

**WEBSTER UNIVERSITY-LOUISVILLE METROPOLITAN CAMPUS**  
**SECURITY POLICIES AND CRIME STATISTICS**  
**For 2007**

*Pursuant to the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act"  
previously known as the Federal Student Right to Know and Campus Security Act of 1990.*

**GENERAL STATEMENT**

Webster University is committed to providing a safe and secure environment by consistently seeking and finding ways to promote, preserve, and deliver a feeling of security, safety, and quality of service to the campus, its employees, students and to the community to which it serves.

Regardless of our efforts to provide a safe campus, there is no guarantee that a person will not become the victim of a crime while on campus; the possibility does exist and is always present. Crime prevention on campus is not just the responsibility of the Webster University Louisville Metropolitan Campus, it is a shared responsibility between the individual and the University. Students, faculty, and staff must accept responsibility for helping to maintain a safe environment.

Webster University encourages all individuals who attend, work or visit the campus to follow basic personal and property crime prevention procedures for yourself and for those around you. Please become familiar with the various services and procedures that are outlined in this brochure and are offered by Webster University and the surrounding communities.

**THE CAMPUS CRIME REPORT POLICIES FOR REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS**

Webster University's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off campus buildings owned or controlled by Webster University; and on public property within; or immediately adjacent to and accessible from the campus. Statistics are compiled by The Department of Public Safety for Webster University along with the cooperation of local law enforcement agencies surrounding Webster University at the Louisville Metropolitan Campus as well as the offices of Student Affairs, Residential Life, Counseling and Life Development, prepares and compiles statistics for this report. Final statistics are compiled and published by the Department of Public Safety using the FBI Uniform Crime Reporting Handbook.

Campus crime, arrest and judicial referral statistics include those statistics reported to the Department of Public Safety and local law enforcement agencies including but not limited to directors, deans, department heads, student affairs staff, judicial affairs, advisors and athletic coaches.

Each year prior to October 1<sup>st</sup>, each student, prospective student, employee or prospective employee will receive notification on how to access this report via e-mail, written notification or notification through documents received through the registrars office, human resources department or the administration offices on site.

Copies of the Webster University Louisville Metropolitan Campus report may be obtained at 1031 Zorn Avenue, Suite 200, Louisville, Kentucky 40207 or by calling 502-896-1835 or by downloading a copy form the University website at [www.webster.edu/admin/pubsafety/](http://www.webster.edu/admin/pubsafety/)

The report also includes institutional policies concerning campus security, such as policies pertaining to drug and alcohol use, crime prevention, the reporting of crimes, sexual assault and other pertinent matters as required by the act.

## **REPORTING CRIME OR SUSPICIOUS ACTIVITY REPORTING**

The University endorses a reporting policy that strongly encourages victims to report all crimes that occur within the jurisdiction of this community to Brian Daly, regardless of their nature. Crimes occurring off campus should be reported to the law enforcement agency having proper jurisdiction. If you are a victim of a crime off campus and are unsure of the proper police department to contact, call Brian Daly at 502-896-1835 for assistance.

Members of the University are encouraged to report any suspicious activity to Brian Daly. The prompt reporting of suspicious activity or persons can prevent crimes. If someone's actions are out of character and you become suspicious, call Brian Daly at 502-896-1835 and/or the Louisville-Jefferson County Metro Police Dept. at 502-574-7111 to assess the situation. Do not hesitate to call!

Webster University Louisville Metropolitan Campus has access to local police agencies on an immediate basis to report crime and/or ask for assistance.

In addition to use of the telephone system, the University community can also contact the Louisville-Jefferson County Metro Police Dept. in person or in writing. Regardless of how reported, the department will investigate all reported incidents.

Students and employees should report, on a timely basis, any criminal offense or suspicious activity described in this document to Brian Daly and the Louisville-Jefferson County Metro Police Dept. If you are the victim of a crime, observe criminal activity or observe suspicious activity, call Brian Daly and the Louisville-Jefferson County Metro Police Dept. and relay as much information as possible.

## **CONFIDENTIAL REPORTING**

If you are a victim of a crime, and do not want to pursue action within the university system or the criminal justice system, you may still want to consider reporting the incident(s) in a confidential report. The Louisville-Jefferson County Metro Police Dept. can take a report without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. Confidential reports are counted and disclosed in the annual crime statistics report.

