without discussion including taking your money or refusing to provide money for necessary items.
- Pressuring you to have sex or perform sexual acts you're not comfortable with.
- Pressuring you to use drugs or alcohol.
- Intimidating you through threatening looks or actions.
- Insulting your parenting or threatening to harm or take away your children or pets.
- Intimidating you with weapons like guns, knives, bats, or pepper spray.

For more information:

<https://www.thehotline.org/identify-abuse/warning-signs-of-abuse>



Reporting Sexual, Domestic, Dating Violence, and Stalking

Risk Reduction and Prevention Strategies Continued

If You are Initiating Sexual Contact with Someone:

- Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.
- Understand and respect personal boundaries. Continuing to pressure someone to go farther than they have said they wanted to go can be coercive.
- Don't make assumptions about consent; about someone's sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity then you do not have consent—when in doubt, just ask.
- Mixed messages from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which they are comfortable.
- Don't take advantage of someone's drunkenness or drugged state, even if they did it to themselves.
- Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.
- Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
- Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.





Reporting Sexual, Domestic, Dating Violence, and Stalking

Risk Reduction and Prevention Strategies Continued

Rape Aggression Defense (R.A.D.) System of Self Defense Training:

Wytheville Community College Police Department conducts the R.A.D. system of self-defense training for any interested female student. This training is nationally recognized and is taught by certified R.A.D. instructors. WCC PD schedules one class per semester.

Why R.A.D.?

The mission of the R.A.D. Systems is to establish an accessible, constantly improving and internationally respected alliance of dedicated self-defense instructors. These instructors in turn, will provide educational opportunities for women, children, men and seniors to create a safer future for themselves. In doing this, the program challenges society to evolve into an existence where violence is not an acceptable part of daily life.



- R.A.D. is the largest network of its kind with over 11,000 instructors receiving training in our systems to date. These instructors teach at various colleges, universities, and municipal law enforcement agencies as well as various other community organizations internationally. R.A.D. has trained more than 900,000 women since the program began in 1989.
- R.A.D. is the only existing program with a free lifetime return and practice policy, honored worldwide.
- R.A.D. has developed specialized simulation techniques and equipment for use by certified R.A.D. Instructors.
- R.A.D. is the only self-defense program ever endorsed by the International Association of Campus Law Enforcement Administrators (IACLEA), National Academy of Defense Education, the National Self-Defense Institute (NSDI) and Redman Training Gear.



Crime Victims Disclosures

Wytheville Community College's Violence Prevention Policy addresses the victim of a crime of violence's right to know the results of any disciplinary proceeding conducted by the college against a student who is the alleged perpetrator of such crime or offense.

The following is an excerpt of Wytheville Community College's Violence Prevention Policy.

Section X. Actions Following the Written Determination

1. The role of the Title IX Coordinator following the receipt of the written determination from the Hearing Officer is to facilitate the imposition of sanctions, if any, the provision of remedies, if any, and to otherwise complete the formal resolution process.
2. The Title IX Coordinator must provide the written determination to the parties simultaneously, with a copy to Human Resources, Conduct Officer, and/or other College officials, as appropriate. The appropriate college official, after consultation with the Title IX Coordinator, will determine the sanction(s) imposed and remedies provided, if any.
3. The parties shall receive the final decision on the imposition of sanction(s), if any, and the provision of remedies, if any, simultaneously within ten (10) workdays of receipt of the written determination by the appropriate college official(s). The College must disclose to the complainant the sanction(s) imposed on the respondent that directly relate to the complainant when such disclosure is necessary to ensure equal access to the College's education program or activity.
4. The Title IX Coordinator shall confer as necessary with employees, community resources, or other support services that will provide such remedies.
5. Any sanctions to be imposed or remedies to be provided should begin after five (5) workdays of submitting the final decision unless a party files an appeal.
6. If the respondent is a third party, the Title IX Coordinator will forward the written determination to [vice president/police chief, or other college official]. Within ten (10) workdays, the [designated official] shall determine and impose appropriate sanction(s), as described below. The respondent and the Title IX Coordinator shall receive written notification of sanction(s) in the final decision, if any. The Title IX Coordinator may disclose to the complainant information as described above.

