

# Annual Campus Security & Fire Safety Report

**2018 - 2019**



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# *Message from the Chief.....*

Dear Students, Faculty, Staff, and Guest:

Welcome to The University of West Alabama.

The men and women of The University of West Alabama Police Department are committed to providing the highest quality of police and security services to The University of West Alabama community. We work in partnership with the entire community to ensure a safe living and learning environment in which our faculty and staff may best support students in their efforts to achieve academic success. It is our purpose to equip you with information to keep you safe during your time spent on campus. We believe an informed community is a safer community, and sharing information can reduce your chances of becoming a crime or accident victim.

Each year, The University of West Alabama publishes the Annual Campus Security and Fire Safety Report which includes crime statistics and outlines UWA security policies and procedures. The information provided in this report is designed to inform the University of West Alabama community and to ensure that its members are aware of the safety issues that affect our campus. Your safety and well-being are our top priorities and the University takes pride in maintaining a safe environment. Please keep in mind, however, that even the best public safety system will fall short without your continued cooperation and commitment to your own safety and the safety of others. You can help us by taking steps to protect yourself and your property, and by reporting suspicious activities and crimes you may observe. Together, we will provide a safe campus environment in which we can live, learn, study, work and play. Remember: Always use good safety sense and don't hesitate to contact the University Police Department (UPD) whenever you need assistance or more information about the services we provide.

You may request a printed copy of this report from the University Police by writing University Police Department, Attention: Chief of Police, UWA Station 50, Livingston, Alabama 35470; or [universitypolice@uwa.edu](mailto:universitypolice@uwa.edu).

Thank you for your support and for taking the time to read this report.

Respectfully,

Jeff Manuel  
Chief of Police



## Introduction:

The University of West Alabama 2018-2019 Annual Campus Security and Fire Safety Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The crime statistics published in this report illustrates:

- 1) The reporting of crime categories as specified below,
- 2) The reporting of specified hate crimes by category of prejudice against the victim (race, gender, religion, sexual orientation, ethnicity, disability) and,
- 3) The reporting of violation arrests and referrals for campus disciplinary action as specified below.

Each of these statistical categories is further broken down by geographical area: **On-Campus** (includes **On-Campus Housing** facilities), **Non-Campus** property; and **Public Property** (includes property within campus or immediately adjacent to it). See Crime Statistics for more information.

To file a report with the  
UWA Police  
Department, or for  
other assistance call  
205-652-3602 or 205-  
652-5555 or 5555

In accordance with the federal regulations of the Campus Security Act, the University of West Alabama publishes *both* crime statistics for the three most recent calendar years *and* UWA security-related policies and procedures. This information is distributed each year to enrolled students and current employees and is also made available to prospective employees and students via UWA's website. It is also made available to students and parents during orientation and the Admissions Office. UWA Public Relations emails the Annual Security Report to faculty, staff and students no later than October 1<sup>st</sup> of each year. The University

Police Department's Campus Safety Report informs prospective and current students, faculty, and staff of the general procedures for reporting crimes both on and off-campus and includes tips on preventing theft of property and crimes of violence, including physical and sexual assaults.

The University Police Department makes annual requests to the City of Livingston Police Department and Sumter County Sheriff's Department for crime statistics taken from the **public areas** within the campus or immediately adjacent to campus to be included in the Annual Campus Security and Fire Safety Report. The Annual Campus Security Report includes crime statistics for the following *categories of crimes*, as reported to the University Police Department, other UWA campus security authorities, and local law enforcement: homicide (murder, non-negligent and negligent manslaughter); sex offenses (forcible, non-forcible); robbery; aggravated assault; burglary; motor vehicle theft; and arson. Also included are statistics for the following categories of **violation arrests** and **referrals for campus disciplinary action**: liquor law violations, drug law violations, illegal weapon possession violations, hate crimes and violence against women including domestic violence, dating violence, and stalking).

## UWA PD Authority and Jurisdiction:

The primary jurisdiction of the UPD is the University of West Alabama campus and University-owned property.

Enforcement jurisdiction includes Sumter County and the police jurisdiction of the City of Livingston. The University Police Department will enforce the Ordinances of the City of

Livingston and the laws of the State of Alabama and carry out all duties and responsibilities attributed to the University Police Department by the Chief of Police. Officers are authorized by charter to assist law enforcement agencies outside the jurisdiction in mutual aid situations or to protect lives and property connected to UWA. Officers have been granted statewide authority and may take enforcement action for crimes committed within their presence or for which there is probable cause to believe have been committed in their presence. Officers who are off duty and beyond the boundaries of Sumter County should only take enforcement actions to prevent harm or injuries to self or others. On-duty officers may take reasonable enforcement action beyond the boundaries of Sumter County while acting in an official capacity. Minor offenses should be reported and handled by local jurisdictions.

The University Police Department will enforce the rules and regulations of the University of West Alabama and the ordinances of the City of Livingston and the laws of the State of Alabama, on all streets, and state highways, within the University of West Alabama property and the jurisdiction of the City of Livingston. We work closely with all federal, state, and local agencies. Although University officers may assist other law enforcement agencies, the primary jurisdiction for students and student organizations off-campus in Livingston belongs to the Livingston Police Department. Although the Livingston Police Department has primary jurisdiction, the University Police may respond to student-related incidents near campus. UPD have direct radio communications with the Livingston Police, Fire, and Emergency Medical Service. UPD may assist in rapid response to any emergency situation.

### **UPD's Law Enforcement Authority and Arrest Powers**

The University Police Department provides full police and safety services to the campus community. The University Police force consists of sworn law enforcement officers with full arrest powers and security personnel. At least one officer is on duty 24 hours a day, seven days a week, and is certified by the State of Alabama. These police officers are vested with all the powers, authority, and responsibilities of any police officer of the state on property owned or operated by the University, as well as on public streets and property immediately adjacent to campus. To add an extra sense of safety and security, The University Police Department also consists of security officers who assist in the protection of property and life through vigorous patrol on foot, assigned vehicle or specialized vehicle. Security officers maintain security by patrolling parking lots, monitoring dorms and buildings for unauthorized persons and/or suspicious activities. Security Officers do not have arrest powers.

### **Reporting On-Campus Crimes and Other Emergencies:**

To maximize safety on campus, the University Police Department strongly encourages anyone with knowledge about any crime, suspicious activity, or unsafe conditions on campus to make an immediate report to the University Police in person or by telephone. Reporting does not mean you must take legal action—it may, however, help police officers stop further incidents as well as help them keep the community informed about criminal activity. To make a report in person, come to the University Police Department, which is located in the Craiger House. To make a report by phone, call UPD from any phone on campus at **5555 or 205-652-5555 or (205) 652-**

**3602.** 911 calls are answered by Sumter County E911 and relayed to the UWA Police Department. However, if 911 is dialed from any on campus phone, UWA Police Department is notified that this is an emergency call alert along with the extension number of the emergency. Individuals dialing 911 should be prepared to provide information describing the situation to police communications. In emergency situations, including fires and medical emergencies, you may call **5555 or 205-652-5555 or 205-652-3602 or 911.**

*To report a **TIP** anonymously, call **205-652-3819.***



### **For other emergencies including non-medical emergencies:**

The University of West Alabama Health Service is operated through an agreement with Dr. Todd Vaughn M.D., a local physician. Students may see Dr. Vaughn at his office at Rush Medical Group of Livingston 1221 North Washington, north of the campus.

Dr. Vaughn is available Monday through Thursday from 8:00 a.m. – 5:00 p.m., and Friday from 8-12. Students may see Dr. Vaughn without an appointment however, it is best to schedule an appointment if possible. Students that wish to schedule an appointment should call 205-652-9575.

The UWA Department of Counseling Services is available Monday through Friday from 8 a.m. – 5 p.m. for those in need of counseling and advocacy at (205) 652-3651. For appointments or additional, call 205-652-3651. After hours, you may call West Alabama Mental Health at (334)289-2410.

### **Confidential Reporting**

The University Police Department encourages you to report all criminal activity even if you don't want to take legal action in order to help us maintain accurate records and to assist us in providing a safe environment for everyone on campus. The University Police Department is responsible for preparing the University's Annual Campus Security & Fire Safety Report and for compiling the crime statistics included in the report. We are keeping the community as informed as possible. The information you report may assist the UPD in providing police response to an emergency situation.



The UPD realizes that many people choose not to report a crime because of a reluctance to become involved. Therefore, UPD wants to protect the identity of those who wish to report crimes and remain anonymous, so the UPD Tip Hotline may be reached at **205-652-3819**. It is an automated line and therefore a secure way to confidentially report crimes.

## UPD Response to a Crime Report

The University of West Alabama Police Officers are trained to receive, document and investigate all crimes reported. When a crime is reported to the University Police Department, a University police officer will meet and discuss the situation. A written incident/offense may be filed. The incident will then be reviewed to determine proper follow-up investigation by the initial reporting officer or by the Investigator. An Officer will work with individuals reporting a crime to obtain information and evidence, identify potential witnesses, and conduct a thorough investigation in an effort to identify the responsible party. If the suspect is known and the victim wishes to press charges, the victim may be escorted to the Magistrate of the City of Livingston or the District Court of Sumter County to pursue criminal prosecution. When appropriate, a warrant may be issued if there is probable cause to arrest the suspect. UWA PD police officers will serve the warrant, arresting the defendant. A court date will be set and you may have to appear in court to provide testimony. Crime suspects may be adjudicated through the Office of Student Life and/or the Criminal Justice System.

## Reporting Off-Campus Crimes and Other Emergencies

Victims or witnesses to criminal activity occurring **off-campus** should contact the agency that has jurisdiction:

<b>Livingston Police Department</b>	<b>(205)652-9525</b>
<b>Sumter County Sheriff's Office</b>	<b>(205)652-7984</b>
<b>Alabama Department of Public Safety</b>	<b>(205)553-5531</b>

*University Police officers can assist in notifying other law enforcement agencies in other locations as needed.*

### Student Organization Facilities:

The University of West Alabama operates no off-campus student organization facilities. All student organizations recognized by The University of West Alabama are headquartered on campus and are therefore served by the University Police Department. If you believe a crime has been committed within an on-campus student organization building, report the incident to the UWA Police, **205-652-3602 or 205-652-5555 or 5555 from any phone on campus.**

## Off-Campus Student Organizations

The UWA Police Department does not provide law enforcement services to the off-campus residence of the recognized student organizations. Law enforcement services, such as responding to calls for service at the location, are provided by the Livingston Police Department. The UWA Police Department maintains a working relationship with the Livingston Police Department and other law enforcement agencies and will assist with notifications in the event law enforcement services are needed.

