

SAMFORD UNIVERSITY

2012 Annual Report

Department of Public Safety &
Emergency Management



**SAMFORD UNIVERSITY
DEPARTMENT OF PUBLIC SAFETY
& EMERGENCY MANAGEMENT**

ANNUAL REPORT

2012

MISSION STATEMENT OF SAMFORD UNIVERSITY

The mission of Samford University is to nurture persons in their development of intellect, creativity, faith, and personhood. As a Christian university, the community fosters academic, career, and ethical competency while encouraging social and civic responsibility, and service to others.

MISSION STATEMENT OF PUBLIC SAFETY

The mission of the Samford University Department of Public Safety & Emergency Management (hereafter referred to as SDPS) is to protect the life and property of all people of the Samford University community. Our goal is to enhance the quality of life of the University by providing a safe and secure campus through professional service and proactive crime prevention. To create an environment where students, faculty and staff can conduct their daily business without the threat of physical or psychological harm. These responsibilities are to be met with the integrity and demeanor consistent with the Christian values of the University. We hope to promote an atmosphere of safety, peace, and tranquility enabling the University community to focus on providing and attaining an education of the highest quality.

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Message from the Chief of Police

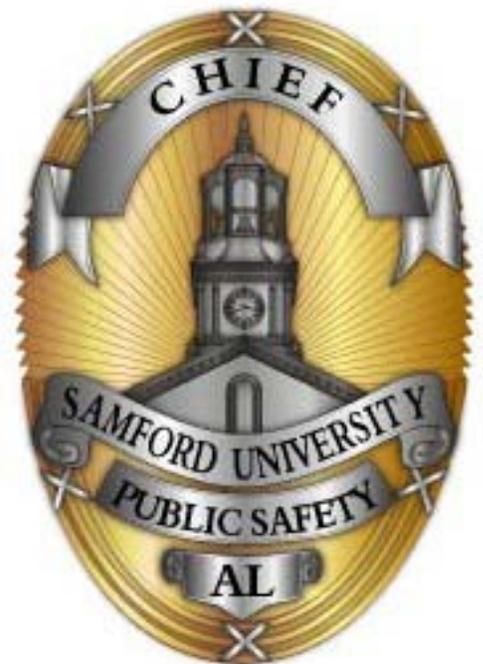
I am pleased to present the 2012 Samford University Annual Security Report. This report is prepared by the Samford University Department of Public Safety (SDPS Police), in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, and is intended to disseminate important information to the university community.

The primary mission of SDPS Police is to provide for the safety and security of all members of the Samford community—our students, faculty, staff, and guests. The members of our department are committed to providing high quality public safety services and the prevention of criminal activity by working in partnership with the community members we serve.

This publication is intended not only to communicate mandatory information, such as crime statistics and public safety information to inform students, staff and potential employees, but also to assist prospective students and their families in the decision-making process of selecting a college or university by describing the many ways in which we strive to keep this community safe.

All of our efforts are guided by our values of “Integrity, Respect, and Support.” We welcome and value your input, and thank you for your continued support.

**R. Wayne Pittman
Chief of Police and Director of Public Safety
205.726.2020
rwpittma@samford.edu**



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PUBLIC SAFETY ANNUAL REPORT

SDPS's *Annual Report* is a compilation of information intended to disclose to all students, prospective students, faculty, staff and prospective employees information about crime statistics, crime prevention programming, Public Safety services, and drug and alcohol policies of Samford University. The Crime Awareness Campus Security Act of 1990, now the Jeanne Clery Act 1998, is the legislation by which the reporting and publication of the annual reports was born.

THE JEANNE CLERY ACT 1998

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 institutions of postsecondary education participating in federal student aid programs are subject to it.

GENERAL POLICY

Samford University maintains a Public Safety Department as a proprietary function of the University with jurisdiction to enforce the rules and regulations of the University on University property. SDPS is staffed 24 hours a day to provide immediate availability for emergency response, performance of security patrols, monitoring of people on campus and providing other services relevant to the campus community. Members of the department maintain a close working relationship with local, state and federal law enforcement authorities and other emergency service agencies on matters related to the safety and security of the campus. Any incidents involving suspected criminal activity or violations of University rules and regulations related to the safety and security of people or property should be reported to SDPS. The department maintains records of reported incidents that have occurred on campus. Such statistical data is available for examination. Statistical data is also maintained on crimes that occur off campus for events

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that are facilitated by a recognized University organization and such events are authorized or sponsored by the University.

IMPORTANT AND EMERGENCY TELEPHONE NUMBERS

**Public Safety 726.2020
City of Homewood Police 879.2101
City of Homewood Fire 879.4701
Emergency/Crisis 911**

CAMPUS RELATIONS

SDPS's primary objectives are protecting life and property, maintaining an efficient parking and traffic system, preventing crime and being of general service to the University community. SDPS provides continuous 24 hour a day, year-round law enforcement and security services to the University.

