

EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
AUDIT COMMITTEE
FEBRUARY 2021 MEETING

8:00 - 9:00 am ET
Friday
February 19, 2021

The Martin Center
1328 W State of Franklin Rd
Johnson City, TN

AGENDA

- I. Call to Order
- II. Roll Call
- III. [Approval of the Committee Minutes from November 13, 2020](#) (2 minutes)
- IV. [Action Item: Revisions to the Audit Plan](#) (2 minutes)
- V. [Audit Work Performed November 2020 through January 2021](#) (14 minutes)
 - A. [WETS-FM Radio](#)
 - B. [Memorandum on Investigations](#)
 - C. [Completed Audit Heat Map](#)
- VI. [Recommendation Log Status as of January 31, 2021](#) (5 minutes)
 - A. [Recommendation Log](#)
- VII. [Public Safety Update/Annual Update on Clery Report](#) (15 minutes)
- VIII. Other Business
- IX. Executive Session to Discuss Active Audits and Enterprise Risk Management (25 minutes)
- X. Adjournment

EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES

ACTION ITEM

DATE: February 19, 2021

ITEM: Approval of Committee Minutes from November 13, 2020

COMMITTEE: Audit Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Rebecca A. Lewis, CPA
Chief Audit Executive

The minutes of the November 13, 2020 meeting of the Audit Committee are included in the meeting materials.

MOTION: I move that the Board of Trustees adopt the resolution, approving the minutes as outlined in the meeting materials.

RESOLVED: The reading of the minutes of the November 13, 2020 meeting of the Audit Committee of the Board of Trustees is omitted, and the minutes are approved as presented in the meeting materials, provided that the Secretary is authorized to make any necessary edits to correct spelling errors, grammatical errors, format errors, or other technical errors subsequently identified.

EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
AUDIT COMMITTEE

MINUTES

November 13, 2020
Johnson City, Tennessee

The ETSU Board of Trustees Audit Committee met at 8 a.m. on Friday, November 13, 2020, during a virtual meeting held on Zoom that was broadcast for the public's participation.

I. Call to Order

Committee Chairperson Melissa Steagall-Jones called the meeting to order at 8:02 a.m.

II. Roll Call

Board of Trustees Secretary Adam Green explained that before roll call could be taken, he needed to present a series of questions to the committee members, and that due to the trustees participating remotely, all votes taken must be done so by roll call. Committee members Grisham, Ramsey, Niswonger, and Steagall-Jones indicated they could hear clearly and that there was no one present in the room where each was located. Committee members present were: Melissa Steagall-Jones, Scott Niswonger, Dorothy Grisham, and Ron Ramsey. Other ETSU Board of Trustees members present for the committee meeting were Virginia Foley, Linda Latimer and Austin Ramsey.

In accordance with Tennessee Code § 8-44-108 Section (b) (2), Green stated that this was a regularly scheduled quarterly meeting of the Audit Committee, that the committee business is critical to the operations of the university, and in light of the COVID-19 virus outbreak and the statewide recommendations as well as those from the Centers for Disease Control and Prevention, social distancing measures and a limit on group gatherings are being observed. Green requested a roll call vote to determine the necessity of holding the meeting. Trustee Niswonger made a motion which was seconded by Trustee Grisham. Motion passed.

III. Minutes of the Audit Committee Meeting from October 21, 2020

The minutes from the October 21, 2020, meeting were reviewed. Trustee Grisham moved for them to be approved and Trustee Niswonger seconded the motion. A roll call vote was taken, and the motion passed unanimously.

IV. Approval of Charter of the ETSU Internal Audit Department

Ms. Rebecca Lewis noted that the Audit Committee Charter is typically reviewed by the Audit Committee each spring. However, due to the presence of a new committee chair, she brought the charter to the committee for approval. She noted that there have

not been any changes from the last version. If approved, this charter would need to be signed by both Trustee Steagall-Jones and Chairman Niswonger. Afterwards, it will be sent to the State of Tennessee's Division of State Audit for final approval.

Trustee Niswonger made a motion for approval; Trustee Grisham seconded the motion. A roll call vote was taken, and the motion passed unanimously.

V. Review of Audit Committee Responsibilities

Ms. Lewis provided a summary sheet in the material of the roles and responsibilities of the audit committee. This summary consolidates the responsibilities outlined in the audit committee charter, state statute, and internal audit policies. These included responsibilities related to the audit work of her office as well as the annual audit plan and status reports. The summary also notes the committee's responsibilities related to fraud, waste, and abuse and the department's Quality Assurance and Improvement Programs commonly referred to as the peer review process.

Also included is information regarding the committee's role related to the President's Expense Audit, State and External Audits, as well as other miscellaneous duties.

VI. Approval of Charter of the ETSU Internal Audit Department

Similar to the Audit Committee Charter, the Internal Audit Department's Charter is typically reviewed annually by the Audit Committee each spring.

Due to the change of committee chair, this charter was also presented for approval. Ms. Lewis noted that there have not been any changes from the last version. If approved, this charter would need to be signed by President Noland, Trustee Steagall-Jones and herself.

Trustee Niswonger made a motion for approval; Trustee Grisham seconded the motion. Motion passed unanimously from a roll call vote.

VII. Audits and Investigations Performed

Ms. Lewis reported that since April 2020, Internal Audit has completed a total of three audits and four investigations. Information on each of those reviews was included in the audit committee materials.

Audits

A. Dependent/Spouse Tuition Discount Program

Ms. Lewis explained that these discounts are a part of the state's employee benefit package. The main objective of the audit was to determine if controls are in place to ensure that individuals receiving the discount were eligible. The audit revealed that controls related to relationship verification and eligibility need improvement. Human Resources has begun implementing changes in their processes and Internal Audit will conduct a follow-up audit in the near future to ensure proper controls are in place.

B. Men's Basketball Expenditures

Current university policies require an audit of expenditures at the end of a head coach's employment. The audit revealed compliance with all significant university policies and procedures.

C. President's Expenditure Audit

Internal Audit completed an annual review of the President's Expenditures as required by State Statute. The audit revealed no material omissions from the expense reports, statutory or policy violations, or deficiencies in internal controls.

D. Memorandum of Investigations

The first investigation involved a professor in the Department of Psychology. The investigation involved a research study funded by an internal RDC (Research Development Committee) grant. When reviewing the expenses paid with the RDC grant, it was discovered that some of the funds were spent on other research projects not approved by the RDC. In addition, Institutional Review Board (IRB) policies were not always followed by the faculty member. All research involving human subjects must obtain prior approval of the IRB and principal investigators must adhere to the IRB's established regulations. Internal Audit will conduct a follow-up review to ensure controls have been put in place to help ensure compliance with RDC and IRB requirements in the future.

Internal Audit also completed three case resolution reports involving a missing deposit and two missing petty cash funds. The missing deposit was later discovered during the investigation. However, the two missing petty cash funds were not discovered. The loss for these funds totaled \$175.

E. Completed Audit Heat Map

The Internal Audit Heat Map was included in the materials.

VIII. Recommendation Log Status as of October 31, 2020

After an audit report is issued, Internal Audit conducts "mini audits" to ensure prior recommendations and management action plans have been implemented. The recommendation log is used to track the status of these recommendations and action plans. If a follow-up audit reveals that corrective actions were not taken, a formal follow-up audit report will be issued. If actions have been taken, these are noted, as are any information on items that are significantly or slightly overdue or are progressing in a timely fashion.

IX. Report of the Audit Function for FY 2020

In addition to providing the audit committee with audit reports, Internal Audit also prepares an annual report that summarizes the accomplishments of the department during the past fiscal year.

This report includes a list of completed and in-progress audits, an analysis of audit hours by functional area, and key performance indicators. The department also has mandatory disclosures on customer service satisfaction surveys. Ms. Lewis requested feedback from Trustee Steagall-Jones regarding any additional performance measures she would like to see in the future.

X. Approval of Internal Audit Employee Profiles

The department's employee profiles were included in the meeting materials. These profiles include each employee's name, position, certification, current salary and years of experience. As required by the Audit Committee Charter, salaries must be approved annually for all audit personnel.

Trustee Steagall-Jones expressed appreciation to Ms. Lewis and her staff for all they have done.

Trustee Grisham made a motion for approval of the salaries, and Trustee Ramsey seconded the motion. After a roll call vote, the motion passed unanimously.

XI. Internal Audit Operating Expense Budget FY 2021

The department's operating budget for FY 2021 was presented as an informational item. This is done to ensure that the department has a sufficient budget to perform audit duties.

XII. Approval of Revisions to the Audit Plan

One addition to the annual Audit Plan was omitted from the plan that was approved at the last meeting. Trustee Niswonger made a motion to approve the revision; Trustee Grisham seconded the motion. The motion passed unanimously with a roll call vote.

XIII. Other Business

No other business items were presented.

XIV. Executive Session to Discuss Active Audits and Enterprise Risk Management

Trustee Ramsey made a motion to go into executive session; Trustee Grisham seconded the motion. A roll call vote was taken, and the motion passed unanimously. Trustee Steagall-Jones noted that no action will be taken in executive session and that the Audit Committee will not reconvene following the executive session.

XV. Adjournment

The committee adjourned at 8:23 a.m.

EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES

ACTION ITEM

DATE: February 19, 2021
ITEM: Revisions to the FY 2020-2021 Audit Plan
COMMITTEE: Audit Committee
RECOMMENDED ACTION: Approve
PRESENTED BY: Rebecca A. Lewis, CPA
Chief Audit Executive

Ms. Lewis will provide a listing of additions and deletions to the fiscal year 2020-2021 audit plan since the last meeting.

Additions

College of Nursing – Dean’s Office
Follow up for ETSU’s Board of Trustee Sunset Audit

Deletions

None

MOTION: I move that the Audit Committee recommend adoption of the following resolution by the Board of Trustees:

RESOLVED: The revisions to the Audit Plan for 2020-2021 are approved as presented in the meeting materials.

EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES

INFORMATION ITEM

DATE: February 19, 2021

ITEM: Audits and Investigations Performed

COMMITTEE: Audit Committee

PRESENTED BY: Rebecca A. Lewis, CPA
Chief Audit Executive

Ms. Lewis will provide an overview of the audits and internal investigations completed during the period November 1, 2020 to January 31, 2021. The audits and internal investigations were as follows:

Audits

- WETS-FM Radio – A financial statement audit for WETS-FM radio was performed to determine the fair presentation of the financial statements for FY 2020 as required by the Corporation for Public Broadcast (CPB).

Investigations

- College of Medicine Human Patient Simulation Laboratory Investigation (20-07) – Due to concerns associated with licensing agreements and contracts initiated by the Human Patient Simulation Laboratory (Sim Lab), an investigative review was conducted. This included an examination of these agreements as well as training courses provided to both students and outside individuals/entities. The primary objectives were to investigate the validity of the issues identified during the review; determine the extent of any violations related to applicable policies, procedures, or regulations; evaluate the adequacy of internal controls; and make recommendations to improve deficiencies.
- Procurement and Contract Services Investigation (20-09) – In April 2020, the Office of Internal Audit was notified of a direct deposit fraud that occurred with the February and April payments for one vendor. The vendor’s direct deposit information had been fraudulently changed twice during this period and the funds were diverted to a fraudulent bank account. Due to these events, an investigative review of the Department of Procurement and Contract Services (Procurement) was conducted by Internal Audit. The primary objectives were to investigate the extent of the fraud, evaluate the adequacy of internal controls, and make recommendations to improve deficiencies.