The Enforcement of Court Orders, Protective Orders, and Student Victims Right to Change Academic or Living Situations:

Wytheville Community College police department will enforce any court order issued by a court of competent jurisdiction. This may include orders that are considered to be a "No Contact or restraining" order and or a personal protective order. These orders will be taken into consideration when a change in academic situation is requested. The college's Violence Prevention Policy addresses right to change academic situation. The college does not provide any on campus housing.



Crime Victims Disclosures

The Enforcement of Court Orders, Protective Orders, and Student Victims Right to Change Academic or Living Situations continued:

The following is an excerpt of Wytheville Community College's Violence Prevention Policy.

Section I. Supportive Measures

1. The College will offer supportive measures to individuals whether or not a formal complaint has been filed, or whether the alleged incident is under investigation by a law enforcement agency. All requests for supportive measures will be provided if appropriate and reasonably available.
2. Supportive measures may include, but are not limited to, course schedule adjustments, reassignment of duty, leaves of absence, alternative parking arrangements, rescheduling class work, assignments, and examinations; allowing alternative class or work arrangements, such as independent study or teleworking; escort services, increased security and monitoring of certain areas of the campus, and other similar measures. Provisions of supportive measures to either party will be kept confidential to the extent possible.

Procedures for Campus Disciplinary Action:

Wytheville Community College's Violence Prevention Policy addresses the procedures for campus disciplinary action and includes informing both parties of the opportunity to have others present for the hearing and the outcome of the proceedings.

The following is an excerpt of Wytheville Community College's Violence Prevention Policy.

Section V: Formal Resolution Process (paragraph 2)

1. Notice of Allegations to the Parties. After receiving a formal complaint and as soon as practicable, the Title IX Coordinator will contact the parties to schedule an initial meeting. The correspondence must include the following information:
 - a. A copy of the College's Title IX Policy against sexual harassment, including the process by which the College resolves allegations of sexual harassment.
 - b. Notice of the allegation(s), including sufficient details known at the time and with sufficient time to prepare a response before the initial meeting. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known.
 - c. Notice that each party may be accompanied by an advisor of his or her choice at all meetings and the live hearing who may be, but is not required to be, an attorney, and that each party and advisor will have the opportunity to inspect and review evidence.



Crime Victims Disclosures

Section V: Formal Resolution Process (paragraph 2) continued

- d. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the formal or informal process.
- e. A statement that each party must notify the Title IX Coordinator in writing within five (5) workdays if he or she believes that the Title IX Coordinator has a conflict of interest or bias against the party.
- f. A statement that the college prohibits knowingly making false statements or knowingly submitting false information during the resolution of a formal complaint, in accordance with Section Q of this policy.

Institutional Disciplinary Sanctions:

Wytheville Community College's Violence Prevention Policy addresses institutional disciplinary sanctions for violations of the policy.

The following is an excerpt of Wytheville Community College's Violence Prevention Policy.

Section AA. Sanctions & Corrective Actions

1. The College will take reasonable steps to address any violations of this Policy and to restore or preserve equal access to the College's education programs or activities. Sanctions for a finding of responsibility depend upon the nature and gravity of the misconduct, any record of prior discipline for similar violations, or both.
2. The range of potential sanctions and corrective actions that may be imposed against a student includes but is not limited to the following: required discrimination or harassment education, a requirement not to repeat or continue the discriminatory, harassing, or retaliatory conduct, verbal or written warning, a no-contact order, written or verbal apology, verbal or written warning, probation, suspension, and expulsion from the College.
3. Sanctions for faculty and staff shall be determined in accordance with the VCCS Policy Manual and the Department of Human Resource Management Standards of Conduct, respectively. Possible sanctions and corrective actions include required discrimination or harassment education, informal or formal counseling, reassignment, demotion, suspension, non-reappointment, and termination from employment.
4. Third parties, e.g., contractors, or patrons from the general public, will be prohibited from having access to the campus. Depending on the violation, this prohibition may be permanent or temporary.
5. Sanctions imposed do not take effect until the resolution of any timely appeal. However, the College may keep in place any interim measures when necessary.