CAMPUS COMMUNICATIONS

Patrol and dispatch services are provided 24 hours a day, with immediate access to municipal emergency services. SPDS's radio communications cover telephones and two-way radios on a 24-hour basis to give information, respond to emergencies and contact other agencies. Officers and dispatchers can immediately contact the City of Homewood's Fire Department, Emergency Medical Service and Police Department by SDPS's radio system.

SDPS monitors the National Weather Service radio network. A campus-wide alerting system notifies the campus community of threatening weather conditions.

Blue-light emergency phones are located around campus. A listing of the phones can be accessed at [Blue Light Phone Map](#). When the emergency phone is activated, the Department of Public Safety dispatcher is automatically alerted, and an officer is sent to the location of the telephone. No dialing is required.

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CAMPUS SERVICES

SDPS is a general service unit for the campus community. The department's services include but are not limited to:

24 HOUR EMERGENCY RESPONSE

In an effort to provide the best possible emergency services to Samford's community, SDPS maintains a close relationship with the City of Homewood Police and Fire Department. Public Safety officers have the shortest response time to any location on campus and are the first responders to incidents on campus. If police, fire or emergency medical services are needed, Public Safety Officers will direct the appropriate service units to the exact location of an incident on campus.

LAW ENFORCEMENT SERVICE

Sworn Public Safety officers have full arrest authority and are charged with enforcing the laws and ordinances of the State of Alabama and the City of Homewood. Officers conduct investigations into and document all crimes and offenses committed on Samford University property. Safety/security officers are not sworn officers but are charged with enforcing the rules and regulations of the University.

SECURITY PATROLS

SDPS continuously patrols the campus with patrol vehicles, foot patrol and mountain bikes. The department maintains three vehicles for patrol and escort services. Officers often patrol the campus by walking through the quad and residential life areas.

TRAFFIC CONTROL AND PARKING ENFORCEMENT

The Public Safety Department enforces rules and regulations relating to the operation of motor vehicles on campus. All the rules of the road from the city, county and state, as well as directive signs and instructions by officers directing traffic, are to be observed on campus. The Public Safety Department documents and investigates all traffic accidents occurring on campus.

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NIGHTTIME CAMPUS ACCESS CONTROL GATE

At 10:00 PM nightly, the main gate onto campus is closed, and all access on and off campus is made at the southwest gate. An officer is posted at the gate entrance from 10:00 PM to 6:00 AM to monitor person(s) arriving on or departing from campus. Resident students are issued a campus decal for their windshield that allows access onto campus. All other students, faculty, staff and visitors must show proper identification to gain access onto campus.

ESCORT SERVICE

Public Safety provides security escorts for all students, faculty and staff. Call the Public Safety office at 726.2020, and an officer will be dispatched to assist you to your vehicle, resident hall, office, or escort you to any safe destination on campus.

UNLOCKING VEHICLES

In most cases, when someone locks their keys inside their vehicle, Public Safety officers will use a door-unlocking device to open their vehicle for them. For safety reasons, the department will not attempt to unlock a vehicle equipped with side-impact air bags. If Public Safety cannot unlock your vehicle, there are several locksmiths in the area that we can contact to assist you.

JUMP-STARTING BATTERIES

Public Safety officers will jump-start your vehicle's battery to assist in starting your battery. The department can also assist in contacting a service center or towing service.

RESIDENCE HALL SECURITY CHECKS

Public Safety officers make routine security checks of the residence halls, checking for building safety and security. The Public Safety Department will respond to all reports of fire alarms and safety hazards. Routine fire drills are conducted regularly for students living in residence halls to familiarize them with emergency evacuation procedures and exit routes from their rooms.

FACILITY SECURITY

Administrative and academic buildings are secured as soon as possible after the offices close or, in the case of a classroom building, after the last class of the day. Through routine patrols, Public Safety officers make regular checks

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of each building to ensure that the buildings remain secure until scheduled opening time.

STUDENT ID CARDS

The Department of Public Safety issues the Samford ID card to all students, faculty and staff of the University. All Samford students are issued one ID card at no cost. Replacement cards are available from SDPS for a small fee.

LOST AND FOUND

A lost and found service for displaced property is provided by SDPS. Found property may be turned in at the Public Safety office, 202 University Center, so that it may be returned to the proper owner.

**POLICY AND PROCEDURES FOR
REPORTING CRIMINAL ACTIONS
OR EMERGENCIES**

POLICY

It is the policy of Samford University to encourage the reporting of all incidents of criminal activities or emergency situations which occur on campus to SPDS and/or other authorized authorities, including but not limited to Residence Life officials, the Vice President of Operations & Planning, faculty, and the Values Advocate. Furthermore, the University will respond to such reports through direct action or coordination with law enforcement or emergency service agencies as may be appropriate to protect persons and property.

PROCEDURES

Any incidents involving suspected criminal activity, emergency situations or violations of University rules and regulations concerning the safety of persons or security of property, should be reported to the Department of Public Safety, Room 202 University Center, 726.2020. This procedure does not preclude direct reporting to other law enforcement authorities or emergency service agencies with follow-up notification to SDPS.