East Tennessee State University
WETS-FM Radio
For the Period July 1, 2019 to June 30, 2020
Executive Summary

Department: WETS-FM Radio Station	Auditor: Internal Audit Staff	
Background A financial statement audit for WETS-FM radio was performed to determine the fair presentation of the financial statements for FY 2020 as required by the Corporation for Public Broadcast (CPB).		
Objectives <ol style="list-style-type: none"> 1. To determine the accuracy of the existing system of internal control. 2. To determine the fairness of financial presentation. 3. To determine accuracy and completeness of financial records, and compliance to University policies and procedures. 4. To determine if the Station complies with CPB regulations and to certify the CPB Annual Financial Report. 5. To produce audited reports for CPB reporting purposes. 		
Total Questioned Costs or Losses: None	Total Recoveries: Not Applicable	
Findings - None		
Audit Conclusion The audit report for WETS-FM radio was issued with an unmodified opinion. The financial statements appeared to fairly present, in all material respects, the financial position of the radio station as of June 30, 2020. A summary WETS-FM Radio's revenues, expenditures, and changes in net position for the year ended June 30, 2020 and June 30, 2019, are as follows:		
	<u>2020</u>	<u>2019</u>
Operating revenues:		
Community service grants	\$ 89,088	\$ 101,945
Total operating revenues	89,088	101,945
Operating expenses	868,367	936,228
Operating loss	(779,279)	(834,283)
Nonoperating revenues and expenses:		
State Appropriations	425,271	433,031
Contributions	428,819	254,924
Underwriting	74,694	117,805
Indirect administrative support	39,691	74,322
Other revenues and expenses	3,048	12,563
Total nonoperating revenues and expenses	971,523	892,645
Increase (decrease) in net position	192,244	58,362
Net position beginning of year	523,545	465,183
Net position at end of year	\$ 715,789	\$ 523,545
The audit objectives were met.		



EAST TENNESSEE STATE UNIVERSITY

Department of Internal Audit
Box 70566
Johnson City, TN 37614-1707
Telephone: 423/439-6155

MEMORANDUM

TO: ETSU Board of Trustees' Audit Committee

FROM: Becky Lewis, Chief Audit Executive *B. Lewis*

SUBJECT: Completed Investigations – November 1, 2020 to January 31, 2021

DATE: February 19, 2021

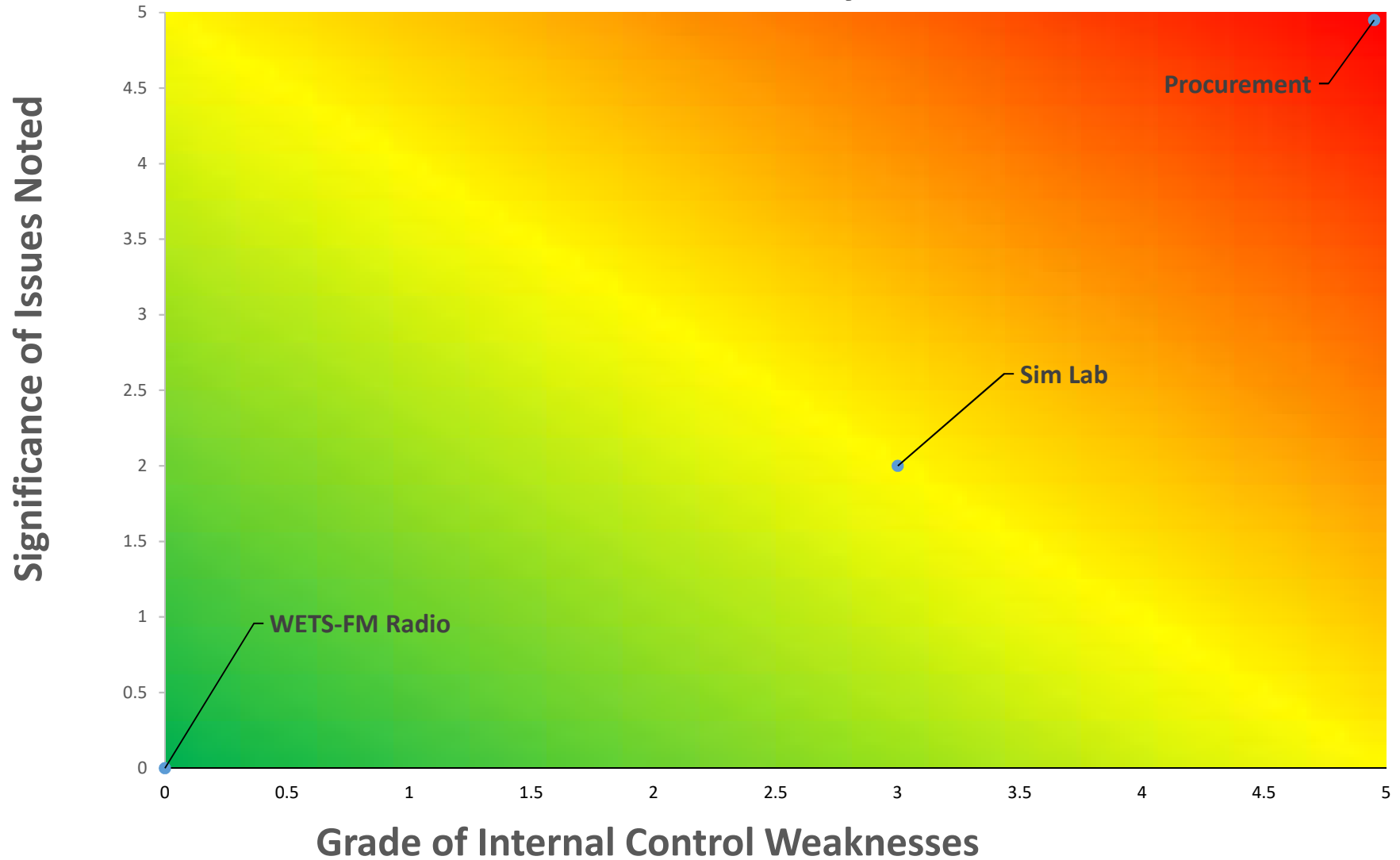
Below is a summary of the investigations completed between November 1, 2020 and January 31, 2021.

College of Medicine Human Patient Simulation Laboratory Investigation (FWA 20-07): The investigation revealed that some of the licensing agreements between the Sim Lab and external parties did not contain all the required approvals and disclosures. In addition, two employees who also own outside businesses did not seek approval before entering into a business relationship with ETSU. The conflicts of interest did not appear to be properly disclosed, approved, and documented which is a violation of ETSU's Conflict of Interest Policy. In addition, the business relationships and related transactions lacked transparency and full disclosure. Based on discussions with management, appropriate controls are being implemented to help ensure compliance with university policies.

Procurement and Contract Services Investigation (FWA 20-09): The investigation revealed that failure to confirm direct deposit change requests allowed funds, totaling \$1,457,499.59, to be diverted into fraudulent bank accounts for one vendor. A claim has been filed against the vendor's insurance policies including but not limited to cybersecurity. The university also anticipates the receipt of a \$200,000 payment through the State of Tennessee's cybersecurity insurance program. The timing of any recoveries is uncertain at this time. Based on a review of other direct deposit changes made by Procurement between January and April 2020, no evidence was discovered to indicate additional vendors' information was compromised. In addition, no evidence was discovered to indicate a university employee was a knowledgeable participant in the fraudulent scheme. Management has taken appropriate steps to help prevent similar schemes from occurring.

Heat Map of Completed Audits

from November 1, 2020 - January 31, 2021



EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES

INFORMATION ITEM

DATE: February 19, 2021

ITEM: Recommendation Log

COMMITTEE: Audit Committee

PRESENTED BY: Rebecca A. Lewis, CPA
Chief Audit Executive

Audit reports often contain recommendations to improve internal controls or procedures. For each recommendation, management must respond with a corrective action plan. A follow-up review of these corrective action plans is later performed by Internal Audit. A log is maintained to track the status of prior audit recommendations and is communicated to the Board of Trustees' Audit Committee each meeting.

East Tennessee State University		
Internal Audit Recommendation Log as of January 31, 2021		
Area	Recommendation	Status
Off Campus Domestic & International Programs	Controls over Off Campus Domestic & International Programs needs improvement.	Green
Office of Equity & Diversity	Internal Controls related to the use of Access & Diversity funds for promoting the recruitment and retention of faculty, staff, and students needs improvement.	Green
	Internal Controls related to diversity scholarships needs improvement.	Green
Johnson City Community Health Centers - Financial Procedures	Cash receipting procedures need improvement.	Green
	Patient account and billing procedures need improvement.	Green
Johnson City Community Health Centers - Patient Safety	Privileging and credentialing procedures need improvement.	Blue
	Follow-up appointment procedures need improvement.	Blue
	Physicians review of charts procedures need improvement	Green
Third Party Servers	Weaknesses in five specific areas need corrected in order to improve internal controls Corrective actions have been implemented for two of these.	Green
Jeanne Clery Act Compliance	ETSU's Annual Security & Fire Safety Report should match the Department of Education crime statistics.	Green
Little Bucs and Child Study Center	Changes in practices should be considered in order to improve the financial status of the centers.	Green
	All DHS Regulations should be adhered to by both centers	Green
Slocumb Galleries	University policies and procedures related to revenue and expenditures should be adhered to by the Gallery.	Blue
	Policies related to donations should be adhered to by the Gallery	Blue
	Bank accounts established for student organizations should be properly maintained and controlled.	Blue
	Purchases made with procurement cards (procard) should adhere to applicable policies	Blue
Art and Design	Art and Design should adhere to proper policies and procedures related to printing services at the Visual Resource Center.	Blue
	Departmental controls over student course fees need improvement	Blue
	Departmental controls over procard expenditures and approval procedures need improvement.	Blue
Golf Expenditures	Management should ensure all hotel deposits are credited on the final invoice	Green
Women's Soccer Expenditures	Management should continue to review Procard charges during the reconciliation process to ensure overpayments do not exist. If overpayments are identified, refunds should be requested	Green
Honors College Timekeeping	Timesheets need to be maintained for all employees in accordance with ETSU policies	Green
	Procedures related to working overtime needs improvement	Green
Internal Medicine	Current policies and procedures over grants need to be reviewed and strengthened within various academic departments, the Office of Research and Sponsored Programs, and Grant Accounting.	Green
Psychology	Controls over petty cash funds for research projects needs improvement	Green
	Expenditures made with research funds should agree with the grant agreement and/or approved IRB study.	Green
	Researchers should follow all IRB policies and procedures	Green
College of Nursing - Office of Practice	Internal controls over deposit processes within the Bursar's Office needs improvement.	Green
Dependent/Spouse Tuition Discount	Procedures related to dependent/spouse tuition discounts needs improvement.	Green
College of Nursing - Office of Practice	Internal controls over the handling and safeguarding of petty cash needs improvement.	Green
Human Patient Simulation Laboratory	Procedures related to conflict of interest need improvement.	Green
	Processes related to licensing agreements need improvement.	Green
Procurement and Contract Services	Policies and procedures for obtaining and verifying vendors' direct deposit information needs to be strengthened and adhered to by Business and Finance personnel.	Blue

Legend:	
Actions completed since previous Audit Committee Meeting	Blue
Actions are progressing in a timely fashion or not yet due	Green
Actions are slightly overdue	Yellow
Actions are significantly overdue	Red

EAST TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES

INFORMATION ITEM

DATE: February 19, 2021

ITEM: Campus Safety and Emergency Overview & Annual
Security & Fire Safety Report

COMMITTEE: Audit Committee

PRESENTED BY: Jeremy Ross
Chief Operating Officer

Jeremy Ross will provide a brief overview of staffing and recent accomplishments relative to safety and emergency preparedness at ETSU. He will introduce new staff members to the Board of Trustees, including the new Chief of Police, Assistant Vice President of Administration/Director of Emergency Management and Deputy Chief of Police. Additionally, a brief overview of East Tennessee State University's 2020 Annual Security & Fire Safety Report—a report published in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act—will be presented. The public report includes specific security practices and resources that are available for the campus community to utilize in order to reduce the risk of becoming the victim of a crime. The full report may be found on ETSU's website at https://www.etsu.edu/safety/documents/2020_asfsr_final.pdf



EAST TENNESSEE STATE
UNIVERSITY

DEPARTMENT OF
Public Safety

2020 Annual Security and Fire Safety Report

Crime and Fire Statistics for 2017, 2018, and 2019

Includes information on the main Johnson City/VA site, as well as branch campuses located at Kingsport Allandale, Kingsport Downtown, Sevierville, Valleybrook, Nave Center, Asheville and Abingdon, Va.