The University of West Alabama does not use local police to monitor criminal activity by students at non-campus locations of officially recognized student organizations.

### Fringe Areas of Campus:

While the City of Livingston Police have primary jurisdiction and responsibility in all areas off-campus, University Police can and do respond to most incidents that occur in close proximity to campus. University Police have fringe patrol duties dedicated to providing additional law enforcement presence around the perimeter of campus. University Police regularly meet with and communicate with local law enforcement regarding the occurrence of crimes in the fringe areas. If you believe a crime has occurred in close proximity to campus, please report the crime to the City of Livingston Police Department at **205-652-9525**. If you are unsure of the police jurisdiction, contact UPD and we will direct the call to the proper authorities.

## Where to get up-to-date crime data:

### Daily Crime Logs/Summary of Criminal Incidents

The University Police Department compiles statistical information from the contents of the UPD daily crime log, which contains summaries of each day's crime reports made to the University Police Department. The crime log summaries include each incident's location, type, date, time, case number, and disposition of the complaint. UPD crime logs are available for public viewing at the University Police Department during normal business hours excluding Administrative Holidays. The University Police Department is located at the Craiger House.

In addition to the daily crime log, UPD also maintains a log of all fires that occur in on-campus student housing facilities. The fire log includes the date a fire is reported, the nature of the fire, date and time occurred and general location of the fire. Contents of the fire log are published in the Annual Campus and Fire Safety Report. The Daily Crime Log and Fire Log are available for viewing during normal business hours excluding Administrative Holidays.

Both the Daily Crime Report and the Fire Log are maintained in a hard copy and in electronic format and are housed at the University Police Department located at the Craiger House.

### Crime Alerts/UPD Advisories/UWA Alerts

The University of West Alabama has partnered with Rave Mobile Safety to provide UWA Alerts, a state-of-the-art emergency notification



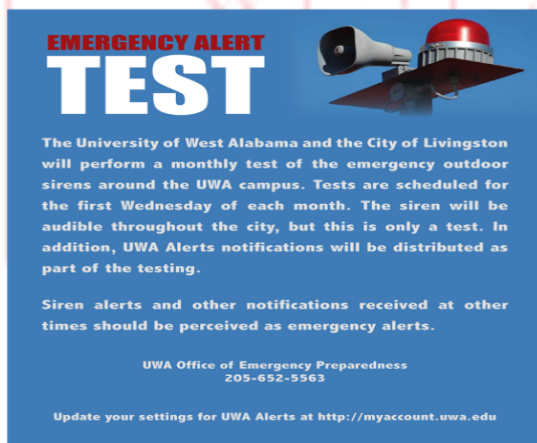
system. This system will allow you to receive timely notification should an emergency situation affect the UWA area. You can receive alerts via email, text messaging, land-line and/or cell. This system is voluntary, although we strongly encourage everyone to sign up so that you can be notified in case of emergency. Standard charges for incoming calls and text messages apply (Please check with your provider if you have questions concerning those charges). This system allows you to receive an instant notification from Information Technology should an emergency occur on our campus. During the first two weeks of each term, an email will be sent to your TigerNet email account with your login information.

You are **strongly encouraged** to register for UWA ALERTS at <http://www.uwa.edu/uwaalerts>.

Every employee is eligible to sign up for UWA Alerts to receive phone calls/text alerts. However, an email account is required to sign in to UWA Alerts. To log into the UWA Alerts system, please visit <http://www.uwa.edu/uwaalerts>. To verify the URL, you can also go to UWA's homepage, click Current Students, Faculty and Staff and then click UWA Alerts, located under the Emergency Preparedness section.

## Test of Emergency Procedures

On the first Wednesday of each month, a test of the University of West Alabama emergency notification system (UWA Alerts) is conducted. In addition, UWA Alerts notifications will be distributed as part of the testing. Sirens, alerts and other notifications received at other times should be perceived as emergency alerts.” A text message stating “This is a test of the University of West Alabama emergency notification system. This is only a test” is also sent notifying the campus community of the test.



**EMERGENCY ALERT**  
**TEST**

The University of West Alabama and the City of Livingston will perform a monthly test of the emergency outdoor sirens around the UWA campus. Tests are scheduled for the first Wednesday of each month. The siren will be audible throughout the city, but this is only a test. In addition, UWA Alerts notifications will be distributed as part of the testing.

Siren alerts and other notifications received at other times should be perceived as emergency alerts.

UWA Office of Emergency Preparedness  
205-652-5563

Update your settings for UWA Alerts at <http://myaccount.uwa.edu>

## SAFETY TIPS for AFTER DARK

During normal business hours the public has open access to academic and administrative buildings, with the exception of locked areas. Students and staff who have access to administrative/academic buildings for after-hours work must secure the exterior doors behind them after they enter, and they are encouraged to follow all personal safety precautions. If you have to study or work alone at night in a campus building, be sure a friend knows where you are and when you will return home. You may also request an officer escort. An officer will escort you from one campus location to another campus location.

## Timely Warning

The University of West Alabama “will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.”

If a serious or unique crime has occurred and the circumstances warrant (as in the case of a violent crime against a person or a major property crime), a special, **timely crime alert** is prepared and distributed. UWA Alerts are designed to give students and employees a timely notification of crimes and to heighten their safety awareness. Information Technology in conjunction with Public Relations will issue a UPD Advisory via UWA Alerts when a crime that represents an **imminent, ongoing threat to the campus community** is reported to any of the local law enforcement agencies or other crime reporting sources. In such situations, every attempt will be made to distribute a UPD Advisory when pertinent information is available regarding the incident reported; however, UPD decision to issue a timely warning shall be made on a case-by-case basis after consideration of the available facts, including factors such as the nature of the crime, the continuing danger or risk of the university community and the possible risk of compromising law enforcement efforts. The University Police Department’s cooperative working relationship with federal, state, and local law enforcement agencies facilitates communication about crime reported to outside law enforcement agencies that, likewise, may warrant timely issuance of an Advisory.

**Violence Against Women’s Act Requirement:** A Timely Warning shall be provided to students and employees in a manner that is timely, that withholds the names of the victims as confidential.

## Additional Sources of Statistical Information/Voluntary, Confidential Reporting

Consistent with Department of Education federal regulations, the UPD has developed, and periodically reviews, procedures to include on-campus crime statistics, reports of required crimes made to the following campus security authorities: the Office of the President, the Office of the Provost, the Office of the Vice President of Student Affairs, the Office of the Director of Student Life, Intercollegiate Athletics (including team coaches), and the Student Life Office (including residential hall directors).

We encourage anyone who witnesses or has been a victim of a crime to immediately report the incident by dialing 911 or for a non-emergency (205)652-3602. Crimes can be reported on a voluntary, confidential basis for inclusion in the Annual Campus Security and Fire Safety Report. The University of West Alabama Police Department can file a report on the details of an incident without revealing your identity. The purpose of a confidential report is to maintain anonymity, yet it allows the UWA Police Department to take steps to ensure your future safety and that of others. With such information, the university can keep an accurate record of the number of incidents involving students, faculty, staff, and visitors and alert the campus community to potential danger if necessary. Reports filed on a confidential basis are counted and disclosed in the Annual crime statistics for the university.

## Confidential Reporting to Pastoral and/or Professional Counselors

Under the law, campus pastoral and professional counselors, when acting as such, **are not** considered to be a campus security authority and **are not** required to report crimes for inclusion in the annual disclosure of campus crime statistics. As a matter of policy, however, The University of West Alabama encourages its counselors, if and when they deem it appropriate, to inform the persons they are counseling of procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Crimes reported to counselors at the Counseling Center **are not** included unless the victim chooses to report to one of the other campus security authorities.

Visit  
<http://dps.alabama.gov/Community/>  
For information about sex offenders-  
right click, then click hyperlink

## Submission of UWA Crime Statistics to Federal Agencies

The University Police Department submits crime statistics online to the Department of Education annually. On a monthly basis, we submit crime statistics to the FBI Uniform Crime Report by submitting through the Alabama Criminal Justice Information Center.

## Obtaining Information about Registered Sex Offenders

Information regarding the location of sex offenders in your area may be accessed at the following link:  
Alabama Bureau of Investigation— <http://dps.alabama.gov/Community/> Right-click to open above hyperlink

## Safety and Access to Campus Facilities:

The UWA campus is comprised of a variety of facilities, student residences, academic and administrative buildings. Residence Halls are staffed by a Resident Hall Director and Resident Assistants. Most residence halls, academic and administrative buildings are secured by a biometric locking system and have interior camera systems. Additional safety improvements are being phased in as resources become available.

## Residence Halls Access

For security reasons, the exterior doors at Stickney, Selden, and Gilbert Halls are locked 24 hours a day.

**Stickney Hall** residents must use their room key to gain entrance to the building. Selden and Gilbert Hall residents must use their UWA Student ID to gain entrance to their assigned building.

**Exterior doors at Gilbert Hall** have limited access. Gilbert Hall residents may enter Gilbert Hall through the East Entrance (the main door facing the parking lot) 24 hours a day, using their Student ID. Other exterior and interior entrances may only be used during the designated times below. Outside of specified times, the doors will not open using a student ID and residents may not use the entrance.

Gilbert Hall Entrance	Available For Use
<b>East Lobby</b> <i>facing the parking lot</i>	24 Hours a day
<b>West Lobby</b> <i>facing Wallace Hall</i>	7:00 a.m. – 2:00 a.m.
<b>Classroom Entrance</b> <i>near Grille Works</i>	Sunday – Thursday 7:00 a.m. – 2:00 a.m. Friday – Saturday: 7:00 a.m. – 7:00 p.m.
<b>Interior South Door</b> <i>across from restrooms</i>	Sunday –Thursday 7:00 a.m. – 2:00 a.m. Friday & Saturday 7:00 a.m. – 7:00 p.m.
<b>South Entrance</b> <i>across from Patterson Hall</i>	7:00 a.m. – 7:00 p.m.

### Academic & Administrative Buildings

During business hours and classroom instruction hours, academic buildings are open to the public. Administrative buildings are also open to the public during business hours. Most of the academic and administrative buildings have a biometric locking system.