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Timely reporting of suspected criminal activities or emergencies is essential for the protection of people and property. Victims and witnesses of any criminal activity or emergency situation are encouraged to report such matters to SDPS and/or other appropriate authorities as soon as possible.

Violations of University rules and regulations which are not categorized as criminal activity or emergencies may be reported to other appropriate University authorities. As an example, violations of rules related to residence halls should be reported to the Director of Residence Life. SDPS will respond to all reported criminal incidents or reported emergencies in a timely manner, depending on the circumstances and threat to people or property.

SDPS updates the Homewood Police Department on reported incidents of crimes on campus. SDPS will contact the Homewood Police Department when sophisticated investigative resources are required to properly investigate certain crimes. SDPS has arranged in certain circumstances for assistance from the Homewood Police Department. The SDPS will be the primary reporting and investigating law enforcement agency for all crimes occurring on the Samford University campus.

In the event of reported criminal activities considered to be a threat to other students or employees, such reports will be disseminated to students and employees through available communications consistent with the urgency of the situation and prevention of similar occurrences. Available communications include, but are not limited to, telephone contacts, University radio station, University newspaper, regular and electronic mail, bulletin boards, digital signage and personal contacts.

**ALCOHOLIC BEVERAGES
AND DRUGS POLICY**

In order to comply with the requirements of the Drug Free Schools and Communities Act Amendments of 1981, 20 U.S.C., Section 1145q, and the Drug Free Workplace Act of 1988, 41 U.S.C., Section 701, Samford University hereby adopts the following Drug and Alcohol Policy.

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POLICY

Samford University seeks to foster the development of Christian character, scholastic attainment and personal responsibility. To fulfill this purpose and to protect and promote the health and welfare of the faculty, staff and students, Samford University is committed to maintaining a drug and alcohol free campus. To this end, Samford University is committed to providing drug and alcohol education information and assistance to its faculty, staff and students. It is the policy of Samford University that the use of illicit drugs or alcohol by faculty, staff and students on campus, or in connection with or affecting any school-related activity, is strictly prohibited. Violations of this policy will result in the imposition of disciplinary sanctions up to and including termination of the faculty and staff, and expulsion of students.

STANDARDS OF CONDUCT

- A. The use, consumption or possession of alcoholic beverages and the unlawful manufacture, distribution, dispensation, possession or use of illicit drugs by any faculty member, staff member, student or any other individual on campus, or off campus in connection with or affecting any school-related activity, is strictly prohibited.**
- B. The term “staff” includes any non-faculty personnel employed by Samford University, including student employees under college work-study programs and other institutional programs of student employment.**
- C. The term “illicit drugs” includes any controlled substance listed in 21 U.S.C., Section 812, and other federal regulations and controlled substances listed in Schedules I-V in Alabama Code Section 20-2-22 through Section 20-3-32, and any “legal drugs” which are not prescribed by a licensed physician.**
- D. The term “school-related activity” includes, but is not limited to, any academic, extracurricular, social, administrative, work-related or other activity which takes place on the campus of Samford University, or which takes place off the campus and is sponsored by any Samford University organization.**
- E. Any faculty member, staff member or student violating this policy will be subject to disciplinary procedures, up to and including termination or expulsion, and may be required to participate in a drug/alcohol abuse**

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assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency.

- F. Samford University does not differentiate between drug users and drug pushers or dealers. Any faculty member, staff member or student who gives or in any way transfers drugs to another person or sells or manufactures drugs on campus or off campus in connection with or affecting any school-related activities, is subject to discipline.**
- G. In addition to subjecting faculty members, staff members and students to its internal disciplinary procedures, Samford University may refer those individuals who violate federal, state or local illicit drug and alcohol laws to the appropriate law enforcement agencies for prosecution.**

PENALTIES

Under Alabama law, the possession, purchase or consumption of alcoholic beverages by a person less than twenty-one (21) years of age is punishable by a fine of up to five hundred dollars (\$500) and by up to three months in jail. Penalties for drug-related offenses in the state of Alabama may be found in Title 13A, Criminal Code of Alabama as amended by The Drug Crimes Amendments Act of 1987. The penalty for a first offense, unlawful possession of a controlled substance (that is, illegal drugs), may be punishable by imprisonment of up to ten (10) years and a five thousand dollar (\$5,000) fine; and unlawful distribution of a controlled substance may be punishable by imprisonment of up to twenty (20) years and a ten thousand dollar (\$10,000) fine. Subsequent offenses may carry more stringent sentences. Unlawful sales on or near a school campus, including private universities, may carry an additional penalty of five (5) years incarceration with no provision for probation. Penalties under federal law for trafficking in illegal drugs vary, depending on the type and quantity of drug.

EDUCATION AND COUNSELING

Samford University, because of its concern for a holistic Christian approach to education, provides several avenues for students to receive information and help with alcohol and drug-related problems. A student who voluntarily seeks

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treatment and counseling for a drug/alcohol abuse problem will not be subject to disciplinary sanctions.