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Preparing the Annual Disclosure of Crime Statistics

East Tennessee State University (ETSU) publicizes crime statistics annually in the Annual Security & Fire Safety Report in accordance with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*.

The report also explains specific security practices and resources that are available for the campus community to utilize in order to reduce the risk of becoming the victim of a crime. This report is prepared by the ETSU Clery Compliance Coordinator. However, the information herein is the product of a university-wide collaboration as well as cooperation from local law enforcement authorities in each jurisdiction. This work is representative of the importance the University places on providing a safe place to live, work, study, and conduct research.

The statistics in this report come from several different sources including Public Safety crime reports, Student Life and Enrollment disciplinary records, Housing and Residence Life disciplinary records, Campus Security Authorities, as well as crime statistics from each of the jurisdictional authorities regarding crime occurring on or near those properties. Non-campus statistics are collected from local police.

The Department of Public Safety sends a notification to every student and employee on an annual basis regarding the availability of the report. The notification includes a brief summary of the contents of this report and the web address for the ETSU website where the Annual Security and Fire Safety Report (AS&FSR) can be found. The report is available to read online at the ETSU Public Safety website and can also be printed in its entirety as a .pdf document. You may request a free paper copy to be mailed to you by contacting Public Safety.

Additionally, the ETSU Department of Public Safety 90-day Crime and Fire log can now be accessed online at: [Crime and Fire Log](#)

Questions regarding the information contained in the report can be directed to:

Department of Public Safety
East Tennessee State University
Parking Garage 3rd Floor
1043 Jack Vest Drive
Campus Box 70646
Johnson City, TN 37614
Phone: (423) 439-4480
Email: bucprevention@etsu.edu

A Message from the Department of Public Safety

Welcome to East Tennessee State University

The East Tennessee State University (ETSU) Department of Public Safety (DPS) thanks you for taking the time to read the 2020 Annual Security & Fire Safety Report (ASFSR) that is published each fall in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Within these pages is a wealth of information regarding safety and security at ETSU that includes three years of crime statistics, information on available safety resources and programming, and the annual fire safety report. The ASFSR also contains descriptions of prevention and education programs and policies addressing alcohol and other drug use, campus safety, sexual misconduct, relationship violence, and stalking, among others. We hope you will take time to familiarize yourself with the extensive security resources and programming ETSU provides and utilize the assets that are available to you.

The goal of our institution is to be transparent by providing our community and the public with accurate information so individuals may make informed decisions about their personal safety with regard to life at ETSU. This document serves as a means of clearly and directly communicating information about the safety and security within our campus communities.

The ETSU Department of Public Safety (DPS) is committed to providing safety and security for our University community and property, enabling the pursuit of academic and professional goals. We achieve our mission by working closely with University partners in academic and administrative units, as well as with local, state, and federal law enforcement agencies. Our positive collaborative relationships are integral to protecting our ETSU community. ETSU DPS operates through a Memorandum of Understanding with the Veteran Affairs Police Department and the Johnson City Police Department.

The department is comprised of 20 Police, 6 full-time and 1 part-time Dispatcher, an Emergency Management Director, and 2 Security Guard positions. All officers are sworn law enforcement professionals and receive annual training to maintain their state certification. All members of ETSU strive to do their job in a fair and equitable manner. At ETSU DPS we embrace Excellence, Professionalism, Integrity, and Community as our core values. The Department of Public Safety maintains the campus crime log and it is available by request at DPS headquarters located on the second floor of the Welcome Center parking garage.

As always, Public Safety officers welcome the opportunity to answer any questions about campus security. Teamwork is critical to providing the most accurate and timely information to the campus community. We encourage you to continue to speak up if something seems wrong or unusual – if you see something, say something.

Although security is everyone’s responsibility, your personal safety is a priority at East Tennessee State University. Maintaining a safe place to live, work and learn requires a dedicated partnership and sincere cooperation between the members of the ETSU community. We encourage you to visit our Staying Safe on Campus website which is a clearinghouse for all safety-related information www.etsu.edu/safety/. Please contact us at (423) 439-6900 if you have any questions or concerns.



East Tennessee State University: The University of Choice

In the heart of Johnson City, ETSU's main campus sits on 340 beautiful acres in the shadow of Buffalo and Cherokee Mountains. Across the ETSU campus you will pass by more than 80 buildings, including academic and teaching facilities, an extraordinary library, state-of-the-art residence halls, and athletic facilities, and even an observatory and an outdoor amphitheater. In addition to the main campus, ETSU has facilities on the Veterans (VA) campus just across the street, branch campuses in Kingsport, Elizabethton, Asheville, and Sevierville, and several satellite facilities in the area bringing education and resources to the region.

We offer a wide array of accredited programs, courses and degrees, both on campus and online, which all translate into more options for ETSU's students. With 11 colleges and schools covering subjects from the humanities to math, science and technology to education and health, ETSU provides extensive opportunities for learning and growth. Within these colleges and schools, there are departments offering 140 undergraduate, graduate and doctoral degree programs, as well as honors experiences available to a broad spectrum of students in all fields of study.



East Tennessee State University is an AA/EEO employer and does not discriminate on the basis of race, color, ethnicity, national origin, sex, sexual orientation, gender identity, gender expression, religion, age, disability, veteran's status, genetic information, or any other protected class. [...More](#). The following person has been designated to handle inquiries regarding the non-discrimination policies: Title IX Coordinator and may be contacted at: 201 Nell Dossett Hall, Johnson City, TN 37614, (423) 439-8545, compliance@etsu.edu or via this webpage: <https://www.etsu.edu/universitycounsel/compliance/>. Additionally, the Title IX Coordinator is designated to monitor and oversee Title IX complaints and compliance.

ETSU Values

ETSU pursues its mission through a student-centered community of learning reflecting high standards and promoting a balance of liberal arts and professional preparation, continuous improvement, and based on core values where:

PEOPLE come first, are treated with dignity and respect, and are encouraged to achieve their full potential; RELATIONSHIPS are built on honesty, integrity, and trust; DIVERSITY of people and thought is respected; EXCELLENCE is achieved through teamwork, leadership, creativity, and a strong work ethic; EFFICIENCY is achieved through wise use of human and financial resources; and COMMITMENT to intellectual achievement is embraced.



EAST TENNESSEE STATE UNIVERSITY

A WORD FROM OUR PRESIDENT



East Tennessee State University is home to nearly 14,500 students and over 2,500 faculty and staff. The safety of those individuals on our campus, whether they are students, faculty, staff or even visitors, is a top priority for this institution and one that is taken very seriously. As a university community, it is our responsibility to work together to provide a safe environment for every person to learn and work.

Brian Noland, President

ETSU COVID-19 response and health information

The COVID-19 pandemic has affected institutions of higher education across the nation, requiring administrators to consider and implement new planning and mitigation strategies designed to keep campus communities safe and operational. These considerations are meant to supplement—**not replace**—state, local, and university safety laws, rules, and regulations with which ETSU must comply.



People come first at East Tennessee State University, and the health and safety of our students, faculty, staff, and visitors remains our number one priority. As confirmed cases of the virus rise across our region, ETSU remains vigilant in following these safety practices:

- Wearing face coverings or masks in public settings
- Avoiding close contact by practicing physical distancing and staying at least 6-feet apart
- Frequent handwashing for 20 seconds
- Cleaning and disinfecting frequently touched surfaces
- Staying home when a member of the campus community is not feeling well

Visit the [Bucs Are Back website](#) regularly for the latest information on ETSU's response to the COVID-19 pandemic. The website offers many resources to help the University community navigate the pandemic:

- [COVID-19 Dashboard](#) is updated regularly and provides data for cases reported to ETSU
- [Testing information](#)
- [Reporting](#) suspected or confirmed cases of COVID-19
- [Frequently Asked Questions](#)
- [COVID-19 Safety Pledge](#)



Department of Public Safety

The East Tennessee State University Department of Public Safety is a professional law enforcement agency dedicated to the protection of East Tennessee State University and its diverse community. The Department is led by a Chief of Police with a force of twenty officers and six dispatchers that serve the campus community.

MISSION OF THE DEPARTMENT

To provide for the overall safety and security of the University community and its properties in order to maintain an environment as favorable to academic excellence as possible.

STRATEGY FOR FULFILLING THE MISSION

- Deliver superior law enforcement services with integrity and pride.
- Respect and safeguard the dignity and rights of all individuals.
- Demonstrate respect toward the people we serve and one another to maintain an environment of trust.
- Develop partnerships with all segments of our community through effective communication and collaboration.
- Carefully select and maintain a well-trained, educated, and professional staff.
- Accept individual responsibility and accountability for our actions.

ENFORCEMENT AUTHORITY

East Tennessee State University Public Safety Officers are Commissioned Police Officers pursuant to Tennessee state law. As such, Public Safety Officers have all the police powers necessary to enforce all state laws, as well as rules and regulations of the University up to and including arrest. Many officers are also Tennessee certified firefighters and are first responders to any on-campus fire emergency. Public Safety Officers may exercise their authority on all property or facilities owned, leased or operated by the University, including any public roads or rights of way which are contiguous to or within the perimeter of such facilities or properties.

Security guards are also utilized by the University to support Public Safety at Buc Ridge apartments, branch campuses, special events, sporting events, and other occasions as needed throughout the year. Security guards are not sworn police officers and lack arrest authority; however, they work directly with Public Safety to identify criminal, medical, and University policy issues.

WORKING RELATIONSHIPS WITH OUTSIDE AUTHORITIES

ETSU Public Safety maintains a strong cooperative relationship with the Veterans Affairs Police Department (VAPD) and other local, state, and federal jurisdictions. Some branch campuses are

under the jurisdiction of other local municipalities and a cooperative relationship is maintained in all cases.

A memorandum of understanding between the VAPD and the Johnson City Police Department (JCPD) outlines which agency will have jurisdiction over which types of offenses. ETSU Public Safety responds to all emergency calls on ETSU Main Campus property regardless of the nature of the incident and has primary responsibility for all investigations. Other jurisdictions provide, upon request, investigative and or technical assistance to ETSU Public Safety in the course of investigating crimes against persons within their jurisdictions. Additionally, ETSU Police Investigators work closely with the investigative staff of other jurisdictions when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. Johnson City Police Department or the applicable jurisdiction is notified on all instances of criminally-reported allegations of rape and medically unattended deaths occurring on ETSU-owned or -controlled property and joint investigation occurs in those cases.

CRIMES INVOLVING STUDENT ORGANIZATIONS AT OFF-CAMPUS LOCATIONS

ETSU Public Safety does not routinely provide law enforcement services to off-campus locations of student organizations officially recognized by the institution. Criminal activity in by students at off-campus locations is monitored and recorded by local police agencies. Public Safety relies on its close working relationships with local law enforcement agencies to receive information about incidents involving our students and recognized student organizations at off-campus locations, on and off campus. In coordination with local law enforcement agencies, Public Safety will actively investigate certain crimes occurring on or near campus. If Public Safety learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about the situation to the Office of Student Life and Enrollment, Human Resources, or other internal parties as appropriate. ETSU requires all University-recognized student organizations to abide by federal, state, and local laws, and University regulations. Violations may result in conduct charges by the University.

