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# ANNUAL SECURITY REPORT

2019

*Department of Public Safety and Campus Police*

# TABLE OF CONTENTS

## Contents

Introduction	1
Message from the Chief of Police	2
Reportable Geographic Locations	3
Definitions of Criminal Offenses	7
Reporting Crimes and Emergencies	9
Security of and Access to Campus Facilities	12
Law Enforcement and Jurisdiction Policy Statements	13
Policies for Timely Warnings	14
Emergency Drills, Testing and Evacuation Procedures	15
Dating Violence, Domestic Violence, Sexual Assault and Stalking	16
Registered Sex Offender Policy Statement	21
Security Awareness Programs	22
Crime Prevention Programs	23
Drug, Alcohol, and Substance Abuse	24
Crime Statistics	25
Emergency Contact Information	27

# INTRODUCTION

## Introduction

The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) [20 USC § 1092\(f\)](#) requires colleges and universities participating in federal student aid programs to disclose campus safety information once a year in an Annual Security Report (ASR). The U.S. Department of Education enforces the Act. Institutions must annually, no later than October 1<sup>st</sup>, disseminate an ASR to the U.S. Department of Education and all current students and employees. Institutions must also make it available to all prospective students and employees upon request.

Piedmont Virginia Community College's (PVCC) ASR is accessible to the public on the [PVCC website](#). Copies of the report are available by request from the Department of Public Safety and Campus Police or the Vice President for Finance and Administrative Services Office. The ASR includes three years' worth of crime statistics and summaries of certain security policies and procedures.



Jeanne Clery 1966-1986

The Clery Act is named in memory of Jeanne Clery, who was raped and murdered in her residence hall room by a fellow student she did not know on April 5, 1986. Her parents championed laws requiring the disclosure of campus crime information, and the federal law that now bears their daughter's name was first enacted in 1990. It has been amended regularly over the last two decades to keep up with changes in campus safety with the most recent update in 2013 to expand the law's requirements concerning the handling of sexual violence.

When the Violence Against Women Act was signed into law in 2013, amendments were made to the Clery Act. These changes require institutions to disclose statistics related to dating violence, domestic violence, sexual assault and stalking, and hate crimes.

### DEPARTMENT OF PUBLIC SAFETY & CAMPUS POLICE MISSION STATEMENT

The mission of the PVCC Department of Public Safety and Campus Police is to provide for the safety and security of students, faculty, staff, and the general public while on or in any property or facility owned or operated by the college.

The department acts to deter crime, protect property, preserve the peace, and enforce all federal, state, and local laws within its jurisdiction. In accomplishing this mission, department employees shall apply the law and policy in an equitable and consistent manner, maintain a customer-service orientation, and treat everyone with respect.

# MESSAGE FROM THE CHIEF OF POLICE

## Message from the Chief of Police

Thank you for reviewing the Piedmont Virginia Community College (PVCC) Annual Security Report. The report contains crime statistic and other information that is required by the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, the Clery Act. This report is prepared by the Vice President for Finance and Administrative Services Office in cooperation with the PVCC Department of Public Safety and Campus Police. The statistics and information contained within this report are compiled from the PVCC Daily Crime log, Albemarle County Virginia Police Department, City of Charlottesville Virginia Police Department, and the Greene County Sheriff's office. A printed copy of this report may be obtained by calling 434.961.5319 or email at [cmurray@pvcc.edu](mailto:cmurray@pvcc.edu) or [rparkhill@pvcc.edu](mailto:rparkhill@pvcc.edu).



Carl A. Murray, Jr., Chief of Police  
PVCC Department of Public Safety and Campus Police

After reviewing this report, you will see that we have a safe campus, and strive to take every measure to ensure that it remains a safe environment for our students, faculty, staff, and visitors.

If you have any questions or seek further information about safety and security at Piedmont Virginia Community College, please contact us at 434.961.5319.

# REPORTABLE GEOGRAPHIC LOCATIONS

## Reportable Geographic Locations



The Clery Act requires that PVCC disclose statistics for offenses committed in certain specific geographic locations. To assist in the understanding of reportable locations, maps for each of the campuses are provided on the [PVCC website](#).

Clery geography includes buildings and property that are part of PVCC's campus, non-campus buildings or property, and public property within or immediately adjacent to and accessible from the campus. For the purposes of maintaining an institution's crime log, Clery geography also includes areas within the patrol jurisdiction of the Department of Public Safety and Campus Police.

The Clery Act defines specific locations as follows:

### ON CAMPUS

Any building or property owned or controlled by PVCC within the same responsibly contiguous geographic area and used by the College in direct support of, or in a manner related to, the institution's educational purposes.