Either the complainant or the respondent has the opportunity to appeal the outcome of the written investigative report or the sanction(s) recommended. Appeals shall be conducted in accordance with the applicable grievance procedures described in the Student Handbook, VCCS Policy Manual, and the Grievance Procedure Manual of the Department of Human Resource Management.



| Timely Warnings and Emergency Notifications

Timely Warning and Emergency Notification Reports to Members of the Campus Community and Evacuation Procedures:

The Clery Act does require institutions to make determinations about whether or not an immediate threat to the health or safety of its on-campus community exists, as, if it does, the campus must issue an emergency notification informing of the threat and what measures individuals should take to protect themselves.

Wytheville Community College is committed to providing an environment that is free from harassment and discrimination based on any status protected by law. This policy supplements the following general policy statement set forth by the Virginia Community College System: Wytheville Community College does not discriminate on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, genetics, veteran status, or disability when the person is otherwise qualified in its educational programs and activities or employment. This policy also addresses the requirements under the Violence Against Women Reauthorization Act of 2013 (VAWA), The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), The Higher Education Opportunity Act (HEOA), and the Higher Education Act of 1965, as amended (HEA).

Wytheville Community College is required by federal law to issue timely warnings for reported incidents that pose a substantial threat of bodily harm or danger to members of the campus community. In the event that a situation arises, either on or off campus Wytheville Community College will without delay and taking into account the safety of the community, determine the content of the notification and initiate communication through at least one available notification system (WCC Alert, social media, college website, employee email, and/or student email) unless issuing a notification will, in the professional judgement of the responsible authorities compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Wytheville Community College will ensure, to every extent possible, that an alleged victim's name and other identifying information is not disclosed, while still providing enough information for members of the campus community to make decisions to address their own safety in light of the potential danger.

In the event of Clery Act crime or emergency situation (Fire, Shelter-in-place, Tornado, or Active Shooter situation) all faculty, staff, and students will be notified via available campus alert systems (WCC ALERT, social media, college website, employee email, and/or student email). These systems will be utilized to contact employees and students during a major crisis or emergency and to relay weather related closings and/or delays. WCC ALERT delivers important emergency alerts, notifications and updates to employees and students on all registered devices via e-mail, text or voice message through the following devices:

- Email Account (work, home, other)
- Phone (cell phone, smartphone, home phone)



| Timely Warnings and Emergency Notifications

Timely Warning and Emergency Notification Reports to Members of the Campus Community and Evacuation Procedures continued:

Any follow up information or “all clear” advisements will be disseminated through the same campus alert systems (WCC ALERT, social media, college website, employee email, and/or student email).

When an incident or emergency occurs, authorized senders will notify employees and students using available notification systems including WCC ALERT, social media, college website, employee email and/or student email. These systems are the personal connection to real-time updates, instructions on where to go, what to do, or what not to do, who to contact and other important information.

New users may register online at <http://www.wcc.vccs.edu/alert> or by sending a text message to 41191 and using the keyword: WCCALERT. Social media users can access the College’s Facebook page at <https://www.facebook.com/WythevilleCC/> or use the link on the college’s website at <https://www.wcc.vccs.edu/>

Employees and students are requested to remove themselves from WCC ALERT when they are no longer affiliated with the college. Enrollment in the WCC ALERT system is voluntary and is a free service provided by the college.

Emergency Response and Evacuation Procedures:

The college has established emergency preparedness plans and schedules and carries out emergency drills during the fall and spring semesters. Emergency notifications systems are in place including the WCC Alert Notification System (sign up link is on college website), main campus phone intercom system, and external loudspeaker.