OTHER JURISDICTIONAL AUTHORITIES

Branch Campus	Police Contact Information
Kingsport at Allandale Campus	Kingsport Police Department 200 Shelby Street Kingsport, TN 37660 (423) 229-9300
Kingsport Downtown Campus (Kingsport Center for Higher Education)	Northeast State Police Department Northeast State Community College 2425 Highway 75 Blountville TN 37617 (423) 323-0255
Nave Center in Elizabethton	Elizabethton Police Department 525 East F Street Elizabethton, TN 37643 (423) 542-4141
ETSU at Sevier Center	Sevierville Police Department 300 Gary Wade Boulevard Sevierville, TN 37862 (865) 453-5506
ETSU at Sevierville	Sevierville Police Department 300 Gary Wade Boulevard Sevierville, TN 37862 (865) 453-5506
Valleybrook Campus	Washington County Sheriff Office 112 W Jackson Blvd Jonesborough, TN 37659 (423) 788-1414
ETSU Asheville – Lenoir Rhyne	Asheville Police Department 100 Court Plaza Asheville, NC 28801 (828) 252-1110
Southwest Virginia Higher Education Center	Abingdon Police Department 425 W. Main Street, Abingdon, VA 24210 (276) 628-3111

ETSU Branch Campuses

In addition to the Main/VA campus ETSU has seven branch campuses, listed below. For the purpose of the Clery Act requirements, an additional location is a branch campus if it meets all of the following criteria:

- The University owns or controls the site;
- It is not reasonably geographically contiguous with the main campus;
- It has an organized program of study; and
- There is at least one person on site acting in an administrative capacity.

All information regarding institutional policies, crime monitoring, emergency response, and access are the same for the branch campuses as they are for the main campus, except where otherwise noted. Regardless of location, confidential non-emergency assistance for victims of sexual violence is available 24 hours a day, 7 days a week by calling the ETSU Counseling Center helpline Bucs Press 2 at (423) 439-4841, option 2.

KINGSPORT AT ALLANDALE

Kingsport at Allandale campus is located at 1501 University Blvd, Kingsport, TN 37660. This facility is open to the public. The agency providing law enforcement services to the Kingsport at Allandale campus and public property surrounding this facility is the Kingsport Police Department, located at 200 Shelby St, Kingsport, TN 37660, phone number (423) 229-9300. There are 2 reportable crimes and 0 hate crimes from 2017 through 2019 for this location.

Crimes and other emergencies at this location should be reported to the Kingsport Police Department by dialing 9-1-1. Comments, concerns, or questions about security at Kingsport at Allandale should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

KINGSPORT DOWNTOWN – KINGSPORT CENTER FOR HIGHER EDUCATION

The Kingsport Center for Higher Education (KCHE) is a 54,000 square-foot facility administered by Northeast State Community College. KCHE consists of four institutions: Lincoln Memorial University, East Tennessee State University, and Northeast State Community College. The agencies providing law enforcement services to this campus are the Northeast State Community College Campus Police (primary) and the Kingsport Police Department (secondary - including public property surrounding this facility).

Northeast State Community College Campus Police Department is located at 2425 TN-75, Blountville, TN 37617, phone number (423) 323-0255. The Kingsport Police Department is located at 200 Shelby St., Kingsport, TN 37660, phone number (423) 229-9300. There are no reportable crimes or hate crimes for 2018 through 2019 for this location.

The former Kingsport Downtown property was located at 300 Clinchfield St, Ste. 460, Kingsport, TN 37660. There are 3 reportable crimes and 0 hate crimes from 2017 through 2019 for this location.

Crimes and other emergencies at this location should be reported to the Northeast State Campus Police or Kingsport Police Department. Comments, concerns, or questions about security at Kingsport Downtown – Kingsport Center for Higher Education should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

NAVE CENTER – ELIZABETHTON

The Nave Center - Elizabethton campus is located at 1000 Witten Way, Elizabethton, TN 37643. This facility is open to the public. The agency providing law enforcement services to the Nave Center – Elizabethton campus and public property surrounding this facility is the Elizabethton Police Department, located at 525 East F Street, Elizabethton, TN 37643, phone number (423) 542-4141. There are no reportable crimes or hate crimes from 2017 through 2019 for this location.

Crimes and other emergencies at this location should be reported to the Elizabethton Police Department by dialing 9-1-1. Comments, concerns, or questions about security at Nave Center - Elizabethton should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

ETSU AT SEVIER CENTER / ETSU AT SEVIERVILLE

ETSU at Sevier Center offers classes in specialized completion and graduate programs in Sevierville. These facilities support cohort programs, online programs, and professional development opportunities. This facility is open to the public. A residential housing facility is located at 1122 Blanton Dr., Sevierville, TN 37862 to support ongoing health affair student rotations. There are no reportable crimes or hate crimes from 2017 through 2019 for this location.

The ETSU at Sevierville facility opened fall 2016 and is located at 2025 Red Bank Road, Sevierville, TN 37862. This campus offers junior and senior level courses required to complete degrees in various programs of study. There are no reportable crimes or hate crimes for this location from 2017 through 2019 for this location.

The agency providing law enforcement services to the ETSU at Sevier Center, ETSU at Sevierville, and public property surrounding these facilities is the Sevierville Police Department, located at 300 Gary Wade Blvd, Sevierville, TN 37862, phone number (865) 453-5506. Crimes and other emergencies at this location should be reported to the Sevierville Police Department by dialing 9-1-1. Comments, concerns, or questions about security at ETSU at Sevier Center

should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

VALLEYBROOK

The Valleybrook campus is located at 122 Pickens Rd, Kingsport, TN 37663. The site includes 144 acres, a 72,000-square foot research and office complex and 30,000 square feet of warehouse and storage space. This facility is open to the public. The agency providing law enforcement services to the Valleybrook campus and public property surrounding this facility is the Washington County Sheriff Office, located at 112 W Jackson Blvd, Jonesborough, TN 37659, phone number (423) 788-1414. There are no reportable crimes or hate crimes from 2017 through 2019 for this location.

Crimes and other emergencies at this location should be reported to the Washington County Sheriff Office by dialing 9-1-1. Comments, concerns, or questions about security at Valleybrook should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

ETSU ASHEVILLE – LENOIR-RHYNE

The ETSU Asheville campus is located at the Lenoir Rhyne Center for Graduate Studies, housed within the Asheville Chamber of Commerce at 36 Montford Avenue, Asheville, NC 28801, phone number (855) 232-4723. Portions of this facility, including the Asheville Visitor’s Center, are open to the public seven days a week during normal business hours. The ETSU cohort utilizes this property most Fridays throughout the year. The agency providing law enforcement services to the ETSU Asheville – Lenoir Rhyne campus is Asheville Police Department, located at 100 Court Plaza, Asheville, NC 28801, phone number (828) 252-1110. There are no reportable crimes or hate crimes from 2017 through 2019 for this location.

Crimes and other emergencies occurring at this location should be reported to the Asheville Police Department by calling 9-1-1. Comments, concerns, or questions about security at ETSU Asheville should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

SOUTHWEST VIRGINIA HIGHER EDUCATION CENTER – ABINGDON, VA

The Southwest Virginia Higher Education Center is a multi-college and university institution of higher education located at One Partnership Circle, Abingdon, Virginia 24212. Site includes shared spaces totaling approximately 100,000 square feet of classrooms, conference areas, labs and administrative space. The agency providing law enforcement services to the SVHEC campus and public property surrounding this facility is the Abingdon Police Department, located at 425 W. Main Street, Abingdon, VA 24210, phone number (276) 628-3111. There are no reportable crimes or hate crimes for 2018 through 2019 for this location.

Crimes and other emergencies at this location should be reported to the Abingdon Police Department by dialing 9-1-1. Comments, concerns, or questions about security at Southwest Virginia Higher Education Center should be directed to ETSU Public Safety by emailing bucprevention@etsu.edu or by calling (423) 439-4480.

Reporting Criminal Actions and Other Emergencies

The University encourages accurate and prompt reporting of all crimes and other emergencies to Public Safety or the appropriate police agencies when the victim elects to, or is unable to, make such a report. Prompt reporting aids in providing timely warnings to members of the campus community about situations that may compromise their personal safety. Reporting crimes also ensures that all Clery-reportable incidents are made available to the public in the University's annual crime statistics. The ETSU Department of Public Safety is open 365 days per year and utilizes a 24-hour emergency dispatch service.

POLICIES ON REPORTING CRIMES AND OTHER EMERGENCIES

Students and employees are directed to immediately report all crimes and emergencies to Public Safety at (423) 439-4480. Reports of crime and emergencies at branch campuses and other regional locations should be directed to local police by calling 9-1-1. This information will be used to determine if there is an on-going threat that warrants an emergency response and/or Timely Warning notification. Reports of Clery Act crimes will also be included in the University's annual statistical disclosure to the public.

Making Timely Warning Reports

Timely Warning notifications will be issued immediately upon confirmation of an on-going threat to the campus community, even if all the facts are not available. Public Safety is responsible for issuing these warnings. They are distributed using various methods including the ETSU app, sirens, text messages, email, news outlets, and/or social media depending on the nature of the events. Refer to the section entitled *Timely Warnings, Emergency Notifications, and Safety Notices* for additional information.

How to Report an Incident

Suspected criminal actions in-progress, police emergencies, fire emergencies, and requests for ambulance service must be reported by either:

- telephoning Public Safety at 423-439-4480
- activating the call button on red or yellow "Emergency" telephones across campus,
- visiting the Public Safety Office on the second floor of the Parking Garage, or
- dialing 9-1-1 for jurisdictional crime reporting
- activating a fire pull station for all fires

When reporting a crime or emergency, callers may be asked to recall information such as:

- a brief description of the occurrence,
- when and where the incident occurred,
- weapons the suspect(s) carried,

- where and when the suspect(s) was last seen,
- description of the suspect(s) (including gender, skin color, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars), and
- any other relevant information.

All pertinent crime information is officially documented in an Incident Report. All Incident Reports are maintained on file in the Public Safety Office. Reports are acted upon and/or investigated in a judicious manner consistent with departmental procedure. Each crime that is reported is also recorded in a Daily Crime Log which is available for public viewing in the Public Safety Office. Fires are recorded in the Fire Log which is available for viewing in the Office of Facilities Management.

CAMPUS SECURITY AUTHORITIES (CSA)

A CSA includes, but is not limited to University deans, directors, department heads, Residence Life staff, faculty advisors to student organizations, athletic staff and others who have significant responsibility for student activities. It also includes those responsible for campus security and Public Safety. A notification of CSA status is distributed on an annual basis to all Campus Security Authorities. This notification includes a link to our new Clery Center CSA Training Program, as well as a quick reference guide and link to the new online CSA Reporting Form. CSAs are reminded of the critical role they play regarding prompt and accurate reporting. The overarching message is to report all incidents even if you are unsure. They can be unfounded later if they are determined to be false.

VOLUNTARY, CONFIDENTIAL REPORTING OF CRIMES

To report a non-emergency crime on a voluntary and confidential basis for inclusion in the annual disclosure of crimes statistics, victims and witnesses may complete the online Bucs Report It/Silent Witness form which is submitted directly to Public Safety. Confidential reporting does not imply that the crime will not be investigated by the institution but means the University will make every effort protect the identity of the victim or witness in accordance with federal law.

**To contact Public Safety in an
EMERGENCY, dial 423-439-4480.**

**Off-campus locations should
call 9-1-1 for local police.**

Timely Warnings, Emergency Notifications, and Safety Notices

In order to keep the campus informed about safety and security threats, ETSU utilizes various types of campus alerts and notifications:

- Emergency Notifications
- Timely Warnings
- Safety Notices

EMERGENCY NOTIFICATIONS

ETSU maintains a multi-layered emergency notification system which is activated when an immediate notification must be made to the entire community. The intent of this system is to provide immediate, real-time information to the ETSU community concerning emergencies that could affect their safety and health.

The University will use these emergency notifications to immediately notify the campus community upon the confirmation of any significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on ETSU campuses. They may be issued even when a threat has been confirmed but all the pertinent details are not yet known.

Procedures for Issuing Emergency Notifications

Public Safety Dispatch monitors events on and around the ETSU/VA campus as well as events occurring throughout Northeast Tennessee. University students, faculty and staff are instructed to immediately report life threatening situations to the Department of Public Safety or jurisdictional authority.