An added security measure for residence halls, academic buildings and administrative buildings, video surveillance cameras are utilized in and around such buildings. Cameras are not placed in locations that would have an expectation of privacy. Police and security officers also walk, check, and patrol residence halls, academic, and administrative buildings during each shift. Police and security personnel check buildings, parking lots and areas of campus for broken locks, lighting outages, hazardous situations, etc. and report it to the appropriate personnel for maintenance.

## UPD's Working Relationships with State and Local Law Enforcement Agencies

The University Police Department cooperates fully with local and state law enforcement agencies in cases that involve both on and off-campus jurisdictions or when the resources of an agency other than the UPD can facilitate the resolution of an investigation. Local police agencies and University Police exchange information on a regular basis and work together during UWA sporting and other community events. These cooperative efforts enable the University Police to work with, and for, UWA students and employees in situations that occur on and off-campus.

**Memoranda Of Understanding** – The University of West Alabama has an agreement with the following agencies for the investigation of alleged criminal incidents:

<b>Livingston Police Department</b>	<b>Sumter County Sheriff's Department</b>
<b>York Police Department</b>	<b>Marengo County Sheriff's Department</b>
<b>Cuba Police Department</b>	<b>Demopolis Police Department</b>
<b>Eutaw Police Department</b>	<b>Greene County Sheriff's Department</b>

## Prompt and Accurate Reporting of Crimes

As noted in the sections Reporting *On-Campus* Crimes and Other Emergencies and Reporting *Off-Campus* Crimes and Other Emergencies, the UPD encourages anyone with knowledge of a crime on or off-campus to report it. In order to maximize safety on campus and aid in prompt investigations, we ask that you report to the University Police Department any incident that may qualify as homicide (murder, non-negligent, and negligent manslaughter); sex offenses (forcible, non-forcible); robbery; aggravated assault; burglary; motor vehicle theft; arson; and any hate crime for inclusion in the Annual Campus Security Safety & Fire Report.

## Types, Frequency, and Descriptions of Crime Prevention Programs

The University uses various mechanisms to inform students and employees about the prevention of crime. For example, the UPD annually publishes the Campus Safety Report, which provides information on how to report criminal activity as well as practical steps students and employees can take to prevent theft of property and more serious crimes of violence, including physical and sexual assaults. This yearly publication emphasizes that crime and accident prevention starts with the individual and that becoming informed about the University's safety procedures and services outlined in the guide is a good first step toward preventing crime.

The University of West Alabama Public Relations in conjunction with the University Police Department sends out monthly safety tips via email to the campus community.

Each semester the UWA Counseling Department's Staff provide a lecture to UWA 101 Freshman students on Sexual Assault and Stalking. Turning Point which is a Domestic Violence and Sexual Assault Service Agency provides the University of West Alabama with information and items for promotional campaigns for Sexual Assault Prevention Month in April.

## Community Oriented Policing Program (COP):

Upon request by University divisions, departments, and organizations, University Police attend meetings to provide up-to-date crime prevention information and to hear the concerns of University community members about crime and safety issues. These officers also offer safety programming to their respective campus communities.

## Descriptions of Drug-Abuse and/or Substance Education Programs:

A full range of education and treatment programs is available to students and employees of The University of West Alabama. Programs fall generally into three categories.

1. Information/Education/Referral
2. Self-Help
3. Professional Treatment

### Local Programs

- Counseling Center, Foust Hall, Room 7  
The University of West Alabama  
Livingston, AL 35470  
(205) 652-3651
- West Alabama Mental Health Center  
1215 South Walnut Avenue  
Demopolis, AL 36732  
334-289-2410

### Other Area Programs

- Alethia House (**Residential & Outpatient**)  
201 Finely Avenue West  
Birmingham, Alabama 35204  
(205) 324-6502
- Bradford Health Services (**Outpatient**)  
515 Energy Center Blvd.  
Northport, AL 35473  
205-750-0227
- Bradford Health Services (**Residential**)  
1189 Allbritton Rd  
Warrior, AL 35180  
205-647-1945
- Hill Crest Behavioral Health Services (**Residential**)  
6869 5th Avenue South

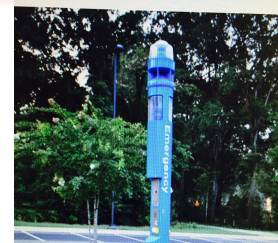
## EMERGENCY CODE BLUE PHONES

Code Blue phones are conveniently located on the UWA campus. They are a direct link to the University Police Department and are monitored 24 hours a day.

The Blue Light Call Boxes can be used to:

- Request help
- Report a crime
- Report suspicious activities
- Request an escort
- Report any other emergency you may encounter

If you need help, simply press the button on the call box. The call will be answered by a Police Dispatcher. Dispatchers send Officers to unanswered activated phones, so if you need assistance or change your mind, please wait for the officer. It is our goal to have more code blue phones throughout campus for your emergency needs as resources are available.



Birmingham AL 35212  
205-833-9000

- Weems Mental Health Services in Meridian (**Residential/Outpatient**)  
145 College Drive  
Meridian, Mississippi 39307  
601-483-4821
- Alliance Health Center of Meridian (**Residential/Outpatient**)  
5000 Hwy 39 North  
Meridian, Mississippi 39301  
(601)483-6211

## Drug and Alcohol Policy

The University of West Alabama is committed to providing a campus environment free of the abuse of alcohol and the illegal use of alcohol and other drugs. In order to promote a safe and efficient educational as well as work environment, the Drug-Free Campus and Workplace Policy Statement has been adopted to supplement existing University policies, practices, and procedures. Implementation of this policy statement is subject to restrictions contained in all local, state, and federal laws. This policy statement is in compliance with the Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act Amendments of 1989.

### Standard of Conduct

The unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs or alcohol by students or employees is prohibited at any time on any University property or at any University activity. No employee who is impaired by an illegal drug or by alcohol will report to work or will work or be present in the workplace. No student who is impaired by illegal drugs or alcohol will attend classes or any University activity.

### Disciplinary Sanction

The University will impose sanctions (consistent with local, state, and Federal Law) upon all employees and students who violate these standards of conduct. Such sanction may include but are not limited to:

- referral for prosecution
- probation, suspension or expulsion of students suspension or termination of employees

### Legal Sanction

#### Possession, Use or Distribution of Alcohol Beverages

##### Alcohol Policy

Alabama state law prohibits the purchase, consumption, possession, or transportation of alcoholic beverages by persons under 21 years of age. Penalties for conviction may include a fine and/or jail sentence.

Public intoxication, driving under the influence of alcohol (DUI), and the unlicensed sale of alcoholic beverages is also against the law. Penalties for such convictions may include

a fine, jail sentence, suspension of driver's license, and/or required completion of an alcohol rehabilitation program.

## **Drug Policy**

### **Possession of Controlled or Illicit Drugs:**

#### **Marijuana**

- Possession of a small amount of marijuana for personal use only is a misdemeanor punishable by a prison sentence of up to 1 year, a fine of up to \$2,000, or both.
- Possession of marijuana for other than personal use or a second conviction for personal use is a felony punishable by a prison sentence of 1 to 10 years, a fine of up to \$5,000, or both.
- Possession of more than 2.2 pounds of marijuana is considered "drug trafficking" and is punishable by a minimum prison sentence of three years and a fine of at least \$25,000.

#### **All Other Controlled Substances**

- Possession of a controlled substances other than marijuana is a felony punished by a prison sentence of 1 to 10 years and a fine of up to \$5,000, or both.
- Possession of large amounts of a controlled substance other than marijuana is considered "drug trafficking" and is punished by a minimum prison sentence of three years and a fine ranging from \$50,000 to \$500,000.

#### **Sale of Controlled or Illicit Drugs**

- The sale of any controlled substance is a felony punishable by a term of 2 to 10 years or a fine of up to \$10,000, or both.
- The sale or distribution of a controlled substance within a three-mile radius of any school or college is punishable by a mandatory prison sentence of five years in addition to other penalties described above.
- Federal trafficking penalties for first offenses range from up to one year of imprisonment and a fine of up to \$100,000 to life imprisonment and a fine of up to \$4 million, depending on the illicit drug involved.
- Repeat offense penalties range from up to two years of imprisonment and a fine of up to \$4 million, depending on the illicit drug involved.
- Repeat offense penalties range from up to two years of imprisonment and a fine of up to \$200,000 to mandatory life imprisonment and a fine of up to \$8 million, depending on the illicit drug involved.

#### **Federal Drug-Free Workplace Act Requirements**

Each employee of the University of West Alabama who is employed under a federal grant will be given a copy of this policy statement and will sign a statement certifying that the employee will, as a condition of employment under the grant:

1. Abide by the terms of this policy statement on a drug-free workplace, and
2. Notify The University of West Alabama of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.



Upon receiving such notification from an employee or otherwise receiving actual notice of such conviction, The University of West Alabama will:

1. Within ten days, notify the agency responsible for the grant, and

Within thirty days, take appropriate personnel action against any employee who is so convicted, up to and including termination; and/or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement or other appropriate agency.

### **Housing Alcohol and Drug Policy**

The use and/or possession of alcoholic beverages, non-prescribed (illicit) drugs, or any other controlled substances is prohibited in all residence halls, campus apartments, and on all University property, and are subject to confiscation. If you are in a room where an alcohol or drug violation occurs, you will also be in violation. Alcoholic beverage containers (bottles, cans, etc.) and drug paraphernalia (pipes, bongs, etc.) are also prohibited and may not be in your room, even as decorations.

While the Housing Office does not regulate off-campus consumption of alcohol and illegal drugs, residents will be held responsible for their behaviors and actions in the residence halls due to the use of alcohol and illegal substances.

#### **Example:**

- Resident vomits in the lobby, due to alcohol intoxication
- Resident causes damage while under the influence of drugs

Students who violate the alcohol policy are subject to disciplinary action, including educational sanctions and fines. For students under 21, parents may be notified.

All alleged violations of the drug policy will be referred to the Student Conduct Committee, with sanctions for a first offense ranging from complete social probation to suspension from the University. A second offense will result in suspension or expulsion from the University.

### **Implementation of The University of West Alabama Drug Prevention Program**

An

Advisory Committee for a Drug-Free Campus and Workplace has been appointed to:

- establish procedures and develop informational materials for annual distribution to students and employees,
- provide recommendations to promote and further develop the University's drug prevention program, and evaluate the University's drug prevention program biennially to determine its effectiveness and ensure that disciplinary sanctions are consistently enforced.

