



**2018  
ANNUAL SECURITY  
REPORT  
&  
ANNUAL FIRE  
SAFETY REPORT**

THE UNIVERSITY OF TENNESSEE  
HEALTH SCIENCE CENTER



THE UNIVERSITY OF  
**TENNESSEE**  
HEALTH SCIENCE CENTER™

# TABLE OF CONTENTS

## INTRODUCTION

Assessibility of Information and Non-Discrimination Policy.....	2
Message from UTHSC Campus Police Chief of Police.....	2
Clery Geography Definitions.....	3
On-Campus.....	3
Non-Campus Buildings or Property.....	3
Public Property.....	3
Separate Campuses.....	3
UTHSC Clery Maps.....	4
Core Campus Clery Map.....	4
University Owned Property not Pictured in the Core Campus Map.....	4
Clery Maps of the Separate Campuses.....	5
Partnerships.....	6
Daily Crime Log.....	7
The Jeanne Clery Act.....	7
What is the “Jeanne Clery” Disclosure Act?.....	7
Clery Act Requirements.....	8
Preparation of Annual Security Report & Disclosure of Crime Statistics.....	9
UTHSC Campus Police Department.....	9
UTHSC Campus Police Department Mission.....	10
Core Values.....	10
Officers and Training.....	10
Authority, Jurisdiction and Working Relationship with Surrounding Agencies.....	10
Accurate and Prompt Reporting.....	11

## I. EMERGENCY & CRIME REPORTING

Reporting a Crime, Emergency or Suspicious Activity.....	11
Security and Access to Campus Facilities.....	12
Security Considerations Used in the Maintenance of Campus Facilities.....	13
Timely Warnings.....	14
Campus Security Authorities.....	15
Monitoring and Recording of Criminal Activity.....	16
Crime Prevention and Education.....	16
Emergency Response and Evacuation Procedures.....	17

Reporting Emergencies.....	18
Emergency Actions Information.....	19
Inclement Weather.....	20
UTHSC Alert.....	20

## **II. CAMPUS SECURITY POLICIES**

Missing Student Notification Procedures.....	22
Tennessee Registered Sex Offender Information.....	23

## **III. SEXUAL ASSAULT/SEXUAL VIOLENCE, DATING VIOLENCE, DOMESTIC VIOLENCE & STALKING**

Introduction.....	24
Prohibited Conduct.....	24
Scope and Applicability & Jurisdiction.....	25
What to do If You Are a Victim of Sexual Assault or Misconduct.....	25
Rights of Complainants and Respondents.....	27
Preponderance of the Evidence Standard.....	28
Advisors and Support Persons.....	28
Training.....	28
Notice of Complainants and Respondents.....	28
Time Frames.....	28
Prompt, Fair, and Impartial Proceedings.....	28
Disciplinary or Other Corrective Actions.....	28
Disciplinary Sanctions and Other Remedial and Protective Measures.....	29
Additional Information and Resources.....	29
Primary Prevention Programs.....	29
Bystander Intervention Training.....	30
Sexual Assault Awareness and Prevention.....	30
Sexual Assault Awareness Month .....	30
Confidential Resources – UTHSC.....	31
Non-Confidential Resources – UTHSC.....	31
Confidential Community Resources – Memphis.....	32
Confidential Community Resources – Knoxville.....	32
Confidential Community Resources – Chattanooga.....	33

<b>ALCOHOL AND ILLEGAL DRUGS.....</b>	<b>33</b>
---------------------------------------	-----------

**WEAPONS.....35**  
**CRIME STATISTICS.....36**  
**OPERATIONS.....53**  
**ADMINISTRATION.....54**  
**HOW CAMPUS POLICE ACTIVITIES AFFECT YOU.....54**  
**TIPS FOR A SAFE CAMPUS.....55**  
**NON-DISCRIMINATION STATEMENT .....55**  
**DEFINITIONS.....56**

Sexual Assault Awareness and Prevention.....	25
Scope and Applicability & Jurisdiction.....	25
Sexual Assault Awareness Month .....	25
Domestic and Sexual Assault/Violence Resources.....	26
Disciplinary Sanctions and Other Remedial and Protective Measures.....	26
Additional Information and Resources.....	27
Primary Prevention Programs.....	27
Bystander Intervention Training.....	27

**IV. POLICIES GOVERNING ALCOHOL, DRUGS & WEAPONS**

Alcohol and Illegal Drugs.....	30
Weapon.....	31

**V. ANNUAL DISCLOSURE OF CRIME STATISTICS**

Crime Statistics 2015-2017:

UTHSC – Main Campus.....	33
Chattanooga Campus.....	36
Knoxville Campus.....	39
Nashville Campus.....	42

**VI. 2018 ANNUAL FIRE SAFETY REPORT**

Overview.....	45
Fires in On-Campus Student Housing Facilities.....	46

**VII. ADDITIONAL INFORMATION**

Operations.....	47
Administration.....	48

How Campus Police Activities Affect You.....48

Tips for a Safe Campus.....49

Definitions.....49

Definitions – VAWA.....53

Definitions – Reportable Crimes.....56

## **ABBREVIATIONS**

*Clery Act: Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*

*Clery Act geography: Buildings or property that meet the definition of On Campus, Public Property, or Noncampus buildings or property as defined by the Clery Act.*

CSA: Campus Security Authority

DUI: Driving under the influence

DWI: Driving while intoxicated

The Department: U.S. Department of Education

FBI: Federal Bureau of

*FERPA: Family Educational Rights and Privacy Act*

*HEA: Higher Education Act of 1965*

*HEOA: Higher Education Opportunity Act*

MOU: Memorandum of Understanding

*NIBRS: Uniform Crime Reporting National Incident-Based Reporting System*

*UCR: Uniform Crime Reporting*

UT: University of Tennessee

UTHSC: University of Tennessee Health Science Center

UTHSC-PD: University of Tennessee Health Science Center Campus Police Department

VAWA: Violence Against Women Act

## Accessibility of Information and Non-Discrimination Policy

This publication is available in alternative formats upon request.

The full University of Tennessee Non-Discrimination Statement EEO/AA statement reads as follows:

*All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.*

*Eligibility and other terms and conditions of employment benefits at The University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations.*

*In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University.*

*Inquiries and charges of violation of Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 920 Madison Avenue, Suite 825, Memphis, Tennessee 38163, telephone 901-448-7382 (V/TTY available). Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.*

### MESSAGE FROM CHIEF OF POLICE ANTHONY BERRYHILL



At the University of Tennessee Health Science Center, the safety of our campus is my top priority. It is critical that all who has business, on this campus feel safe while learning, teaching, working, or recreational. This publication includes UTHSC's crime statistics for 2015-2017 (Memphis, Nashville, Chattanooga, and Knoxville), reports, various policies and recommendations to both maintain and improve campus safety. It is my goal, at Campus Police, to increase our skills, knowledge and staff to ensure this campus is safe 365-days a year. We take pride in two of our better qualities: the demonstration of teamwork and a genuine concern of providing exceptional customer service. Let us be reminded that it will take everyone to maintain a safe and respectful campus environment, so please do your part as we continue to do ours.



## Clery Geography Definitions

### On-Campus

**On-campus** is defined as “any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including student halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as a food or other retail vendor).”

### Non-Campus Buildings or Property

**Non-campus building or property** is defined as any building or property owned or controlled by a student organization officially recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

### Public Property

**Public property** is defined as all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institutions educational purposes.”

### Separate Campuses

Nearly 3,000 students are enrolled at one of the four major UTHSC campuses – Memphis (main campus), Knoxville, Chattanooga or Nashville.

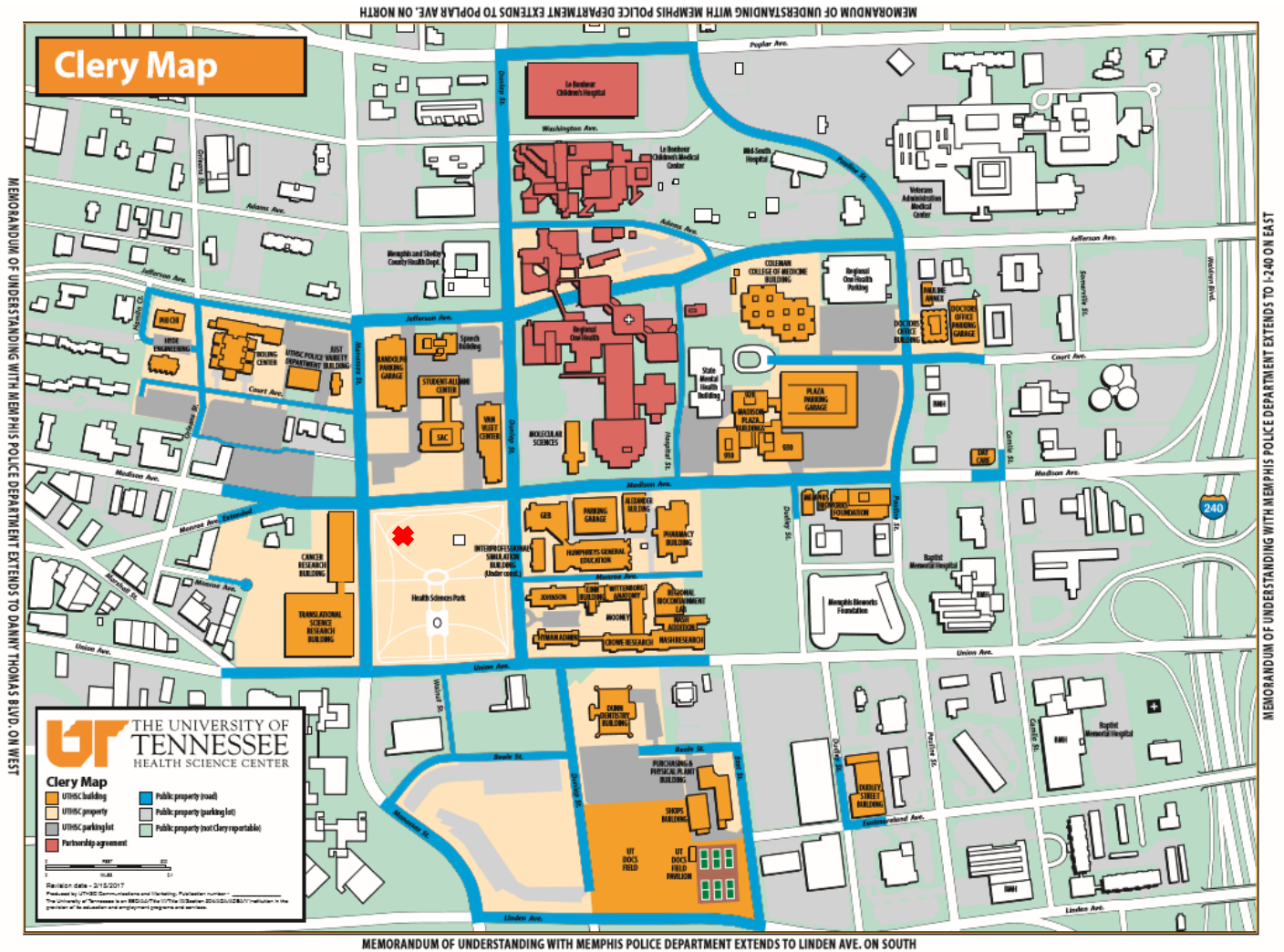
All policy statements contained in this report apply to all campuses unless otherwise indicated.

Note: The crime statistics for the following locations will be listed within this report in separate charts from the crime statistics of the main (core) campus:

- Chattanooga – Based at “Erlanger Health System”
- Knoxville – Based at the “Knoxville UT Medical Center”
- Nashville – Core teaching hospital partnership with “Saint Thomas Health”

# UTHSC Clery Maps

## UTHSC Clery Map (Core Campus)



\*Note: This map depicts the Core Campus of the University of Tennessee Health Science Center (UTHSC) in Memphis, TN.

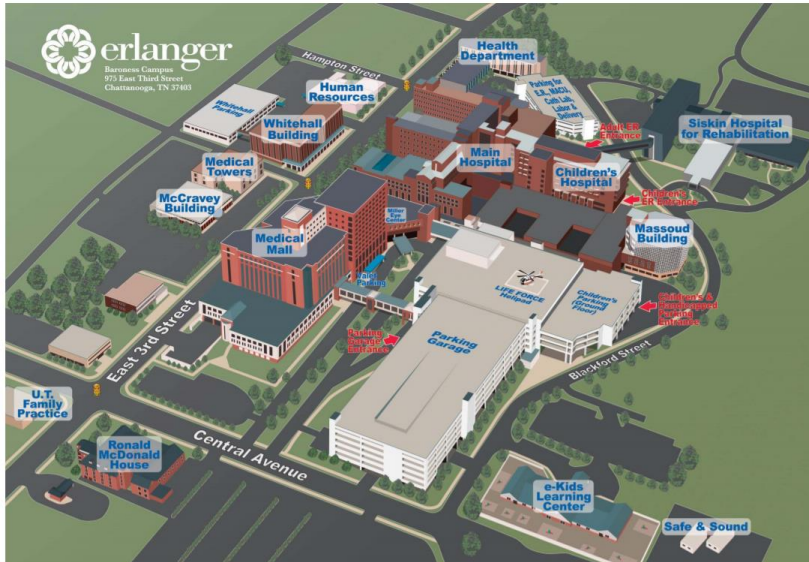
★ Formerly “Health Sciences Park” is no longer owned/controlled/leased by UTHSC.