## **PASTORAL COUNSELORS and PROFESSIONAL COUNSELORS**

Campus "Pastoral Counselors" and Campus "Professional Counselors" when acting as such, are not required to report crimes for inclusion into the annual disclosure of crime statistics.

## **OFF CAMPUS CRIMINAL ACTIVITY/OFF CAMPUS STUDENT ORGANIZATIONS**

Webster University does not have any off campus student organizations in the form of fraternities or sororities, on off campus buildings or structures, and therefore does not monitor criminal activity in these areas.

## **TIMELY REPORTING**

All disclosures will be made in a timely manner to prospective and current students and employees. In addition, the university community shall receive timely reports or warnings on crimes to include, but not limited to: murder, sex offenses-forcible and non-forcible robbery, aggravated assault, burglary, motor-vehicle theft, liquor, drug abuse, weapons violations, arson, and criminal homicide that in the judgment of the Louisville-Jefferson County Metro Police Dept./ Brian Daly constitutes an ongoing or continuing threat and are reported to the local police agencies.

In the event that a situation arises, either on or off campus, that in the judgment of the Louisville-Jefferson County Metro Police Dept. / Brian Daly constitutes an ongoing or continuing threat, a campus wide timely warning will be issued.

Timely reporting or warnings will occur on an ongoing basis using a variety of methods including bulletin boards and e-mail. These warnings will also be posted at the Louisville campus website at <http://www.webster.edu/louisville/> If the threat has been mitigated and no longer poses a danger to the campus community, no warning will be posted.

## **DAILY CRIME LOG**

The university community is kept aware of reported incidents on campus and in the nearby community through the daily crime log located at 1031 Zorn Avenue, Suite 200, Louisville, Kentucky, 40207. The crime log is open to public inspection for the most recent 60-day period during normal business hours, Monday through Friday, except holidays and closure of school. Any portion of the log beyond 60 days, if not immediately available will be made accessible within two business days of a request for inspection being made.

## **SECURITY AWARENESS TOOLS AND PROGRAMS**

Webster University Louisville Metropolitan Campus supports pro-active Crime Prevention to make our campus and living areas a safer place to learn, live and work. Additional tools we use are:

- a. Telephones throughout the building
- b. Burglar Alarms in key areas
- c. Crime Prevention material
- d. Well-lit parking areas
- e. Local police patrol when classes let out

The University's crime prevention program is based upon the dual concept of minimizing criminal opportunities whenever possible and encouraging students and employees to take an active role in their own personal security and the security of others. The central theme of the campus crime prevention program is "AWARENESS AND SELF-PROTECTION. The self-protection philosophy includes the full utilization of campus public safety to encourage and enable this self-protection concept.

The Department of Public Safety on the main campus in St. Louis, Missouri in partnership with the Louisville-Jefferson County Metro Police Dept., and with other community groups and organizations (e.g. Women's resource Center, Multicultural Affairs, Student Government Association, etc) is available to provide, distribute and participate in discussion groups to address topics such as crime/fire prevention, general or specific safety issues, drug and weapons free environment compliance, and general property or personal security concerns. They will also utilize a number of strategies and activities specifically designated to educate the community regarding sexual assault issues and to promote awareness of rape, acquaintance rape, and other sex offense prevention strategies. The strategies and activities referenced above may include the use of posters, flyers, brochures, videos, lectures and awareness days/weeks.

## **SAFETY AND ACCESSIBILITY COMMITTEE**

The University conducts an ongoing risk analysis and management process, which involves community members by way of the SAFETY COMMITTEE and the ACCESSIBILITY COMMITTEE. These committees work with the community, insurers, code officials, and government representatives.

## **EMERGENCY ASSISTANCE AND TELEPHONE NUMBERS:**

### **Main Campus in St. Louis Telephone Numbers:**

PUBLIC SAFETY	1-314 968-6900
UNIVERSITY INFORMATION SERVICE	1-314-968-6900
ALCOHOL AND DRUG PREVENTION	1-314-968-7402
CAMPUS MINISTRY	1-314-968-7030
COUNSELING	1-314-968-7030
DEAN OF STUDENTS	1-314-968-6980
DISABILITY SERVICES	1-314-968-7495
HEALTH SERVICES	1-314-968-6922
RESIDENTIAL LIFE	1-314-968-7030
SEXUAL ASSAULT-GLADYS SMITH ASSISTANT DIRECTOR OF COUNSELING AND LIFE DEVELOPMENT	1-314-968-7030
WOMEN'S RESOURCE CENTER	1-314-968-6920

Director's Office 1-502-896-1835  
Louisville-Jefferson County Metro Police Dept. 1-502-574-7111

## **ACCESS CONTROL-NON-RESIDENTIAL**

After hour access to offices, classrooms, studios, media center, visual arts studios, microcomputer resource center, practice rooms, etc. requires key access by staff personnel only.