On campus, Public Safety receives and investigates information from different entities to determine whether there is an emergency or dangerous situation that poses an immediate threat to the safety and health of some or all of the ETSU community. If any of the individuals listed below confirms that an immediate threat exists, Public Safety will activate the emergency notification procedures through Public Safety Dispatch. The following university officials, and their official representatives, have been assigned the authority to initiate emergency notifications:

- University President
- ETSU Chief Operating Officer
- Vice President for Health Affairs
- ETSU Public Safety - Chief of Police
- ETSU Public Safety - Senior Officer on Duty
- ETSU Public Safety - Dispatch

The following University officials have also been assigned the authority to issue emergency notifications if they are directly involved with an emergency response incident at ETSU:

- Associate Vice President Facilities Management
- Director of Environmental Health and Safety
- Emergency Management Specialist

The University responds to all emergency situations in accordance with the ETSU Emergency Preparedness Plan. This plan utilizes heads of functional units to address specific tasks in accordance with each individual’s area of expertise and is designed to be implemented in the same manner every time. The President or his/her designee, generally the Chief Operating Officer, places the plan into operation when a catastrophic event or emergency condition occurs on the campus or is anticipated. The Emergency Notification System is initiated at that time.

Emergency notifications typically include brief messages sent using ETSU notification system, which can distribute simultaneous notifications via GoldAlert, the ETSU SAFE app, text messaging, email, ETSU homepage alert, Twitter, and Facebook. It is the responsibility of the Department of Public Safety, with the assistance of other departments or units (as necessary), to determine the content of a notification and the appropriate campus segment(s) to notify. The content of an emergency notification generally contains the following:

- Nature of the emergency
- Location of the emergency, and
- Actions to be taken to protect oneself

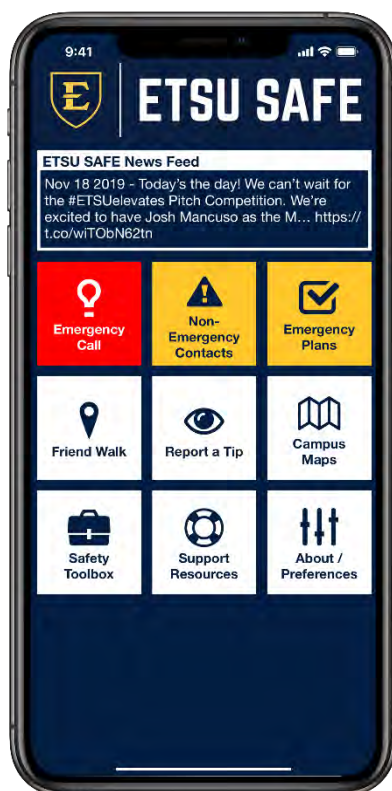
Once the emergency response process has been initiated, the Department of Public Safety continues to use the emergency notification system to update the ETSU community while the emergency exists. Building Coordinators may also be utilized to pass information between Incident Command and building occupants as the situation develops.

ETSU will, without delay, and considering the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Methods Used to Send Notifications

- **Emergency Notification System:** The University uses GoldAlert and the **ETSU Safe App*** to issue timely warnings and emergency notifications to the campus community. These notifications may be sent via text messaging, email, ETSU homepage alert, Twitter, and/or Facebook. **(Note: The ETSU Safe app will be upgraded for 2021 and will be renamed the ETSU app. This newest iteration will be a platform for everything associated with ETSU services including safety!)*

ETSU Safe App. and is now available to download for Apple and Android devices. This new feature offers many new services, including information on:



- Reporting a tip
- Requesting a friend walk
- Accessing emergency plans for such incidents as a tornado, natural disasters, active shooters, etc.
- Learning about other safety resources

With the ETSU Safe App, a person's location will be made available when an emergency call is made. There are two important steps each student, faculty and staff member should take immediately in order to prevent any lapse in receiving this important information.

STEP 1 - Download the App

Download ETSU Safe App, if you have not done so already. You can find it in the App store or Google Play.

STEP 2 - Text to Subscribe

Text ETSU to 237233 to receive emergency text alerts.

To get the emergency text messages you must send a text message to the number above to enroll. If you only have the ETSU Safe App, you can receive push notifications when an emergency message is sent if you allow them in your phone settings. Email updates are sent to all student, faculty, and staff accounts and notifications are sent to all campus desktops.

- **Outdoor Warning Sirens:** ETSU has a system of strategically placed sirens located on the University's main campus as well as the Veterans Administration campus. They are designed to be heard *outdoors* as a complement to the other components of the notification system. They sound during immediately life-threatening situations such as a tornado, an armed and dangerous person in the area, or a major chemical release and is accompanied by brief instructions such as "Go inside" or "Take cover now." When the threat has passed, a second siren signals "All clear. Resume normal activities."
- **Text Messages and Email:** GoldAlert and the **ETSU Safe App** are used to provide email and text messages to members of the campus community. To receive these messages, students, faculty and staff must download the app, which is now available to download for Apple and Android devices (see page 23, above).
- **Social Media:** The ETSU Twitter and Facebook accounts are utilized.
- **Fire Alarm Systems:** Fire alarms are activated to alert occupants of a fire or other emergency situations in the building. Occupants are required to evacuate the building when the fire alarm sounds. Emergency procedures are posted in each campus building as a reminder of the specific instructions for that building.
- **ETSU Advisory Website:** Advisory messages are posted on ETSU's Advisory Page <http://www.etsu.edu/alert/>. This site is used for emergency messages as well as general informational messages (i.e. scheduled power outages, roadwork, fire alarm testing, etc.).
- **Alertus Pop-up Page:** A pop-up page appears on all ETSU network computers when the notification system is activated.
- **Campus Cable TV:** Alert messages may be displayed on the campus cable TV channel. This method is only available at main campus locations.
- **WETS 89.5 FM:** The on-campus National Public Radio (NPR) station may be utilized to broadcast emergency messages.
- **Local Media Outlets:** Local media sources (i.e. offsite TV and radio stations) may be used to broadcast emergency information about ETSU.
- **Flyers:** In some circumstances, Public Safety or designee may also post notices or flyers in residence halls, academic buildings, or other facilities impacted by the notice.

TIMELY WARNINGS

Timely warnings are triggered by crimes that have already occurred but represent a serious or ongoing threat. Timely warnings are messages sent using GoldAlert and the **ETSU Safe App**, distributing simultaneous notifications via text messaging, email, ETSU homepage alert, Twitter, and Facebook to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an ongoing threat to the health or safety of the campus community. Timely warnings are sent as soon as pertinent information is

available. The intent of the warning is to enable members of the campus community to protect themselves.

Follow-up information may be distributed later, such as if a suspect responsible for a series of campus crimes has been apprehended. Timely warnings do not disclose personally identifying information about the victim(s). The institution may, in appropriate circumstances, include personally identifiable information about a suspect if it may help in the prevention of similar crimes.

Each incident is considered on a case-by-case basis, depending on the facts of the case and the information known by ETSU authorities. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other campus community members and a timely warning notice would not be distributed. The Chief of Public Safety or designee reviews all reports to determine if there is an ongoing threat to the campus community or a portion of the campus community, and if the distribution of a timely warning notice is warranted.

Timely warnings may be distributed for crimes including, but not limited to:

- Criminal homicide
- Sexual offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes
- Situations where the suspect is unknown
- Threats of violent crime

SAFETY NOTICES

The purpose of a safety notice is to increase awareness of criminal activity, to provide safety tips that might prevent similar crimes, and to assist members of the campus community in making informed decisions about personal safety. A safety notice may be sent electronically via GoldAlert and the ETSU Safe App, by flyer, or a combination as follow-up to a timely warning or emergency notification, or to issue new safety information. This method of communication allows the University to provide more content than text messaging or other types of media. It is used to provide additional risk reduction tips as well as resources for victims or witnesses of similar crimes.

ETSU may issue a safety notice under the following conditions:

- Following a timely warning or emergency notification to provide additional safety information.
- At times when campus notification of safety information and resources may be beneficial
- A crime is reported to ETSU Public Safety either directly to the department or indirectly through a report to a Campus Security Authority (CSA) or a local law enforcement authority.
- The crime occurred on or near ETSU campus property.

Each incident is considered on a case-by-case basis, depending on the facts of the case and the information known by ETSU authorities. Sexual assaults are also considered on a case-by-case basis depending on the facts of the case, when it was reported, when and where it occurred, and the information available to ETSU Public Safety. All safety notices are archived on the Public Safety website and is available for public review.



Students and employees appreciate GoldAlert and the ETSU app, which notifies them about hazardous weather conditions on campus.

Important Phone Numbers

Below is a quick-reference chart phone numbers for University resources that are mentioned throughout this report:

Resources Available at East Tennessee State University	
Counseling Center	(423) 439-3333
Counseling Center BucsPress2 Line	(423) 439-4841, then press 2
Student Life and Enrollment	(423) 439-4210
Employee Assistance Program (EAP)	(855) 437-3486
Fire Protection Manager	(423) 439-7785
Housing and Residence Life	(423) 439-4446
Public Safety	(423) 439-4480
Safe Voyage Police Escort	(423) 914-5940
Title IX Coordinator	(423) 439-8545
University Health Clinic	(423) 439-4225



The BucShot buses provide safe, efficient transportation across campus on a reliable schedule.

Emergency Response and Evacuation

At East Tennessee State University, education is our highest priority. To support that mission ETSU places great emphasis on providing a safe and secure learning environment for our students, faculty, staff, and guests. Managed daily by the Department of Emergency Management, the Emergency Management program works to build, sustain, and improve the University's capabilities to prepare for, respond to, recover from, and mitigate the effects of all hazards, natural or man-made.

EMERGENCY PREPAREDNESS

Components of this response planning program include:

- risk analysis;
- comprehensive plans that include the campus-wide Emergency Management Plan, departmental action plans, and departmental continuity of operation plans;
- preparedness training;
- emergency exercises and drills;
- response readiness;
- a robust emergency notification system that utilizes a multi-layered approach capable of reaching a large number of our University community during times of emergency; and
- resource management.

Together these components help improve the University's level of emergency preparedness and overall resiliency. To learn more about ETSU's emergency preparedness, visit the *Staying Safe on Campus* website.

In addition to general information provided in orientation sessions, students, faculty, and staff learn the locations of the emergency exits in buildings and are provided guidance on evacuation by the building's Building Coordinator and Residence Life staff, as well as the Emergency Procedures Placards. As described in the ETSU Emergency Management Plan, members of the ETSU community are required to familiarize themselves with ETSU emergency procedures, to include evacuations. Students, faculty, and staff receive information by email on emergency evacuation procedures in conjunction with ETSU's semiannual emergency response and evacuation procedures test. Additional information and resources are available on the ETSU *Staying Safe on Campus* website.

EMERGENCY RESPONSE TESTING AND PROCEDURES

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. At ETSU, evacuation drills are used to educate and train occupants on issues specific to their building. These drills not only educate building occupants on evacuation

procedures, but they also allow for the University to test the operation of the fire alarm system in each building.


ETSU conducts various tests of its emergency plans and capabilities on a regular basis throughout the year. These tests include, but are not limited to, drills, tabletop exercises, functional exercises, and full-scale exercises. These tests are designed to evaluate the emergency plans and capabilities of the University. These drills not only educate building occupants on evacuation procedures, but they also allow for the University to test the operation of the alarm system in each building. All drills at ETSU, announced or unannounced, are evaluated and documented. This documentation includes a description of the drill, the date, the time the drill began and ended, and whether the drill was announced or unannounced. Analysis from these tests may be used to modify the Emergency Management Plan or departmental emergency action plans, as needed.

The emergency notification system is tested for functionality twice per year, once each Fall and Spring semester. Emergency notification system tests are announced prior to the event. Software upgrades were made during the summer this year and an additional test was conducted to ensure the system was restored to full functionality following those upgrades.