### University-Owned Property not Pictured in the Core Campus Map

- University of Memphis Life Sciences Building
- Jackson Family Practice Center
- Tipton Family Practice Center
- Hayden Place Apartments
- Matthew Walker Comprehensive Health Center
- St. Francis Hospital
- UT/St. Francis Family Practice
- West Tennessee Forensic Center
- Wilson Building @ Methodist Hospital
- 420 Elmington Apartment
- UT Union City Dental Clinic

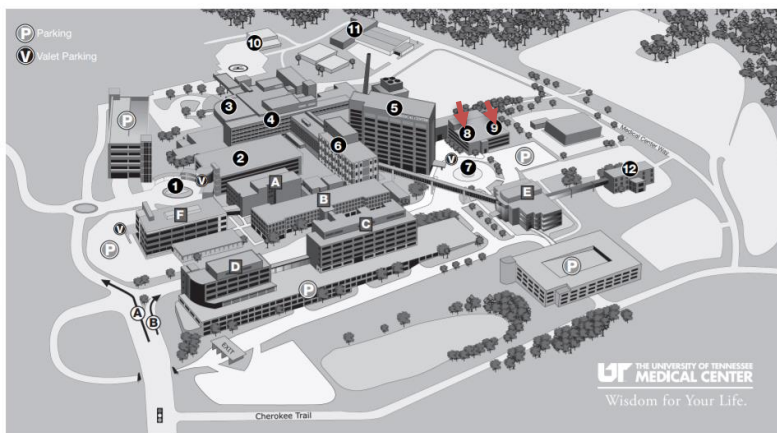
## Clery Maps of the Separate Campuses

### Chattanooga – Based at “Erlanger Health System”



- College of Medicine
  - 960 E. Third St., Suite 100; Chattanooga, TN 37403 (Whitehall Building)
  - 975 E. Third St., Chattanooga, TN 37403 (Erlanger Health System)

### Knoxville – Based at the “Knoxville UT Medical Center”



- Route A:** To Hospital/Main Entrance, Parking Garage, Emergency Dept., MRI, Endoscopy and Cancer Institute
- Route B:** To Medical Offices and Parking Garage
- Medical Office Buildings**
- A Medical Building A
  - B Medical Building B
  - C Medical Building C-Brain and Spine Institute
  - D Medical Building D-UT Day Surgery
  - E Medical Building E-Heart Lung Vascular Institute
  - F Medical Building F-Cancer Institute  
Advanced Orthopaedic Center
- 1 Fountain Circle
  - 2 Heart Hospital, Endoscopy Center, MRI
  - 3 Emergency/Trauma
  - 4 North Tower
  - 5 Boling Patient Pavilion
  - 6 South Pavilion
  - 7 Flag Circle
  - 8 UT Graduate School of Medicine
  - 9 University Family Medicine
  - 10 UT College of Pharmacy
  - 11 UT LIFESTAR
  - 12 Human Resources/Facilities Planning
  - 13 Cherokee Trail Building

- UT Graduate College of Medicine
- College of Pharmacy
- Health Professions
- College of Dentistry

- 1924 Alcoa Highway; Knoxville, TN 37920

Nashville – Core teaching hospital partnership with “Saint Thomas Health”

- College of Medicine
- College of Pharmacy
- Nursing
  - 2000 Church Street; Nashville, TN 37203

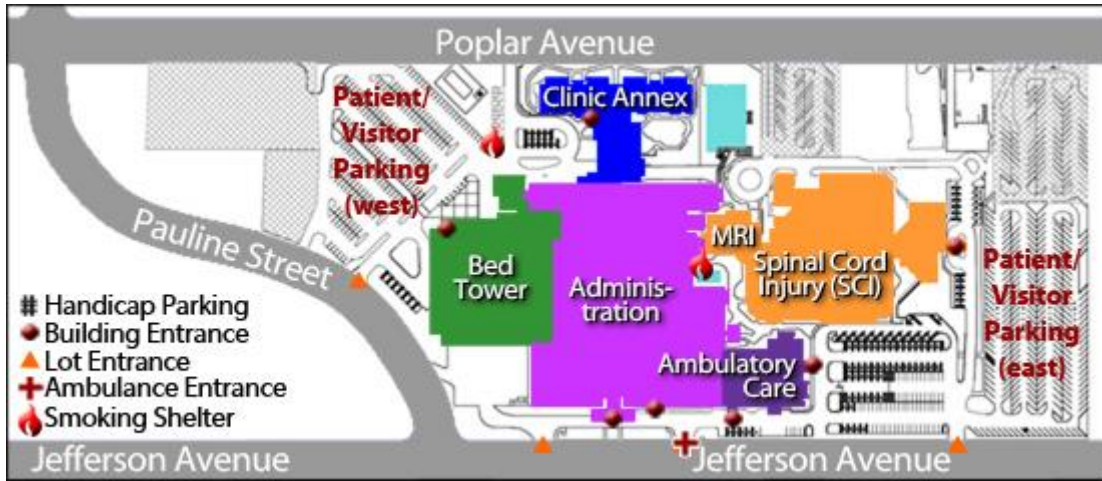
## Partnerships

Main UTHSC campus located in the Memphis medical center, and has a partnership with four core partner teaching hospitals in this area.

- Methodist UT Hospital - including the top 10 nationally ranked Methodist UT Hospital Transplant Institute as well as the Brain and Spine Institute and is home to our primary cancer and cardiovascular facilities



- Regional One Health - houses our nationally ranked Elvis Presley Trauma Center as well as the Firefighters Burn Center and the Rout Center for Women and Newborns (included on UTHSC’s Clery Map – Core Campus)
- Le Bonheur Children’s Hospital - ranked by U.S. News & World Report as one of the best in the nation with seven nationally ranked programs (included on UTHSC’s Clery Map – Core Campus).
- Memphis Veteran’s Affairs Medical Center (VA)



## Daily Crime Log

The University of Tennessee Health Science Center (UTHSC) is required by the Jeanne Clery Act, to maintain a daily crime log. The purpose of the daily crime log is to record criminal incidents and alleged criminal incidents that are reported to the Campus Police Department. UTHSC enters all criminal incidents to the police department. The daily crime log is updated within two (2) business days of the reporting of information to the police department. The Campus Police Department is located at: 740 Court Avenue; Memphis, TN 38163.

## ANNUAL SECURITY REPORT

### THE JEANNE CLERY ACT

*The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at (20 USC § 1092(f)), as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private post-secondary educational institutions participating in federal student aid programs are subject to it.*

The purpose of the Clery Act is to provide the campus community with timely, accurate and complete information about crime and the safety of campus so that they can make informed decisions to keep themselves safe.

What is the "Jeanne Clery" Disclosure Act?

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at 20 USC 1092 (f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private post-secondary educational institutions participating in federal student aid programs are subject to it.

The law, originally enacted by Congress in 1990 as the Campus Security Act, was championed by Howard and Connie Clery after their daughter Jeanne was tragically murdered at Lehigh University in 1986. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery.

The Clery Act requires Colleges and universities to publish an annual report every year by October 1st that contains three (3) years of crime statistics and certain security policy

statements including sexual assault policies, which assure basic victims' rights, the law enforcement authority of campus police and where the students should go to report crimes.

### The Clery Act Requirements:

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, more commonly known as the *Clery Act*, requires that colleges and universities:

- Collect, classify and count crime reports and crime statistics
- Issue campus alerts
  - issue a timely warning for any Clery Act crime that represents an ongoing threat to the safety of students or employees; and
  - issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus

On March 7, 2013, the Violence Against Women Reauthorization Act of 2013, (VAWA) (Public Law 113-14) was signed into law. VAWA includes amendments to the Clery Act. These changes require institutions to disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault and stalking, among other changes. Specifically, these changes added or modified requirements related to:

- Disclosure of statistics of the number of dating violence, domestic violence, sexual assault and stalking incidents;
- Disclosure of statistics of new categories of Hate Crimes;

- Implementation by institutions and disclosure of programs to prevent dating violence, domestic violence, sexual assault and stalking, including
  - primary prevention and awareness programs for incoming students and employees; and
  - ongoing prevention and awareness campaigns for students and employees;
- disclosure of procedures victims should follow if a crime of dating violence, domestic violence, sexual assault, sexual assault or stalking, including
  - descriptions of each disciplinary proceeding used by the institution, the standard of evidence used during each disciplinary proceeding, possible sanctions imposed following the results of disciplinary proceedings, and the range of protective measures that the institution may offer a victim;
  - provisions to ensure that proceedings will be prompt, fair and impartial;
  - provisions that state that proceedings will be conducted by officials who receive annual training; and
  - ensuring equal opportunities for the accuser and accused to have others present during proceedings, including and advisor of their choice.

## Preparation of the Annual Disclosure of Crime Statistics

Crime statistics which are provided in UTHSC's *Annual Security Report* are based upon incidents reported by campus security authorities and local law enforcement agencies. The University shall annually report statistics for the three (3) most recent calendar years concerning the occurrence of crime on campus, in or on non-campus buildings or property, and on public property (as those terms are defined and interpreted for purposes of the *Clery Act*) for occurrences of four general categories of crime statistics:

- **Criminal Offenses** – Criminal Homicide, including Murder and Non-negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.
- **Hate Crimes** – Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias;
- **VAWA Offenses** – Any incidents of Domestic Violence, Dating Violence and Stalking. (Note that Sexual Assault is also a VAWA Offense but is included in the Criminal Offenses category for Clery Act reporting purposes); and
- **Arrests and Referrals for Disciplinary Action** for Weapons – Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations and Liquor Law Violations.

UTHSC-PD will make the determination as to whether a reportable offense has occurred. These reports will be compiled to prepare the annual *Campus Crime and Security Survey* for

submission to the United States Department of Education, Office of Postsecondary Education. This survey may be viewed online at: <http://ope.ed.gov/security/>

UTHSC's *Annual Security Report* will be made available online to the public by October 1 of each year. This report will be posted to the UTHSC-PD website: <http://www.uthsc.edu/campuspolice/clery-act/index.php>

A paper copy of this report is available upon request. Please contact Ms. Carolyn Smith at 901-448-6450, or [cleryact@uthsc.edu](mailto:cleryact@uthsc.edu).

## UNIVERSITY OF TENNESSEE HEALTH SCIENCE CENTER POLICE DEPARTMENT

The University of Tennessee Health Science Center (UTHSC) campus boasts a current population of over 8,000 faculty, staff, and students. As in all communities, public safety, crime, and the loss of property are a daily concern. This report reflects our commitment to providing services in a professional manner to the public that we serve. It is our hope that you will find everything here that you need to know about safety, security, and police services. Our web page has been redesigned to facilitate easy access to our most requested information on programs and services, crime information, and our annual safety and fire report, which contains various reports and links to comprehensive crime statistics for our campus.

The UTHSC Police Department (UTHSC-PD) is responsible for the safety and security of the campus and the University community. We believe everyone can play an important role in keeping the UTHSC campus a safe place to learn, work and live. By following a few safety

guidelines--such as securing your personal property and reporting suspicious activity and suspicious persons right away--YOU can help the UTHSC-PD deter criminal activity. Please take an active ownership role in making the UTHSC a more safe community.

The UTHSC-PD reports to the Office of the Executive Vice Chancellor. The contact information is as follows:

Office Location:  
205 Hyman Administration Building,  
Memphis, TN 38163, 901-448-2785

## **Mission**

The Mission of the Campus Police Department is to support the research and educational mission of the UTHSC by providing the university community and its visitors with a safe environment in which to learn, work, live, and grow.

## **Core Values**

We will accomplish our Mission by maintaining a commitment to serve the community with excellence. We will also serve in a professional, courteous manner, while affording dignity and respect to all individuals.

Contact Information:

UTHSC-PD may be contacted at:  
UTHSC Police Department  
740 Court Avenue, Memphis, TN 38163  
E-mail: [utpolice@uthsc.edu](mailto:utpolice@uthsc.edu)  
Telephone: 901-448-4444  
Emergency: 911

## **Officers and Training**

Personnel functions of the Campus Police are handled by the chief of police. These include screening, selection, training, equipping, deploying, scheduling, and record keeping.