**To report a sexual assault,  
call 205-652-3602 or 205-  
652-5555 or 5555 or 911.**

## Prevention and Reporting of Sexual Assaults

### New Reporting Requirements:

**Violence Against Women Act SaVE Act (VAWA)** provision imposes new reporting requirements:

The Clery Act requires annual report of statistics of various criminal offenses, including forcible and non-forcible sex offenses and aggravated assault. VAWA's SaVE Act provision adds domestic violence, dating violence, and stalking to the categories that, if the incident was reported to the Campus Security Authority or local police agency, must be reported under Clery. Parsed for clarity, these offenses are defined as:

- 1. Domestic Violence** includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law or anyone else protected under domestic or family law.
- 2. Dating Violence** means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type and frequency of interaction. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- 3. Stalking** means course of conduct directed at a specific person that would cause a reasonable person to fear for his, her or others' safety, or to suffer substantial emotional distress.

The University of West Alabama is committed to maintaining a supportive and safe education environment, one which seeks to enhance the well-being of all members of its community.

### Title IX

The University of West Alabama has an expectation of mutual respect. Students, staff, administrators, and faculty are entitled to a working environment and educational environment free of discriminatory harassment. Both the Equal Employment Opportunity Commission and the State of Alabama regard sexual harassment as a form of sex/gender discrimination and, therefore, as an unlawful discriminatory practice. This includes sexual violence, sexual harassment, domestic and intimate partner violence, stalking, gender-based discrimination, discrimination against pregnant and parenting students, and gender-based bullying and hazing. The comprehensive Title IX policy is available at

<http://catalog.uwa.edu/content.php?catoid=9&navoid=190#sexualharass>

## Sexual Discrimination and Sexual Harassment

### Policy Statement on Non-Discrimination on the Basis of Sex

It is the policy of the University of West Alabama not to discriminate on the basis of sex in its admission policies and practices, education programs, activities, or employment policies and practices, as required by Title IX of the 1972 Education Amendments. Title IX states: "No person in the United States shall on the basis of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal assistance . . . ."

The University of West Alabama will not tolerate gender-based misconduct, which includes sexual discrimination, sexual harassment, sexual violence, or sexual misconduct, on the part of any of its employees, students or vendors. Sexual discrimination is inequitable treatment of individuals on the basis of gender. Sexual discrimination includes sexual harassment. Sexual harassment is unwelcome conduct of a sexual nature.

Sexual harassment is unwelcome conduct of a sexual nature. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature when such conduct has the effect of unreasonably interfering with an individual's performance, creating an intimidating, hostile, or offensive University environment or limiting participation in University activities. Sexual harassment includes acts of sexual violence.

Sexual violence is a form of sexual harassment prohibited by Title IX. Sexual violence is any physical sexual act perpetrated against a person's will or where the person is incapable of giving consent due to that person's use of drug or alcohol. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, and sexual coercion.

The University of West Alabama has designated a Title IX Coordinator to handle all matters related to gender-based misconduct and sex discrimination at the University and to coordinate the efforts of the University to comply with Title IX law:

Robert Upchurch, Title IX Coordinator  
UWA Station 1 (Webb Hall Room 200)  
205.652.3533  
[rupchurch@uwa.edu](mailto:rupchurch@uwa.edu)

Questions about the application of Title IX at the University of West Alabama should be directed to Robert Upchurch, Title IX Coordinator, or to the Office of Civil Rights, Department of Education, Washington, D.C. 20201.

As the Title IX Coordinator, Robert Upchurch is responsible for:

- explaining the University of West Alabama's Title IX gender-based misconduct policy and investigation procedures to students, faculty, staff and third parties.
- investigating complaints of gender-based misconduct by students, faculty, staff and some third parties and identifying and addressing problems that arise during the investigation of such complaints.

### **Policy on Sexual Harassment**

It is the policy of the University of West Alabama not to discriminate on the basis of sex in its employment policies and practices, as required by Title VII of the Civil Rights Act of 1964. The following official has been designated by the President to address compliance with Title VII for all University employees, including faculty members:

Robert Upchurch  
Title IX Coordinator  
UWA Station 1 (Webb Hall 200)  
205-652-3533  
[rupchurch@uwa.edu](mailto:rupchurch@uwa.edu)

## **Policy on Sexual Harassment**

The University of West Alabama is committed to providing a working environment for all faculty and staff that is free from sexual harassment.

### **Definition**

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual; or
3. such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive University environment.

Sexual harassment can occur in a variety of circumstances, including but not limited to the following:

- The victim as well as the harasser may be a man or a woman. The victim does not have to be of the opposite sex.
- The harasser can be the victim's supervisor, an agent of the employer, a supervisor in another area, a co-worker, or a non-employee.
- The harasser's conduct must be unwelcome.

Examples of sexual harassment include but are not limited to the following:

- conditioning or relating an employment opportunity (hiring, promotion, raise, performance appraisal, assignment, etc.) to sexual favor(s) or relationship.
- repeated insulting and/or demeaning statements or gestures related to gender, which unreasonably interfere with the work of a faculty or staff member.
- intentional and unwelcomed physical contact that adversely affects a faculty or staff member's ability to carry out his/her employment responsibilities.

It is also unlawful to retaliate against an individual for opposing employment practices that discriminate based on sex and/or for filing a discrimination charge, testifying or participating in any way in an investigation proceeding, or litigation under Title VII.

## **Policy on Gender-Based Misconduct**

### **INTRODUCTION**

It is the policy of the University of West Alabama not to discriminate on the basis of sex in its admission policies and practices, education programs, activities, or employment policies and practices, as required by Title IX of the 1972 Education Amendments. Title IX states: "No person in the United States shall on the basis of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal assistance . . . ."

Gender-based misconduct of any kind is inconsistent with the University of West Alabama's values and incompatible with the safe, healthy environment that the University community expects. Members of the University of West Alabama community, guests and visitors have the right to be free from gender-based misconduct, especially sexual violence. The University believes in a zero tolerance policy for gender-based misconduct.

The most egregious form of gender-based misconduct is sexual assault, which is an affront to justice that will not be tolerated at the University of West Alabama. Federal law views sexual misconduct and sexual assault as forms of sexual harassment prohibited under Title IX of the 1972 Education Amendments. Sexual assault also violates state law as well as University policy. The University of West Alabama strongly encourages individuals who are the victims of sexual assault to report any assault to the appropriate law enforcement agency (University of West Alabama Police Department, the Livingston Police Department, or the Sheriff of Sumter County) and the Title IX Coordinator. The University Police can be reached at **205-652-5555 or 205-652-3602 or 5555** from any university phone. If for any reason that extension cannot be reached promptly, then dial 911 to reach the Livingston Police Department and/or the Sheriff's Office.

**GENDER-BASED MISCONDUCT OFFENSES INCLUDE, BUT ARE NOT LIMITED TO:**

- 1. Sexual Harassment**
- 2. Non-Consensual Sexual Contact (or attempts to commit same)**
- 3. Non-Consensual Sexual Intercourse (or attempts to commit same)**
- 4. Sexual Exploitation**

The University's Policy on Gender-Based Misconduct is applicable to those situations where the University has (1) control over the accused individual (i.e. student, faculty, staff member) and (2) control over the context of the situation (i.e. owns the property where the alleged conduct occurred, University-sponsored event, etc.). The University reserves the right to exercise jurisdiction on additional situations when, in the decision of the University, there is a compelling justification to do so.

For incidents of employee – employee sexual harassment or discrimination, please see the University's Policies on Sexual Discrimination and Sexual Harassment. For the policies and procedures governing other forms of student conduct and academic conduct please refer to Tiger Paw Student Handbook. For other grievances brought by Faculty, please see the Faculty Grievance Policy; for other grievances brought by Staff, please see the Staff Grievance Policy.

The University of West Alabama has and will continue an active program of education for its students regarding the dangers of sexual assault. This program includes seminars, educational programs and other activities that are appropriate and effective. This program is supervised by the Office of Student Life and Housing.

The primary education, awareness, and prevention that is provided via UWA Counseling Services is by distribution of handouts in residence halls and other areas with common traffic such as the Wellness Center and Cafeteria.

Information and external links to prevention may be accessed via our website at:  
[http://www.uwa.edu/Counseling\\_Services.aspx](http://www.uwa.edu/Counseling_Services.aspx).

UWA Counseling Services also conducts training for Residence Hall Directors and Assistants at the beginning of each school year and have an ongoing offer to campus organizations to present educational presentations to them on these topics.

The University of West Alabama Office of Student Affairs is the primary contact office for victims of sexual assault. This office is responsible for counseling of victims and keeping them apprised of the progress and conclusions of any investigations, prosecutions, and decisions including disciplinary matters.

Proceedings of the University Student Conduct Committee will not be open to the public; however, the findings of that committee, including circumstances surrounding events and the decisions rendered in cases, will be available to interested individuals and organizations, including the media.

Appropriate confidentiality will be maintained in all sexual assault cases. The Director of Student Life will be the primary agent for release of Student Conduct Committee proceedings.

The University of West Alabama expects all students to be knowledgeable of the Code of Conduct, and they should be aware that they are expected to conform to that order.

The Code of Student Conduct and Non-Academic Misconduct Disciplinary Procedures which governs the conduct of students in non-academic matters has been approved by the Board of Trustees of the University of West Alabama, which has the authority to make the rules and regulations regarding the conduct of individuals while they are enrolled at the University of West Alabama. This Code is effective September 17, 1985, and any questions regarding the Code should be directed to them through the Vice president for Student Affairs.

By enrollment at the University, a student neither relinquishes the rights nor escapes responsibility for compliance with local, state and/or federal laws and regulations. Additionally, the University has a responsibility to maintain a campus environment conducive to its educational mission while protecting the safety, health, and well-being of all students and other persons on campus. Students and organizations are thus obligated to abide by the rules and policies promulgated by the University. Interference, injury or the intentional attempt to injure or interfere with the personal or property rights of any person, whether a student, another member of the University community, visitor, or the University itself, is strictly prohibited by University disciplinary policy.

The Code of Student Conduct and Non-Academic Misconduct Disciplinary Procedures applies to individual students as well as to formal and informal groups of students and describes the duties of University officials and outlines the procedures to be followed in the disciplining of students and organizations. The code is applicable to behavior of students and organizations on and off the University campus, which is determined to be incompatible with the educational environment and mission of the University. The right to proceed in accordance with this Code shall in no way be affected by the filing of criminal or civil charges in any court by any person or government entity against the accused student or organization.

Students who have been sexually assaulted will be immediately informed of their options to notify proper law enforcement authorities that can assist them in their efforts.