Three fire drills per semester for residential facilities and one fire drill per year for academic and administrative facilities are coordinated by the ETSU Office of Environmental Health and Safety. More information on fire drills is presented in the Fire Safety section of this report. Emergency response and evacuation procedures, including testing the ability for Public Safety Dispatch to utilize the campus outdoor warning system, are tested twice a year. A full-scale drill with coordinated community response is typically held each year.

EMERGENCY MEDICAL RESPONSE PROCEDURES

Students, faculty, staff, and guests are instructed to report an emergency medical situation immediately by calling Public Safety at (423) 439-4480. Public Safety responds with officers as well as county and/or city Emergency Medical Services (EMS). Branch campuses and other regional locations should call 9-1-1 to contact their jurisdictional EMS.

 <p>ETSU</p>	<h1 style="color: white;">Emergency Procedures</h1> <h2 style="color: white;">East Tennessee State University Nell Dossett Hall</h2>	
<h3 style="text-align: center;">Evacuation Information</h3> <ul style="list-style-type: none"> • Become familiar with the evacuation diagrams located in the hallways throughout the building to identify your nearest evacuation route. • Remain calm; follow emergency guidelines and directions given by emergency personnel. • If the fire alarm has been activated, go to the nearest stairwell or exit door and leave the building immediately. • Assist disabled persons out of the building. In the event a person with a disability cannot be immediately evacuated from the building, he or she should be directed to the nearest stairwell landing to await the arrival of emergency personnel. ETSU Campus Police and/or the Johnson City Fire Department must be notified immediately upon arrival, identifying the location of the individual. • Go to the Designated Assembly Area as indicated below. • Do not re-enter the bldg. unless directed by emergency response officials. 	<h3 style="text-align: center;">Fire</h3> <ul style="list-style-type: none"> • If fire or smoke is discovered, notify the fire department or Public Safety immediately by dialing 9-1-1 or 9-4480. • Go to the nearest stairwell or exit door and leave the building immediately. • Pull the fire alarm as you leave the building. • Do not use the elevators! • Assist disabled persons out of the building. If unable to exit the bldg. due to severe mobility impairment, he or she should be directed to the nearest stairwell landing to await the arrival of emergency personnel. Campus Police and the Johnson City Fire Department must be notified immediately upon arrival, identifying the location of the individual. • Go to the Designated Assembly Area. • Do not re-enter the bldg. unless directed by emergency response officials. 	<h3 style="text-align: center;">Severe Weather</h3> <p style="text-align: center;"><u>During a Tornado Warning</u></p> <ul style="list-style-type: none"> • Move to a basement, or • First floor interior hallway, or • Restroom or other enclosed small areas away from large class areas. • Get under sturdy furniture. • Stay away from windows. • If caught outside, crouch in a nearby ditch or close to the ground. <p style="text-align: center;"><u>During a Severe Thunderstorm Warning</u></p> <ul style="list-style-type: none"> • Immediately go inside for protection. • Stay away from windows, water faucets and other plumbing fixtures. • Do not use telephone, television, or computers since lightning can travel through connecting wiring. • If outside – stay away from tall trees and other objects that are likely to be struck by lightning. • If caught in an open field, crouch in a ditch or close to the ground.
<p style="text-align: center;">Designated Assembly Area for Nell Dossett Hall</p> 	<h3 style="text-align: center;">Hazardous Materials Release</h3> <ul style="list-style-type: none"> • <u>Evacuate</u> <ul style="list-style-type: none"> ◦ Leave spill area immediately. ◦ Remove personnel from danger of spill. ◦ Alert other building occupants. • <u>Confine</u> <ul style="list-style-type: none"> ◦ Block area to unnecessary personnel. ◦ Use doors to contain vapors. ◦ Shutdown ventilation systems where possible. ◦ Use hood to exhaust vapors. • <u>Notify</u> <ul style="list-style-type: none"> ◦ Public Safety@911 or 9-4480, ◦ Facilities Management@9-7900, ◦ and Environmental Health & Safety Office@9-6028. <p style="color: white;"><i>Follow instructions of emergency personnel.</i></p>	<h3 style="text-align: center;">Power Outage</h3> <ul style="list-style-type: none"> • For information about a prolonged outage, go to www.etsu.edu for an ETSU alert, or listen to your radio at WETS-FM, 89.5, for up-to-the-minute information. • Help co-workers in darkened areas move to safe locations. • Unplug personal computers. • Take personal belongings if instructed to leave the building. • Secure any hazardous materials or equipment before leaving.
<h3 style="text-align: center;">When You Hear Campus Warning Sirens</h3> <ul style="list-style-type: none"> • Listen carefully! <ul style="list-style-type: none"> ◦ Follow all instructions. • If you cannot hear the message being broadcast across the campus emergency system: <ul style="list-style-type: none"> ◦ Get to a computer and go to www.etsu.edu for an ETSU alert, Or ◦ Listen to your radio at WETS-FM, 89.5, for up-to-the-minute information, Or ◦ Check your email or cell phone for a GoldAlert Emergency Text Message. 		

Notification of a Missing Residential Student

If any member of the University community has reason to believe that a campus housing resident's whereabouts are unknown, they must immediately notify Public Safety or jurisdictional authority. It is not necessary to wait 24 hours before making a report. All efforts will immediately be made (no waiting period) to locate the resident to determine his or her state of health and well-being.

Residents have the option each year to provide a contact person strictly for missing person purposes. Missing person contacts are maintained independently of other emergency contact information provided by the student. If the resident is determined missing for at least 24 hours, the Dean of Students will contact his or her missing persons contact if provided. For any student under the age of 18, and not an emancipated individual, the institution is required to notify a custodial parent or guardian no later than 24 hours after the time that the individual is determined to be missing by Public Safety and University staff.

MISSING STUDENTS AT ETSU SEVIER CENTER

Suspensions of missing branch campus housing residents should be directed to the appropriate jurisdictional authority, which will cooperate with ETSU Public Safety:

Sevierville Police Department

300 Gary Wade Boulevard
Sevierville, TN 37862
(865) 453-5506

Campus Security and Access

University policy limits access to campus and facilities to students, faculty, staff, guests, and invitees of the University, except when facilities are open to the public for a designated time and purpose. All individuals on campus are subject to the rules and regulations of the University, as well as applicable federal and state laws. In addition, motor vehicle operators are required to comply with all rules, regulations, policies, and procedures on traffic and parking.

COMMON AREAS AND GROUNDS

The heart of the campus operating system is each individual's photo ID card. Each card includes a color photo, name, ID number, campus classification, Sherrod Library barcode, and magnetically coded strip. With this single card, students, faculty, staff, and guests can be granted many services and privileges on campus. This includes access control to residence halls, computer labs, athletic events, Center for Physical Activities, campus post office services, and many other locations. Anyone on campus must provide identification upon request to appropriate officials and security personnel of the University. Identification cards can be obtained at Campus ID Services, located on the first floor of the Basler Center for Physical Activity.

Public Safety employs twenty full-time officers who work diligently to maintain the security of the ETSU campus. Their fleet of motor vehicles affords them the ability to provide thorough coverage of the property and keeps incident response times low. They may also use electric carts or bicycles to monitor activity in pedestrian only areas. VAMC Mountain Home Police Officers provide 24-hour patrols of facilities and parking lots on that portion of campus.

ACADEMIC AND ADMINISTRATIVE BUILDINGS

During the fall and spring semesters, academic buildings on the main campus are secured around 10pm each night, and around 6pm on Friday evenings. Veterans Affairs buildings are secured around 7pm all weeknights. Effort is made to restrict access as early as feasible without interfering with scheduled events such as night classes or lab hours. In some cases, a single point of entry/exit near the scheduled event remains unlocked for ease of access, while all other external doors are secured. Administrative buildings are locked at around 6pm each night, barring any planned events or special requests from occupants.

ETSU employees that need after-hours access can use their ID card with prior approval. The card readers only permit access to authorized users. As part of the Safe Study program, students who are studying on the VA campus after regular business hours (after 4:30pm) or on the weekends can contact ETSU Public Safety to have them patrol the building in which they are studying. This extra patrol includes monitoring the outside of the building, the parking lots around the building, and inside the building.

HOUSING FACILITIES

Residents are required to follow the Student Housing Rules, Residence Hall Conduct, and Disciplinary Sanctions, in accordance with the Residence Hall Student Handbook. All exterior doors are secured 24 hours per day with the exception of move-in, move-out, and a few other planned events. The doors to each residence hall have a card reader that only allows access to occupants of that building. Once inside, residents use their University ID card to gain access to their assigned halls. Keys or ID cards are used to gain access to individual rooms. Buc Ridge apartments use a key card to enter the apartment; each bedroom is keyed separately.

Speaker-style telephones are located near the main entrances which offer one-touch direct dial to Public Safety. The resident is responsible for escorting his/her guest at all times within the hall. Main lobby visitation is limited to 9am until midnight Sunday through Thursday, and 9am until 2am on Friday and Saturday. Each residence hall has designated room visitation hours.

The Department of Public Safety patrols campus, including all housing areas, 24 hours a day, 7 days a week. This ongoing patrol is supplemented in the housing areas with extra layers of assistance during periods that have or are expected to have heightened activity. The Department of Housing and Residence Life contracts with Axis Security to provide two-night patrol staff for all housing areas (with the exception of Buc Ridge Apartments), each night between the hours of 12am and 4am during the regular academic year. For Buc Ridge Apartments, Housing and Residence Life pairs a full-time University employed security guard and an Axis security guard to monitor the area each night from 9pm until 5am. In the event that the security guard is absent from work, a Public Safety officer is assigned to Buc Ridge and assumes the patrol duties during that time. On Thursday, Friday, and Saturday nights during the main semesters, an Axis Security guard is stationed at the Buc Ridge Security Building from 9pm until 5am. All patrols, including times, may be adjusted based upon an elevated concern or lack of occupancy.

KINGSPORT AT ALLANDALE

This facility employs a full-time security guard after normal business hours for the protection of night class students and faculty. The guard is onsite Monday through Thursday from 3pm until 10:30pm. The guard secures all doors at 6pm with the exception of the door at the guard station so that access can be directly monitored. A building security system is activated at 10:30pm when the guards leave. The building is re-opened with restricted access at 6:15am on weekdays, and fully unlocked at 7:30am when office hours resume. All classroom doors have a keyless auto-lock feature which allows exit but no entry when closed for extra security during emergency situations.

KINGSPORT DOWNTOWN

ETSU offers classes at the Kingsport Center for Higher Education (KCHE) located at 300 West Market Street, Kingsport, Tennessee. Control and access to the building are managed by Northeast State Community College. Campus Police and security officers are the primary

servicing law enforcement agency. The Kingsport Police Department provide these services when campus police/security officers are not present.

NAVE CENTER - ELIZABETHTON

The Nave Center building is generally open Monday through Friday from 8:00 a.m. until 4:30 p.m. Some exceptions are made during after-school clinic hours for language therapy patients. Entry and exit are restricted to a single point during these times and is monitored by clinic staff.

ETSU AT SEVIER CENTER

This space is housed on the third floor of the multi-use VA healthcare facility. This is a secured floor, which requires visitors call from the first-floor elevator before access is granted. Each morning, the elevator is unlocked at 6:30 a.m. for thirty minutes to allow students to enter and is then re-secured for the remainder of the day.

ETSU AT SEVIERVILLE

The ETSU at Sevierville building is generally open Monday through Friday 8:00 a.m. until 4:30 p.m. Some exceptions are made for after hour programs and courses. Entry and exit are made at a single point during these times and is monitored by staff.