University Health Services (UHS) provides outpatient health-care services to students attending the University. Staffed by a part-time physician and full-time physician assistant, the clinic provides primary medical care services, including acute care for illness and injuries, health maintenance, and management of stable, chronic conditions. Located on the east side of F. Page Seibert Hall, the clinic is equipped with radiology and an on-site CLIA certified lab. Hours of operation are Monday through Friday from 8:00 a.m.-4:30 p.m.

Counseling Services provides free comprehensive services to enrolled Samford students in a safe, caring, and confidential environment. The staff is committed to meeting the needs of students from diverse backgrounds by helping them lead effective, empowered, and healthy lives. Services include assisting students with adjustment to the university environment, locating community resources for the student, evaluative psychotherapy in individual and/or group settings, study skills help, education programs, workshops, and lectures. Counseling Services is located at the University Health Services clinic in Seibert Hall. For more information, or to make an appointment, email counseling@samford.edu or call 726-2065.

Through Foundations, Convocation, residence hall programs, Greek Life programs and other kinds of educational formats and settings, alcohol and drug related education programs are offered during the course of the year.

SPDS procedures and crime prevention are topics of discussion during incoming student orientations. Additional information is distributed through various pamphlets, student handbooks and similar documents.

CRIMES AND CRIME PREVENTION

Crime statistics as prescribed by the Jeanne Clery Act of 1998 shall be compiled in accordance with the definitions used in the Uniform Crime Reporting System of the Department of Justice, Federal Bureau of

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Investigation, and the modifications in such definitions as implemented pursuant to the Hate Crime Statistics Act and The Higher Education Amendments of 1992 on Campus Sexual Assault Information.

CRIMES TO BE REPORTED AND DEFINITIONS OF THOSE CRIMES

MURDER

Murder and non-negligent manslaughter, as defined in the Uniform Crime Reporting Program, is the willful (non-negligent) killing of one human being by another. The classification of this offense, as for all other Crime Index offenses, is based solely on the police investigation, as opposed to the determination of a court, medical examiner, coroner, jury or other judicial body. Not included in the count for this offense classification are deaths caused by negligence, suicide, accident, justifiable homicides, and attempts to murder or assaults to murder, which are scored as aggravated assaults.

MANSLAUGHTER: VOLUNTARY MANSLAUGHTER

(A) A person who kills an individual without lawful justification commits voluntary manslaughter if, at the time of the killing, the person is acting under a sudden and intense passion resulting from serious provocation by; the individual killed or another whom the actor endeavors to kill, but negligently or accidentally causes the death of the individual killed. (B) Unreasonable Belief Killing Justifiable. A person who intentionally or knowingly kills an individual commits voluntary manslaughter if, at the time of the killing, the person believes the circumstances to be such that, if they existed, would justify the killing, but the belief is unreasonable.

INVOLUNTARY MANSLAUGHTER

A person is guilty of involuntary manslaughter when, as a direct result of the doing of an unlawful act in a reckless or grossly negligent manner, or the doing of a lawful act in a reckless or grossly negligent manner, the person causes the death of another person.

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SEXUAL OFFENSES

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.

ROBBERY

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

AGGRAVATED ASSAULT

Aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Attempts are included, since it is not necessary that an injury result when a gun, knife or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

ARSON

Arson is a criminal offense in which a person knowingly or negligently damages a building or property by starting a fire or causing an explosion. Arson is a form of vandalism.

BURGLARY

The Uniform Crime Reporting Program defines burglary as the unlawful entry of a structure to commit a felony or theft. The use of force to gain entry is not required to classify an offense as burglary. Burglary in this program is categorized into three sub-classifications: forcible entry, unlawful entry where no force is used and attempted forcible entry.

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MOTOR VEHICLE THEFT

Defined as the theft or attempted theft of a motor vehicle, this offense category includes the stealing of automobiles, trucks, buses, motorcycles, snowmobiles, etc. The definition excludes the taking of a vehicle for temporary use by those persons having lawful access.

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; and all attempts to commit any of the aforementioned.

DRUG ABUSE VIOLATIONS

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

HATE CRIMES

Hate crimes include all reported crimes in the general disclosure as well as any other crime involving bodily injury and reported to local police or campus security authorities. Hate crimes are words or actions used to intimidate or subject a person(s) to tyranny which occur as the result of the

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victim being of a particular group. Groups that may be affected by bias-motivated crimes include: ethnic, religious, gender, disability, race and sexual orientation. Hate crimes can include but are not limited to physical attacks, rapes, bombing, murders and terrorist threats.