All police officers undergo a variety of training. Basic police officer training currently requires 460 hours of instruction at a state or regional police training academy. All incoming officers must attend 1-2 weeks of orientation on departmental and University-wide policies, rules, and regulations. Police officers receive basic police training at the State Training Academy at Donelson, Tennessee, the Memphis Police Academy, or the Shelby County Sheriffs' Academy within their first six months of employment, and 40 hours of in-service training annually. Police officers undergo training in areas of first aid, cardiopulmonary resuscitation (CPR), active shooter, child abuse, police defensive tactics, officer stress, report writing, crime scene preservation, law, as well as other related topics.

## **Authority, Jurisdiction and Working Relationship with Surrounding Agencies**

The University of Tennessee and its Board of Trustees, through a State Police Commission authorized by T.C.A. 49-7-118, et seq., may establish a University police service. Police officers receive the Commission on Peace Officers Standard and Training (POST) certification. They have general police powers, including powers of arrest necessary to enforce Federal and State laws, as well as the university rules and regulations.

On all property owned, operated or controlled by UTHSC, its police officers have the responsibility for the detection and suppression of criminal activities. This is accomplished through the enforcement of federal laws, state laws, ordinances, and the University of Tennessee



regulations. The enforcement process is carried out through a variety of discretionary alternatives, such as arrest and incarceration, detention and referral reporting, and investigations.

The chief of police functions as the administrative head of the department.

The organizational structure of the UTHSC Campus Police is comprised of the Chief of Police/Director of Parking Services, Deputy Chief, Lieutenant, Police sergeants, police officers, community service officers, security officers, police dispatchers and clerical personnel.

UTHSC-PD's officers are empowered "to enforce all state laws as well as rules and regulations of the ... Board of Trustees." The authority granted extends to all facilities or property owned, leased, or operated by the...Board of Trustees, including any public roads or right-of-way which are contiguous to or within the perimeter of such facilities or property."

As set forth by the statute and as a matter of policy, these officers are authorized and expected to exercise full police powers necessary while on UT property, as defined above. Officers may also exercise full police powers on "public roads or right-of-way, which are contiguous to or within the perimeter" of The UT Health Science Center campus; such action, however, must be limited by the following guidelines: The Shift Supervisor of each shift is required to respond to all such incidents on the perimeter of the campus in a lawful, prudent manner. The Memphis Police Department (MPD) must be advised at the onset of any off-campus police action, and the matter will, if appropriate, be turned over to the MPD upon its arrival at the scene.

The Campus Police Department has entered into a Mutual Aid Agreement with the City of Memphis and the Memphis Police Department extending statutory authority to the Medical Center District.

## **Accurate and Prompt Crime Reporting**

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the University of Tennessee Health Science Center – Campus Police (UTHSC-PD) in a timely manner. This publication focuses on UTHSC-PD because it patrols the UTHSC campus.

To report a crime or an emergency on the UTHSC campus, call UTHSC-PD at extension 8-4444, or, from outside the University, 901-448-4444. To report a non-emergency security or public safety related matter, call UTHSC-PD at the same numbers above.

## **REPORTING A CRIME, EMERGENCY OR SUSPICIOUS ACTIVITY**

To report suspicious or criminal activity or other emergencies, dial the Campus Police Dispatcher at Extension 8-4444, or when off campus 448-4444. The UT Campus Police provides twenty (24) hours, seven (07) days a week uniform foot and vehicle patrol service on campus and contiguous streets. Additionally, the police department operates a twenty four (24) hour communication office. A dispatcher is always available to obtain information, or notify campus police of the problem.

In the event of an accident, crime or other emergency on campus, DIAL CAMPUS POLICE FIRST (901 448-4444), BEFORE DIALING 911. City Police are not familiar with all of the buildings on campus and dialing 911 first may

slow response time. Once contacted, campus police will respond and contact the appropriate personnel, including Memphis police, if necessary.

The communication office telephone numbers are widely published in city campus directories, crime prevention literature, and also provided in orientation sessions. Help phones are also available at various locations with direct access to communications.

"Blue Light" emergency telephones have been strategically located throughout the campus and students are urged to use these phones to report suspicious or unusual behavior. Note the location of these phones and make a test call to assure yourself that the system works - if you place such a call, however, please inform the dispatcher at the onset that your call is a "test." If you have any questions or problems we can help you with during your experience at UTHSC, please feel free to stop by our office at 740 Court Avenue.

Victims of crimes may contact the police communication office and a police officer will be dispatched to their location. An offense report will be prepared, and a full investigation will be conducted. Mutual cooperation is maintained with city, county, state, and federal law enforcement agencies for processing criminal incidents in the appropriate jurisdiction.

Specialized assistance and counseling are available not only from within the University, but also through local support agencies, such as the Memphis Sexual Assault Resource Center. Victims of any sexual assault are encouraged to notify police authorities as soon as possible. The campus police will come to the scene and start the initial report as well as notify the proper personnel required for the nature of the call.

If you are the victim of a personal injury, or a witness to an injury to another party, please notify the campus police communication office to speak with a police dispatcher (8-4444). The dispatcher will immediately dispatch a police officer, contact the appropriate medical personnel in University Health and contact the Memphis Fire Department to dispatch an ambulance; if one is required.

Students, faculty and staff are encouraged to see a counselor after any sexual assault. Students at UTHSC will be referred to a counselor provided through Student Health. Faculty and staff may choose to visit private counselors or a local support agency.

To submit a confidential/silent witness report, go to: [UTHSC Campus Police Confidential/Silent Witness Report](#)

## **SECURITY AND ACCESS TO CAMPUS FACILITIES**

All individuals associated with the University of Tennessee Health Science Center, are required to wear a UT ID card in a visible fashion and must present it upon request of UT police officers, faculty or staff. This requirement became effective in January 1991. Key control is absolutely essential in providing adequate security for UT Health Science Center facilities and activities. All personnel who are entrusted with keys must closely adhere to the policies and procedures outlined in this document.

The University's campuses and facilities shall be restricted to students, faculty, staff, guests and other invitees except on such occasions when all or part of the campuses, buildings, stadia and other facilities are open to the general public.

## General

1. This document outlines policies and procedures governing ID cards and the Card Reader System as well as UT building keys and the Key Control Program. Sample forms for use in implementing these policies and procedures are attached.
2. The Chief of Campus Police will have the principal responsibility for administering the Identification Card/Card Reader System and the Key Control Program for the UT Health Science Center campus, and shall be available for consultation and advice in resolving security related questions. Only the Chancellor or his designee can overrule Campus Police in matters of Identification Cards/Card Reader System and Key Control.
3. The Identification Card and keys issued by Campus Police to faculty and staff is for their official use on the UT Health Science Center campus. The Identification Card and all building keys remain the property of the University and must be returned to Campus Police upon termination or transfer, etc. Failure to return the ID and keys will subject the individual to penalties and restrictions outlined elsewhere in this document.
4. Students, upon graduation, may retain their ID cards, ONLY IF the graduation date on the card is the correct expiration date. Students, upon withdrawal, must return their ID cards. Failure to return ID cards will result in penalties and restrictions outlined elsewhere in this document.
5. Vice chancellors, deans, chairpersons, department heads and directors having approval authority for issuance of card reader ID cards and keys will insure that proper controls and safeguards are maintained to protect the integrity of the Security Card Reader Access System and security of UT Health Science Center facilities and activities. They will likewise insure that card reader access authorization and key authorizations

are limited to those individuals within their activity who have an official need.

## **SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES**

UTHSC's Facilities Services strives to ensure that campus facilities, grounds, and landscaping are maintained in such a way as to eliminate natural obstructions that could become safety concerns. UTHSC has over 80% of its academic and research facilities having card swipe access externally and internally. Several buildings have access to open/close at predetermined times/dates (timed door locks). The remaining buildings have preset times/dates that the card swipes will allow access.

There are twenty-one (21) help phones (Emergency Call Boxes) located throughout the UTHSC Campus in strategically locations. When activated they will automatically contact the UTHSC-PD dispatcher.

There are 180 security cameras located throughout the UTHSC Campus in strategic locations. Security cameras are found in the interior and exterior of the UTHSC buildings.

### Escort Service

Campus Security and Police Officers escort staff, faculty, and students within the Medical Center area from dusk to dawn hours; or other appropriate periods, such as weekends and/or holidays.

The escort service may be provided by University vehicle or foot, whichever is appropriate. Escorts are not provided for individuals outside of the medical center, and beyond the normal designated campus area. Occasionally, emergency escorts may be granted

in rare instances; but such request(s) must be approved by the Chief of Police, Shift Commander or their designate. Escorts are provided and limited for personal safety conveniences, and it is not a shuttle service. Individuals requesting an escort should call the Campus Police Dispatcher at 448-4444, give their location, destination, and name.

## Security

Providing security for the University's property is accomplished on a 24-hour-a-day, seven-days-a-week basis by maintaining control over the property contained on the University sites. This constitutes the second major utilization of man-hours. Locking and unlocking doors and windows, securing gates, activating alarms, and continued checks of University facilities are only a part of this function. Officers who are on patrol respond to alarms that have been set off.

## Patrol

The patrol activity constitutes the major utilization of man-hours. This function involves preventative patrol of all properties owned, administered, controlled or utilized by the University. The purpose of the patrol is to detect problems of either a traffic, security or safety nature.

## Traffic

The traffic function involves parking enforcement, the issuance of citations and accident investigation on the campus and other streets contiguous to the University.

## Solicitation on University Property

*Solicitation in non-public areas of the University.* Both commercial and noncommercial solicitation are prohibited in non-public areas of the university.

*Solicitation in public areas.* Solicitation and sales in public areas are restricted to invite's and registered organizations and to faculty, students and staff of the University, with prior approval. Such solicitation is subject to reasonable restrictions as to time, place and manner.

## TIMELY WARNINGS

The UTHSC Campus Police, in consultation with the Executive Vice Chancellor or his/her designee, is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. § 1092(f) et seq.

Anyone with information warranting a timely warning should report the circumstances to UTHSC-PD. In the event that a situation arises that requires issuance of a warning, these warnings are provided in order to keep the campus community informed about safety and security matters on an ongoing basis and in an effort to prevent similar crimes from occurring.

The decision to issue a timely warning shall be decided on a case by case basis in compliance with the Clery Act and considering all available facts surrounding the campus community, whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

Timely warnings are usually issued for the following:

- Crimes reported to Campus Security Authorities (CSA) or local police agencies; and
- Crimes considered by the institution to represent a serious or continuing threat to students and employees

Upon receipt of all relevant information, such warnings will typically be issued within twenty-four hours.

In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of Police, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the university’s alert system to students, faculty and staff.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Campus Police Department may also post a notice on the campus-wide electronic bulletin board, providing the university community with more immediate notification. In such instances, a copy of the notice is posted around campus. Anyone with information warranting a timely warning should report the circumstances to the Campus Police Department, by phone (448-4444) or in person at 740 Court Avenue.

## **CAMPUS SECURITY AUTHORITIES**

The Clery Act mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to Campus Security Authorities (CSA’s). The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals and students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

The Clery Act regulations define a campus security authority (CSA) as:

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

A list of CSA title positions, on this campus, can be viewed at: [CSA Position Titles](#)

## **Professional Counseling Staff Exception to Campus Security Authority Status**

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are

encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. The rulemaking committee defines counselors as:

### Pastoral Counselor

A person, who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

### Professional Counselor

A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

## **Monitoring and Recording of Criminal Activity**

UTHSC-PD does not provide law enforcement service to off-campus residences of recognized fraternity and sorority organizations nor are activities off-campus recognized by university authority. Criminal activity at recognized fraternity and sororities residences is monitored and recorded by the Memphis Police Department. UTHSC-PD has a close working relationship with the Memphis Police Department when violations of federal, state, or local laws surface. This cooperative team approach addresses situations as they arise as well as future concerns.

## **Crime Prevention and Education**

The University implements comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to prevent Prohibited Conduct by and against members of the University community. The University intends that its Prevention Programs: (1) be culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and (2) consider environmental risk and protective factors as they occur on the individual, relationship, University, community, and societal levels. Prevention Programs include both Primary Prevention Programs, Primary Awareness Programs, and Ongoing Prevention and Awareness Campaigns.