VALLEYBROOK

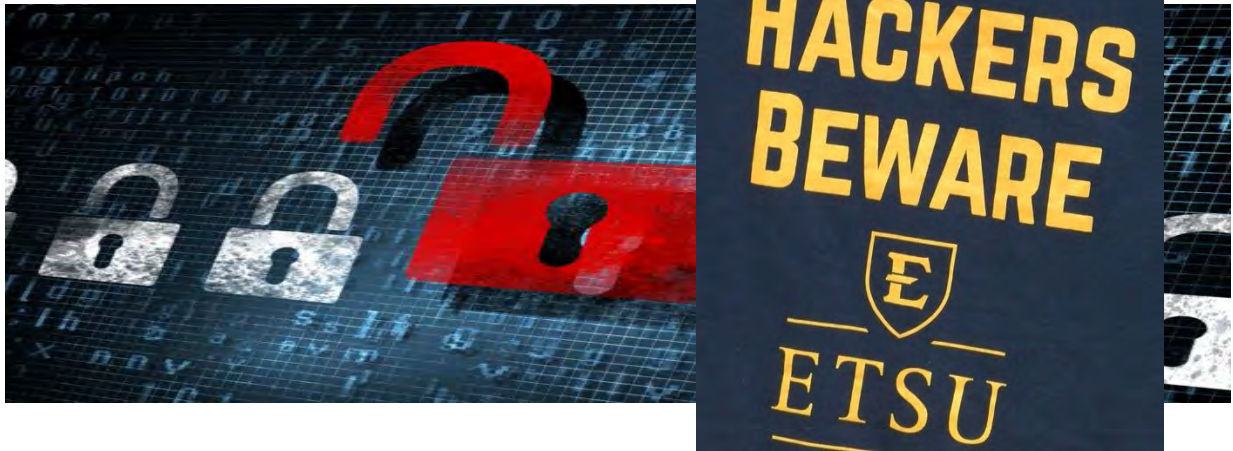
This facility has a security fence that surrounds the property. The main gate utilizes ETSU ID cards for access but is generally open Monday through Friday from 7:45 a.m. until 3:45 p.m. The site receptionist unlocks the main building entrance at 8:00 a.m. and locks it at 4:00 p.m. each day. The custodial and/or maintenance staff follows the same schedule for the downstairs doors. Exceptions are made to accommodate planned events at the facility.

SOUTHWEST VIRGINIA HIGHER EDUCATION CENTER

This facility is generally open Monday through Friday 7:30 a.m. until 10:00 p.m., Saturdays 8:00 a.m. until 5:00 p.m., and Sundays for scheduled events. Entry and exits are restricted and monitored by staff.

CYBER SECURITY

ETSU requires network users to create complex passwords that are changed every ninety days. This is for the protection of the individual as well as all other devices on the ETSU network. ETSU will never request password information by email. If an email is received requesting password or login information, users are instructed to contact Information Technology Services (ITS) to report suspicious requests or activity.



Maintaining Campus Facilities

ETSU is committed to campus safety and security. Exterior lighting and landscape control are essential components for meeting those commitments. ETSU community members may report any lighting problems, faulty locks, or other campus safety issues to Public Safety at (423) 439-4480 or bucprevention@etsu.edu, or by utilizing the Facilities Management [online work order system](#).

Facilities Management personnel are available after hours to respond to situations requiring immediate attention. Calls made to Facilities Management after regular business hours are answered by ETSU Public Safety.

RESIDENCE HALL MAINTENANCE

Requests for maintenance and custodial services in the residence halls and on-campus apartments are processed by the staff in the Housing and Residence Life office, 108 Burgin Dossett Hall. The office is staffed 8am to 4:30pm, Monday through Friday. Most repairs are completed within two working days. Emergency situations such as flooding are addressed immediately upon notification. Housing residents may submit maintenance requests via email at housingwork@listserv.etsu.edu.

Submitting a request implies the occupant(s) is giving university staff permission to enter that room to perform maintenance or custodial services without additional notification. Requests are generally handled by Facilities Management staff. However, depending on the nature and scope of your request, we may need assistance from staff in Environmental Health & Safety or from a University approved outside contractor.

ENVIRONMENTAL HEALTH & SAFETY

The Office of Environmental Health & Safety (EHS), a division of Facilities Management, is responsible for the management of environmental health and safety programs at all ETSU facilities. This involves creating a systematic approach to managing disciplines such as laboratory safety, hazardous waste, air quality, ergonomics, and other aspects of the campus environment that could affect the health and well-being of students, faculty, and staff. EHS functions as a consultant to faculty, deans, administrative staff, and students in all areas of environmental health and safety and maintains an open-door policy for expressing related concerns. EHS staff conducts health and safety audits and investigations as necessary and works alongside Emergency Preparedness to mitigate the risk of environmental emergencies like hazardous waste spills and toxic exposures.

The Office of EHS facilitates the security of the University in the following ways:

- **Fire and Life Safety:** Encompasses fire extinguisher training classes, monthly building safety inspections, emergency drills, and the Automated External Defibrillator (AED) program. Policies include inspection and testing requirements, as well as protocol to achieve an acceptable level of life safety outlining the safeguards necessary to provide adequate egress time and protection from fire exposure.
- **Biosafety in Laboratories:** This discipline addresses the safe handling, accountability and containment of infectious microorganisms and hazardous biological materials. It also includes ensuring the effectiveness of ETSU biosafety programs, the proficiency of lab workers, as well as the capability of equipment, facilities, and management practices to provide containment and security of microbiological agents.



The Quad in early fall.

- **Building Coordinators (BC):** BCs serve as a point of contact to receive and disseminate safety and emergency preparedness information. They coordinate the development of building emergency plans and act as an informational conduit for the Environmental Health & Safety, Department of Emergency Management and other first responders. They perform detailed monthly safety inspections of their building and submit their findings to EHS so those conditions can be corrected in a timely manner.



Crime Prevention and Awareness Programming

During each on-ground and online orientation, new students, faculty, and staff are informed of services offered by ETSU Public Safety. Crime prevention and sexual assault prevention programs are offered on a continual basis during the academic year by Housing and Residence Life, the Counseling Center, and Public Safety in conjunction with other University organizations and departments. These awareness sessions also include theft prevention, risk reduction, bystander awareness, and vandalism prevention. In addition to one on one programming, information is disseminated to students and employees through flyers, posters, displays, videos, as well as articles and advertisements in the student newspaper.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others and to report any concerns or suspicious behavior. Program presentations may be requested by utilizing the Program Request Form found on the Public Safety website.

TYPES OF CRIME PREVENTION PROGRAMS

Alcohol/Drug Awareness: Alcohol and drugs are often prevalent on college campuses. This program is intended to discuss the dangers of use and the consequences associated with alcohol and drugs. Assistance information provided and discussed.

DUI (Drunk Goggle Simulations): Alcohol use and abuse is discussed along with the consequences of being charged with a DUI. Simulations are provided when available to show the distortions of vision and judgement while simulating intoxication at different levels.

Personal Safety: This program provides safety tips for personal safety on and off of campus. It includes alcohol and drug, sexual assault, stalking, domestic violence, and general safety such as walking alone, parties, exercising, emergency phones, and details about safe voyage.

Theft Prevention: Theft is ETSU most reported crime; it is a crime of opportunity. There are two services that Public Safety offers to help in reducing thefts on campus and the recovery of items, the GOTCHA cards and Operation ID (Op ID). Op ID is a national theft prevention program offered free of charge by Public Safety. This program involves keeping records of your personal properties serial number and a detailed description of the item, which can aid in recovery and return of lost or stolen items. The GOTCHA program utilizes officers on patrol who discover unattended valuables to place "GOTCHA" cards on them to make the owners aware of the need to take better precautions at securing personal belongings. Cards will also be placed in unattended and unlocked offices. The goal is to make people aware of their role and responsibility in preventing crime. Public Safety coordinates with Office of Housing and Residence life on this program.

Residence Hall Safety: This program provides an overview of personal safety as well as residential safety such as locking doors, piggy backing, being aware of safety concerns inside and outside of residence halls. Information on contacting emergency personal is also presented.

Sexual Assault Prevention Training for Students: The University has contracted with Everfi to provide required annual online training to students that encourages awareness of sexual assault crimes, understanding of actions that could decrease their risk of being targeted, as well as safe options for bystander intervention. Information for students who may have been a victim or knows someone who has been a victim is also covered, and includes topics such as counseling, health care, and criminal or disciplinary prosecution options.

Title IX Training for Employees: The University has contracted with Everfi to provide required annual online trainings to employees that clarifies federal requirements for reporting sexual misconduct and sexual violence

Greek Safety: This fraternity- and sorority-centered program discusses the dangers and consequences of alcohol and drug abuse. Assistance information is provided and discussed. Simulations with “drunk goggles” are provided to show the distortions of vision and judgement while simulating intoxication at different levels. Personal safety and sexual assault information is also provided.

Social Networking Safety: Technology has grown at a tremendous rate, an increase in internet use and the growing numbers of social media sites have created a need for extra attention. This program discusses the importance of privacy settings and overall internet surfing safety.

Work Place Violence: There has been an increase in workplace violence over the last decade. It is important to have a survival mind set. The goal of this program is to increase awareness of violence, discuss how to recognize the warning signs, and learn what actions to take to prevent or minimize the violence. Awareness, rehearsal, and prevention skills are key factors. Learn who could be a victim and who could be an offender in workplace violence situations. Learn when and who to call for assistance. Learn the different forms of violence. Understand the differences between disruptive individuals, hostage takers, and active shooters. Learn personal safety tips to use from the parking lot to your office.

Active Shooter: Public Safety aims to enhance knowledge and understanding on issues such as active shooter situations. There is often no pattern or method to the selection of victims by an active shooter, and these situations are by nature unpredictable and quickly evolving. This program discusses what individuals can do to prepare for such an incident and options for responding to an active shooter. The RUN, HIDE, and FIGHT strategies are discussed. This program will also discuss response of law enforcement and how to respond to them. While these incidents are unpredictable there are often signs of potential violence, this program discusses what these signs may be and what options you have when you recognize them.

Safety Tips

Protect Your Community

Crime can occur anywhere, anytime — no one is immune.

- Report suspicious behavior or threatening situations immediately. Describe the person(s) or situations as completely as possible to the Public Safety or 9-1-1 dispatcher.
- Seek assistance from ETSU Public Safety if you are harassed, threatened, or stalked. Save all communications received including texts, e-mails, voicemail or written notes.
- Seek assistance from the Title IX Coordinator and the Office of University Compliance
- Never prop open exterior and fire doors or allow strangers to enter.
- Immediately report possible hazards such as non-working lights, broken windows or damaged doors.
- Keep emergency numbers in your mobile phone and on your person.
ETSU Public Safety — (423) 439-4480 Emergencies off campus— dial 9-1-1
- Keep “ICE” (in case of emergency) numbers in your phone and on your person. If you are injured or seriously ill, your ICE contact information will be vital.
- Crisis situations may include a natural disaster or an attack on campus. Focus on getting to safety. THINK, don’t panic. Follow instructions and procedures during the emergency. Know the location of exits in your residence as well as campus buildings and facilities.
- Immediately report suspicious people, behavior, or activity to appropriate university officials.
- Avoid using “threat” jokes or inflammatory statements that could cause panic or retaliatory actions. You may be detained by the police.
- Respect emergency equipment such as smoke detectors, fire alarms and fire extinguishers. Report damaged equipment immediately.

Protect Your Home

- Keep doors to your residence locked whether or not you are home.
- Do not admit strangers into your home.
- Close blinds/curtains at night.
- Keep valuable items out of sight and securely stored. Make a list of brand names, models and serial numbers for insurance purposes. If you are a victim of theft, accurate information may allow recovered items to be traced and returned. Utilize Operation ID.

Protect Yourself

- Be aware of your surroundings at all times. Look around, not down while walking.
- Trust your instincts. If you feel threatened, avoid the situation and call the police.
- Wear only one earpiece when using a personal listening device.

- Wear only one backpack shoulder strap when walking at night; avoid wearing a strap over your neck and shoulder. This prevents an attacker from easily controlling you.
- Use common sense.
- Never leave personal items unattended.
- Limit your alcohol intake. Avoid combining alcohol and drugs. The result could be dangerous and can impair your ability to use sound judgment regarding personal safety.
- Carefully consider what you post online; privacy settings are not “private.” Online postings are available, even after being deleted.
- Utilize Safe Voyage for escorts to your car, class, or hall after dark, call (423) 914-5940 8:00 p.m. – midnight (Mon-Fri, fall and spring semesters). Call (423) 439-4480 during other times for assistance from the Department of Public Safety.
- Vehicle safety
 - Park in well-lighted areas.
 - Keep all items out of sight, especially valuables.
 - Service your vehicle regularly.
 - Keep vehicle locked.
 - Keep an emergency kit.