# REPORTABLE GEOGRAPHIC LOCATIONS

In addition, any building or property that is within or reasonably contiguous to buildings or property described in the above paragraph, that is owned by the College but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

## RESIDENCE HALLS, ON-CAMPUS STUDENT HOUSING FACILITIES

Not applicable to PVCC.

## NON-CAMPUS BUILDING OR PROPERTY



Non-campus building or property is defined as any building or property owned or controlled by a student organization that is officially recognized by the College, or any building or property owned or controlled by the College that is used in direct support of, or in relation to, the College's educational purposes, is frequently used by students, and is not within the same reasonable contiguous geographic area of the College. PVCC does not have any buildings or properties in this category.

## PUBLIC PROPERTY




All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

# REPORTABLE GEOGRAPHIC LOCATIONS



PVCC owns or controls the following locations:

	<p style="text-align: center;"><b>MAIN BUILDING</b> 501 College Drive Charlottesville, VA 22902</p>
	<p style="text-align: center;"><b>V. EARL DICKINSON BUILDING</b> 400 College Drive Charlottesville, VA 22902</p>
	<p style="text-align: center;"><b>KEATS SCIENCE BUILDING</b> 490 College Drive Charlottesville, VA 22902</p>
	<p style="text-align: center;"><b>STULTZ CENTER FOR BUSINESS &amp; WORKFORCE DEVELOPMENT</b> 600 College Drive Charlottesville, VA 22902</p>

In addition to the main campus locations, PVCC also leases space in the following buildings:

	<p style="text-align: center;"><b>JEFFERSON SCHOOL</b> 233 Fourth Street NW Charlottesville, VA 22903</p>
	<p style="text-align: center;"><b>EUGENE GIUSEPPE CENTER</b> 222 Main Street Stanardsville, VA 22973</p>
	<p style="text-align: center;"><b>TJACE at the IX Building</b> 935-A Second St. SE Charlottesville, VA 22902</p>

# REPORTABLE GEOGRAPHIC LOCATIONS

	<p><b>Network2Work</b> <b>222 South Street</b> <b>Charlottesville, VA 22902</b></p>
	<p><b>VA Career Works Charlottesville Center</b> <b>944 Glenwood Station Lane, Suite 103</b> <b>Charlottesville, VA 22901</b></p>

Public property immediately adjacent to the main campus building includes Monticello High School and the Willow Lake subdivision.



# DEFINITIONS OF CRIMINAL OFFENSES

## Definitions of Criminal Offenses

### DEFINITION OF CRIMINAL OFFENSES

All reported crimes are categorized in accordance with uniform crime reporting requirements established by the Federal Bureau of Investigation (FBI). The [Uniform Crime Reporting Handbook](#) contains definitions and classifications.

### CRIME CATEGORIES

**CRIMINAL HOMICIDE:** Murder and non-negligent manslaughter are defined as the willful (non-negligent) killing of one human being by another.

**NEGLIGENT MANSLAUGHTER:** The killing of another person through gross negligence.

### SEX OFFENSES

**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.

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

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

# DEFINITIONS OF CRIMINAL OFFENSES

**BURGLARY:** The unlawful entry of a structure to commit a felony or theft.

**MOTOR VEHICLE THEFT:** The theft or attempted theft of a motor vehicle.

**ARSON:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

## **HATE CRIMES**

The law requires the release of statistics by category of prejudice concerning the occurrence of hate crimes in the crime classifications listed in the preceding section and for other crimes involving bodily injury to any person in which the victim is selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.

In August of 2008, HEOA S 488, 20 U.S.C. S 1092 (F) (1) F (II) modified the above hate crimes to include the following additional crimes under the hate crime category:

LARCENY THEFT: The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another.

THREATS INTIMIDATION (INCLUDES STALKING): To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

VANDALISM: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

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 aggrieved bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

# REPORTING CRIMES AND EMERGENCIES

## Reporting Crimes and Emergencies

### REPORTING CRIMES AND EMERGENCIES

PVCC requires all persons to report all known and suspected criminal activities and other emergencies that occur on campus to the Department of Public Safety and Campus Police by dialing **434.981.6362** or 911 in an emergency. The PVCC campus police or Albemarle County Police Department will take required incident reports.

Any student, faculty or staff member who is a victim of crime, observes an incident of crime or witnesses suspicious activity is strongly encouraged to promptly report the information to the Department of Public Safety and Campus Police by calling **434.981.6362** twenty-four hours a day, seven days a week.