Emergency procedures are posted in classrooms and common areas. Faculty and Staff review these procedures during their in-service training prior to classes starting for the new academic semester. Instructors review these procedures while in their respective classrooms. Students are also informed of the emergency procedures during student orientation.

Each building on the Wytheville campus has assigned building wardens with one warden assigned per floor of each building. Secondary Building Wardens are appointed in case the primary warden is not on campus. Each building warden is assigned a portable radio to better communicate with the campus police department when conducting drills or in the case of an actual emergency.

***More information on emergency preparedness on campus can be found at
<https://www.wcc.vccs.edu/emergency-preparedness>***



Timely Warnings and Emergency Notifications

Shelter-In-Place:

Emergency situations that require those affected to remain where they are is called “Shelter-in-Place.” When shelter-in-place occurs, faculty, employees and students are expected to follow the Shelter-In-Place Procedure posted in classrooms, offices and common areas at the Wytheville Campus, Crossroads, and the Henderson sites.

Weather Events:

When weather conditions are such that it is possible for a tornado to occur, the National Weather Bureau and local news media will issue one of the following alerts:

- Tornado Watch: Weather conditions are favorable for a tornado to occur.
- Tornado Warning: An actual tornado has been sighted.

Faculty, staff, and students should follow the posted Tornado Sheltering Procedure in the event that a tornado watch or warning announcement is made.

Active Attack Threat:

Knowing how to react to the threats posed are a key component of active attack survival. In the event of an active attack threat “**Emergency Procedure for Active Attack Threat**” instructions should be followed.

1. **RUN**: Getting away from the shooter/shooters is always the top priority. Leave belongings behind and run away. If safe to do so, warn others nearby, and call 9-1-1 when in a safe place. Describe each shooter, locations, and weapons to the best of one’s ability.
2. **HIDE**: If escaping safely is not an option, find a hiding place. Get out of the shooter’s view and stay quiet. Silence electronic devices and make sure they will not vibrate. Lock doors and block/barricade them, close the blinds, and turn off the lights. Do not hide in groups—spread out along walls or hide separately to make it more difficult for the shooter. Try to communicate with police non-verbally, (for example, through text messages or by putting a sign in a window). Stay in place until law enforcement arrives to provide assistance.
3. **FIGHT**: The last resort when in danger is to defend one’s self. Commit to actions and act with aggression to stop the shooter. Ambush the shooter with co-workers if possible. Craft makeshift weapons and use chairs, fire extinguishers, scissors, and books to distract and/or disarm the shooter.

More information can be found about this subject at:
https://www.dhs.gov/xlibrary/assets/active_shooter_booklet.pdf





Timely Warnings and Emergency Notifications

Fire Safety and Fire Safety Report:

Wytheville Community College does not have on or off campus housing. WCC is not required to publish an annual fire safety report because there is no student housing. As a matter of routine the college conducts two fire drills each year. These drills are scheduled when students are in class on campus. Students and employees are required to participate.

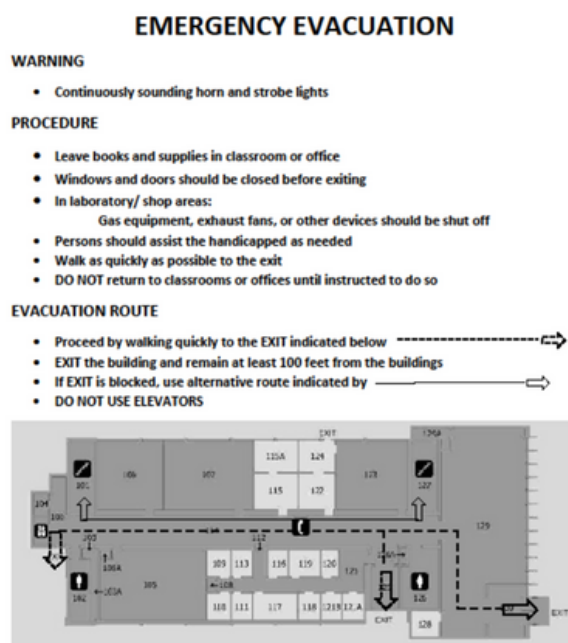
Wytheville Community College is a tobacco free institution and does not allow smoking inside the buildings and has designated smoking areas.