The University of West Alabama has an arrangement with West Alabama Mental Health Center through which counseling services can be made available to students, faculty and staff on an as-needed basis. Referrals may be made to the mental health center, or they may be scheduled through the Demopolis office of the mental health center.

Students who wish to make use of this service should contact Mr. Richard Hester at **(205)652-3581** or Dr. Jane Coleman at **(205)652-3855**.

## **CONFIDENTIALITY, PRIVACY AND REPORTING POLICY**

### **Reporting Procedures**

UPD strongly encourages individuals to report all crimes including sexual assaults to the appropriate law enforcement agencies. Reporting is the only effective way that action can be taken against the alleged attacker and knowing your rights as a victim of a crime. Victims are encouraged to use the following procedures:

**Report to the Police:** Individuals are strongly urged to first contact the University Police (if assaulted on campus) or local police authorities (if assaulted off campus). All agencies may be reached by calling 911. UPD officers can assist in notifying local police authorities. During business hours, you may also contact Robert Upchurch, Title IX Coordinator at (205)652-3533 or via email at [rupchurch@uwa.edu](mailto:rupchurch@uwa.edu)

**Report to Other University Officials:** In the event, a victim does not report to UPD, we encourage you to report to another official such as:

<b>Dr. Jane Coleman</b>	<b>Coordinator of Counseling Services</b>	<b>(205)652-3855</b>
<b>Mr. Richard Hester</b>	<b>Vice President of Student Affairs</b>	<b>(205)652-3581</b>
<b>Mr. Byron Thetford</b>	<b>Director of Student Life</b>	<b>(205)652-3435</b>
<b>Mr. Luther Gremmels</b>	<b>Director of Housing</b>	<b>(205)652-3768</b>
<b>University Police Department</b>		<b>(205)652-3602</b> <b>(205)652-5555</b> <b>5555 from any on campus phone</b>

UPD encourage that you contact one of the above listed officials if you are the victim of a crime and report it to UPD or your local authorities immediately.

## Reporting Options

An individual has the option to pursue a criminal complaint with the appropriate law enforcement agency, to pursue a formal complaint through the University of West Alabama disciplinary process, or to pursue both processes simultaneously. **Regardless of the option chosen, the University of West Alabama must initiate an administrative investigation under Title IX.**

### Option 1: Criminal Complaint

The University of West Alabama encourages individuals to report all incidents of sexual violence or sexual assault to the police. If the incident occurred on University of West Alabama property, the University of West Alabama Police Department is the appropriate agency with which to file a report, **205-652-3602 or 205-652-5555 or 5555 from any on campus phone**. Off-campus incidents will likely fall in the jurisdiction of the Livingston Police Department (for incidents within the City's police jurisdiction) or the Sumter County Sheriff's Office (for incidents outside the City's police jurisdiction but within Sumter County). To reach these law enforcement agencies dial **911, or 205-652-9525** for the Livingston Police Department, or **205-652-7984** for the Sheriff's Office.

Incidents of gender-based misconduct that are reported to the University of West Alabama Police Department will also be referred to the Title IX Coordinator for follow-up and administrative investigation, regardless of whether a formal investigation is requested by the complainant. Similarly, the Title IX Coordinator will follow up where appropriate in those instances when the University of West Alabama has a report of an incident of sexual misconduct or sexual assault that has been reported to another law enforcement agency.

The administrative investigation conducted by the Title IX Coordinator or his/her designee is distinct and separate from the criminal investigation and flows from the University of West Alabama's obligation under Title IX to ensure that it is providing a safe environment for all students. If a complainant wishes to pursue a criminal complaint exclusively, the complainant may choose to temporarily defer the formal University investigation and/or disciplinary process by making a formal written request to the Title IX Coordinator, which may delay the formal investigation and the University of West Alabama's ability to respond. **The University of West Alabama will continue its administrative investigation in all instances and must continue its formal investigation where it has reason to believe that the alleged harasser may be an imminent threat to the safety of the complainant and/or other students.** At any time, the complainant may choose to rescind the deferral by making a formal written request to the Title IX Coordinator, electing to resume the formal investigation and/or disciplinary process. The University of West Alabama will maintain documentation of the date of deferral. Information obtained through the criminal investigation may be used by the University for consideration in the University's disciplinary process.

If a student pursues a criminal complaint only, a member of the University of West Alabama Police Department will request that the Sumter County District Attorney's Office keep the University of West Alabama informed and immediately advised of its decision whether to prosecute the complaint. The University of West Alabama will maintain documentation of the date of the request to the District Attorney's Office. In cases where the District Attorney declines prosecution, a member of the University of West Alabama Police Department will provide written notice to the complainant of the District Attorney's decision and the University of West Alabama will pursue its formal investigation and/or disciplinary process as appropriate.



## **Option 2: University Disciplinary Process**

Gender-based misconduct involving students, faculty, staff or some third parties, including sexual assaults, whether or not the assaults have been reported to a law enforcement agency, should be reported to the University of West Alabama for investigation and resolution through University processes.

If an individual reports an incident of gender-based misconduct to the University of West Alabama, the Title IX Coordinator, who has supervision and oversight of the grievance process, and/or his/her designee will conduct a formal investigation, which will be adequate, reliable and impartial. Ordinarily, a formal investigation will include a review of statements obtained from either party, interviews with both parties, and the ability of the parties to present witnesses and other evidence, interviews with witnesses as appropriate and review of relevant documentary evidence. Once the investigation is complete, the Title IX Coordinator and/or his/her designee will submit a report regarding the findings, conclusions, and any appropriate recommended sanctions/remedies to the Vice President for Student Affairs (students) or to the Provost (faculty, staff, and third parties) for review. Information obtained through the investigation may be used by the Vice President for Student Affairs or the Provost for consideration in the University of West Alabama's disciplinary processes, with or without the cooperation of the complainant. The Vice President for Student Affairs or Provost may accept or reject the findings, recommendations, and proposed sanctions, if any. The Vice President for Student Affairs' or the Provost's decision shall be communicated in writing to the Title IX Coordinator or his/her designee within five (5) days after receipt of the report from the Title IX Coordinator or his/her designee unless on the grounds of good cause additional time is required. The Title IX Coordinator or his/her designee will communicate the decision of the Vice President for Student Affairs or the Provost to the Complainant and the Respondent within three (3) days of receipt of the decision. This decision may be appealed to the President of the University by either party within 48 hours after receipt from the Title IX Coordinator or his/her designee of the decision of the Vice President for Student Affairs or the Provost.

For information regarding the University of West Alabama's disciplinary procedures for addressing incidents of alleged gender-based misconduct, see the Civil Rights Grievance and Investigation Process.

## **Option 3: Simultaneous Processes**

An individual has the option and right to pursue a criminal complaint through the appropriate law enforcement agency, to pursue a criminal complaint through the University of West Alabama's disciplinary process, or to pursue both avenues simultaneously.

## **Written Notice of Reporting Options**

Individuals who report alleged gender-based misconduct will be provided with written notice of the above-referenced reporting options. The University of West Alabama, through the Title IX Coordinator or his/her designee, must also obtain written acknowledgment from the individual of his/her decision regarding which options, if any, the student wishes to pursue.

## **Notification of Final Results**

The Title IX Coordinator will, at the conclusion of the proceedings, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary

proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

### **Resources for Medical and Counseling Care**

It is especially important for individuals who have been sexually assaulted to seek immediate and appropriate medical treatment. In addition to contacting the **University of West Alabama Police, 205-652-3602, 205-652-5555 or 5555 from any on campus phone** for emergency treatment, the following hospitals and clinics are located near the University of West Alabama campus:

#### **Hospitals**

##### **Whitfield Regional Hospital**

105 Highway 80 East  
Demopolis, AL 36732  
(334) 289-4000  
[info@bwwmh.com](mailto:info@bwwmh.com)

##### **Anderson Regional Medical Center**

2124 14th Street  
Meridian, MS 39301  
(601) 553-6000

##### **DCH Regional Medical Center**

809 University Boulevard East  
Tuscaloosa, AL 36401-2029  
(205) 759-7111

##### **Hill Hospital of Sumter County**

751 Derby Drive  
York, AL 36925  
(205) 392-5263

#### **Clinic**

##### **Rush Medical Group**

1221 N. Washington Street  
Livingston, AL 35470  
(205) 652-9575  
[Stephanie.Mason@rushhealth.com](mailto:Stephanie.Mason@rushhealth.com)

Counseling services for sexual misconduct and sexual assault are available through the West Alabama Mental Health Center at the Demopolis office, and referrals to the Center may be made through the Vice President for Student Affairs, 205-652-3581, or through the University of West Alabama Counseling Services at 205-652-3855 or via email at [jcoleman@uwa.edu](mailto:jcoleman@uwa.edu). Additionally, victims of sexual assault can obtain counseling through the Turning Point, 205-758-0808, collect calls accepted, through its 24-hour crisis line.

### **Federal Statistical Reporting Obligations**

Certain campus officials have a duty to report sexual misconduct for federal statistical reporting purposes (Clery Act). All personally identifiable information is kept confidential, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location (on or off-campus, in the surrounding area, but no addresses are given) for publication in the annual Campus Security Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime to ensure greater community safety. The information to be shared includes the date, the location of the incident (using Clery location categories) and the Clery crime category. This reporting protects the identity of the victim and may be done anonymously.

### **Federal Timely Warning Reporting Obligations**

Victims of sexual misconduct should also be aware that University administrators must issue immediate timely warnings for incidents reported to them that are confirmed to pose a substantial threat of bodily harm or danger to members of the campus community. The University will make every effort to ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

### **Voluntary, Confidential Reporting of Sexual Offenses:**

Although victims of sexual offenses are not required to report offenses to the police, reporting is strongly encouraged. If an individual is entirely certain that they will not take legal action, they are encouraged to contact someone such as UWA Counseling Services.