Anyone reporting an incident should be prepared to provide as much detailed information as possible such as name, location, time, date and a description of the incident.

Additional reporting methods are available, as follows:

#### 1. Call Boxes

Emergency call boxes are located in or near the parking lots of the main campus. The call boxes connect to PVCC's Department of Public Safety and Campus Police. A flashing blue light on each call box helps identify the exact location of the call box in use.

#### 2. Speed Dial

Most classroom phones connect to the Department of Public Safety and Campus Police cell phone by dialing "speed dial 1" on the phones.

#### 3. MAXIENT Reporting System

PVCC maintains a system for reporting crimes and incidents that are non-emergency through the internet-based system known as MAXIENT. Reports can be made anonymously if desired through this system. The portal is accessed through the PVCC website, and all reports are routed to the proper authorities for review and investigation.

### CAMPUS SECURITY AUTHORITIES (CSA)

A Campus Security Authority (CSA) is an individual who is an official of the institution that has significant responsibility for student and campus activities, including but not limited to:

- PVCC Police Officers
- PVCC Security Officers
- PVCC Title IX Official

# REPORTING CRIMES AND EMERGENCIES

- Professional staff in the Student Services Office
- Staff in a student center building
- Student Activities Office
- Student discipline staff
- Faculty or staff advisors to student organizations
- Director of Athletics, team coaches, or athletics staff (if applicable)

Examples of individuals who would not meet the criteria for being campus security authorities include:

- A faculty member who does not have any responsibility for student and campus activity beyond the classroom
- Clerical or cafeteria staff
- Auxiliary enterprises such as the café and bookstore
- Campus guests and visitors

Under Clery, a crime is reported when a victim, witness, other third party or even the offender brings it to the attention of a CSA or local law enforcement personnel. It does not matter whether or not the individual/s involved in the crime or reporting the crime are associated with the institution. If a CSA receives the crime information and believes it was provided in good faith, he or she should document it as a crime report in MAXIENT and provide this report to the PVCC Department of Public Safety and Campus Police. In “good faith” means there is a reasonable basis for believing that the information is not simply rumor or hearsay. CSAs are not responsible for investigating crimes. Their role is to report all incidents immediately, no matter how minor an incident may seem. All investigations and crime classifications are the responsibility of sworn law enforcement personnel.

There are two classifications of individuals who, although they have significant responsibilities for student and campus activities, are not considered CSAs under Clery. They are pastoral counselors and professional counselors. A pastoral counselor is defined as 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 within the scope of that recognition as a pastoral counselor. A professional counselor is defined as 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 his or her license or certification. This definition also applies to professional counselors who are not employees of the institution but are under contract to provide counseling at the institution.

Although pastoral counselors and professional counselors do not have to report crimes that are brought to their attention while serving in an official capacity, they are encouraged to inform their client/s of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

# REPORTING CRIMES AND EMERGENCIES

If employees are aware of any crimes that occurred on campus that were not reported to PVCC's Department of Public Safety and Campus Police, it is important that he/she complete a MAXIENT report immediately.

It is important to remember that should at any time a crime be reported to anyone who is deemed as a Campus Security Authority, that individual should not wait until the end of the year to report that incident to the Department of Public Safety and Campus Police but notify the department immediately by calling 434.981.6362. The Department of Public Safety and Campus Police has a responsibility to notify the PVCC community about any crimes that pose an ongoing threat to the community.

## VOLUNTARY CONFIDENTIAL REPORTING

To properly investigate an incident, as much information as possible should be disclosed in the report. However, PVCC recognizes the reporter may choose to remain anonymous. The MAXIENT reporting system allows for anonymous reporting if desired. The portal is accessible through the PVCC website, and all reports are routed to the proper authorities for review and investigation.

# SECURITY OF AND ACCESS TO CAMPUS FACILITIES

## Security of and Access to Campus Facilities

### DESCRIBE HOW THE INSTITUTION MAINTAINS SECURITY AND ALLOWS ACCESS TO FACILITIES

The PVCC Department of Public Safety and Campus Police, in concert with the Facilities Department, is responsible for maintaining access control to the buildings and campus grounds. Some employees have key authority as outlined in PVCC [policy III-3.0](#). The Department of Public Safety and Campus Police maintains staffing to respond to emergencies or events, such as alarms during non-business hours.

All classrooms are equipped with push-button locks opened using an access code. For additional security, all classroom doors lock from the inside when closed and are not accessible without an access code or key.