If a fire should be found by faculty, staff or student they should immediately activate one of the fire alarm pull stations located throughout the buildings on campus then exit the building. Once clear of the building he/ she should immediately dial 9-1-1 and notify the local fire department.

Each building on campus has a working fire alarm system. The fire alarm system is constantly monitored by a contracted vendor with the system being serviced by a different contracted vendor.

Any and all cases of a fire on campus property, even if the fire is contained and extinguished before assistance is needed to control the blaze, should be reported to the Police Department at (276) 223-4713.

The following is a copy of a typical fire drill/ Emergency Evacuation procedure which is classroom/office specific and posted in each classroom or office suite:





Campus Crime Report

Clery Categories and Definitions

The first category of reported crime statistics are defined below:

1. Criminal homicide. These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Negligent Manslaughter.
 - a. Murder and Non-negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.
 - b. Manslaughter by Negligence is defined as the killing of another person through gross negligence.
2. Sex offenses. Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.
 - a. Consent: (in reference to sexual activity) the knowing and voluntary agreement, without undue inducement or any element of force, fraud, deceit, duress, or other form of constraint or coercion, of a person who is capable of exercising free power of choice.
 - b. Rape is 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 both males and females.
 - c. Fondling is 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 youth or because of his/her temporary or permanent mental incapacity.
 - d. Incest is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - e. Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.
3. Robbery. Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
4. Aggravated Assault. Aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
5. Burglary. Burglary is the unlawful entry of a structure to commit a felony or a theft.
6. Motor Vehicle Theft. Motor vehicle theft is the theft or attempted theft of a motor vehicle.
7. Arson. Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

The second category of reported crime statistics are defined as Hate Crimes:

A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin. Although there are many possible categories of bias, under Clery, only the following eight (8) categories are reportable:



Campus Crime Report

The second category of reported crime statistics are defined as Hate Crimes continued:

1. Race. A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
2. Gender. A preformed negative opinion or attitude toward a person or a group of persons based on their actual or perceived gender, e.g., male or female.
3. Religion. A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
4. Sexual Orientation. A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
5. Gender Identity. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g. bias against transgender or gender nonconforming individuals.
6. Ethnicity. A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
7. National Origin. A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
8. Disability. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Hate crimes include any offense in the following group that is motivated by bias:

- Murder and Non-negligent manslaughter
- Sexual Assault
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Larceny –Theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism of Property



Campus Crime Report

Additional definitions included in the Hate Crimes Category:

- Larceny-Theft is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
- Simple Assault is 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 is 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 is 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.

The third category of reported crime statistics is the number of arrests in the following crime categories:

- Domestic violence: the felony or misdemeanor crime of violence committed:
 - By a current or former spouse or intimate partner of the victim.
 - By a person with who the victim shares a child in common.
 - By a person who is cohabiting 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 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 domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- 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 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.



Campus Crime Report

The third category of reported crime statistics is the number of arrests in the following crime categories continued:

- Stalking: engaging in the course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. For the purpose of this definition:
 - Course of Conduct means 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 the person's property.
 - Reasonable Person means a reasonable person under similar circumstances and with similar identities to the victim.
 - Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

The fourth category of reported crime statistics is the number of arrests and the number of persons referred for disciplinary action for the following crime categories:

- Weapons: Carrying, Possessing, Etc., is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification is the manufacture, sale or possession of deadly weapons, carrying deadly weapons, concealed or openly, using, manufacturing, etc., of silencers, furnishing deadly weapons to minors, aliens possessing deadly weapons, attempts to commit any of the above.
- Drug Abuse Violations are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics - manufactured narcotics which can cause true addiction (Demerol, Methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).
- Liquor Law Violations are defined as 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. Included in this classification is the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor, maintaining unlawful drinking places, bootlegging, operating still, furnishing liquor to a minor or intemperate person, underage possession, using a vehicle for illegal transportation of liquor, drinking on train or public conveyance, and attempts to commit any of the above.