### **Parameters of Confidentiality and Mandated Title IX Investigations**

To the extent possible under federal law, the University of West Alabama will protect the privacy of all parties to a report of gender-based misconduct. That said, under federal law, University officials who receive a report of gender-based misconduct, whether from the individual involved or a third party, are required to share that information with the appropriate University authorities for investigation and follow-up. The University is obligated under federal law to investigate a complaint/report, to take action to eliminate gender-based misconduct, to prevent its recurrence, and to address its effects. An administrative investigation under Title IX must be initiated if the University has enough information to reasonably determine key facts, e.g., time, date, location and names of parties involved in an alleged incident. Ordinarily, this administrative investigation will include a review of statements obtained from either party, interviews with both parties, interviews with witnesses as appropriate and review of relevant documentary evidence, and will be conducted by the Title IX Coordinator or his/her designee. The University is obligated to conduct this investigation regardless of the complainant's requests. The Title IX Coordinator or his/her designee will conclude all investigations within 60 calendar days except in extraordinary circumstances. If an investigation cannot be completed within 60 days, the Title IX Coordinator or his/her designee will contact the reporting party and provide a timeframe in which the investigation will be complete. In the course of investigations, information will be shared as necessary with people who need to know, such as investigators, witnesses, and the accused.

### **Intimidation or Threats to Inhibit Reporting**

The University strongly encourages individuals to report any incident of gender-based misconduct. The University takes such reports seriously. It is a violation of University policy to

retaliate against any person making a complaint of gender-based misconduct or against any person cooperating in the investigation of (including testifying as a witness to) any allegation of gender-based misconduct. For these purposes, “retaliation” includes intimidation, threats, harassment, and other adverse action threatened or taken against any such complainant or third party. Retaliation should be reported immediately to the Title IX Coordinator and may result in disciplinary action independent of the sanction or interim measures imposed in response to the underlying allegations of gender-based misconduct.

### **What about confidentiality?**

1. Counseling services are confidential for all persons. No information regarding your visit(s) will be divulged to any person(s) or agencies, parent, faculty, prospective employers without written permission specifying what may be disclosed; nor will any record of your visit(s) exist within your official academic transcripts or medical records. The only exceptions are when:
  - a.) a client threatens to harm him/herself or harm others
  - b.) there is reasonable suspicion of abuse of a child or elderly person
  - c.) when ordered to release records to a court of law having proper jurisdiction
2. Local news media may receive notice of sexual assaults reported to the University Police Department so that others are alerted; names of victims are not released; privacy is protected at all times. No pressure is placed on a sexual assault victim to report the attack if they choose not to report; victim’s parents will not be notified without the victim’s consent.
3. Medical and Counseling Support Services- It is very important for victims of sexual assault to obtain immediate medical care following a sexual assault. Whether or not the sexual assault is reported, medical care will ensure the victim’s well-being and the documentation, collection, and proper preservation of physical evidence in the assault.

Medical attention: In addition to care of obvious injuries, medical attention is needed to protect the victim from sexually transmitted diseases or the possibility of pregnancy. If you have been raped and might consider taking legal action against the rapist, you need to receive medical care at a Medical Facility. Emergency room doctors are the physicians who give medical exams in which evidence of rape can be obtained and preserved for legal action. Without this evidence, the chances for successful prosecution are minimized. You should have the exam as soon as possible. You will need a change of clothes; the clothes worn during the assault will be kept as evidence. If you have already changed clothes, bring along any articles that may have blood or semen on them. In order to preserve physical evidence of the assault, victims should not change clothes, bathe, douche, or use the bathroom before seeking medical care. Anyone needing assistance should call **UWA PD at 205-652-3602 or 205-652-555 or 5555 from any on campus phone.**

### **Procedures Followed After a Report of a Sexual Offense Is Made To University Police**

When a sexual assault is investigated, the victim may be unprepared for the lengthy, public process of bringing the perpetrator to justice. UPD respects the victim's feelings but must also observe due process of law. The following outline of a sexual assault investigation can help victims of sexual offenses understand the process of the investigation.

### **Immediate Response to Report:**

The University reserves the right to take whatever measures it deems necessary in response to an allegation of gender-based misconduct in order to protect individuals’ rights and personal safety.

Such measures include, but are not limited to, modification of living arrangements, interim suspension from campus pending the outcome of the investigation, and reporting the matter to the local police. Not all forms of gender-based misconduct will be deemed to be equally serious offenses, and the University reserves the right to impose different sanctions, ranging from verbal warning to expulsion or termination, depending on the severity of the offense. The University will consider the concerns and rights of both the complainant and the person accused of gender-based misconduct.

After an assault has occurred and the victim contacts campus or city police, patrol officers will respond to the victim, ensure his or her well-being, and necessary support services.

(A.) The responding patrol officers, after receiving a brief description of what happened from the victim, will inform the appropriate support personnel. Officers will secure the crime scene and interview any witnesses and preserve the crime scene for evidence collection. The officers will help the victim arrange medical care to treat injuries and potential sexually transmitted diseases and preserve physical evidence of the assault.

(B.) When ready, the victim will be asked to provide a detailed statement of the assault to police personnel.

(C.) Officers may ask the victim to try and identify the suspect from a photo or physical lineup.

(D.) Investigators must gather enough evidence to establish "probable cause," i.e., legal reason to arrest the suspect. When the evidence is ready, the investigators and victim will appear to meet with a magistrate to ask for a warrant allowing the suspect's arrest. If a warrant is granted, the suspect can be arrested and jailed. The suspect may not spend all of the time before the trial in custody; bail/bond can be provided for the defendant at the discretion of the judge or magistrate.

(E.) There may be several judicial proceedings before the actual trial. For instance, a "preliminary hearing" may be held. This hearing, which is conducted before a judge, may require the victim to answer questions from the prosecuting attorneys and the defendant's attorney. The victim may also be asked to appear before the Grand Jury when it convenes to determine if the defendant is to be indicted. If indicted, a trial will be scheduled.

(F.) The trial will typically be held in the Circuit Court of Sumter County. Sexual assault trials generally involve testimony from the victim, the police, the emergency-room personnel, and other witnesses. If the accused defendant is found to be guilty of the crime, the judge will set a sentencing hearing which may require further testimony for those involved in the trial.

### **UWA Student Code of Conduct**

The University of West Alabama expects all students and organizations to be knowledgeable of the **Code of Student Conduct**, and they should be aware that they are expected to conform to that order.

The **Code of Student Conduct** governs the conduct of students and organizations in all behavioral matters. Any questions regarding the Code should be directed to Mr. Richard Hester the Vice President for Student Affairs, or Mr. Byron Thetford, the Director of Student Life.

By enrollment at the University, a student or organization neither relinquishes rights nor escapes responsibility for compliance with local, state and/or federal laws and regulations. Additionally, the University has a responsibility to maintain a campus environment conducive to its educational mission while protecting the safety, health, and well-being of all students and other

persons on campus. Students and organizations are thus obligated to abide by the rules and policies promulgated by the University.

Interference, injury or the intentional attempt to injure or interfere with the personal or property rights of any person, whether a student, another member of the University community, visitor, or the University itself, is strictly prohibited by the Code of Student Conduct.

The **Code of Student Conduct** applies to individual students as well as to formal and informal groups of students and describes the duties of University officials and outlines the procedures to be followed in the disciplining of students and organizations. The Code is applicable to behavior of students and organizations on and off the University campus which is determined to be incompatible with the educational environment and mission of the University. The right to proceed in accordance with this Code shall in no way be affected by the filing of criminal or civil charges in any court by any person or governmental entity against the accused student or organization.

#### UWA Judicial System for Non-Academic Infractions

The University of West Alabama believes that each student and student organization should have every opportunity for a fair and reasonable hearing when charged with infractions of the University rules and regulations. The Student Life Committee, which is chaired by the Director of Student Life and Housing (or his designee) and is composed of University faculty, staff and students, hears cases of infractions of a non-academic nature.

In all cases, students are assured of a fair and reasonable hearing governed by the basic guidelines of procedural due process. The student is given a written notice of the charges against him/her and the time and place of the hearing, and he/she is allowed to present evidence and witnesses and to be assisted by advice or counsel of his/her choice. Following the disciplinary hearing, the Committee makes a decision and notifies the student. The student has the right to appeal the decision of the Student Life Committee to the Vice President for Student Affairs. An appeal must be made in writing within three working days of notification of the decision by the Student Life Committee.

Procedural standards, listed below, will be followed in all hearings by the Student Life Committee unless the Committee feels it necessary to make changes in the procedure to protect the safety of the individual or the University.

1. A student shall be notified in writing of the specific nature of the charges against him/her.
2. In all cases the student is assured a fair and reasonable hearing governed by the fundamental guidelines of procedural due process.
3. A student shall be informed of the time and place of the hearing in advance to ensure an opportunity to prepare for the hearing. The notice shall be in writing unless the urgency of the situation demands quicker action.
4. Once a student has been duly notified, failure to appear before the committee will not preclude the hearing being held.
5. Pending action on charges against a student, his/her status as a student shall not be altered and his/her right to be present on campus for the purpose of attending classes shall not be suspended unless the safety of the student, his/her fellow students, the faculty, or the institution is jeopardized.
6. A student appearing before the Student Life Committee has the right to be assisted in his/her defense by a representative/counsel of his/her choice. Counsel may act in an

advisory capacity only. Counsel may not cross-examine witnesses, nor present oral arguments.

7. A student shall be given the right to present evidence and witnesses in his/her behalf.
8. A written statement of the hearing will be kept on file with the Office of Student Affairs.
9. The Student Life Committee shall select from the following sanctions after hearing a case:
  - **Reprimand** - a written or oral notice to the student that certain behavior violates the Code of Conduct and continuation or repetition of specific conduct may be cause for further disciplinary action.
  - **Restitution** - Compensation for damage to a property right limited to the actual cost of repair or replacement.
  - **University or Community Service** - Doing work for the University or a community agency without pay.
  - **Voluntary Withdrawal** - A student may be given the option of voluntarily withdrawing from the University in which case the Student Life Committee may specify a period of time before the student may apply for readmission. To qualify for re-admission the student must receive approval from the Vice President for Student Affairs and meet the academic standards for readmission.
  - **Removal from Housing** - A student who is deemed to be a disruptive or dangerous presence to other residents in the University housing system may be suspended indefinitely from University housing.
  - **Probation** - This sanction may include the exclusion from a participation in privileges, such as extracurricular activities or the suspension of the student's activity card for a period of time during which subsequent violation will incur suspension or expulsion. The provisions of the probationary period shall be determined and expressed by the committee.
  - **Suspension** - Separation from the University for a definite period of time. A student may be suspended for a specific period of time not to exceed two years. To qualify for readmission after suspension a student must receive the approval of the Vice President for Student Affairs and meet the academic standard for readmission.
  - **Expulsion** - An indefinite termination of student status from the University for a period of not less than two years. To qualify for readmission after expulsion a student must receive the approval of the Vice President for Student Affairs and meet the academic standard for readmission.
  - **Other** - Other penalties or conclusions as appropriate.
10. The Director of Student Life will carry out decisions made by the Student Life Committee.
11. Decisions rendered by the Student Life Committee may be appealed to the Vice President for Student Affairs when the accused feels circumstances warrant such action. Such appeal must be filed in writing within three working days following official notification of the decision of the Student Life Committee. Once a decision is appealed, the Vice President for Student Affairs may accept, reject, alter or otherwise dispense with the appeal as he may deem advisable. Right to counsel or representation will also be available in the appeal process.