UTHSC-PD has literature and general information on personal safety, protection of property, sexual assault, acquaintance rape, and vacation tips. Crime prevention classes and safety seminars are held upon request, during new hire orientation and during new student orientation. Also, videos are online and are available 24/7. They are on our homepage and also via links. They are as follows: On [www.uthsc.edu/campuspolice/](http://www.uthsc.edu/campuspolice/), one can view "Surviving an Active Shooter Event" video (right side of our homepage). Via the link (left side on our homepage), one can select "360 Stay Safe," log in and view videos regarding the following topics: Introduction to the videos, Protect Your Possessions and Identify, Sexual Assault, Controlling Behavior, Stalking, Everyday Safety, Common Sense Defense and Safe Travel.

Department:	Contact Information:
<b>Office of Equity and Diversity</b>	901-448-2112 Monday – Friday 8:00 a.m. – 5:00 p.m.
<b>UTHSC Campus Police</b>	901-448-4444 24 hours a day/7 days a week
<b>University Health Services</b>	901- 448-5630 901-541-5654 (After 5:00 pm)
<b>UTHSC Student Assistance Program</b>	24 hours a day/7 days a week 1-800-327-2255
Community Resources	
<b>The Exchange Club of Memphis</b>	24-Hour Hotline: (901) 276-2200 2180 Union Avenue Monday-Friday 8:30 a.m. – 4:30 p.m.
<b>Memphis Sexual Assault Resource Center</b>	Monday – Friday 8:30 a.m. – 5:00 p.m. 901-272-2020
<b>Shelby County Crime Victims Center</b>	Monday – Friday 8:00 a.m. – 4:30 p.m. 901-545-4357
<b>Memphis Area Legal Services</b>	901-523-8822

[Campus Crime Statistics are posted each month](#)

[Campus Safety Tips](#)

[TBI Sex Offender Web site](#)

[Identity Theft](#)

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

The Emergency Response Plan is intended to provide a system for handling emergencies that are of sufficient magnitude to cause a significant disruption of the functioning of all of the activities on the UTHSC campus and within its community.

Every emergency situation requires a specific response in terms of how the Police must respond. Our response is determined by the need of our resources and whether the incident is criminal in nature.

The type of emergency will require Campus Police to address each one on an individual basis;

however, we have guidelines that have been set in place to ensure containment of the incident.

Currently, the UTHSC Campus Police Department experiences more activities involving emergencies which are defined as “Minor Emergencies,” those which have limited impact on the universities overall functioning. Most of these emergencies are not criminal in nature and must be addressed through a coordinated effort by the colleges to bring about a successful plan of action during an emergency.

UTHSC has detailed plans in place to deal with emergencies and crisis that may occur on campus.

In the event that the campus community must be notified of an emergency or crises on campus, the following mechanisms could be used:

- Mobile Phone (via SMS)
- Phone messaging system
- Text messaging utilizing E2 Alert
- Web Pages:
  - UTHSC Home webpage
  - Campus Police website
- RSS
- PDA
- E-mail alerts to all faculty, staff, and students
- Text Pager
- Google, AOL or My Yahoo Page
- Media alerts to local TV and radio outlets
- Campus Plasma Monitors

If you are notified of or involved in an emergency or crisis, stay calm, assess the situation, and be prepared to take safety precautions based on your personal situation.

- Stay away from the area of the emergency or crisis.

- Find a safe place and stay there until you are notified that the emergency is over.
- If you are directly affected by the emergency, (call 911 if you are not on Campus) or UTHSC Police at 901-448-4444 as soon as it is safe to do so.

Provide as much information as you can and stay on the phone until told to hang up.

- Alert others if you can without endangering yourself.
- Evacuate the area by a safe route if possible.
- If the emergency is an active threat and you are unable to evacuate the area, attempt to seek an area of safe refuge.
- If you must seek refuge, secure doors and windows as quickly as possible and barricade as many items between you and the threat.
- Do not attempt to make contact with the individual(s) responsible for the threat unless no other option is available.
- Once in a secure location, do not open the door for anyone but the police.

## Reporting Emergencies

### Fire or Fire Alarm

- You should immediately activate the building alarm system upon detecting a fire or visible smoke.
- All Faculty, Staff, and Students must immediately report all fires, regardless of size (even if extinguished); smoke; or fire alarms on campus to UTHSC Police Department by dialing 448-4444. The Campus Police Department dispatches all emergency calls on campus. Some university buildings have local fire alarm



systems that are not remotely monitored; therefore, it is imperative that someone notify the Campus Police Department of fires and fire alarms at 448-4444 as soon as it is safely possible.

### Medical Emergencies

- All employees may request an ambulance and medical assistance on campus by dialing 448-4444. The Campus Police Department dispatches all emergency calls on the UTHSC campus.

### Bomb Threats

- All employees may report bomb threats or the discovery of suspicious objects or devices on campus by dialing 448-4444. The Campus Police Department dispatches all emergency calls on campus.

### Other Emergencies (stopped elevators, chemical spills, etc.)

- All other emergencies on campus may also be reported by dialing 448-4444. The Campus Police Department dispatches all emergency calls on campus.

### Emergency Actions Information

#### Quick Reference Checklist

#### Fire or Fire Alarm:

- **ACTIVATE** the building alarm system upon detecting a fire or visible smoke and immediately evacuate the building.
- **REPORT ALL FIRES**, regardless of size (even if extinguished); smoke; or fire alarms on campus to the Campus Police Department by dialing 448-4444. Be

prepared to state your location and the nature/severity of the emergency.

#### Medical Emergencies:

Request an ambulance and medical assistance on campus by dialing 448-4444. Be prepared to state your location and the nature/severity of the emergency.

#### Bomb Threats:

Report bomb threats or the discovery of suspicious objects or devices on campus by dialing 448-4444. Be prepared to state your location. Do not use cell phones within 300 feet of the suspected location!

#### All Other Emergencies:

All other emergencies on campus may also be reported by dialing 448-4444. Be prepared to state your location.

#### Tornados:

Alert the building occupants and move to the safest place in your building and/or complex. **DO NOT PULL THE FIRE ALARM** - do not leave the safety of the building.

- Seek shelter in the middle of the building. Take cover under heavy furniture or in an interior hallway against a strong, inside wall on the lowest floor. Do not attempt to drive.
- Follow the instructions of emergency response personnel or remain in the hallway until the Campus Police, Safety Officer, Fire Department, Emergency Management, or other emergency response personnel give the all clear.

#### Persons with Disabilities:

If you have a disability, you should notify your instructor in each of your classes or your

supervisor that you have a disability and will require assistance in case of an emergency.

Instructors or supervisors must notify emergency response personnel, either police or fire department, of any persons with disabilities in their classes or area of responsibility.

## Inclement Weather

If inclement weather occurs, Health Science Center students, faculty and staff may stay informed of the campus' status by:

1. Calling 44UT ICE (448-8423). Since the hot line can provide the most up-to-date information, it will be the official information source.;
2. the Health Science Center Web site - [www.uthsc.edu](http://www.uthsc.edu);
3. Local television and radio stations.

*Additionally, UTHSC offices will be considered open unless the announcement specifically says all offices will be closed.*

Additional emergency response and evacuation procedure information can be found at the following links:

- Responding to An Active Shooter:  
[http://www.uthsc.edu/campuspolice/emergency\\_shooters.php](http://www.uthsc.edu/campuspolice/emergency_shooters.php)
  - Surviving an Active Shooter Event: Homeland Security Training Video
  - <https://www.youtube.com/watch?v=oI5EoWBRYmo>
- Tornado:  
[http://www.uthsc.edu/campuspolice/emergency\\_tornado.php](http://www.uthsc.edu/campuspolice/emergency_tornado.php)
- Earthquake Procedures:  
[http://www.uthsc.edu/campuspolice/emergency\\_earthquake.php](http://www.uthsc.edu/campuspolice/emergency_earthquake.php)

- Terrorism:  
[http://www.uthsc.edu/campuspolice/emergency\\_bombthreat.php](http://www.uthsc.edu/campuspolice/emergency_bombthreat.php)
- Bomb Threat Checklist:  
[http://www.uthsc.edu/campuspolice/BO\\_MB\\_THREAT\\_CHECKLIST.pdf](http://www.uthsc.edu/campuspolice/BO_MB_THREAT_CHECKLIST.pdf) (*Reproduce and place this form near your telephone*)

## UTHSC Alert

During an emergency situation, every second counts and communication is critical. That is why Campus Police has taken steps to ensure that you receive emergency notifications at your UTHSC email address. It is also easier than ever for you to register additional emails, cell phone numbers, and pager numbers so that you receive alerts regardless of where you are or what device you use.



Formerly referred to as e2Campus, *UTHSC Alert* is the notification service that university administrators and Campus Police use to communicate by email and text message with *UTHSC members* (Registration & Deletion Instructions for UTHSC Members) and others in the case of an emergency.

In addition to a new name, UTHSC Alert has simplified the process by which you register to receive emergency notifications. Key changes include the following:

- **Automatic account creation and registration of your UTHSC email address:** If you are a faculty member, staff member, retiree, student, postdoc, or resident with an active NetID, a UTHSC Alert account already has been created for you and your UTHSC email address has been registered to receive notifications.
- **Easy login with your NetID and password to register additional email**

### **addresses and phone/pager numbers:**

No more having to remember a separate username and password! You now can log in to your UTHSC Alert account with your NetID and password and add up to two cell phone or pager numbers and five additional email addresses. This will increase your odds of receiving a text or email notification regardless of your location or device on hand.

**IMPORTANT:** *Because of this change, any non-UTHSC email addresses and all cell phone numbers and pager numbers that you registered in the e2Campus/UTHSC Alert system prior to February 4, 2014, will need to be re-registered.*

- **Simplified registration process for non-UTHSC members:** Parents of UTHSC students, vendors working on campus, and other members of the community who want to receive emergency notifications no longer have to create an account to register. All they have to do is text the word **UTHSC** to **79516** on their cell phone or pager.

Sending notifications via UTHSC Alert is just one step the university takes to secure our campus during emergencies. For more information about emergency planning at the University of Tennessee Health Science Center, visit [http://www.uthsc.edu/campuspolice/emergency\\_actions.php](http://www.uthsc.edu/campuspolice/emergency_actions.php).

If you need help logging in to the UTHSC Alert system or managing your account, please refer to the *Frequently Asked Questions* or contact the Help Desk at [helpdesk@uthsc.edu](mailto:helpdesk@uthsc.edu) or 448-2222.

### **Campus Communications Network**

Once a major emergency or disaster has been declared, the Campus Communications Network should be activated. In such a case, the following

outlines who is responsible for contacting various members of the UTHSC staff, [1] as well as outside agencies:

#### **Campus Police Shift Supervisor:**

- Memphis Fire Department
- Memphis Police Department
- Chief of Police
- Director of Safety
- Director of Facilities
- Shelby County Office of Preparedness and Memphis Office of Emergency Management

#### **Chief of Police:**

- Director of Marketing and Communications
- Chief of Staff

#### **Chief of Staff:**

- Chancellor
- Vice Chancellors and Deans
- Director of Safety
- Manager of Radiation Safety (as appropriate)
- Staff Support (as appropriate)
- Environmental Response Contractors (as appropriate)

#### **Director of Facilities:**

- Manager of Buildings and Grounds
- Manager of Plant Operations
- Memphis Light, Gas, and Water Division
- Director of Facilities Planning Services

#### **Deans:**

- Departmental Chairs (as appropriate)

#### **Vice Chancellors:**

- Associate and Assistant Vice Chancellors, and Directors/Managers (as appropriate)

The Office of the Chancellor is responsible for maintaining the Campus Communications Network for UTHSC (including names and phone numbers) on an up-to-date basis.

# MISSING STUDENT PROTOCOL

## Purpose:

The University of Tennessee Health Science Center (UTHSC) has established a missing student notification policy in an effort to assist in ensuring the safety of our residential students, and as a requirement of the Higher Education Act of 2008 (20 U.S.C.S. §1092; 42 U.S.C.S. §5579).

The safety of students at the University of Tennessee Health Science Center is of paramount concern to the University. Those with concerns about the immediate safety of a student should contact the University Campus Police Department ("UTHSCPD") at 901-448-4444. Those with comments or concerns regarding the University's Missing Student policy and efforts should contact the Assistant Vice Chancellor for Student Affairs at 901-448-5560.

## Policy Statement:

- This policy applies to all residential facilities located on the UTHSC campus. At the present time, Phi Chi Medical Fraternity is the only residential facility on the UTHSC campus.
- All students, including visiting students, who reside in Phi Chi Medical Fraternity campus facilities will have the opportunity to identify and provide confidential emergency contact information through one of the methods listed below:
  1. Upon checking into Phi Chi Medical Fraternity housing.
  2. Using BANNER Self-Service.
- The information provided is for use of the University when a student is missing.
- Unless there is evidence to the contrary, a student living in Phi Chi Medical

Fraternity housing will not necessarily be considered missing if the student provided information about his/her intended whereabouts or if the student is absent during recognized University holidays or breaks.