## **OFFICE SECURITY**

A high percentage of crimes on campus are crimes of opportunity. Often, members of the campus contribute to crimes of opportunity by needlessly placing themselves or their property at risk.

Crime has no boundaries; crime will occur. However, prevention efforts can be effective in reducing opportunities for criminal activity. You play a key role in crime prevention efforts. Be cautious, careful, alert to your own safety, and protective of your possessions and University property.

1. Always lock your office, even when you are away for a few minutes.
2. If you have valuables stored in your office, do not leave them overnight.
3. Never leave purses or other valuable unattended. Take them with you or lock them in a secure cabinet.
4. Keep your desk and files locked when you are away.
5. Never store money in your desk drawers or file cabinets.
6. Report all losses to Director, Brian Daly immediately.

## **POLICIES**

Webster University strives to maintain a safe and secure environment in which all members of the community are aware of and committed to respecting the rights and the human dignity of every other member as they pursue their academic and personal goals.

There are, however, certain behaviors, which are inconsistent with the mission and goals of the University. It is Webster's policy to investigate promptly and seek the equitable resolution of all alleged violations of this code. Unacceptable behaviors include, but are not limited to: Theft, Vandalism, Harassment, (intimidation or threats based on race, gender, sexual orientation or ethnicity), Sexual Misconduct, Hazing, Illegal Alcohol/Drug Use, Possession of firearms on campus, Assault (verbal and/or physical), Rape (sexual intercourse without the consent of the other person achieved through threat, force or deception).

For complete information about University policies, please refer to the Student Handbook.

## **SUBSTANCE ABUSE POLICY**

Webster University expects its students to observe all federal, state and local laws, including those related to the possession and consumption of alcoholic beverages. Persons are prohibited from possessing or consuming alcoholic beverages on the Louisville Metropolitan Campus.

The possession, use or sale of illegal drugs/narcotics is prohibited on the University campus. Violations are subject to criminal charges.

## **SUBSTANCE ABUSE RESOURCES:**

Early identification of substance abuse is important in the rehabilitation process. Numerous agencies, programs, and treatment and rehab facilities are located at 1031 Zorn Avenue, Suite 200, Louisville, Kentucky 40207. Support groups also are available. Notify Director, Brian Daly for further guidance and information.

## **SEXUAL OFFENSE POLICY**

Webster University is committed to providing faculty, staff and students with an environment free from implicit and explicit coercive sexual behavior used to control, influence or affect the well-being of any member of its community. This policy provides the campus community with the appropriate process for redressing individual grievances related to sexual harassment and other sexual offenses that occur. Webster University makes every effort to educate the community to prevent such events from occurring and provides support to those affected when it does occur.

Webster University has identified an individual as an Advocate for those who have experienced a sexual offense. The Advocate provides assistance to any member of the campus community who is interested in seeking medical attention, emotional/psychological support, and/or filing campus criminal, and/or civil charges against the alleged assailant. The University also provides other resources to assist in this process and to facilitate the prevention of additional acts of sexual offense.

Upon request, all victims of any sexual offense; students and staff alike, will be provided options by counseling staff relative to changing academic or living situations after an alleged sexual assault incident, if reasonably available.

Further information on Webster University's Sexual Offense Policy can be found on pp. 55-60 of the Student Handbook.

## **Sexual Harassment**

Harassment on the basis of sex is a violation of Section 703 of Title VII of the Civil Rights Act of 1964 and is also prohibited under Title IX of the Educational Amendments of 1972. Sexual Harassment can take many forms and includes, but is not limited to:

- Request for sexual favors
- Touching, rubbing, or brushing another's body
- Physical assault of a sexual nature
- Sexually offensive remarks
- Friendly hug, patting, touching
- Use of risqué jokes, stories, images
- inappropriate body images used to promote advertised events.

and submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment or education; or submission or rejection of such conduct is used as a basis for employment or academic decisions affecting the individual; or such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creates an intimidating or hostile or educational environment.