Campus Crime Report

Wytheville Community College									
Incidents	2022			2021			2020		
	On Campus	Non-campus	Public Property	On Campus	Non-campus	Public Property	On Campus	Non-campus	Public Property
Criminal homicide									
Murder and Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Offenses:									
Murder and Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrest:									
Weapons: Carrying, Possession	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: (Law Violations)									
Weapons: Carrying, Possession	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Unfounded cases: None for 2022, None for 2021, None for 2020									
Note: Non-campus sites are The Crossroads Institute in Galax VA & The Henderson Building in Marion VA									



Campus Security Awareness

WCC works diligently to ensure the safety and security of the college community. Ultimately, however, students and employees must take some responsibility for their own safety and that of their personal belongings. During the fall and spring semesters professional development and community awareness programs for the faculty, staff, and students, are held to inform them of security awareness and crime prevention procedures/ services offered by the Wytheville Community College Police Department.

Faculty, staff and students are provided with safety tips and are given updated information about crime within and around the college community.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

Wytheville Community College Police Department publishes a monthly newsletter that provides security related items and safety tips to assist and encourage students to make their personal safety a priority.



Crime Prevention Informational Programs

Wytheville Community College conducts faculty in-service training which includes topical items as to campus safety, emergency evacuation and crime prevention training. WCC also provides annual internet safe use and best practice (GLS - Global Learning Systems).

Students are informed about ways to ensure their individual safety in the classroom as well. All faculty members provide instruction to students (through the course syllabus, verbal instruction, or both) regarding evacuation routes, receiving emergency notifications, lockdown procedures, and other safety topics. Students enrolled in SDV 100 and SDV 101 are required to complete the student version of the “Not Anymore” program.

Finally, students are informed of the on-line copy of the Student Handbook which contains policies, procedures, and resources to assist students with personal safety and security practices.



| Drug, Alcohol, and Substance Abuse

Policy Statement on Alcohol Use on Campus:

Wytheville Community College seeks to provide a safe and stable learning environment for its students. As a part of that effort, the college fully complies with all state and federal statutes relating to substance and alcohol use and abuse. The college is designated as a drug-free zone and provides educational programs about the use and abuse of drugs and alcohol. The sale or distribution of alcoholic beverages to persons under 21 is illegal and prohibited.

Wytheville Community College is committed to taking all actions consistent with individuals found in violation of Virginia and/or federal laws pertaining to the consumption or illegal possession of alcohol.

Illegal Drug Use on Campus:

Consistent with the guidelines provided by the Virginia State Council of Higher Education, it shall be the policy of Wytheville Community College to find intolerable the illegal possession, use, manufacture, or distribution of drugs or other controlled substances by students or employees of the college. All actions consistent with the law and individual privacy rights will be taken by WCC to eliminate the illegal use or abuse of drugs and alcohol on campus and to deal firmly, though fairly, with individuals found in violation of Virginia's statutes and federal laws pertaining to such substances.

The use or sale of illegal substances is a crime. WCC will cooperate with law enforcement authorities in enforcing current statutes. Students are further warned that illegal involvement with drugs or alcohol on campus will result in disciplinary action by the college above and beyond any criminal penalties. The disciplinary action may include suspension or dismissal from the college.

As of July 01, 2021, Virginia law (Code Section § 4.1-1100) permits adults aged 21 or older to possess, use, and grow marijuana under certain circumstances; however, federal law continues to prohibit it and requires institutions of higher education that receive federal funds, including financial aid, to have policies prohibiting marijuana on campus property or at campus-sponsored off-campus events.