Campus Crimes

2009 - 2011

Crimes	2011	2010	2009
Murder	0	0	0
Manslaughter	0	0	0
Sex Offense	0	0	0
Robbery	0	0	0
Assault	0	1	0
Arson	0	0	0
Burglary	3	12	37
Vehicle Theft	0	0	0
Liquor Arrests	10	2	2
Liquor Values	29	12	24
Drug Arrests	3	0	0
Drug Values	2	1	10
Weapons Arrests	1	0	0
Weapons Values	0	3	0

Hate Crimes:

Race	0	0	0
Ethnicity	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Disability	0	0	0
Gender	0	0	0

The 1998 amendments to the Campus Security Act (1990), now the Jeanne Clery Act 1998, require reporting liquor law violations, drug violations and weapons possession that are referred for campus disciplinary action. Arrests for the same crime must also be reported if not referred for administrative action.

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In addition to the reporting of crimes prescribed by the Crime Awareness and Campus Act of 1990, the University maintains data on all incidents which occur on campus that are reported to the Public Safety Department as a part of the overall crime prevention program and keeping the campus community informed, these statistics are included in the annual report.

**Campus Crimes by Location
2011**

Crimes	On Campus Residence	Non Resident Halls	Non Campus Property	Public Property
Murder	0	0	0	0
Manslaughter	0	0	0	0
Sex Offense	0	0	0	0
Robbery	0	0	0	0
Assault	0	0	0	0
Arson	0	0	0	0
Burglary	1	2	0	0
Vehicle Theft	0	0	0	0
Liquor Arrests	0	10	0	0
Liquor Values	28	1	0	0
Drug Arrests	0	3	0	0
Drug Values	2	0	0	0
Weapons Arrests	0	1	0	0
Weapons Values	0	0	0	0
Hate Crimes:				
Race	0	0	0	0
Ethnicity	0	0	0	0
Religion	0	0	0	0
Sexual Orientation	0	0	0	0
Disability	0	0	0	0
Gender	0	0	0	0

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THE LONDON STUDY CENTRE

Daniel House

First occupied by Samford students in the fall of 1984, Daniel House – Samford University London Study Centre – was built in 1874-75 as a single-family, terraced home in central London. Samford purchased the property in 1984 and today Daniel House serves as home and classroom to Samford students and faculty participating in the university’s London programs.

**LONDON CRIME STATISTICS
Daniel House
Located in Kensington Chelsea borough
2009 - 2011**

Crimes	2011	2010	2009
Murder	0	0	0
Manslaughter	0	0	0
Sexual Offenses	0	0	0
Robbery	0	0	0
Assault	0	0	0
Arson	0	0	0
Vehicle Theft	0	0	0
Liquor Arrests	0	0	0
Liquor Values	0	0	0
Drug Arrests	0	0	0
Drug Values	0	0	0
Weapons Arrests	0	0	0
Weapons Values	0	0	0
Hate Crimes:			
Race	0	0	0
Ethnicity	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Disability	0	0	0
Gender	0	0	0

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THE PERRY COUNTY STUDY CENTER

The Holley House

In December 2005, Samford purchased a house in Marion, Alabama, to serve as a base of operation for the University's ongoing involvement in the state's impoverished Black Belt region. Holley House is a 2,400-square-foot, 1.5-story brick structure on a large lot near the center of the city that was Samford's home through some of the most difficult decades of the University's history.

**MARION CRIME STATISTICS
Holley House
2009 – 2011**

Crimes	2011	2010	2009
Murder	0	0	0
Manslaughter	0	0	0
Sexual Offenses	0	0	0
Robbery	0	0	0
Assault	0	0	0
Arson	0	0	0
Vehicle Theft	0	0	0
Liquor Arrests	0	0	0
Liquor Values	0	0	0
Drug Arrests	0	0	0
Drug Values	0	0	0
Weapons Arrests	0	0	0
Weapons Values	0	0	0
Hate Crimes:			
Race	0	0	0
Ethnicity	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Disability	0	0	0
Gender	0	0	0

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**CAMPUS SEXUAL ASSAULT
INFORMATION**

The Higher Education Amendments of 1992 require that the following information about campus sexual assault be provided to each student through an annual report.

Samford University's behavioral expectations for students are based on Christian values. One of the stated values is *The Worth of the Individual*. The University values the intrinsic worth of every individual within the community. This respect for individuals includes an appreciation of cultural backgrounds, an understanding of different attitudes and opinions and an awareness of the consequences of one's actions on the broader community. Within this context, Samford University does not condone violations against the worth of an individual. *The Worth of the Individual* value can be violated by behaviors such as harassment, hazing, sexual misconduct and assault. Sexual misconduct is defined in the *Student Handbook* as including, but not limited to, sexual intercourse, adultery, rape and homosexual acts. Assault is defined as an attempt or offer with force or violence to do harm to another person. This includes, but is not limited to, striking, shoving, lashing, slapping or otherwise forcefully touching a person or engaging in reckless behavior that causes physical injury to another person. Clearly, the University prohibits sexual assault.

To inform the campus community, students are given a *Student Handbook*, which elaborates behavioral expectations and the values that form the basis for those behaviors. Further, through orientations, residence hall programs, fraternity and sorority programs, staff training and other types of programs, students are verbally informed of the values and how they can be violated through rape, acquaintance rape and other sexual misconduct.