Campus building exterior doors are accessible during off-hours by contacting the Department of Public Safety and Campus Police or use of a master key or electronic key fob. Access privileges are determined and assigned based on PVCC [policy III-3.0](#) and approval by PVCC administrators. It is a violation of policy to lend or borrow the key of another employee.

### SECURITY CONSIDERATIONS IN CAMPUS MAINTENANCE

PVCC facilities and lighting are maintained to ensure safety and security. Malfunctioning lights and other unsafe conditions are routinely checked by the Facilities Department for repair. Any observed safety concerns on campus grounds should be reported immediately to the facilities supervisor at 434.961.5448 or the Department of Public Safety and Campus Police at 434.981.6362. Malfunctions or exterior safety issues may also be reported using the [MAXIENT](#) reporting system.

# LAW ENFORCEMENT AND JURISDICTION POLICY STATEMENTS

## Law Enforcement and Jurisdiction Policy Statements

### PVCC DEPARTMENT OF PUBLIC SAFETY AND CAMPUS POLICE JURISDICTION

The PVCC Department of Public Safety and Campus Police has law enforcement jurisdiction for all criminal incidents occurring on campus. This includes incident investigation, follow up, and resolution. The department is staffed during normal campus hours. PVCC employs sworn police officers and non-sworn public safety officers. Their specific powers and authority are as follows:

#### SWORN POLICE OFFICERS

The sworn police officers have full powers of arrest and are vested with law enforcement powers pursuant to [Code of Virginia 23-234](#). Sworn officers enforce local, state and federal laws both on and off campus. Their police authority includes concurrent jurisdiction with municipal and county agencies on adjacent streets and in the surrounding community. Sworn officers meet ongoing training requirements as mandated by the Virginia Department of Criminal Justice Services as well as additional training designed to meet the needs of the college community. Law enforcement duties and responsibilities of our sworn officers are comparable to local police departments and sheriff departments in adjacent communities.

#### PUBLIC SAFETY OFFICERS

Public safety officers are agents of PVCC. They have the authority to issue parking citations and have the same powers of arrest as a private citizen.

#### OUTSIDE AGENCIES

The PVCC Department of Public Safety and Campus Police maintains a close working relationship with the agencies surrounding PVCC facilities and has memorandums of understanding with the [Albemarle County Police Department](#), [Virginia State Police](#), and [Virginia Department of Alcoholic Beverage Control](#). Meetings are held between the leaders of these agencies on both a formal and informal basis. PVCC Department of Public Safety and Campus Police works closely with other agencies when incidents arise that require joint investigative efforts, resources, crime-related reports, and exchanges of information. The Albemarle County Police or Virginia State Police will take the lead in the investigation of any felonies or other serious crimes that occur on PVCC campuses. Copies of the memorandums of understanding with these agencies are available upon request.

#### DAILY ACCESS TO CRIME LOGS

The PVCC Department of Public Safety and Campus Police maintains a daily crime log for the most recent 60-day period. The log is available for public inspection during normal business hours (8:00 a.m. - 5:00 p.m., Monday-Friday). Log entries older than 60 days can be obtained by request within two business days. The log is available by email request to [security@pvcc.edu](mailto:security@pvcc.edu).

# POLICIES FOR TIMELY WARNINGS

## Policies for Timely Warnings

### NOTE CIRCUMSTANCES IN WHICH A TIMELY WARNING WILL BE ISSUED

Under the Clery Act, PVCC is required to immediately notify the campus community upon 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. An “immediate” threat as used here encompasses an imminent or impending threat, such as a fire in one of our buildings, an active shooter, a terrorist attack, or an earthquake.

Timely warnings are issued under the direction of the Chief of Police or designee, with the consultation of the Vice President for Finance and Administrative Services when information that constitutes an ongoing or continuing threat is confirmed. These threats may include crimes such as murder, manslaughter, forcible and non-forcible sex offense, aggravated assault, burglary, motor vehicle theft, arson, and crimes involving prejudices. The method to notify students, faculty, and staff of timely warning information may include the college email system, PVCC’s Omnilert/e2Campus emergency alert system, posters/signs, and electronic message boards.

### EMERGENCY NOTIFICATIONS

PVCC issues an emergency notification without delay upon the confirmation of a significant emergency or dangerous situations involving an immediate threat to the health or safety of students or employees occurring on the campus. PVCC tests the emergency notification procedure bi-annually. PVCC utilizes the emergency alert notification system Omnilert (also known as e2Campus). Signing up for alert notifications can be accessed through the PVCC website at [www.pvcc.edu/alert](http://www.pvcc.edu/alert). The notifications are sent via email and SMS to the user’s cellphone. One user can have notifications sent to two email addresses and two cell phones.