Students and employees of Wytheville Community College shall not possess, sell, use, manufacture, give away or otherwise distribute illegal substances while on campus, attending a college sponsored off-campus event, or while serving as a representative of the college at off-campus meetings. Individuals who violate this policy shall have college charges processed against them in accordance with the student conduct or human resources procedures governing such violations. In addition, the college reserves the right to notify the appropriate law enforcement agencies for investigation and if warranted charges processed against them.

In addition, WCC and/or any agency providing school sanctioned, off-campus learning and/or clinical experiences for students may require drug and/or alcohol testing prior to student placement or during a learning experience if documented behavior suggesting drug and/or alcohol abuse is exhibited.



| Drug, Alcohol, and Substance Abuse

Drug and Alcohol Abuse Education:

The college's drug prevention program has been established in compliance with the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226).

Recognizing the serious consequences resulting from the inappropriate use of drugs by practically all ages and segments of our society, Wytheville Community College has established student and employee policies that prohibit the possession or consumption of controlled substances on campus. Beyond potential disciplinary action that could result, the College recognizes the need and the responsibility to provide information and counseling services regarding the hazards of substance abuse. The following program of activities and services constitutes Wytheville Community College's effort to prevent drug abuse on the part of its students, faculty and staff. The Dean of Student Success and Academic Development will provide oversight for the content and timeliness of the programs.

- At least once a year, each campus location will conduct a seminar, workshop, presentation or other program of information and awareness that will be open to all students, faculty and staff.
- Each Student Services Center will provide readily available brochures and information sheets which may be used by individuals for their own personal information and awareness.
- A list of referral services in the Wytheville Community College's service area that specialize in assisting persons with substance abuse issues is available through 211 Virginia at www.211Virginia.org. Student, faculty and staff requesting assistance will be referred to the appropriate public agencies.

<http://www.wcc.vccs.edu/alcohol-and-substance-abuse-policy>



Advising the Campus Community about Sex Offenders

In accordance to the “Campus Sex Crimes Prevention ACT” of 2000, which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Wytheville Community College Police Department is providing a link to the Virginia State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. In the Commonwealth of Virginia, convicted sex offenders must register with the Sex Offender and Crimes against Minors Registry maintained by the Department of State Police.

The Sex Offender and Crimes Against Minors Registry (SOR) for Violent Sex Offenders is available via Internet pursuant to Section 19.2-390.1, (D), of the Code of Virginia. Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular.

Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.

The Virginia State Police is responsible for maintaining this registry. The Virginia State Police website: [http:// sex-offender.vsp.virginia.gov/sor/](http://sex-offender.vsp.virginia.gov/sor/) provides access to the registry.

The United States Department of Justice maintains the The Dru Sjodin National Sex Offender Public Website (NSOPW). NSOPW is the only U.S. government website that links public state, territorial and tribal sex offender registries in one national search site. Parents, employers and other concerned individuals can use the website’s search tool to identify location information on sex offenders living, working and attending school not only in their own neighborhoods but in other nearby states and communities. In addition, the website provides visitors with information about sexual abuse and how to protect themselves and loved ones and minimize the risk of potential victimization. Access the USDOJ website at <https://www.nsopw.gov/en>.



Policy Statement on Missing Students

Wytheville Community College does not have on or off campus housing. If any faculty or staff member receives a report that a student is missing for 24 hours or more, the WCC Police Department should be notified at (276) 223-4713.

The WCC Police Department will take the report and determine the jurisdiction of the missing student's home of record. The campus police will include in their report the contact person from the missing student's educational record and attempt to contact this person prior to forwarding that information to the local law enforcement agency with jurisdiction. Wytheville Community College student contact information is kept confidential and his/her information will be accessible only to authorized campus officials and law enforcement. This information will not be disclosed outside of a missing person investigation.

If a WCC student is under the age of 18 years of age and not emancipated, the college will notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated in the student record.