Whenever a student wishes to file a report of an alleged value violation, including a sex offense, the procedures can be found in the *Student Handbook*. In addition, Value Violation Procedural Guides can be received in the Office of the Associate Dean of Students and the Public Safety Office. In all values violations hearings, both the accused student and the accuser may bring witnesses to the hearing. Both the accused and the accuser may question

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witnesses. Whenever it has been determined through established procedures that a sex offense value has been violated, sanctions may range from probation to expulsion from the University.

It is most important that the victim of a sex offense on campus report the incident as quickly as possible after the occurrence to SDPS. Care should be taken not to disturb the incident location so that evidence is not destroyed. The victim should not shower or change clothing until after a report has been filed. Unless there is a life-threatening circumstance, medical attention should not be sought until after the initial notification.

SDPS personnel will assist the student with the filing of an incident report either on or off campus. In addition, the student will be referred to the University Counselor, who will provide services for the student and/or share with the student counseling and mental health services in the community for a victim of sexual assault.

The University Counselor, located in Health Services, will assist in examining options for changing academic and living situations after a sexual assault. The University Counselor, who is knowledgeable of campus policy, procedures and personnel, will make a request on behalf of the student.

**RESIDENCE LIFE POLICY
STATEMENT ON SAFETY,
SECURITY AND LIABILITY**

A student's room is subject to a monthly health, safety and maintenance inspection by members of the Residence Life staff. General date and time of inspections will be announced at least 24 hours in advance.

Student rooms may be searched at any time there is evidence of a potential safety, security or policy violation related to the room or occupants. Specific search authorizations may be issued based on reasonable cause to believe that violations are taking place in specific rooms or locations. Students are responsible for keeping their rooms locked at all times and for the security of their key(s). Loss of a room key(s) and/or exterior building

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door key(s) {where issued} can result in replacement of multiple locks and keys at a very high cost to the student.

Propping open exterior doors to any residence hall is strictly forbidden. All residents share in the responsibility for security of their residence hall and should close and report any doors found propped open at any hour.

Safety procedures are established for every facility in the event of fire or tornado. Students should become familiar with the procedure for their residence hall and respond immediately when advised such an emergency exists.

Improper discharge of a fire alarm or fire-fighting device is strictly forbidden and endangers the safety of residents.

Use or possession of firearms, weapons or fireworks in residence halls is strictly forbidden.

Policies and procedures of the University are intended to provide security for students and their personal property; however, Samford University does not assume any responsibility for loss of and/or damage to personal property.

Students are urged to consider personal insurance for valuable property they may bring to Samford.

SEVERE WEATHER

SDPS monitors the National Weather Service and NOAA for severe weather alerts. Tornado warning situations are indicated by the civil preparedness siren located on campus. The sirens are tested on a monthly basis, the first Wednesday of each month. A tornado warning indicates that a tornado has been sighted on radar or by individuals. A tornado watch indicates that the weather conditions are such that a tornado could occur. When a warning is issued on campus, people should go immediately to the lowest level of the building they are in and take shelter in interior rooms or hallways, away from windows and doors.

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NOISE ORDINANCE

The City of Homewood's general prohibition for excessive noise is observed by Samford University. It shall be unlawful for any person to make, continue to cause to be made or continued any excessive, unnecessarily or unusually loud noise or any noise which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others, within the limits of the city.

WEAPONS POLICY

Samford University prohibits possession or use of firearms, ammunition, bowie knives, instruments of like kind, bows and arrows, and other potentially dangerous weapons, including firecrackers or other explosive devices, in all University buildings, facilities and properties. This policy applies to all faculty, staff, students and visitors of the University.

SAFETY TIPS

OBSCENE PHONE CALLS, HARASSMENT, STALKING

1. Notify Public Safety as soon as possible.
2. If an obscene message is left on your answering machine, save the message and report it to Public Safety.
3. Listen for background noise and keep a written record of the times and dates you received the calls.
4. Report all incidents to Public Safety.

PERSONAL SAFETY

1. The ultimate responsibility for personal safety and security rests with each individual.
2. Each person should be aware of their surroundings and potential risks to personal safety.

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- 3. Exercise caution and take reasonable actions to protect yourself.**
- 4. Walk with friends in lighted areas at night.**
- 5. Keep residence halls secure.**
- 6. Lock residence hall room doors.**
- 7. Do not prop open outer doors.**
- 8. Know building evacuation procedures.**
- 9. Know how to contact proper authorities.**
- 10. Drive defensively.**
- 11. Report suspicious activities to the Public Safety Department.**

OFFICE AND CLASSROOM SAFETY

- 1. Avoid working or studying alone in a building at night. If you must work late, let somebody you trust know where you are and when you will be done.**
- 2. Avoid using stairs in remote sections of a building.**
- 3. Keep your purse in a locked cabinet or drawer. Never leave it in, on top or underneath a desk.**
- 4. While in class, the library or the labs, keep personal belongings in view.**