- When a University official becomes aware that a residential student has been missing for more than twenty-four (24) hours, the official will immediately report his/her belief to the University of Tennessee Health Science Center Campus Police Department ("UTHSCPD") and the Assistant Vice Chancellor for Student Affairs (or his/her designee) or the Student Conduct Officer.

### Vice Chancellor for Academic, Faculty, and Student Affairs

**Dr. Lori Gonzalez, PhD**

62 S. Dunlap St., Hyman Building, Suite 400  
901-448-4930

E-mail: lsgonz01@uthsc.edu

### Assistant Vice Chancellor for Equity Diversity & Student Rights

**Dr. Michael Alston, EdD, CCDP/AP**

Title IX Coordinator  
920 Madison Ave., Suite 825  
901-448-2112

E-mail: malston1@uthsc.edu

- The designated University official will contact other University officials who have a need to know about the missing student report. (Please note that University officials may report a student missing at any time; there is no requirement for the official to wait until they believe the student has been missing for more than twenty-four (24) hours.)

- The UTHSC-PD will investigate a University official's report that a student is believed to be missing. If the UTHSC-PD determines that the student has, in fact, been missing for more than twenty-four (24) hours and the UTHSCPD is unable to locate the student, the UTHSCPD will contact the following individuals within the next twenty-four (24) hours:

*\*\*\*The determination as to whether a student is emancipated will be based upon the information available and the University official's knowledge at the time the contact is required.*

To submit a confidential/silent witness report, go to: [UTHSC Campus Police Confidential/Silent Witness Report](#)

## TENNESSEE SEX OFFENDER REGISTRY

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the University of Tennessee Health Science Center Police Department is providing a link to the Tennessee Bureau of Investigation (TBI) Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the State concerning registered sex offenders may be obtained. It also requires sex offenders, already required to register in the State, to provide notice to any institute of higher education in this State at which the person is employed, carries a vocation, or is a student. In the State of Tennessee, those convicted as sex offenders must register with a Law Enforcement Agency as required by law.

The TBI Sex Offender Registry information shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees or volunteers or otherwise for the protection of the public in general and children in particular. **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation may make the violator subject to criminal and/or civil/university sanctions.**

For a Student Who Is:	The UTHSCPD Will Contact:**
***Under 18 years old and not emancipated	Student's parent or guardian and the student's emergency contact (if the student has requested the University to contact someone in addition to his/her parent or guardian)
***Under 18 years old and emancipated	Student's emergency contact
18 years old or older	Student's emergency contact

- The Assistant Vice Chancellor for Business (or his/her designee) is responsible for making the provisions of this policy known to students who live in Phi Chi Medical Fraternity housing and advising these students of the option to designate an emergency contact in Banner Self-Service.

*\*\*The UTHSCPD will obtain the emergency contact information from the Assistant Vice Chancellor for Student Affairs (or his/her designee), Registrar, or Assistant Vice Chancellor for Business (or his/her designee). If the student has not provided the University with emergency contact information, then, if appropriate, the UTHSCPD will contact other law enforcement agencies.*

The TBI is responsible for maintaining the TBI Sex Offender Registry, which is also accessible from the UTHSC Campus Police Web Site beneath the Clery Act Link.

TBI: the Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004, was established in TCA 40-39-201 et. seq., and became effective August 1, 2004. All persons who meet the definition of sexual offender or violent sexual offender, and who live, work, attend school or establish a physical presence in Tennessee must register with the appropriate registering agencies as defined by law.

## **Criminal Records Checks**

The University of Tennessee Health Science Center employment application requires applicants to answer whether or not they have been convicted of any criminal offense other than a minor traffic citation. Employment decisions are based upon the overall record of the applicant, and a criminal record, if relevant to the job in question, can be consideration.

## **SEXUAL MISCONDUCT AND RELATIONSHIP VIOLENCE**

### *Introduction*

The University of Tennessee Health Science Center is committed to creating and maintaining a learning, living, and working environment free from all forms of Sex Discrimination, including Sexual Misconduct and Relationship Violence. Sexual Misconduct and Relationship Violence will not be tolerated and will be grounds for disciplinary action up to, and including, permanent dismissal from the University and termination of employment.

This policy describes prohibited conduct; explains multiple options for reporting Sexual Misconduct and Relationship Violence; sets forth the procedures the University will follow for promptly, thoroughly, and equitably investigating and resolving reports of Sexual Misconduct and Relationship Violence in order to eliminate Sexual Misconduct and Relationship Violence, prevent their recurrence, and address their effects on Complainants or the University community; identifies resources for Complainants; and describes the University's prevention and awareness programs relating to Sexual Misconduct and Relationship Violence.

This policy implements the requirements of Title IX, Title VII, and the Clery Act with respect to Sexual Misconduct and Relationship Violence, including amendments to the Clery Act made by the Violence Against Women Reauthorization Act (VAWA) but not including proposed VAWA regulations published in the U.S. Department of Education's notice of proposed rulemaking, 79 Fed. Reg. 35418-35460 (June 20, 2014).

The policy, procedures, programs and resources can be viewed, in its entirety, at the following link:  
<http://www.uthsc.edu/oed/documents/interim-sexual-misconduct-policy.pdf>

### **Prohibited Conduct**

This policy prohibits the following conduct defined below:

- Sexual Misconduct
- Sexual Assault
- Sexual Harassment
- Sexual Exploitation
- Relationship Violence
- Dating Violence
- Domestic Violence
- Stalking
- Retaliation

## Scope and Applicability & Jurisdiction

This policy applies to the conduct of and protects:

- students of the University of Tennessee Health Science Center campuses (Memphis, Chattanooga, Knoxville, and Nashville);
- employees of the University of Tennessee Health Science Center campuses (Memphis, Chattanooga, Knoxville, and Nashville); and
- University volunteers, University contractors, and third parties participating in a University program or activity.

This policy applies regardless of the Complainant's or the Respondent's sex, sexual orientation, or gender identity. Sexual Misconduct and Relationship Violence can be committed by anyone (regardless of sex, sexual orientation, or gender identity), can occur between strangers or acquaintances, and can occur between people of the same or of different sexes, gender identities, and/or sexual orientations.

The University's jurisdiction concerning off-campus misconduct by students is outlined in the CenterScope. With respect to employees and other non-students, this policy applies to conduct which: (i) occurs on University-controlled property; (ii) occurs in the context of a University employment or education program or activity; and/or (iii) occurs outside the context of a University employment or education program or activity, but has continuing adverse effects on University-controlled property or in any University employment or education program or activity.

## Campus Contact Information

- UTHSC Campus Police (901) 448-4444
- UTHSC University Health Services (901) 448-5630 M-F 8:00am – 5:00pm

(901) 541-5654 After Hours, 24/7

- Student Assistance Program  
1-800-327-2255 (Option 3) 24/7  
[www.eniweb.com](http://www.eniweb.com)
- Employee Assistance Program  
1-855-437-3486
- Office of Equity and Diversity  
901-448-2112

## What to do if You are a Victim of Sexual Assault or Misconduct

### Get to a safe place.

**Talk to someone you trust.** As soon as you are in a safe place, tell someone you can trust about the incident - a roommate, friend, resident advisor or resident director, minister, or counselor - someone who can provide emotional support and objectively help you to make a plan.

**Preserve all physical evidence.** Do not change your clothing, bathe, shower, use the bathroom, brush your teeth, wash your hands, or comb your hair. If you change clothes, you should place all of your clothing that was worn at the time of the incident in a paper (not plastic) bag.

**Seek medical attention.** You may seek medical care at any time after unwanted sexual activity without reporting a crime or notifying the police. If you think you might want to prosecute, you are strongly encouraged to have a rape examination for the collection of evidence. A medical professional will examine you, provide appropriate medical treatment, and talk with you about prevention of venereal disease and pregnancy. UTHSC Police are available to take you to the hospital or the YWCA, safe haven location, for a medical examination. A description of the YWCA's services can be found at <http://www.memphisywca.org/>. Receiving a medical examination does not mean that you must

make a formal report to the University or law enforcement.

**Seek counseling.** Victims who wish to speak confidentially with someone about the incident may call a licensed practitioner in University Health Services (901-448-5630; after 5:00 p.m. call 901-541-5654) or Student Behavioral Health (901-541-5654) or the Crisis Center (901-274-7477) at any time. A counselor or specially trained staff member can help a victim explore options, provide information, and provide emotional support. Whether you seek immediate assistance or choose to wait for a period of time after the assault, counseling can help you deal with the psychological residue and begin the healing process.

**Report the incident.** The University strongly encourages individuals to report sexual assault to appropriate officials because it is the only way that action can be taken against an alleged violator of University policy. Timely reporting and a medical examination within 72 hours are critical in preserving evidence and responding effectively, but an individual may report an incident at any time. Reporting an incident to the University allows the University to take steps to prevent the recurrence of harassment and correct its discriminatory effects, if appropriate. You may report the incident to the University regardless of whether you choose to press formal criminal charges.

*To the Victim's Advocate.* You may report the incident to the University's Victim's Advocate in University Health Services at 901-448-5630. The Victim's Advocate can assist you in:

- Obtaining medical and/or psychological care;
- Reporting the incident to the police;
- Reporting the incident to the University's Student Conduct Officer or the Title IX Coordinator;
- Contacting off-campus resources such as

- rape crisis centers or support groups;
- Addressing academic concerns; and
- Exploring interim and remedial measures, such as obtaining a no-contact directive, making alternative housing arrangements, modifying academic schedules, and addressing other academic concerns such as absences, missed assignments, grades, incompletes, and withdrawals.

*To the University's Title IX Coordinator* [ <http://www.uthsc.edu/oed/titleix.php> ]. You may report the incident to the University's Title IX Coordinator, Michael Alston, Office of Equity and Diversity, 910 Madison, Suite 826, Memphis, TN 38163, Phone: 901-448-2112, Fax: 901-448-1120, E-mail: [mialston@uthsc.edu](mailto:mialston@uthsc.edu).

*To Law Enforcement.* You are encouraged to report the incident to the University of Tennessee Police Department by calling 448-4444. If the incident occurred off campus, then call 911.

*Why should you report the incident to UT Police?* Reporting an incident to UT Police helps:

- apprehend the alleged assailant;
- preserve future options regarding criminal prosecution, University disciplinary action, and/or civil action against the perpetrator; and
- protect you and others from future sexual assaults or misconduct by the same person. UT Police and the Memphis Police Department are available to take you to the hospital or to the local Sexual Assault Crisis Center for a medical examination.

*What happens when you report the incident to UT Police?* When an incident is reported, a UT Police officer will inform you about University and external resources that are available to you,



including information concerning the preservation of evidence, obtaining medical care, and contacting the University's Victim's Advocate. The officer will also complete an Incident Report. Primary responsibility for the investigation of sexual offense cases rests with the Memphis Police Department. UT Police will make arrangements for a victim to meet with an officer for the City of Memphis, who will prepare a written report. The report will be important to you in case you wish to bring charges, immediately or at a later date. You may be asked questions about the scene of the crime, witnesses, and what happened before and after the incident. You should be aware that the Incident Report registered with UT Police and the report made to the Memphis Police Department are considered part of the public record, which means they would be made available to any Tennessee citizen upon request. It is always your option whether to notify the UT or Memphis police (901-448-4444).

## Rights of Complainants and Respondents

Complainants and Respondents have the following rights in cases involving Prohibited Conduct:

- notice concerning the procedure by which the University will handle the Complainant's report and an opportunity to ask questions about University policies and procedures;
- a prompt, thorough, and equitable investigation of the Complainant's report;
- the same opportunity as the other party to present an explanation of the facts during the University's investigation;
- notice of the outcome of the University's investigations;
- notice of the date, time, and location of a disciplinary hearing; the right to have a disciplinary hearing closed to the public if a hearing involves a student Complainant or Respondent; and the right to request rescheduling of a disciplinary hearing for good cause;
- the same access as the other party to any information or documents that will be used by the University during a disciplinary hearing, unless prohibited law;
- to challenge the seating of any administrative judge or hearing officer for good cause (determined at the discretion of the Chancellor/Agency Head"; any member of a hearing board, panel, or committee for good cause (determined at the discretion of the chairperson, of the hearing board, or, if the seating of the chairperson is challenged, then at the discretion of the majority of the hearing board; or any other hearing decision maker for good cause (determined at the discretion of the University employee responsible for supervising the hearing board);
- the same opportunity as the other party to be present during a disciplinary hearing, present witnesses and other evidence, challenge the admissibility of evidence, and cross-examine adverse witnesses during the hearing;
- to testify or remain silent in an investigation or disciplinary hearing;
- not to be questioned by the Respondent during a disciplinary hearing or at any other time during the University's investigation or resolution;
- to submit a written impact statement (Complainant) or written mitigation statement (Respondent) to a hearing board, panel, or committee, or other hearing decision maker, for consideration during the sanctioning phase of a disciplinary hearing, if the Respondent is found responsible for the charges, or to the Office of Equity and Diversity or other administrator for consideration during the sanctioning phase of an administrative hearing, if the Respondent admits responsibility for the charges;
- to be provided with the same or equivalent rights as the other party to challenge or appeal the decision of a University investigation or disciplinary hearing panel, board, or other decision maker.