PVCC utilizes a public address system that covers the interior and exterior of all main campus buildings. Computer screens on the PVCC local network have the capability to display an emergency message.

The authority to issue emergency notifications falls under the PVCC Emergency Plans guide.



# EMERGENCY DRILLS, TESTING AND EVACUATION PROCEDURES

## Emergency Drills, Testing and Evacuation Procedures

### PROCEDURES

Twice a year, the Vice President for Finance and Administrative Services or the Chief of Police will initiate (or authorize the initiation of) a test emergency response alert message (usually in September and January). The procedures contained within this statement will be publicized to faculty, staff, and students each September when affiliates are given advance notice of the upcoming test and encouraged to opt-in for expanded notification. A record of all such tests, including a description of the test, the date, time, and whether the test was announced or unannounced will be documented and available for inspection upon request.

Tests will also be conducted at least annually on PVCC's ability to respond to an emergency, including activation of its Emergency Operations Plan and a table-top exercise involving a campus-based scenario. Participants will include designated PVCC emergency personnel, their designated back-ups, and select emergency support function representatives. Additional tests will involve evacuation drills overseen by the Department of Public Safety and Campus Police. These drills and exercises may mimic various events such as bomb threats, earthquakes, fire, and active shooter, among others.

# DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

## Dating Violence, Domestic Violence, Sexual Assault and Stalking

On March 7, 2013, President Obama signed [the Violence Against Women Reauthorization Act of 2013 \(VAWA\)](#). In accordance with the act, The Higher Education Act has been amended to include the following crime categories: Domestic Violence, Dating Violence, Stalking and Sexual Assault.

### EDUCATIONAL PROGRAMS AND CAMPAIGNS

PVCC is committed to providing a safe and secure campus community so that its students and staff are free to learn and pursue their academic goals. PVCC offers various resources to help you quickly connect to the services and staff that you may need at various points during your time at PVCC. If a member of the PVCC community needs immediate help from the PVCC Department of Public Safety and Campus Police, wants to report an incident or concern, needs emotional support during a time of crisis, or needs a referral to outside community services, the primary vehicle for accomplishing this is the [PVCC SAFE](#) web page.

PVCC educates new students by requiring them to view “[Not Anymore](#).” This video-based program will increase awareness and provide critical information on sexual assault, dating violence, stalking and bystander intervention. The video is accessible on the PVCC website.

Newly hired employees receive information on PVCC’s Clery statistics at the new hire orientation. As part of the all-college convocation, which occurs before the start of the spring and fall semesters, the college’s [Title IX Policy](#) is presented to all employees.

### DEFINITIONS

The definitions below are intended to clarify the terminology that surrounds sexual violence:

#### SEXUAL ASSAULT

Sexual assault is any sexual contact with a person against the person’s will by the use of force, threat, intimidation, or through the use of a person’s mental incapacity or physical helplessness. Sexual assault includes intentionally touching the victim’s genitals, breasts, thighs or buttocks without that person’s consent, as well as forcing someone to touch or fondle another person against his or her will. Sexual battery is a form of sexual assault.

#### STALKING

Stalking is the willful, malicious and repeated harassing of an individual by another person including but not limited to:

- Following the individual
- Showing up at the individual’s home or workplace
- Sending unwanted messages (including email) or objects

# DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

- Vandalizing property
- Making harassing telephone calls

Stalking is conduct directed at a specific person that would cause a reasonable person to fear. Do not ignore stalking. If you feel that you have been a victim of stalking, contact campus security.

## SEXUAL HARASSMENT

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment shall be considered to have occurred in the following instances:

- **Quid Pro Quo:** The submission to or rejection of such conduct is used as the basis for educational or employment decisions affecting the student or employee either explicitly or implicitly; or
- **Hostile Work Environment:** Conduct so severe, pervasive, and objectively offensive that it undermines and detracts from an employee's work performance or a student's educational experience.

## DATING VIOLENCE

Dating violence is violence, force, or threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury committed by a person who is or has been in a close relationship of a romantic or intimate nature with the other person.

The existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of the relationship, and the frequency of the relationship between the persons involved in the relationship

## DOMESTIC VIOLENCE

Domestic violence is violence, force, or a threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury and that is committed by a person against such person's family or household member.

The term "family or household member" includes a current or former spouse; a person with whom the victim shares a child in common or is cohabitating with; or has cohabited with as a spouse or intimate partner.

# DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

## WITHOUT CONSENT

The term "without consent" refers to any sexual activity or sex act committed against one's will, by the use of force, threat, intimidation, or ruse, or through one's mental incapacity or physical helplessness. Consent is knowing, voluntary, and clear permission by word or action to engage in mutually agreed-upon sexual activity.

## MENTAL INCAPACITY

The term "mental incapacity" refers to the condition of a person existing at the time which prevents the person from understanding the nature or consequences of the sexual act involved (i.e., the who, what, when, where, why, and how) and about which the accused knew or should have known. This includes incapacitation through the use of drugs or alcohol.

## PHYSICAL HELPLESSNESS

The term "physical helplessness" refers to an individual being unconsciousness or in any other condition existing at the time which otherwise rendered the person physically unable to communicate an unwillingness to act and about which the accused knew or should have known. Physical helplessness may be reached through the use of alcohol or drugs.

## PROCEDURES

If you are a victim of sexual assault:

- Go to a safe place away from harm.
- Call 911 immediately.
- If you are on campus when the assault occurs, call the Department of Public Safety and Campus Police at 434.981.6362.
- Call a friend, a family member, or someone else you trust to stay with you.
- Go to the nearest medical facility/emergency room.
- Take steps to preserve any physical evidence since it may be necessary to prove criminal charges or to issue a protective order.
- Do not wash your hands or bathe.
- Keep clothes that you were wearing when the attack took place. If you change clothing, place worn clothing in a paper bag.
- Tell someone the details you remember or write them down if possible.

# DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

## CONFIDENTIALITY

Individuals may be concerned about their privacy when they report a possible violation. PVCC will protect the confidentiality of victims and other necessary parties using the following methods:

- Complete publicly available records, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim.
- Maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures.

PVCC does have a responsibility to end conduct that violates PVCC's [Title IX Policy](#), prevent its recurrence, and address its discriminatory effects. For this reason, some PVCC employees may not keep secret any report of sexual violence, domestic violence, dating violence, or stalking. PVCC expects employees to treat information they learn concerning incidents of reported violations of the Title IX Policy with respect and with as much privacy as possible. College employees must share such information only with those college and law enforcement officials who must be informed of the information pursuant to the Policy.

## VICTIM ASSISTANCE

[PVCC SAFE](#) provides information on various victim resources and support services, as follows:

[SARA](#) (Sexual Assault Resource Agency) provides a 24-hour hotline: 434.977.7273 or 434.295.7273. SARA offers:

- Supportive staff to listen and provide services to help you in the healing process
- Support for family members and friends
- Someone to accompany a survivor to the hospital, to the police station or to court to provide emotional support
- Information about sexual assault/abuse/common reactions and healthy relationships
- Referral to other services
- Support groups
- Free and confidential therapy with clinically trained staff

Learn more at [www.saracville.org](http://www.saracville.org).

For professional and counseling support: Virginia Family Violence and Sexual Assault Hotline  
1.800.838.8238

Shelter for Help and Emergency (SHE): 434.293.8509

UVA Women's Center: 434.982.2361

# DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

National Sexual Assault Hotline (24/7): 1.800.500.1119

NOT ALONE: Together Against Sexual Assault

**Crisis counseling services** are available from 9 a.m. to 7 p.m. Monday through Thursday and from 9 a.m. to 5 p.m. on Friday in the Admissions and Advising Office. No appointment is needed. Call 434.961.7777 or 434.961.6581 or come to the office and ask for the crisis counselor on duty. All crisis counseling sessions are free and confidential.

Accommodations and/or protective measures are available if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

Following a report of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, PVCC will provide the student or employee a written explanation of the student's or employee's rights and options.

## DISCIPLINARY ACTION

PVCC's Title IX Coordinator investigates all reports of sexual violence and the college administers appropriate disciplinary action based on the findings. More information on the disciplinary guidelines can be found in the [Title IX Policy](#).

## DISCLOSURE

Upon request, PVCC will disclose the results of any disciplinary proceedings conducted by the institution against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense (statutory rape, incest) to the alleged victim or next of kin, if the victim is deceased.

# REGISTERED SEX OFFENDER POLICY STATEMENT

## Registered Sex Offender Policy Statement

The federal Campus Sex Crimes Prevention Act of 2000 requires all colleges to issue a statement advising the campus community where information on registered sex offenders can be obtained. The Virginia State Police Web Site provides information about registered sex offenders.

<http://sex-offender.vsp.virginia.gov/sor/index.html>

Once the web site is reached, click on "Sex Offender Registry" which includes an easy to use sex offender search feature.