### Missing Person Procedures:

Students who reside in on campus housing facilities are encouraged to report a student has been missing for 24 hours to the University Police Department or a campus security authority. The Campus Security Authority (CSA) will be required to report any official missing student to the UWA Police Department Per the Clery Act, the University will give each student living in an on campus housing facility the option to identify a contact person(s) who the institution shall notify if the student is determined to be missing by the UWA PD.

Students' contact information will be registered confidentially and this information will be accessible only to authorized campus officials and the UWA PD. This information may not be disclosed outside of a missing person investigation. Students under 18 years of age and not emancipated, the institution will notify a custodial parent or guardian when the student is determined to be missing, in addition to any additional contact person designated by the student.

If a student did not name a contact person to notify, and the UWA PD receives a report that the student is missing, the UWA PD will conduct an investigation to determine if the student is officially missing. If the student has designated a contact person, the UWA PD will notify that contact person within 24 hours. If the student is under 18 years of age and is not emancipated, the UWA PD will notify the student's custodial parent or guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age 18, or is an emancipated minor, UWA PD will conduct an investigation to determine if the student is officially missing within 24 hours.

If, upon investigation by University Police and the UWA Housing staff, the resident is determined to be missing, the Vice President of Student Affairs (or his designee) will contact the resident's designated emergency contact person. University Police will continue to investigate utilizing established police investigative procedures and in collaboration with staff from the UWA Housing Office. University Police will also coordinate its efforts with outside law enforcement agencies in full compliance with legal obligations and good police practice.

The University of West Alabama takes student safety very seriously. To this end, and in compliance with the Missing Student Notification Policy and Procedures (Section 488 of the Higher Education Opportunity Act of 2008), the following policy has been developed in order to assist in locating UWA students living on-campus, who, based on the facts and circumstances known to the University, are determined to be missing. It is the policy of the University of West Alabama to actively investigate any report of a missing resident student (an enrolled student that lives on-campus). Each resident is notified of the missing students policy and procedures in the event that they are reported missing. Each resident, upon checking into campus housing, is requested to identify the name and contact information of the individual that is to be contacted in case of an emergency, including in the event of the resident being reported missing for a period of no more than 24 hours. For any resident under the age of 18, and not an emancipated individual, the institution is required to notify a custodial parent or guardian no later than 24 hours after the time that the resident is determined to be missing by the UWA Housing Office or the University Police. Most missing person reports in a university environment results from a student changing his/her routine without informing friends of the change. If a member of the University community has reason to believe that a student is missing, all efforts will be made immediately (with no waiting period) to locate the student to determine his or her state of health and well-being. These efforts include, but are not limited to, checking the resident's room, class schedule, friends, ID card access, contacting University Police, locating the resident's vehicle, calling the resident's cell phone number (if provided).



**Crime Statistics:**

The Annual Security Report for The University of West Alabama includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by UWA and on public property within, or immediately adjacent to and accessible from the campus. In accordance with mandated reporting requirements, information concerning the monitoring and recording of any criminal activity in which students engaged, at off campus locations and/or within student organizations that are officially recognized by the University, are gathered from local police agencies. These agencies include any City, County, State, or Federal agencies that may have relevant information and the statistics are published in this disclosure. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters.

The University Police Department is aware that crimes may go unreported to law enforcement and encourages employees of UWA, who have significant responsibility for students and student activities, to report to the University Police any crimes that they may have become aware of in their daily contact with students.

**UWA CRIME STATISTICS**

Criminal Offenses		GEOGRAPHIC LOCATION			
OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NONCAMPUS PROPERTY	PUBLIC PROPERTY
Murder/Non-negligent Manslaughter	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
Negligent Manslaughter	2016 -17	0	0	0	0
	2017- 18	0	0	0	0
		0	0	0	0

	2018 - 19				
Rape	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
	2018 - 19				
Fondling	2016 - 17	1	1	0	0
	2017 - 18	0	0	0	0
	2018 - 19	1	1	0	0
	2018 - 19				
Incest	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 18	0	0	0	0
	2018 - 19				
Statutory Rape	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
	2018 - 19				
Robbery	2016 - 17	0	0	0	0
	2017 - 18	1	0	0	0
	2018 - 19	0	0	0	0
	2018 - 19				

Criminal Offenses		GEOGRAPHIC LOCATION			
OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NONCAMPUS PROPERTY	PUBLIC PROPERTY
Aggravated Assault	2016 - 17	1	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
Burglary	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	1	0	0	0
Motor Vehicle Theft	2016 - 17	0	0	0	0
	2017 - 18	1	0	0	0
	2018 - 19	1	0	0	0
Arson	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
		0	0	0	0

	2018 - 19				
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VAWA OFFENSES		GEOGRAPHIC LOCATION			
OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NONCAMPUS PROPERTY	PUBLIC PROPERTY
Domestic Violence	2016 – 17	0	0	0	0
	2017 – 18	0	0	0	0
	2018 - 19	0	0	0	0
Dating Violence	2016 - 17	0	0	0	0
	2017 - 18	1	0	0	0
	2018 - 19	0	0	0	0
Stalking	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0

Arrests & Disciplinary Referrals		GEOGRAPHIC LOCATION			
OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NONCAMPUS PROPERTY	PUBLIC PROPERTY
Arrests: Weapons: Carrying, Possessing, etc.	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	2016 - 17	0	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
Arrests: Drug Abuse Violations	2016 - 17	2	0	0	0
	2017 - 18	2	2	0	0
	2018 - 19	2	2	0	0
Disciplinary Referrals: Drug Abuse Violations	2016 - 17	8	8	0	0
	2017 - 18	7	7	0	0

	2018 - 19	12	12	0	0
Arrests: Liquor Law Violations	2016 - 17	1	0	0	0
	2017 - 18	0	0	0	0
	2018 - 19	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2016 - 17	10	9	0	0
	2017 - 18	26	26	0	0
	2018 - 19	7	7	0	0

Unfounded Crimes		
OFFENSE	YEAR	
Unfounded	2016 - 17	1
	2017 - 18	0
	2018 - 19	1

**Hate Crimes:**

There were no reported Hate Crimes for the years 2016, 2017 or 2018

## Annual Fire Safety Report

This information is provided to all students, faculty, and staff of The University of West Alabama in compliance with the Higher Education Opportunity Act (Public Law 110-315), which became law in August 2008. All academic institutions are required to produce an annual fire safety report outlining the fire safety practices, standards, and all fire-related on-campus housing statistics. Any questions regarding these statistics should be directed to the Director of Housing and Residence Life at (205) 652-3768.

This information is also available at the following website:

<https://www.uwa.edu/about/universitydepartments/publicsafety/crimestatistics>

### **Fire Alarms and Smoke Detectors:**

Each residence hall is equipped with a fire alarm system that will sound in the case of a fire. In addition, each room or apartment is equipped with a smoke detector. Tampering with the alarm system or covering, disconnecting, or tampering with a smoke detector will result in disciplinary action.

The fire alarm system will sound in the case of a fire. Anyone that notices a fire in a residence hall should pull the nearest fire alarm while exiting the building.

Each semester, every occupied residence hall holds a fire drill. All residents and guests are required to evacuate the residence hall when the fire alarm sounds. Failure to leave the residence hall during a fire drill, false alarm, or actual warning, will result in disciplinary action.

Due to the need to evacuate the building quickly, in the case of an emergency, members of the housing staff **will not** personally notify residents (and guests) of the emergency. Your notification of the emergency is the sounding of the alarm. If you are a deep sleeper or otherwise concerned that you may not hear the alarm, it is your responsibility to arrange with your roommate or neighbors to inform you when the alarm rings. If you need assistance in evacuating, you should make prior arrangements with neighbors to assist you during an emergency. You should also meet with your hall director to create an emergency plan of action. If you are hearing impaired and/or need evacuation assistance due to a disability covered by the Americans with Disabilities Act, you should contact the Assistance to the Vice President of Student Affairs.

In order to be prepared for a fire, residents and guests should be mindful of the nearest exit whenever they are in a residence hall.

False fire alarms (those where there is no actual fire) disturb the community, both by disrupting the actions of the community at the time of the alarm and by giving residents a false sense that fire alarms can be ignored. For this reason, causing a false alarm will result in disciplinary action.

### Emergency Evacuations Procedures

All resident assistants and hall directors receive training each year about fire safety procedures.

If the fire alarm sounds while you are in a residence hall, please follow the procedures below as you leave the building in a quick, but orderly manner. Evacuation plans showing the exit stairways, evacuation routes, and fire extinguishers, are available throughout the residence hall but are also available from the housing office upon request.

- Wear shoes and, if the weather is cold, bring a coat or jacket.
- Bring a towel to cover your nose and mouth to prevent smoke inhalation.
- If the hallway is covered with smoke, get on the floor and crawl to the nearest exit.
- Under no circumstances should the elevator be used when the fire alarm is ringing. If a resident has a disability that might hinder mobility, he/she should make prior arrangements with other residents to assist him/her in case of an emergency.
- Take the nearest exit and once you are safely out of the residence hall, go to your hall's meeting point and locate your RA. You may be directed to an alternative location if the situation requires it. Do not re-enter the building until campus police have deemed the hall safe. Your meeting points are as follow:
  - **Gilbert Hall** residents should meet behind Gilbert Hall, near Wallace Hall.
  - **Hoover Apartments** residents should meet at the grassy area behind the laundry room.
  - **Patterson Hall** residents should meet in the middle island.
  - **Reed Hall** residents should meet in the grass circle near Selden and Spieth Hall.
  - **Selden** residents should meet near the bench area behind Reed Hall.
  - **Stickney Hall** residents should meet across the parking lot, in the grass near Washington Street.

False fire alarms (those where there is no actual fire) disturb the community. So, it is important to prevent false fire alarms by taking the following actions:

- Do not leave appliances unattended.
- Open your window when cooking.
- Only use appliances approved for use in your residence hall, and only use them as instructed by the manufacturer.
- Close your bathroom door and use the ventilation fan when showering or when using a hair iron (the steam from the hair iron has been known to set off the alarm).