## Preponderance of the Evidence Standard

All investigations and proceedings, including disciplinary hearings, relating to Prohibited Conduct must be conducted using a “Preponderance of the Evidence” standard.

## Advisors and Support Persons

Both the Complainant and the Respondent are entitled to bring a person of their choice (who is not a party or witness) to University meetings and hearings, but the person’s role is limited to providing advice, guidance, and/or support for the Complainant or the Respondent, not acting as an advocate or participant (except in a UAPA Hearing, in which a Complainant and a Respondent are entitled to have an attorney advocate on their behalf).

## Training

University employees and students participating in University investigations and disciplinary hearings involving Prohibited Conduct receive annual training on issues related to Prohibited Conduct and how to conduct an investigation and/or hearing in a way that protects the safety of Complainants and promotes accountability.

## Notice of Complainants and Respondents

Unless prohibited by federal law, with respect to any University disciplinary hearing that arises from an allegation of Prohibited Conduct, the University will provide simultaneous written notification to the Complainant and the Respondent of:

- the results of the hearing;
- the University’s procedures for the Complainant and the Respondent to appeal the results of the University disciplinary hearing, if such procedures are available (any such procedures shall be available to both the Complainant and the Respondent);
- any change to the results of the hearing before the results are final; and

- when the results of the hearing become final.

## Time Frames

The University will strive to meet the time frames described in Section V, of this policy. In each case, however, the University will balance the need to complete a prompt investigation and resolution with the need to conduct a thorough investigation and a resolution that complies with the due process.

## Prompt, Fair, and Impartial Proceedings

All activities related to a non-criminal resolution of a University disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings conducted by the University under this policy shall be prompt, fair, and impartial. Those activities shall be conducted in a manner that: (1) is consistent with the University’s policies and transparent to the Complainant and the Respondent; (2) includes timely notice of meetings at which the Complainant or the Respondent, or both, may be present; and (3) provides timely access to the Complainant, the Respondent, and appropriate officials to any information that will be used after the fact-finding investigation but during informal and formal disciplinary meetings and hearings. Decision makers concerning appeals shall not have a conflict of interest or bias for or against the Complainant or the Respondent.

## Disciplinary or Other Corrective Actions

Disciplinary actions with respect to an employee found to have committed Prohibited Conduct can include, without limitation: termination, demotion, suspension without pay, and/or oral or written corrective action. When the person found to have committed Prohibited Conduct is neither a student nor an employee, the University’s corrective action(s) will vary based on the University’s ability to implement corrective action(s).

## Disciplinary Sanctions and Other Remedial and Protective Measures

Following a final determination under University procedures that a student committed Prohibited Conduct (e.g., after appeals have been exhausted), the University will take prompt and effective steps reasonably calculated to end the misconduct, prevent the misconduct from recurring, and address its effects. Such steps likely will include imposing one or more of the following disciplinary sanctions: permanent dismissal, indefinite suspension, suspension for a specific period of time, disciplinary probation, disciplinary reprimand, restitution, education, loss of privilege, and/or warning. In addition to imposing disciplinary sanctions, the University may implement other remedial and protective actions, including: issuing a no-contact directive to the Respondent; providing medical and counseling services to the Complainant (for a student Complainant); exploring changes in living, transportation, dining, and working arrangements for the Complainant and the Respondent; providing an escort to ensure that the Complainant can move safely between classes and activities (for a student Complainant); exploring changes in class and extracurricular schedules, including adjustments so that the Complainant and the Respondent do not share the same classes (for a student Complainant); assisting the Complainant in communicating with faculty (for a student Complainant); providing academic support for the Complainant, including tutoring (for a student Complainant); and exploring options for re-taking a course, dropping a course, or withdrawing for a semester without financial or academic penalty (for a student Complainant). The University will take prompt and effective steps reasonably calculated to end the misconduct, prevent the misconduct from recurring, and address its effects.

## Additional Information and Resources

### Myths and Facts About Sexual Violence

#### Understanding Sexual Violence

#### City, State and National Resources

*The 2011 Title IX Dear Colleague Letter requires UTHSC to provide educational programs on sexual assault/violence. Moreover, reauthorization of the Violence Against Women Act (VAWA), which is federal legislation that is in place to improve responses to domestic violence, dating violence, sexual assault and stalking in the United States, in addition to the Campus SaVE Act (SEC. 304 of the VAWA reauthorization Act of 2013) has many implications for higher education institutions.*

### Primary Prevention Programs

The University implements programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop Prohibited Conduct before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe Bystander Intervention, and seek to change behavior and social norms in healthy and safe directions. The University implements programs for incoming students and new employees that inform them about:

- this policy, including: the University's prohibition against Prohibited Conduct; the definitions of Tennessee Sex Offense Crimes and Tennessee Relationship Violence Crimes; the definition of consent with respect to crimes relating to sexual activity in the State of Tennessee; and the information that is included in this policy in accordance with 34 C.F.R. § 668.46(b)(11) and 34 C.F.R. § 668.46(k)(2);
- Bystander Intervention; and

- Risk Reduction.

Questions about the University's current Primary Prevention Programs should be directed to the Title IX Coordinator or the Deputy Title IX Coordinator for Students.

## Bystander Intervention Training

Safe and positive options that may be carried out by an individual(s) to prevent harm or intervene when there is a risk of Prohibited Conduct. Bystander Intervention Training includes recognizing situations of potential harm; understanding institutional structures and cultural conditions that facilitate violence; overcoming barriers to intervening; identifying safe and effective intervention options; and taking action to intervene. More information about Bystander Intervention Training is offered through "Request A Workshop."

## Sexual Assault Awareness and Prevention

The goal of this website ([http://www.uthsc.edu/oed/sexual\\_assault2014.php](http://www.uthsc.edu/oed/sexual_assault2014.php)) is to provide awareness and education for students, faculty and staff concerning sexual assault/violence — what it is, including the legal perspective; what to do if it happens; where to go for support; and campus and local resources. Equity and Diversity (OED) will be develop and announce focused efforts and programs throughout the year. This will include joint efforts by OED, Office of the Vice Chancellor for Academic, Faculty, and Student Affairs, Student Academic Support Services (SASS), University Health, Campus Police and Human Resources. Sexual assault is a term that is used to encompass the multitude of ways in which a person can be violated in a sexual nature against her/his will. It is defined as any sexual act directed against another person, that is forcible and/or against that person's will; or, where that person is incapable of giving consent. Sexual

assault is a crime in all of the U.S. states and territories.

Training is available on Blackboard for all faculty, staff, students and residents. There are videos, resources and test for each topic. Topics include: Forming healthy relationships, Sexual Assault, Stalking, Bystander Intervention, Everyday Safety, NTCG Student Training (VAWA for Non-Traditional/Graduate Students), Common Sense Defense, Protecting Your Possessions & Identity, Racial Discrimination, Religious Discrimination, Sexual Orientation & Gender Identity Discrimination and Alcohol & Drug Awareness.

## Sexual Assault Awareness Month

Sexual Assault Awareness Month serves to bring awareness around these issues. Following the initial observance of October for Domestic Violence Awareness Month, advocates of sexual assault survivors sought to create a similar awareness event more specific to sexual violence. What started out as an awareness week in April, grew into a month-long consciousness-raising event as advocates began to coordinate events throughout the month of April.

In April of 2001, the U.S. began to nationally observe the month of April as Sexual Assault Awareness Month. Throughout the month, organizations across the country host events and programs that aim to educate the public and reach out to survivors. Teal ribbons are worn by many to raise awareness in support of the cause.

*NOW, THEREFORE, I, BARACK OBAMA, President of the United States of America, by virtue of the authority vested in me by the Constitution and the laws of the United States, do hereby proclaim April 2014 as National Sexual Assault Awareness and Prevention Month. I urge all Americans to support*

*survivors of sexual assault and work together to prevent these crimes in their communities.*  
– President Barack Obama, April 2014

## Confidential Resources – UTHSC

If a Complainant does not desire action by the University and would like the details of the incident to be kept confidential, but desires to confide in someone, the Complainant may speak with the following persons, who are called "Confidential Employees" for purposes of this policy:

- University Health Services (UHS) can be of service by calling 901-448-5630 (daytime) or 901-541-5654 (evening/weekends).
- Student Behavioral Health at (901-448-5064): Student Behavioral Health Services can provide emotional support for the victim as well as maintain confidentiality. A counselor is available at all times. Medical and psychological follow-up is available as long as needed.
- Student Assistance Program (SAP) 800-327-2255, option 3: The [Student Assistance Program](#) (SAP) is a confidential program that motivates students experiencing difficult personal situations to seek or accept professional assistance thus preventing personal concerns from undermining their well-being and academic performance.
- A counselor with the Employee Assistance Program managed by Magellan Health Services (855-Here4TN 855-437-3486) (resource option for employees only).

A physician, psychologist, psychiatrist, or social worker identified in this section is a Confidential Employee only if the student or employee is communicating with that person as a patient or client. The designation of "Confidential Employee" can also include non-professional employees (i.e., staff; students) or advocates who

work or volunteer in on-campus health centers or a student support services area under the supervision of a person with a professional license. Professional employees are traditional professionals with confidentiality and privilege obligations in addition to duties that encompass counseling.

Confidential Employees may periodically report non-personally identifiable information about Prohibited Conduct to the Title IX Coordinator to keep the Title IX Coordinator informed about the general extent and nature of Prohibited Conduct on and off campus.

## Non-Confidential Resources – UTHSC

The University employees/units identified below are trained to support Complainants. While not bound by confidentiality (i.e., they are Mandatory Reporters who are required to report knowledge of incidents of Prohibited Conduct to the University and/or take other responsive action), these University employees/units will maintain the privacy of information shared by Complainants within the limited circle of those University employees involved in the University's response to an incident of Prohibited Conduct. When speaking with one of the resources below, Complainants are free to limit the details they share while they decide whether to report an incident to the University.

The following University employees/units are generally available Monday-Friday from 8:00 a.m. to 5:00 p.m. on University business days unless otherwise specified below:

- Title IX Coordinator - (901) 448-2112
- Deputy Title IX Coordinators for Students - (901) 448-2112
- Deputy Title IX Coordinator for Employees, Medical Residents, and Postdocs - (901) 448-2112

- Deputy Title IX Intake Coordinator for Employees, Students & Trainees (901) 448-2112
- Employee Relations Counselor in HR - (901) 448-5600
- UTHSC Campus Police Department - (901) 448-4444 (24 hours/day, seven days/week)

Knoxville, TN 37902  
Phone: 865-523-6126

- [Phyllis Wheatley Center](#)  
124 S. Cruze Street  
Knoxville, TN 37915  
Phone: 865-546-0651

Please contact UTHSC Campus Police if you would like a UTHSC police officer to take you either to a local hospital or the University Health Services (UHS) for medical treatment, including a sexual assault nurse examination.

- [University of Tennessee Medical Center](#)  
1924 Alcoa Highway  
Knoxville, TN 37920  
Phone: 865-305-9000
- [Sexual Assault Center of East Tennessee](#)  
6215 Kingston Pike, Suite A  
Knoxville, TN 37919  
Phone: 865-522-7273 (24 hour crisis line)

## Confidential Community Resources – Memphis

Memphis/Shelby County-area resources available 24 hour/7 days a week

- **Shelby County Rape Crisis Center** at **901-272-2020** from 8:30 a.m. to 5:00 p.m.
- **YWCA of Greater Memphis**, YWCA-AWS  
CRISIS HOTLINE: **901-725-4277** Safe haven

## Confidential Community Resources – Knoxville

Knoxville area resources available 24 hour/7 days a week

- Safe Haven Crisis & Recovery Center for Sexual Assault  
900 East Hill Avenue, Suite 145  
Knoxville, TN 37915  
Phone: (865) 558-9040 ext. 122  
Fax: (865) 584-7872  
Jane A. Peoples  
Executive Director  
[jpeoples@safehavencenter.org](mailto:jpeoples@safehavencenter.org)
- [YWCA Downtown Center](#)  
420 West Clinch Avenue

In order to better serve its students, the University has entered into a Memorandum of Understanding with the Sexual Assault Center of East Tennessee (SACETN). The primary mission of the SACETN is to provide excellent and compassionate services for survivors of sexual assault and to empower communities through education and social change. The SACETN is a service of the Helen Ross McNabb Center. A Complainant does not have to report a sexual assault to law enforcement in order to receive services from the SACETN.