ATM-AUTOMATED TELLER MACHINE

- 1. Try to have someone with you, especially late at night.**
- 2. Be ready. Have your card handy but not in plain view.**
- 3. Stand directly in front of the ATM so that no one can see you enter your personal identification number (PIN).**
- 4. Cancel your transaction if anything seems suspicious. You can return later.**
- 5. Pocket your cash immediately. You can count it later.**
- 6. If you lose your ATM card, report it to your financial institution immediately.**

BICYCLE SAFETY

- 1. Ride with the traffic or use bike paths whenever possible.**
- 2. Use reflectors and reflective tape on your bike or on your clothing.**
- 3. Lock your bike up (a U-bar lock is recommended).**

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VEHICLE SAFETY

- 1. Have your keys in hand before you reach your vehicle.**
- 2. Check the interior of your vehicle before entering it.**
- 3. When parking your vehicle at night, select a spot that is well lit.**
- 4. Make a habit of keeping car doors locked.**
- 5. Avoid leaving property in your vehicle. If you must do so, lock all property in the trunk or conceal all items so that they are not visible. Mail or packages which include your name should be out of sight, also.**

OUTDOOR SAFETY AT NIGHT

- 1. Learn the locations of all campus emergency phones.**
- 2. Walk on designated walkways that are well lit and well traveled.**
- 3. Do not run or jog alone, especially at night.**
- 4. If you must walk alone, let a friend know where you are going and when you should return.**
- 5. If you feel you are being followed, head quickly to a group of people or the Public Safety Office.**

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**CONTROLLED SUBSTANCES
MEDICAL USES AND EFFECTS**

Narcotics	Uses	Effects
Morphine	Analgesic	Drowsiness, nausea, depression, pupils constricted
Codeine	Anti-tussive	Same as above
Heroin	None	Same as above
Meperidine	Analgesic	Same as above
Mepordone	analgesic	Same as above
Depressants	Uses	Effects
Alcohol	Sedative	Slurred speech, disorientation, drunken behavior
Barbiturates	Sedative	Same as above
Benzodiazepines	Sedative	Same as above
Methaqualone	None	Same as above
Gluthethimide	Sedative	Same as above
Stimulants	Uses	Effects
Cocaine	Anesthetic	Increased alertness, excitation, euphoria, high pulse rate
Amphetamines	Weight control	Same as above
Methylphenidate	Narcolepsy	Same as above
Hallucinogens	Uses	Effects
LSD	None	Poor perception of time and distance, illusions
Mescaline	None	Same as above
Amphetaine	None	Same as above
Phencyclidine	None	Same as above
Cannabis	Uses	Effects
Marijuana	None	Euphoria, relaxed inhibitions, increased appetite, disorientation
Tetahydrocannol	Chemotherapy	Same as above
Hashish	None	Same as above
Hashish Oil	None	Same as above

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**FEDERAL TRAFFICKING
PENALTIES**

Description	Quantity	1st Offense	2nd Offense
Marijuana	1,000 kg or more	Not less than 10 yrs. or more than life.	Not less than 20 yrs. or more than life.
Marijuana	100 kg to 999 kg	Not less than 5 yrs. or more than 40 yrs.	Not less than 10 yrs. or more than life.
Marijuana	50 to 100 kg	Not more than 20 yrs.	Not more than 30 yrs.
Marijuana	Less than 50 kg	Not more than 5 years.	Not more than 10 yrs.
Hashish	10 to 100 kg	Not more than 20 yrs.	Not more than 30 yrs.
Hashish	Less than 10 kg	Not more than 5 yrs.	Not more than 10 yrs.
Hashish Oil	1 to 100 kg	Not more than 20 yrs.	Not more than 30 yrs.
Marijuana	50 – 99 plants	Not more than 20 yrs.	Not more than 30 yrs.
Marijuana	1 to 49 plants	Not more than 5 yrs.	Not more than 10 years.

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FIRE SAFETY REPORT

Important Definitions

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Cause of fire: The factor or factors that give rise to a fire. The causal factor maybe, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Fire drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related death: Any instance in which a person

(1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or

(2) Dies within one year of injuries sustained as a result of the fire.

Fire safety system: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This system includes sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as alarms, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

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Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Residence Halls Fire Prevention Information

Smoke detectors and sprinkler systems: All residence halls have smoke detectors and sprinkler systems installed and a Fire Alarm Control Panel. These are connected to the central alarm system, which, in turn, is connected to the Samford University Department of Public Safety.

Fire Safety Equipment: All suites/apartments are equipped with smoke detectors. Each floor in each residence hall is equipped with fire extinguishers. Fire safety equipment or setting off a false alarm is against the law. It also will make the system ineffective and endanger the lives of other residents. Any person, who sets off a false alarm, interferes with the operation of the alarm system, damages or removes any part of the alarm system, fire extinguishers, smoke detectors, or exit signs is subject to severe disciplinary action, including dismissal from the residence halls, possible suspension from the University, and/or criminal prosecution. If a smoke detector is detached from the wall for any reason, it is the responsibility of the resident to report it immediately. If not reported, all residents will be held responsible for tampering with fire safety equipment and will be disciplined and/or fined.