- Follow the direction on the package when preparing food, including water as needed and setting your microwave for the appropriate amount of time (i.e.: popcorn does not take 30 minutes to cook).
- Do not overload circuits. Only use surge protectors with circuit breakers
- Follow UWA Housing policies regarding prohibition of items such as candles, incense, hot plates, etc.

If university or emergency personnel determine that a false alarm has been caused by the negligence of a resident, including but not limited to, those reasons listed above, the resident will be subject to disciplinary action. A first offense will result in a minimum \$100 fine and educational sanctions. Additional offenses may result in removal from campus housing.

Any student found responsible for the following will be subject to disciplinary action, which may result in removal from campus housing, suspension or expulsion from the University and/or legal sanctions arrest for criminal tampering which is a Class C felony:

- Tampering with fire extinguishers, smoke detectors, exits lights, emergency lights, and other fire safety devices
- Propping fire doors
- Obstructing halls and stairways with furniture or debris

## **Cooking**

### **Prohibited Cooking Devices**

The following cooking devices are not permitted in campus residence halls and student apartments:

- George Forman grills (and similar device)
- Rice cookers without auto shut-offs
- Fry Daddies (and other types of deep fryers)
- Air fryers
- Coffee makers without shut-offs
- Waffle makers
- Electric woks
- Crockpots (and other brands of slow cooker)
- Instant Pots (and other pressure cookers)
- Fondue pots
- Toaster ovens (and pizza ovens)
- Hot plates
- Charcoal and propane grills (and other types of grills and hibachis)
- Microwave ovens that use more than 800 watts
- Other appliances with heating element

### **Permitted Kitchen Appliances:**

- One microwave oven per unit/room or apartment (800 watts or less)

- Coffee makers with auto shut-off
- Toasters

**Permitted at Hoover Apartments, only in the kitchen area:**

- Electric Tea Kettles
- Electric Skillets

**Permitted at Gilbert Hall and Selden Hall:**

- One mini-refrigerator per resident (4.0 cubic feet or smaller, that uses 350 KWH per year or less)

**Use of Kitchen Appliances**

Appliances (other than refrigerator) must be attended to at all times during usage. Do not walk away from the microwave, coffee maker, toaster, etc., while it is in use.

**Other Prohibited Items**

- Washers and dryers (and other large appliances)
- Refrigerators (Except mini-fridges at Selden & Gilbert)
- Electric blankets
- Hover Boards
- Halogen lamps (and other halogen lights)
- Electric heaters (and other types of space heaters)
- Wireless routers
- Multi-plug adapters without surge protection
- Wireless printers
- Irons (unless they have auto shut-offs and are used with ironing boards)
- Incense
- Candles
- Lava and oil lamps
- Potpourri simmer pots
- Wax warmers (and electric candle warmers)
- Darts and dartboards
- Bed lofting equipment
- Water beds
- Ashtrays (Smoking inside is prohibited)
- Alcoholic beverages and alcoholic beverage containers
- Non-prescribed medications
- Prescribed drugs that are illegal in Alabama
- Drug paraphernalia
- Live Christmas trees
- Fabric/Tapestries attached to/hang from the ceiling
- Dogs and cats (and all other animals, domestic or wild)
- Pets (Non-poisonous fish in a 20- gallon or smaller aquarium are permitted)

- Any item not listed here that is deemed by housing staff to pose a threat.

While not prohibited, high-powered appliances, such as hair dryers, should not be plugged into the outlet over the dresser at Selden Hall, as they will cause a fuse to blow. This outlet is intended for lower watt appliances such as TVs and video game consoles only.

### **Prohibited Items:**

For the safety of our residential community, the following are prohibited, including within 25 feet of any entrance to a residence hall or campus apartment:

- Candles, incense and any type of open flame burner
- Halogen lamps
- Electric, gas, charcoal, or propane grills, including George Foreman grills
- Portable heaters and electric blankets
- Hot plates, deep fryers (including deep-frying using a skillet/pot) and toaster ovens
- Pressure cookers
- Large personal appliances, such as washers and dryers, air conditioners, etc.
- Fireworks and any type of explosive device
- Firearms and ammunition
- Live Christmas trees
- Fabric/Tapestries attached to or hanging from the ceiling or walls
- Any item not listed here that is deemed by Housing staff to pose a threat. It must be immediately removed upon request

### **Tobacco and Smoking Policy:**

Smoking and/or the use of tobacco in any form (cigarettes, e-cigarettes, cigars, chewing tobacco, pipes, water pipes, snus, snuff, etc.), is prohibited in residence halls and campus apartments, both in common areas and individual rooms. Although receptacles have been placed near entrances to each residence hall to dispose of smoking materials, smoking is prohibited within 50 feet of the residence halls and campus apartments. The use of smokeless tobacco, such as chewing tobacco and smokeless pouches, is also prohibited within the residence hall and campus apartments. The presence of cigarette butts, ashtrays with ashes, spit cups, and other remnants often associated with smoking and smokeless tobacco are considered evidence that the smoking policy is being violated in the room.

Violations of the Tobacco and Smoking policy will result in disciplinary action, including educational sanctions and a \$100 fine for a 1<sup>st</sup> offense. A 2<sup>nd</sup> offense can result in dismissal from Housing. Note that a violation of this policy that also sets off a fire alarm will result in an additional fine of at least \$100.

### **Reporting a Fire:**

If a fire takes place in your residence hall, you should exit your building follow evacuation procedures and exit the building immediately. If a fire occurs in your room that does not require evacuation (for example, a small fire that you are able to extinguish on your own with a fire extinguisher), you must still report the fire to your hall director.

### Fire Safety Systems in On-Campus Student Housing Facilities

<b>Residence Hall</b>	<b>Smoke Detectors</b>	<b>Sprinkler System</b>	<b>Pull Stations</b>	<b>Fire Extinguishers in Unit</b>	<b>Number of Fire Drills Held During the Calendar Year</b>
<b>Gilbert Hall – 185 Student Union Drive</b>	Yes	Yes	Yes	No	2
<b>Hoover Apts. (Phase 1) - 494 University Drive</b>	Yes	No	No	Yes	2
<b>Hoover Apts. (Phase 2) - 494 University Drive</b>	Yes	Yes	Yes	Yes	2
<b>Patterson Hall – 95 Student Union Drive</b>	Yes	No	No	Yes	2
<b>Reed Hall – 321 Student Union Drive</b>	Yes	No	Yes	Yes	2
<b>Selden Hall – 261 Student Union Drive</b>	Yes	No	Yes	No	2
<b>Stickney Hall – 134 Washington Street</b>	Yes	Yes	Yes	Yes	2

## Fire Statistics in On-Campus Student Housing Facilities for the Three Most Recent Calendar Years

Statistics and Related Information Regarding Fires in Residential Facilities for the 2016 Calendar Year						
Residence Hall	Total Fires in Each Facility	Fire Incident Number for Building	Cause of Fire	Number of Injuries that Required Medical Treatment	Number of Deaths Related to the Fire	Value of Property Damaged by the Fire
Gilbert Hall – 185 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Hoover Apts. (Phase 1) - 494 University Drive	0	0	N/A	N/A	N/A	N/A
Hoover Apts. (Phase 2) - 494 University Drive	0	0	N/A	N/A	N/A	N/A
Patterson Hall – 95 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Reed Hall – 321 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Selden Hall – 261 Student Union Drive	0	0	N/A	N/A	N/A	N/A

Stickney Hall – 134 Washington Street	0	0	N/A	N/A	N/A	N/A
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<b>Statistics and Related Information Regarding Fires in Residential Facilities for the 2017 Calendar Year</b>						
<b>Residence Hall</b>	<b>Total Fires in Each Facility</b>	<b>Fire Incident Number for Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Medical Treatment</b>	<b>Number of Deaths Related to the Fire</b>	<b>Value of Property Damaged by the Fire</b>
Gilbert Hall – 185 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Hoover Apts. (Phase 1) - 494 University Drive	0	0	N/A	N/A	N/A	N/A
Hoover Apts. (Phase 2) - 494 University Drive	0	0	N/A	N/A	N/A	N/A
Patterson Hall – 95 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Reed Hall – 321 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Selden Hall – 261 Student Union Drive	0	0	N/A	N/A	N/A	N/A

Stickney Hall – 134 Washington Street	0	0	N/A	N/A	N/A	N/A
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<b>Statistics and Related Information Regarding Fires in Residential Facilities for the 2018 Calendar Year</b>						
<b>Residence Hall</b>	<b>Total Fires in Each Facility</b>	<b>Fire Incident Number for Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Medical Treatment</b>	<b>Number of Deaths Related to the Fire</b>	<b>Value of Property Damaged by the Fire</b>
Gilbert Hall – 185 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Hoover Apts. (Phase 1) - 494 University Drive	0	0	N/A	N/A	N/A	N/A
Hoover Apts. (Phase 2) - 494 University Drive	0	0	N/A	N/A	N/A	N/A
Patterson Hall – 95 Student Union Drive	0	0	N/A	N/A	N/A	N/A
Reed Hall – 321 Student Union Drive	0	0	N/A	N/A	N/A	N/A

<b>Selden Hall – 261 Student Union Drive</b>	0	0	N/A	N/A	N/A	N/A
<b>Stickney Hall – 134 Washington Street</b>	1	1	Unintentional Grease Fire	0	0	\$372.00

**Plans for Future Improvements in Fire Safety:**

No planned improvements are scheduled at this time.

**In Closing,**

The University of West Alabama works diligently to assist faculty, staff, students, and visitors maintain personal safety and protection of property by providing full police and safety service through the University Police Department. We believe an informed community is a safer community, and sharing information can reduce the chances of becoming a crime or accident victim.

Each year, the University of West Alabama publishes the Annual Campus and Fire Safety Report which includes crime statistics and outlines UWA security policies and procedures. Please take the time to familiarize yourself with this report, so you can become an informed member of our community and contribute to the University’s efforts to create and maintain a safe environment in which we can all live, study, work, and play. Remember, always use good safety sense and do not hesitate to contact the University Police Department (UPD) whenever you need assistance or further information about the services we provide.

You may request a printed copy of this report from the University Police by writing the University Police Department.

Attention: Chief of Police  
 UWA Station 50  
 Livingston, Alabama 35470

Or by emailing University Police at [universitypolice@uwa.edu](mailto:universitypolice@uwa.edu)