SACETN has four program areas: Sexual Assault Nurse Examinations; Advocacy; Therapy; and Education and Outreach. Three of those program areas are described in more detail below.

### Sexual Assault Nurse Examinations

A Sexual Assault Nurse Examiner (SANE) is available 24/7, 365 days a year to provide forensic nursing to sexual assault crime victims ages 13 and older. SANE exams can be performed at a local hospital or at SACETN. All services provided by the SACETN are free, including no-cost SANE exams, pregnancy

prevention, and testing and preventative treatment for sexually transmitted infections.

### Advocacy

The advocacy program of the SACETN provides victims of sexual assault with the support, information, and resources needed throughout the recovery process. Advocates work to ensure that Complainants' legal rights are protected, while also empowering Complainants to make their own decisions. Advocacy assistance includes accompaniment during SANE exams, police interviews, legal appointments, and University and court proceedings; and assistance filing victim's compensation applications and petitions for orders of protection.

### Therapy

Therapy services are available to Complainants in crisis, Complainants who are victims of a recent sexual assault, and Complainants who were victims of a sexual assault or sexual abuse that happened months or years ago. The goal of the SACETN is to work collaboratively to address the many concerns and issues associated with sexual violence in order to promote healing. Therapists at the SACETN specialize in treating female, male, and LGBTQ Complainants and offer services to individuals of all ages.

You may choose to consult a private physician or go to an emergency department of your choice. As a result, a report to a private physician or emergency department does not put the University of Tennessee on notice of Sexual Misconduct or Relationship Violence.

## Confidential Community Resources – Chattanooga

### Family Violence & Sexual Assault Hotline:

(423) 755-2700

Provides 24 hour referrals, crisis intervention, shelter services, counseling.

### Partnership for Families, Children & Adults:

(423) 755-2822

### Legal Aid of East Tennessee: (423) 756-4013

### Southeast Tennessee Legal Services:

(423) 756-0128

Both of these offices can assist with orders of protection and legal issues surrounding violence for free or low cost.

### The Coalition Against Domestic and Community Violence of Greater Chattanooga, Inc.

One Cherokee Boulevard  
First Tennessee Bank Building  
Chattanooga, Tennessee 37405  
(423) 875-0120  
[help@dvchatt.org](mailto:help@dvchatt.org)

### Partnership for Families, Children and Adults

300 E. 8th Street  
Chattanooga, TN 37403  
Phone: (423) 755-2701  
Fax: (423) 755-2778

## ALCOHOL AND ILLEGAL DRUGS

### *Drug-Free Campus and Work Place*

The University of Tennessee's Policy on a Drug-Free Campus and Workplace, as passed by its Board of Trustees, is found in University of Tennessee Personnel Policy #HR0720 ([http://policy.tennessee.edu/hr\\_policy/hr0720/](http://policy.tennessee.edu/hr_policy/hr0720/)). It reads as follows:

“In support of the Drug-Free Work-place Act of 1988 (public Law 100-690) and the Drug-Free Schools and Communities Act of 1989, it is the policy of the University of Tennessee to maintain a safe and healthful environment for its students and employees. Therefore, University policy prohibits the unlawful use, manufacture, possession distribution, or dispensing of drugs (“controlled substances” as defined in the Controlled Substance Act, 21 U.S.C. 812) and alcohol on University property or during University activities.”

“Violation of this policy is grounds for disciplinary action-up to including immediate discharge for an employee and permanent dismissal for a student. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment (21 U.S.C. 841 et. seq.; T.C.A. 39-6-401, et. seq.) Local ordinances also provide various penalties for drug-and-alcohol related offenses. The University is bound to take all appropriate actions against violators, which include referral for legal prosecution or requiring the individual to participate satisfactorily in an approved drug/alcohol abuse assistance or rehabilitation program.”

Under heading “Specific Examples Of Prohibited Conduct”, #12b – “Standards of Safety”, as found in The University of Tennessee Health Science Center Personnel Procedure #HR0580 ([http://policy.tennessee.edu/hr\\_policy/hr0580/#12](http://policy.tennessee.edu/hr_policy/hr0580/#12)), states, “*The unlawful manufacture, distribution, dispensation, possession, or use of alcohol, illegal drugs, intoxicants, or controlled substances; abuse of prescription drugs while on duty; use of alcohol in a university vehicle on or off university property; possession or use of alcohol while on duty (except at university-sponsored events and other events an employee is expected to attend as part of his or her duties); or reporting to work under the influence of illegal drugs or*

*alcohol or while unlawfully using controlled substances.*” The University’s Policy on a Drug-free Campus and Work place as it relates to students may be found in The UT Health Science Center CenterScope.

## Policy on Alcohol and Drugs on Campus

University regulations prohibit the unlawful use, manufacture, possession, distribution, or dispensing of drugs or alcohol on University owned or controlled property, or during University activities. Violations of these regulations are considered violations of the University’s Standard of Conduct, and disciplinary actions and penalties will be conducted in accordance with the procedures of the Student Judicial System. These regulations and the process for handling violations are published in the in The UT Health Science Center CenterScope.

Personnel Policy 720 *Drug Free Campus and Workplace* sets forth the University’s commitment to maintaining a safe and healthful environment for students and employees and its compliance with the U.S. and Tennessee statutes relating to unlawful use of controlled substances. See also HSC Administrative Policy 2.090 *Controlled Substances*.

Any suspicion of alcohol or substance impairment should be reported to UTHSC Campus Police. If the reported behavior gives rise to work performance concerns a drug and/or alcohol screening will proceed. At the Health Science Center, screening is also required for employees filling positions that utilize commercial driver’s license. Human Resources maintain the Drug Screening Procedures.

***Reasonably suspicious signs and symptoms of drug and alcohol abuse may include but are not limited to the following: Odor of alcohol, Odor of marijuana, slurred speech, flushed,***



*swollen face, red eyes, pupils dilated or constricted, unusual eye movement, lack of coordination, tremors or sweats, weariness, exhaustion and sleepiness.*

([http://www.uthsc.edu/policies/w932\\_document\\_show.php?p=619](http://www.uthsc.edu/policies/w932_document_show.php?p=619))

***Students are NOT authorized to carry a concealed handgun.***

### *Substance Awareness and Education*

Many programs exist on campus to assist students in understanding the use and abuse of alcohol and drugs. In addition to the information students receive through the health sciences curriculum, the Office of Student Life offers a series of programs and printed information for this purpose. Additional educational efforts are conducted by peer assistance groups in some colleges.

Students seeking additional information, or who need advice regarding a problem they may have with alcohol or drugs, may contact Student Mental Health Services, University Health Services, the Office of Student Life, or the Student Affairs officer in their respective colleges.

## **Possession and Use of Weapons**

UT adopted SA0875 in response to state law Public Chapter 1061, which generally allows full-time employees to carry a concealed handgun on certain University property if they have a valid handgun carry permit. Policies and procedures exist for eligible employees to carry concealed handguns in certain areas of the UTHSC campus. Strict adherence to SA 0875 is required.

The University permits employees to carry or possess firearms on University property only as authorized by law. Unless authorized by Section 3 of SA 0875 policy, an employee shall not possess or carry a firearm on University property or while acting within the course and scope of their University employment.

## CRIME STATISTICS – CRIMINAL OFFENSES UTHSC - MEMPHIS

OFFENSE	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
MURDER / NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0
AGGRAVATED ASSAULT	0	0	1	0	0	0	0	0	0	0	0	1	0	0	2
BURGLARY	5	1	1	5	0	0	0	0	0	0	0	0	10	1	1
MOTOR VEHICLE THEFT	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**HATE CRIME REPORTING:** There was no hate crime in 2017, on this campus. There were four (4) reported “Destruction/Damage/Vandalism of Property” crimes with a bias of “Race” that occurred on the UTHSC Memphis campus in 2015, and one (1) in 2016 (other agency).

**UNFOUNDED CRIMES:** From 2015 – 2017, there are zero (0), unfounded crimes on the UTHSC Memphis campus.

## VAWA OFFENSES UTHSC - MEMPHIS

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
DOMESTIC VIOLENCE	1	0	2	0	0	0	0	0	0	2	1	1	3	1	3
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## ARRESTS & REFERRALS FOR DISPLINARY ACTION STATISTICS UTHSC - MEMPHIS

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Disciplinary Referrals: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Drug Law Violations	0	1	1	0	0	0	0	0	0	0	0	0	0	1	1
Disciplinary Referrals: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## CRIMINAL OFFENSES UTHSC –CHATTANOOGA

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
MURDER / NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**HATE CRIME REPORTING:** There was no hate crime reported from 2015-2017, on the UTHSC-Chattanooga campus.

**UNFOUNDED CRIMES:** From 2015 – 2017, there was zero (0), unfounded crimes on the UTHSC-Chattanooga campus.

## VAWA OFFENSES UTHSC - CHATTANOOGA

OFFENSE	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## ARRESTS & REFERRALS FOR DISPLINARY ACTION STATISTICS UTHSC - CHATTANOOGA

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Disciplinary Referrals: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## CRIMINAL OFFENSES UTHSC -KNOXVILLE

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
MURDER / NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**HATE CRIME REPORTING:** There was no hate crime reported from 2015-2017, on the UTHSC-Knoxville campus.

**UNFOUNDED CRIMES:** From 2015 – 2017, there was zero (0), unfounded crimes on the UTHSC-Knoxville campus.



## VAWA OFFENSES UTHSC - KNOXVILLE

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## ARRESTS & REFERRALS FOR DISPLINARY ACTION STATISTICS UTHSC - KNOXVILLE

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Disciplinary Referrals: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## CRIMINAL OFFENSES UTHSC – NASHVILLE

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
MURDER / NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**HATE CRIME REPORTING:** There was no hate crime reported from 2015-2017, on the UTHSC-Nashville campus.

**UNFOUNDED CRIMES:** From 2015 – 2017, there was zero (0), unfounded crimes on the UTHSC-Nashville campus.

## VAWA OFFENSES UTHSC – NASHVILLE

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## ARRESTS & REFERRALS FOR DISPLINARY ACTION STATISTICS UTHSC - NASHVILLE

OFFENSE	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Disciplinary Referrals: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**CRIME STATISTICS – CRIMINAL OFFENSES  
REPORTED BY: MEMPHIS POLICE DEPARTMENT**

OFFENSE	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
MURDER / NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1
AGGRAVATED ASSAULT	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**VAWA OFFENSES  
REPORTED BY: MEMPHIS POLICE DEPARTMENT**

	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
OFFENSE	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
DOMESTIC VIOLENCE	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## ARRESTS & REFERRALS FOR DISPLINARY ACTION STATISTICS REPORTED BY: MEMPHIS POLICE DEPARTMENT

OFFENSE	GEOGRAPHIC LOCATION												TOTAL		
	ON-CAMPUS PROPERTY			ON-CAMPUS STUDENT HOUSING FACILITIES			NON-CAMPUS PROPERTY			PUBLIC PROPERTY					
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Disciplinary Referrals: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# ANNUAL FIRE SAFETY REPORT

Sec. 668.49 Institutional fire safety policies and fire statistics.



By October 1, 2010, an institution that maintains any on-campus student housing facility must prepare an annual fire safety report that contains, at a minimum, the following information:

(1) The fire statistics described in paragraph (c) of this section. (Refer to paragraph c)

(2) A description of each on-campus student housing facility fire safety system

## Facility Fire Statistics

Phi Chi Fraternity House:

EST / LSS 4-12 zone panel connected to smoke detectors located in the air handling system ductwork, fire alarm pull stations, and audible horn and visible strobe notification devices located throughout the building. Each bedroom and common living area is equipped with single-station (not connected to the panel) smoke detectors.

Phi Chi Fraternity House has a yearly fire drill.

Portable electric appliances (space heater) require approval from dorm or house manager, smoking and open flames (including candles) are prohibited in all student housing and open flames (including candles) are prohibited in all student housing.

Students are directed to go to the center of the parking lot directly in front of the main entrance to their suite and await further instruction via campus police.

If smoke or other unusual odors suggesting a possible fire are detected, immediately call the Campus Police (8-4444) and the Office of Safety Affairs Life Safety Coordinator (8-5619).

### If case of an actual fire situation, you should:

1. Alert other building occupants by immediately sounding the building fire alarm. To do this pull a wall-mounted fire alarm pull station, located near all exit ways.
2. Contact Campus Police by dialing 8-4444 and give them the location of the fire.
3. Evacuate the building. Do not use the elevators. Most stairways are protected from smoke and are the safest way out of the building. Assemble at predetermined site for headcount.