Any form of Sexual Harassment is grounds for University disciplinary action and are considered serious violations at Webster University. A specific set of procedures designed to deal with sexual harassment and are listed in the Student Life handbook (pp. 56-57).

The Campus Advocate is designated by the University as the support and resource person for all students, faculty, and staff who believe they have experienced sexual harassment or a sexual offense. The staff member can be contacted through the Office of Counseling and Life development or you can report the incident to the campus director.

## **SEXUAL HARASSMENT POLICY**

Any form of Sexual Harassment is grounds for University disciplinary action.

### **Sexual Harassment includes, but not limited to:**

- Request for sexual favors
- Touching, rubbing, or brushing another's body
- Physical assault of a sexual nature
- Sexually offensive remarks
- Friendly hug, patting, touching
- Use of risqué jokes, stories, images
- Inappropriate body images used to promote advertised events.

Sexual misconduct and sexual harassment are considered serious violations at the Webster University Louisville Metropolitan Campus. A specific set of procedures designed to deal with sexual harassment and sexual misconduct are listed in the Student Life handbook. A copy of University policy can also be obtained on campus.

The Campus Advocate is designated by the University as the support and resource person for all students, faculty, and staff who believe they have experienced sexual harassment or a sexual offense. The staff member can be contacted through the Office of Counseling and Life development at 1-314-968-7030 or by contacting Kim Romines, Representative at 502-896-1835 on campus.

Violators of this policy are subject to campus disciplinary action independent of/or in addition to civil and/or criminal charges.

## **SEXUAL ASSAULT & RAPE**

### **PROCEDURES TO FOLLOW IN THE EVENT OF SEXUAL ASSAULT**

In the event a student, employee or visitor is sexually assaulted on University property or at a University sponsored or supervised activity, the victim should take the following actions:

- A. Go to a safe place
- B. Call the Louisville-Jefferson County Metro Police Dept., the Advocate in Counseling and Life Development on the main campus at 1-314-968-7030 or Director, Brian Daly if the incident occurred on University grounds. If it occurred off campus contact the local police department for that area.
- C. Contact a friend or family member.
- D. Do not shower, bathe or douche.
- E. Do not urinate, if possible.
- F. Do not eat, drink liquids, smoke or brush teeth if oral contact took place.
- G. Keep the clothes worn during the offense. If clothes are changed, place the clothes in a paper bag.
- H. Get prompt medical attention.
- I. Do not disturb or destroy any physical evidence left at the scene of the crime.
- J. Write down all details remembered as soon as possible.

Please keep in mind, that if you are victim of a rape and/or any type of sexual assault, you do have the right not to report the incident. Webster University does encourage all students, employees and visitors to report any rape, acquaintance rape or any other sexual offense that a person may be a victim to as soon as possible.

If you decide to report the incident, contact Brian Daly, Director at 502-896-1835 or the Louisville-Jefferson County Metro Police Dept. at 502-574-7111.

If you are not sure whether to report the incident or not, contact Brian Daly, Director, the Advocate in the Counseling and Life Development office at 1-314-968-7030 or a campus advisor/counselor, neither of whom is required to report alleged incidents.

In the case of on-campus disciplinary action regarding an alleged sexual assault, the accuser and the accused are entitled to the same opportunities to have an advisor or others present during a campus disciplinary proceeding, and both the accuser and the accused should be informed of the outcome of any campus disciplinary proceedings brought alleging a sexual assault. (For further student disciplinary procedures, see the Student Handbook).

### **SEXUAL ASSAULT RESOURCES AVAILABLE**

On and off campus counseling and mental health services exist for those who are victims of a sexual offense or for those who feel they need the advice or direction.

Seven Counties                      Crisis Line                      502-540-3061

### **SEX OFFENDER REGISTRY**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000 went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. People wishing to access this information can obtain it by contacting the Louisville-Jefferson County Metro police Dept.

## **DATE RAPE**

Date rape drugs can be placed in any drink, not just alcohol. Effects may range from a feeling of well-being and short term memory loss to an apparent aphrodisiac and intoxication effect. Serious adverse effects can occur such as seizures, insomnia, anxiety, nausea, dizziness, hallucinations, and coma, even death. Some common side effects of these drugs include a drunken appearance, drowsiness, light-headedness, staggering, confusion, muscle relaxation, and amnesia that can last up to 24 hours.