The college also has a link to the registry on the college website: [www.pvcc.edu/student-services/security-%26-safety/sex-offender-registry](http://www.pvcc.edu/student-services/security-%26-safety/sex-offender-registry)

# SECURITY AWARENESS PROGRAMS

## Security Awareness Programs

PVCC is committed to providing a safe and secure campus community where students and employees are free to learn and pursue their academic goals. The college provides community awareness through a variety of outlets:

- [PVCC SAFE](#) is a primary vehicle used to promote safety awareness.
- Weekly safety tips are distributed to faculty, staff, and students. The tips are emailed to the PVCC community, posted on PVCC's Facebook and Twitter sites, and are shared on the PVCC [Public Safety & Campus Police web page](#).
- [Emergency procedures](#) are posted in all classrooms and main thoroughfares within the campus buildings, and on the PVCC web page.
- The [PVCC Emergency Operations and Emergency Response Plans](#) are publicly posted on the PVCC website to allow for community participation and input.
- The college maintains a [Threat Assessment Manual](#), which provides guidelines for threat assessment and identifies resources, programs, procedures, and safeguards that will ensure the safety and security of the PVCC community.
- Newly hired employees receive information on PVCC's Clery statistics at orientation.
- All employees are presented with [Title IX Policy](#) information during convocation week, which occurs before the start of the spring and fall semesters each year.

### BYSTANDER INTERVENTION

*See Something? Say Something.*

Bystander intervention is defined as taking responsibility for getting involved when the bystander sees a situation that could cause potential harm. We are all part of a community that protects each other. If a member of the community sees something that they feel may affect the safety or security at PVCC or may disrupt the educational process, the individual is encouraged to fill out an incident report form. After receiving the report, a group of trained professionals from across the college will review the report and determine the next steps. Never hesitate to report a concern.

PVCC provides extensive information on bystander intervention at the [PVCC Safe](#) website.



# CRIME PREVENTION PROGRAMS

## Crime Prevention Programs

PVCC Chief of Police addresses potential students during Student Orientation, Advising and Registration (SOAR) sessions, which are required for recent high school graduates, home school graduates, and first-time college students with an interest in pursuing a degree/certificate. The SOAR sessions are also strongly encouraged for all other degree-seeking students new to PVCC.

PVCC's Violence Prevention Committee is charged with examining college policies, procedures, and resources for preventing campus violence. Its scope includes communications and prevention education. The committee is not charged with evaluating individual threats but may forward threatening conditions, situations or individuals to the Threat Assessment Team (TAT) for in-depth evaluation.

PVCC's Bystander Awareness Program is communicated to the college community through the college website, email communications, and posters in various locations throughout the campus buildings.

[PVCC SAFE](#) website also offers valuable information on violence and crime prevention.

The PVCC Department of Public Safety and Campus Police is dedicated to the protection and prevention of crimes on campus. The department employs a combination of police officers and public safety officers.

Campus police are sworn police officers certified by the Virginia Department of Criminal Justice Services (DCJS), which grants police officers certification in the Commonwealth of Virginia. PVCC's police officers have the same authority as any police officer in the Commonwealth.

PVCC's public safety officers are also certified through DCJS as campus security/public safety officers. The public safety officers act as additional "eyes and ears" of the police department and are dedicated to maintaining a safe environment on the PVCC campus.

# DRUG, ALCOHOL, AND SUBSTANCE ABUSE

## Drug, Alcohol, and Substance Abuse

### ALCOHOLIC BEVERAGES

Use of alcoholic beverages including the purchase, serving, consumption, possession, or sale of these items on college property or at any college-sponsored student event or activity is prohibited.

### ENFORCEMENT OF ALCOHOL LAWS

Students violating laws or college policies are subject to disciplinary action and could result in criminal prosecution under Virginia Code §4.1-308, "If any person takes a drink of alcoholic beverages or offers a drink thereof to another, whether accepted or not, at or in any public place, he shall be guilty of a Class 4 misdemeanor." College employees are also expected to follow college alcohol policies as well as the Department of Human Resource Management policies and state law. The term "alcoholic beverages" is defined in Code of Virginia §4.1-100 as including "alcohol, spirits, wine, and beer, and any one or more of such varieties containing one-half of one percent or more of alcohol by volume, including mixed alcoholic beverages, and every liquid or solid, patented or not, containing alcohol, spirits, wine, or beer and capable of being consumed by a human being." It is illegal for any person under the age of 21 to purchase, possess, or attempt to purchase or possess any alcoholic beverage. (Code of Virginia §4.1-305). Underage drinking can result in disciplinary action, as well as criminal prosecution.