If needed, fire extinguishers are located in all public corridors approximately every 75 feet.

Never assume a fire alarm is false. If you hear a fire alarm sounding, exit the building immediately.

Do not re-enter the building until told it is safe to do so by either the police or the fire department.

**Fire log** - Maintained in the UTHSC Safety office.

## FIRES IN ON-CAMPUS STUDENT HOUSING FACILITIES

Housing Facility	Total Fires in the Housing Facility			Cause of Fire			Number of Injuries That Required Treatment at a Medical Facility			Number of Deaths Related to a Fire			Value of Property Damage Caused By a Fire		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
PHI CHI Fraternity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## FIRE SAFETY SYSTEMS IN PHI CHI FRATERNITY

Housing Facility	Full-Sprinkler System	Smoke Detectors	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of Evacuation (Fire) Drills Conducted in 2016	Fire Alarm Systems	Other Fire Control
PHI CHI Fraternity	0	40	Yes - 9	Yes	0*	1**	Kitchen suppression; 9V smokes in dorms

\* = For this building

\*\* = Not monitored

## OPERATIONS

Below is a list of basic operational functions performed by Campus Police. It is not based on any order of priority.

### Communications

There is a 24-hour, seven-day-a-week communication center maintained at 740 Court. All officers of Campus Police and vehicles are equipped with two-way radios for the purpose of communicating with the communication center. Additionally, there is a University-wide telephone network with direct lines into the communications center. The communications center is monitored by police dispatchers. The communication center is the focal point of all police field communication, and further serves as a link between the University and other emergency public agencies such as law enforcement agencies, ambulance services, fire departments, etc.

### Investigation

Any crime reported on UT properties, whether the victim is the University or an individual, requires that an official report be prepared. Officers before initiating a report conduct a preliminary investigation to determine the nature of the crime, the victim, suspect, injury, loss and evidence associated with the criminal incident. Reports are initiated on all noncriminal matters as well. Follow-up investigations are conducted on some criminal matters for the purpose of gathering additional information, recovering property or identifying suspects. Officers conducting such preliminary investigations often have to appear in court and testify as to their investigation. Copies of non-criminal police reports are forwarded to the appropriate University officials, to the department heads, or unit supervisors.

### Loss Control

The protection of all physical assets of the University involves the development of recommendations to minimize the University's exposure. The Chief of Police and the Safety Officer, have the responsibility of developing effective Loss Control Management Procedures to reduce the campus' liability and protection of its assets.

### Safety

Officers perform a variety of safety functions on the campus including detection of hazardous conditions that could result in injury; reporting maintenance problems such as light outage, water leakage; property damage such as broken windows; or detecting conditions that may result in fire. Officers also respond to fire alarms at the University and assist in the evacuation of buildings. They also provide reports and investigations with recommendations concerning methods of improving safety conditions on the campus.

### Special Events

The University of Tennessee Health Science Center plays host to numerous events each year and the UTPD Police special events section is responsible for coordinating a police presence at all special events on campus. Sergeant William Gray is assigned to this office and is responsible for coordinating all special events with the Director of "Special Events." The UTPD provides traffic control, interior patrol and crowd control personnel for each of these events. The UTPD special events section also provides Police protection and escorts for visiting dignitaries involved in University functions.

If your department is hosting an event, you must register your event at the [Events Calendar](#). This

process starts with contacting the Pamela Houston.

## ADMINISTRATION

The chief of police formulates and develops rules and regulations for the Campus Police. This is accomplished through the cooperation of the University by determining its safety needs and developing operational programs to meet those needs.

### Records

All documents such as letters, memos, reports, personal injury reports, miscellaneous service reports, follow-up reports, investigations/report findings, policies, rules, regulations, scheduling reports, etc. are maintained by the campus police.

### Equipment

Equipment control and maintenance also is a function of the Campus Police. Certain uniform items, badges, identification, foul weather gear, vehicle emergency equipment, and other supplies are controlled by Campus Police Business office.

### Public Service

Campus Police also provide several miscellaneous public services. These include finger printing required by Faculty, Staff, and Students.

## HOW CAMPUS POLICE ACTIVITIES AFFECT YOU

All new students and employees are provided information about safety and security and the prevention of crimes at their respective orientation

programs. The following section provides additional information concerning campus security and you.

### Identity Checks / Identification Cards

All current registered students, faculty, and staff are required to have a UT Identification Card. Lost and found I.D. cards should be reported to the campus police at 740 Court Avenue. Replacement ID cards may be obtained from the campus police. Please call 448-6705 for location and time.

In order to determine the identity of students, faculty, and staff, everyone is required to present their University identifications cards promptly upon request of a Campus Police officer, member of the administration or faculty of the University. Identification cards will not ordinarily be retained by the police; however, a card may be retained if an emergency situation exists, or if the card is needed as evidence. The retained card, if valid, will be returned to the student of employee as soon as possible. Charge for lost I.D. is \$12.00.

### Key Control

Employees, residents, and some graduate students are issued keys to UT buildings and offices. Issuance of building entrance keys must be approved by the department head, and in addition, some buildings have a building manager whose signature is required before a key can be issued. A charge of \$10.00 per key is assessed for each lost key and payment must be made before an exit clearance can be completed.

- Any issued key is the property of the University of Tennessee, and is loaned to you during your affiliation with the campus.
- You must not loan or give the key to anyone, even if your employment with The University terminates. All keys must be properly disposed

by returning them to the Facilities Locksmith & Key Control Unit for record control disposition.

- You are personally responsible for University issued keys at all times. Should you lose the key please contact us at 448-6837 after you have made a careful search.

## TIPS FOR A SAFE CAMPUS

When walking or jogging:

- Go with someone.
- Stay away from isolated areas.
- Stay in well-lit areas.

**If you're followed:**

- Cross the street and change directions.
- Go to a well-lit area. Enter a store, house, residence hall, anywhere there are people.
- Notice and try to remember as much as possible about the person, so you can give a good description later.

**If you are a victim of a robbery:**

- Do not resist, No amount of money is worth taking chances with your life.
- Notify the campus police or local police immediately.
- Try to give a description that includes approximate age, height, weight, clothing, jewelry, and details on hair, scars, tattoos, anything that is noticeable.

**Protect personal and University property:**

- Lock your office door every time you leave.
- Engrave expensive equipment
- Engraving equipment is available upon request in the Campus Police office.
- Do not store your purse in an unlocked desk drawer.
- Do not leave your belongings unattended in libraries, hallways, locker rooms, or classrooms.

If you are working late:

- Keep your office door locked.
- Lock all doors behind you as you enter and exit the building.
- Advise the Campus Police that you are in your office.

Protect yourself and your car:

- Keep doors locked while driving.
- Do not pick up hitchhikers.
- Always lock your car and take the keys.
- Park in well-lighted areas.
- Place packages out of sight.

## EEO/AA Statement / Non-Discrimination Statement

The full University of Tennessee Non-Discrimination Statement EEO/AA statement reads as follows:

*All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.*

*Eligibility and other terms and conditions of employment benefits at The University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations.*

*In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the*

*Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University.*

*Inquiries and charges of violation of Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 910 Madison Avenue, Suite 826, Memphis, Tennessee 38163, telephone 901-448-7382 (V/TTY available). Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.*

## DEFINITIONS

*Definitions from the Department of Justice, except the violations\* definitions which are from the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.*

**Business day** - Monday through Friday, excluding any day when the institution is closed.

**Campus** - (i) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's education purposes, including residence halls; and (ii) Any

building or property that is within a reasonable contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Campus security authority** – (i) A campus police department or a campus security department of an institution; (ii) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property; (iii) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses; (iv) An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

**Clery geography** - (i) For the purposes of collecting statistics on the crimes listed in paragraph © of this section for submission to the Department and inclusion in an institution's annual security report, Clery geography includes (A) Buildings and property that are part of the institution's campus; (B) The institution's noncampus buildings and property; and (C) Public property within or immediately adjacent to and accessible from the campus.

(ii) For the purposes of maintaining the crime log required in paragraph (f) of this section, Clery geography includes, in addition to the

locations in paragraph (i) of this definition, areas within the patrol jurisdiction of the campus police or the campus security department.

**Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) program** - A nationwide, cooperative statistical effort in which city, university and college, county, State, Tribal, and federal law enforcement agencies voluntarily report data on crimes brought to their attention.

**Disability Bias** - A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments or challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

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

**Ethnicity/National Origin Bias** - A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions, e.g., Arabs, Hispanics.

**Hate Crime** - A criminal offense committed against a person or property, which is motivated, in persons based on their:

Race - A preformed negative attitude toward a group of persons who possess common physical characteristics;

Gender - A preformed negative opinion or attitude toward a group of persons because those persons are male or female;

Gender Identity - A preformed negative opinion or attitude toward a group of persons because of their actual or perceived gender-related characteristics;

Religion - A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being;

Sexual Orientation - A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex;

Ethnicity - A preformed negative opinion or attitude toward a group of persons of the same ethnicity;

National Origin - A preformed negative opinion or attitude toward a group of persons who share the same national origin;

Disability - A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Hate Group** - An organization whose primary purpose is to promote animosity, hostility, and malice against persons belonging to a race, religion, disability, sexual orientation, ethnicity or national origin which differs from that of the members of the organization, e.g., the Ku Klux Klan, American Nazi Party.

**Hierarchy Rule** - A requirement in the FBI's UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense was committed during a single

incident, only the most serious offense be counted.

**Pastoral counselor** – A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning as a pastoral counselor.

**Professional counselor** – A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

**Racial Bias** - A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features; etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks, Whites.

**Referred for campus disciplinary action** – The referral of any person to any campus official who initiated a disciplinary action of which record is kept and which may result in the imposition of a sanction.

**Religious Bias** - A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, Atheists.

**Sexual-Orientation Bias** - A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex, e.g., gays, lesbians, heterosexuals.

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

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

**Reasonable person** - means a reasonable person under similar circumstances and with similar identities to the victim.

**Substantial emotional distress** - means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Test – Regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities.

## **DEFINITIONS - CLERY GEOGRAPHY**

**On-campus** is defined as “any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including student halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports



institutional purposes (such as a food or other retail vendor).”

- **On-campus Subset: On-campus Student Housing** is defined as any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up campus.

This definition includes the following types of housing:

- Undergraduate, graduate and married student housing
- Single family houses that are used for student housing
- Summer school student housing
- Buildings that are used for student housing but also have faculty, staff or any other individuals living there. (This does not include faculty-only housing. Institution-owned or controlled faculty-only housing that is located on the campus is included in the “on-campus” category.)
- Buildings that are owned by a third party and not officially recognized student groups, including fraternity or sorority houses that are owned or controlled by the institution or located on property that your institution owns or controls.

**Non-campus building or property** is defined as any building or property owned or controlled by a student organization officially recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within

the same reasonably contiguous geographic area of the institution.

- **Non-campus Subset: Non-Campus Student Housing** is defined as “any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the same reasonably contiguous geographic area of the institution.”

**Public Property** is defined as all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institutions educational purposes.”

Additional Notes:

**Field Trips:** Disclosure of statistics for crimes that occur on field trips at locations our institution does not own or control is not required.

**Overnight, University-Sponsored trips:** suovernight trip do not meet the frequently-used-by-students criterion and do not have to be disclosed.

**Study Abroad Programs:** If UTHSC sends students to study abroad at an institution that is not owned or controlled by UTHSC, we do not have to disclose statistics for crimes that occur in those facilities. However, if UTHSC rents or leases space for our students in a hotel or student housing facility, we are in control of that space for the time period covered. Host family situations do not normally qualify as non-campus locations unless a written agreement

with the family gives the school some significant control over space in the family home.

## Definitions & Terms: VAWA Amendments to Clery

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

**Sex Offenses:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape-** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling** – The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** – Sexual intercourse with a person who is under the statutory age of consent.

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

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;

- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.
- Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

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

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition:

- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- Substantial emotional distress means significant mental

suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

- Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Programs to prevent dating violence, domestic violence, sexual assault, and stalking:** Comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees.

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

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

Bystander intervention includes:

- Recognizing situations of potential harm

- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene

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

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

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

**Prompt, fair, and impartial proceeding:** A proceeding that is completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay;

Conducted in a manner that:

- Is consistent with the institution's policies and transparent to the accuser and accused; •

Includes timely notice of meetings at which the accuser or accused, or both, may be present; and

- Provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings; and
- Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused

**Advisor:** Any individual who provides the accuser or accused support, guidance, or advice

**Proceeding:** All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or informal meetings, and hearings.

Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

**Result:** Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution

The result must include any sanctions imposed by the institution.

**Unfounded Crimes:** An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situations where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.