If one suspects they or someone they know has been drugged and/or assaulted, first, go to a safe place, call the Louisville-Jefferson County Metro Police Dept/ Brian Daly, Director or the nearest hospital's emergency room for immediate treatment.

## **DATING VIOLENCE**

Webster University is committed to providing on-campus security, education, training and victim services to combat violence against all persons. Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be based on a consideration of the length of the relationship, the type of relationship, and frequency of interaction between the person involved in the relationship.

The campus offers support and counseling for individuals who have experienced dating violence to include emotional support and education in making healthy choices.

A student victim of dating violence has the right, in addition to filing charges through the criminal justice system, to file a complaint with the university's Campus Advocate.

Upon request, all victims of any sexual offense, students and staff alike will be provided options by counseling staff relative to changing academic situations after an alleged sexual assault incident, if reasonably available.

## **MISSING STUDENT**

If a member of the University community has reason to believe that a student is missing, whether or not the student resides on campus, all possible efforts are made to locate the student to determine his/her state of health and well-being through the collaboration of the Louisville-Jefferson County Metro Police Dept.

Webster University officials shall make every attempt to locate the whereabouts of the individual through contact with friends, associates, etc.

If located, the student's health and well-being will be of the utmost priority. If appropriate, referral will be made to Student Affairs.

If not located, notification of the family within 24 hours of receiving the report is made to determine if they know of the whereabouts of the student.

## **DISCIPLINARY PROCEEDINGS**

Because Webster University is an educational institution, judicial procedures and disciplinary response to student behavior are designed as much for guidance and correction of behavior as for invoking fair and appropriate sanction. Though every effort is made to address the seriousness of the offense and the record of conduct, of a given student, specific responses are not rigidly predetermined. The University recognizes that inappropriate behavior may be a result of the student's inability to solve a problem or manage a situation appropriately. Ultimately, the student must accept responsibility for his/her behavior and the consequences that result. The University, however, also recognizes that judicial responses may include

providing students with educational alternatives that assist the student in learning how to handle certain situations. The fundamental hope is that the student can learn and grow from the incident and sanctions imposed in response to that behavior, and that he or she can make necessary changes in his/her behavior to become a constructive member of the educational community.

The rights of a student and the specific procedures for reporting, and actions taken can be obtained in the student life policies and procedures guidebook provided by the Dean of Student Affairs.

## **SANCTIONS**

In determining sanctions, administrators and the University Judicial Board will consider the nature and seriousness of the offense. Sanctions are determined by the administrator or the hearing Board and implemented by the appropriate administrator. Sanctions include but are not limited to: written reprimand, mandatory educational and/or counseling programs, restriction of campus access, disciplinary probation, suspension, or termination (in the case of employees), or expulsion (in the case of students).

## **CLASSIFICATION OF CRIME STATISTICS**

The criminal offenses that Webster University is required to report are the following offenses as defined by the FBI Uniform Crime Report (Sex Offenses are defined using the UCR –National Incident-Based Reporting System)

***Murder/Non-Negligent Manslaughter:*** the willful (non-negligent) killing of one human being by another. Deaths caused by negligence attempts to kill, assaults to kill, suicide, accidental deaths, and justifiable homicide are excluded.

***Negligent Manslaughter:*** the killing of another person through gross negligence.

***Robbery:*** the taking or attempting to take anything of value of 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. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

***Burglary:*** the unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking and all attempts to commit any of the aforementioned.

***Motor Vehicle Theft:*** the theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by person not having lawful access, even though the vehicles are later abandoned – including joyriding).

***Arson:*** the willful or malicious burning or attempt to burn, with or without intent to defraud a dwelling house, public housing, motor vehicle or aircraft, or personal property of another kind.

***Weapon Law Violations:*** the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

***Drug Abuse Violations:*** violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium, or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

***Liquor Law Violations:*** the violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

***Sex-Offenses-Forcible***

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

**A. Forcible Rape**

The carnal knowledge of a person, forcible and/or against the person's will; or not forcible or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**B. Forcible Sodomy**

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**C. Sexual Assault with an Object**

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical mental capacity.

**D. Forcible Fondling**

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental capacity.

***Sex-Offenses-Nonforcible***

Unlawful, Nonforcible sexual intercourse

**A. Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**B. Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.