### ILLEGAL DRUGS

Possessing, using, selling, or distributing illegal drugs or controlled substances as defined by Virginia law is prohibited.

### ENFORCEMENT OF DRUG LAWS

In accordance with the federal [Drug-Free Schools and Communities Act of 1989](#) and the [Virginia Criminal Code §18.2-248](#) and [§18.2-250](#), PVCC prohibits the unlawful or unauthorized manufacture, distribution, dispensation, possession or use of "controlled substances", "marijuana" and imitation like drugs by employees and students in the workplace, on college property or as part of any campus activity. Employee or student violators are subject to disciplinary action, up to and including termination of employment, expulsion, referral for prosecution and referral to an evaluation or rehabilitation program. See [DHRM policy # 1.05 - Alcohol and Other Drugs Policy](#) for employee activity. In addition, under [Virginia Code §18.2-260](#) it is illegal to prescribe, dispense, etc., any drug except as authorized in the [Drug Control Act \(54.1-3400\)](#).

# CRIME STATISTICS

## Crime Statistics

### CLERY ACT CRIME STATISTICS

Federal legislation requires that campus crime data be reported to the federal government on an annual basis. Data are maintained for three years. These data are to be made available to all students and current employees.

The criminal offenses are classified using the FBI's *Uniform Crime Reporting System* definitions. The "Clery Act" defines the location categories used. Public property is defined by the U.S. Department of Education as "all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from Piedmont Virginia Community College." The college does not have "residential" living quarters or buildings owned by student organizations.

The reader should keep in mind that some crime victims may choose not to report offenses to campus police, campus security authorities, or local police authorities. All criminal activity is detrimental to the college community and strong measures, including dismissal, are taken against offenders.

The statistical data reported on the following charts are compiled from the records maintained by the PVCC Department of Public Safety and Campus Police, the PVCC Dean of Students, campus security authorities, and the following law enforcement agencies:

1. [Albemarle County Virginia Police](#)
2. [City of Charlottesville Police](#)
3. [Greene County Virginia Sheriff's Office](#)

### CLERY ACT CRIME STATISTICS FOR PVCC

CRIMINAL OFFENSE	2016	2017	2018
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
SEX OFFENSES (RAPE/FONDLING)	0	0	0
SEX OFFENSES (INCEST/STATUTORY RAPE)	0	0	0
ROBBERY	0	0	0

# CRIME STATISTICS

CRIMINAL OFFENSE	2016	2017	2018
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
<b>VAWA CRIMES</b>			
DATING VIOLENCE	0	0	0
STALKING	1	0	0
DOMESTIC VIOLENCE	0	0	0

Colleges are required to disclose data on crimes that manifest evidence of prejudice based on race, religion, sexual orientation, gender, gender identity, disability, national origin or ethnicity ("hate crimes"). PVCC had no reportable occurrences of hate crimes during the latest reporting period.

Colleges are also required to report the following three types of incidents if they result in either an arrest or disciplinary referral: 1.) Liquor law violations; 2.) Drug law violations; and 3.) Illegal weapons possession. PVCC had no reportable occurrences of liquor law violations, drug law violations or illegal weapons possession during the latest reporting period, nor did the college have any referrals.

The above-noted statistics include the geographic areas defined as on-campus, residential facilities (PVCC has no such facilities), non-campus buildings or property, and public property.

PVCC had no unfounded crime reports during 2016, 2017, and 2018.

# EMERGENCY CONTACT INFORMATION

## Emergency Contact Information

<b><i>PVCC Security Cell Phone</i></b>	<b>434-981-6362</b>
Albemarle County Emergency Services Coordinator	434-971-1263
Albemarle County Police	911 or non-emergency line: 434-977-9041
American Red Cross, Central Virginia Chapter	434-979-7143
Blue Ridge Poison Control Center	800-222-1222
Center for Disease Control Emergency Hotline	800-232-4636
Charlottesville/Albemarle Rescue Squad	911
Fire Department (Albemarle County)	911
FBI Charlottesville Office	434-293-9663
Martha Jefferson Hospital Emergency Department	434-654-7150
National Response Center Oil and Toxic Spills	800-424-8802
PVCC Emergency Message Line	434-971-6673
Thomas Jefferson Health District Charlottesville/Albemarle Health Department	434-972-6200
University of Virginia Hospital	434-924-0211
Virginia State Police (Division 3)	800-552-0962
VCCS Emergency Preparedness & Safety Manager: Kim Hobert	813-774-1444 (c) 804-819-4986
Virginia Department of Transportation (VDOT)	434-293-0011