Fire drills/safety education: To comply with state and local fire regulations and for fire safety education, unannounced fire drills are conducted every semester. All persons inside the residence hall during emergency drills are required to evacuate the building. Failure to evacuate the residence hall for any reason, including sleeping through an alarm, may result in disciplinary action.

Fire evacuation procedures: In the event of a fire, all residence hall buildings will be evacuated to protect the health and safety of the residents, guests and

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visitors. When an alarm is sounded you must assume there is an emergency and you must follow the following steps.

(1) REMAIN CALM.

(2) Evacuate by the nearest safety exit stairway.

(3) DO NOT USE ELEVATORS. Elevators will either automatically return to the first floor or the SDPS will return them to the first floor.

(4) Although Samford University requires all occupants of a building to evacuate when the fire alarm is activated, individuals with disabilities may need assistance or special procedures to evacuate effectively. For this reason, they should inform other individuals, especially Counselors or Resident Life Advisors that they may need assistance in a fire alarm during the emergency evacuation-planning phase. One tip that may prove useful during a fire alarm evacuation is to utilize the buddy system. During the first few days at a new job or at classes, discuss with others your need for a "buddy" if the fire alarm goes off. Obtain several buddies in different locations where you may be during an alarm and discuss your evacuation plan with your buddies (especially Counselors or Resident Life Advisors). Explain what type of assistance you would need during a fire alarm. Plan and practice your procedure or evacuation during a fire alarm. If possible, your buddy should assure your location, capabilities and need for assistance during a fire alarm (however, do not risk life). Your buddy should inform SDPS or the Homewood Fire and Rescue Service of your need for assistance, plan, and location during a fire alarm. During the evacuation phase, persons utilizing wheelchairs should be taken to an area of rescue assistance (usually stairwell landings) or stay where they are located. This still requires their buddy to notify SDPS Police or the Fire Department of their location once they reach the assembly location outside. If the mobility-impaired individual is alone, he/she should dial 205-726-2020 or 911 and inform the dispatcher of his/her location, inability to evacuate and/or area of rescue assistance where they are located. Persons with mobility impairments but without the need of a wheelchair will need to attempt to evacuate the building, allowing traffic to

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pass, when needed, in areas like stairwells. These individuals may decide to remain in place and contact SDPS or 911 with their location if there is no sign of imminent hazard, and due to their impairment, they would not be able to evacuate the building at this time without assistance. Individuals who are visually impaired may need a buddy to assist him/her through the evacuation route. If the visually impaired individual is unable to evacuate alone, he/she should dial 205-726-2020 or 911 and inform the dispatcher of his/her location, inability to evacuate and/or the area of rescue assistance where they are located. Once occupants have successfully evacuated the building and are outside, occupants should move away from the building to a pre-designated location where a headcount should be initiated by the building representative, Resident Life Advisor, or another designated individual. Occupants should also notify SDPS of anyone needing assistance exiting the building. The building representative or some other supervisory personnel should notify SDPS of anyone unaccounted for during the evacuation. Occupants should remain outside and away from the building until you are given further instructions from Homewood Fire and Rescue Service or SDPS.

(5) After departing the hall, proceed directly to the designated assembly point away from the building. Do not leave the assembly area until told to do so by a responsible official. Suitable emergency shelter will be provided as soon as possible.

(6) Return to the hall ONLY when told by Fire Department Officials, SDPS or a Resident Life staff member.

Fire Safety Regulations

It is essential that residents observe and follow all fire safety regulations. Electrical appliances with exposed heating elements are prohibited. All appliances must be UL approved. No open flames (candles, incense, kerosene lamps, etc.) or any incendiary devices are permitted in the residence halls, rooms/suites/apartments. Smoking is not permitted in the residence halls, including balconies, vestibules, etc. Smoking is permitted in designated smoking areas in front of each building.

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A complete listing of the fire safety systems in the residence halls can be found by [clicking here](#).

Reporting a Fire

To report a fire, students and employees should contact the:

The SDPS, Homewood Fire Department, or a Resident Life Staff member.

Fire Log

The SDPS maintains a Fire Log that records, by the date the incident that was reported, all fires that occur in an on campus housing facility.

The Fire Log is available for public inspection at the department's headquarters by stopping by or calling 205-726-2020. The Fire log includes the nature, date, time, and general location of each fire reported to the department. The department posts fire incidents on the Fire Log within two business days of receiving a report of a fire and reserves the right to exclude reports from the log in certain circumstances. To see a full listing of any fire incidents in housing, [click here](#).

Future Improvements in Fire Safety

The Samford University is dedicated to improving fire safety and fire safety systems. Older fire alarm systems are replaced and buildings are retrofitted with sprinkler systems as renovations occur. All new housing facilities are equipped with sprinkler systems. To review the specific fire safety features of an on-campus housing facility see the Fire Safety System Description.