PROTECT YOUR ONLINE INFORMATION

- Only open attachments and click on links that you know are safe.
- Make sure your anti-virus software is up to date.
- Be aware that what you post on social media may be visible by many people.
- Limit the amount of personal information you post on social media.
- Update your privacy and security settings.
- Set secure passwords and don’t share them with anyone. Avoid using common words, phrases, or personal information, and update regularly.

More safety information is available on the Public Safety website.

Addressing Sexual Misconduct, Discrimination, and Harassment

ETSU Title IX Compliance Page

(<https://www.etsu.edu/titleix/>) East Tennessee State University complies with Title IX and does not discriminate on the basis of sex in its educational programs and activities. Sexual misconduct is a form of sex discrimination prohibited by Title IX, 20 USC § 1581 et seq., which prohibits discrimination on the basis of sex in educational programs or activities. In this context, East Tennessee State University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking.

The ETSU Policy on Sexual Misconduct

(https://www.etsu.edu/policies/documents/sexual_misconduct_2020_0114_v092020.pdf), prohibits and seeks to eliminate all forms of sexual misconduct in education programs and employment. ETSU employees, students, and third parties can report sexual misconduct to the University without fear of adverse consequences, and the University will be responsive to reports.

The ETSU Rule on Title IX

Effective as of August 14, 2020, the Department of Education has enacted new Title IX regulations. The University has implemented an [Emergency Rule on Title IX](#) as a response to these changes and will be using this Rule in future efforts to comply with Title IX federal laws.

The ETSU Policy on Discrimination and Harassment

(https://www.etsu.edu/policies/documents/discrimination_and_harassment_2020_0116_rev082020.pdf), prohibits and seeks to eliminate all forms of discrimination and harassment based on a protected class in education programs and activities and employment. ETSU employees, students, and third parties can report discrimination or harassment without fear of adverse consequences and the University will be responsive to reports.

These institutional policies reaffirm ETSU's commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the University community. To this end, the University has established Office of University Compliance which functions as a community response team dedicated to preventing sexual violence. This office is responsible for developing, reviewing, and revising protocols, policies, and procedures for addressing domestic violence, dating violence, sexual assault, and stalking on ETSU campuses. The University programs that address sexual misconduct cover information on primary prevention for new members of the campus community, ongoing awareness campaigns to reach established members, and response procedures for addressing specific acts of sexual violence.

FEDERAL (VAWA) DEFINITIONS OF SEXUAL OFFENSES

These definitions are used for the purposes of reporting Clery Act VAWA statistics.

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

- i. *The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.*

For the purposes of this definition—

- i. *Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.*
- ii. *Dating violence does not include acts covered under the definition of domestic violence.*

Domestic violence: *a felony or misdemeanor crime of violence committed—*

- i. *By a current or former spouse or intimate partner of the victim;*
- ii. *By a person with whom the victim shares a child in common;*
- iii. *By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;*
- iv. *By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or*
- v. *By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.*

Sexual assault: *an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, A sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."*

- i. 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.*
- ii. Fondling: *The touching of the private 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.*
- iii. Incest: *Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.*
- iv. Statutory Rape: *Sexual intercourse with a person who is under the statutory age of consent.*

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

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

For the purposes of this definition—

- i. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.*
- ii. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.*
- iii. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling*

TENNESSEE JURISDICTIONAL DEFINITIONS OF SEXUAL OFFENSES

These definitions are provided for the educational benefit of the campus community and are not used for the purposes of reporting Clery Act statistics. They may be useful in deciding upon a course of criminal justice.

Sexual assault: not defined in Tennessee but sexual battery and assault fall under this general category of sexual violence

Assault (39-13-101): *a person commits assault who*

- i. Intentionally, knowingly or recklessly causes bodily injury to another;*
- ii. Intentionally or knowingly causes another to reasonably fear imminent bodily injury; or*
- iii. Intentionally or knowingly causes physical contact with another and a reasonable person would regard the contact as extremely offensive or provocative.*

Sexual battery (39-13-505): *unlawful sexual contact with a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances*

- i. Force or coercion is used to accomplish the act;*
- ii. The sexual contact is accomplished without the consent of the victim and the defendant knows or has reason to know at the time of the contact that the victim did not consent;*
- iii. The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or*
- iv. The sexual contact is accomplished by fraud.*
- v. As used in this section, "coercion" means the threat of kidnapping, extortion, force or violence to be performed immediately or in the future.*

Dating violence: not defined in Tennessee; falls under the definition of domestic assault where it specifies

Adults or minors who are dating or who have dated or who have had a sexual relationship, but does not include fraternization between two individuals in a business or social context

Domestic violence: refer to the definition of the terms used in Tennessee law, namely domestic assault and assault

Domestic assault (39-13-111): *As used in this [definition], domestic abuse victim means any person who falls within the following categories*

- i. Adults or minors who are current or former spouses;*

- ii. *Adults or minors who live together or who have lived together;*
- iii. *Adults or minors who are dating or who have dated or who have or had a sexual relationship, but does not include fraternization between two (2) individuals in a business or social context;*
- iv. *Adults or minors related by blood or adoption;*
- v. *Adults or minors who are related or were formerly related by marriage; or*
- vi. *Adult or minor children of a person in a relationship that is described in subdivisions [i-vi].*

A person commits domestic assault who commits an assault as defined in 39-13-101 against a domestic abuse victim.

Assault (39-13-101): *A person commits assault who*

- i. *Intentionally, knowingly or recklessly causes bodily injury to another;*
- ii. *Intentionally or knowingly causes another to reasonably fear imminent bodily injury; or*
- iii. *Intentionally or knowingly causes physical contact with another and a reasonable person would regard the contact as extremely offensive or provocative*

Stalking (includes instances of stalking, aggravated stalking, and especially aggravated stalking) (39-17-315): *As used in this section, unless the context otherwise requires*

- i. *"Course of conduct" means a pattern of conduct composed of a series of two or more separate, noncontinuous acts evidencing a continuity of purpose, including, but not limited to, acts in which the defendant directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to a person, or interferes with a person's property;*
- ii. *"Emotional distress" means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling;*
- iii. *"Harassment" means conduct directed toward a victim that includes, but is not limited to, repeated or continuing unconsented contact that would cause a reasonable person to suffer emotional distress, and that actually causes the victim to suffer emotional distress. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose;*
- iv. *"Stalking" means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested, and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested;*
- v. *"Unconsented contact" means any contact with another person that is initiated or continued without that person's consent, or in disregard of that person's expressed desire that the contact be avoided or discontinued. Unconsented contact includes, but is not limited to, any of the following:*
 - a) *Following or appearing within the sight of that person;*
 - b) *Approaching or confronting that person in a public place or on private property;*
 - c) *Appearing at that person's workplace or residence;*

- d) *Entering onto or remaining on property owned, leased, or occupied by that person;*
- e) *Contacting that person by telephone;*
- f) *Sending to that person mail or any electronic communications, including, but not limited to, electronic mail, text messages, or any other type of electronic message sent using the Internet, web sites, or a social media platform; or*
- g) *Placing an object on, or delivering an object to, property owned, leased, or occupied by that person; and*
- vi. *"Victim" means an individual who is the target of a willful course of conduct involving repeated or continuing harassment.*

Aggravated stalking: *A person commits aggravated stalking who commits the offense of stalking as prohibited, and*

- i. *In the course and furtherance of stalking, displays a deadly weapon;*
- ii. *The victim of the offense was less than eighteen years of age at any time during the person's course of conduct, and the person is five or more years older than the victim;*
- iii. *Has previously been convicted of stalking within seven years of the instant offense;*
- iv. *Makes a credible threat to the victim, the victim's child, sibling, spouse, parent or dependents with the intent to place any such person in reasonable fear of death or bodily injury; or*
- v. *At the time of the offense, was prohibited from making contact with the victim under a restraining order or injunction for protection, an order of protection, or any other court-imposed prohibition of conduct toward the victim or the victim's property, and the person knowingly violates the injunction, order or court-imposed prohibition.*

Especially aggravated stalking: *A person commits especially aggravated stalking who*

- i. *Commits the offense of stalking or aggravated stalking, and has previously been convicted of stalking or aggravated stalking involving the same victim of the instant offense; or*
- ii. *Commits the offense of aggravated stalking, and intentionally or recklessly causes serious bodily injury to the victim of the offense or to the victim's child, sibling, spouse, parent or dependent.*

Other Sexual Violence Terms of Interest

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

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

Campus Sexual Violence Elimination (SaVE) Act: Increases transparency on campus about incidents of sexual violence, guarantees victims enhanced rights, sets standards for disciplinary proceedings, and requires campus-wide prevention education programs. The Campus SaVE Act amends the Clery Act, which addresses campus sexual assault policies within the Higher

Education Act of 1965. President Obama signed SaVE into law on March 7, 2013 as part of the Violence Against Women Act (VAWA) Reauthorization (*see below for VAWA*).

Complainant: An individual who invokes the University's investigation and resolution process to determine if the sexual misconduct policy has been violated and identifies him or herself as a complainant of the alleged misconduct. In some circumstance, the University may assume the role of complainant. The terms accuser, reporter, and victim are also used in a similar manner.

Consent: An informed decision, freely given, made through mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Consent cannot be given by an individual who is asleep; unconscious; or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason; or, is under duress, threat, coercion, or force (ETSU Student Misconduct Policy). Consent is not defined by Tennessee law.

Proceeding: All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

Respondent: Any individual(s) or organization(s) alleged to have violated the sexual misconduct policy and against whom a complaint has been brought to the attention of the University.

Result: Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

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

Sexual misconduct: The overarching term used by the University to identify the conduct that includes sexual harassment by individuals or organizations that is prohibited by Title IX and University policy. For all individuals who are part of the ETSU community, sexually harassing conduct that is sufficiently severe, pervasive, and objectively offensive as to substantially disrupt or undermine a person's ability to participate in or to receive the benefits, services, or opportunities of the University is prohibited by Title IX when such conduct substantially interferes with an individual's educational performance, or equal access to the college's resources and opportunities; or such conduct creates an intimidating, hostile, or abusive educational environment. The University recognizes that anyone can be a complainant or respondent regardless of sex, gender, or gender identification.

Title IX (20 USC §§1681 et seq.): Refers to the Educational Amendments of 1972 (commonly known as Title IX) and its implementing regulations, 32 CFR Part 106, which prohibit

discrimination on the basis of sex in education programs or activities operated by recipients of federal financial assistance. ETSU is required to comply with Title IX. Sexual harassment, which includes acts of sexual misconduct described in ETSU policies, is a form of sex discrimination prohibited by Title IX.

Effective as of August 14, 2020, the Department of Education has enacted new Title IX regulations. The University has implemented an [Emergency Rule on Title IX](#) as a response to these changes and will be using this Rule in future efforts to comply with Title IX federal laws.

Violence Against Women Act (VAWA): The landmark federal legislation which calls for a comprehensive approach to violence against women which combined tough new provisions to hold offenders accountable with programs to provide services for the victims of such violence. Under the leadership of then-Senator Joe Biden, Congress recognized the severity of violence against women and our need for a national strategy with the enactment of the Violence Against Women Act in 1994. VAWA of 2013 amends the Violence Against Women Act of 1994 to add or expand definitions of several terms used in such Act. It includes enhanced judicial and law enforcement tools to combat violence against women, improve services for victims, provide protection for young victims, award grants to prevent sexual violence, strengthen the healthcare system's response, ensure economic and housing security for victims, and many other important provisions.

WHAT TO DO IF YOU ARE THE VICTIM OF SEXUAL VIOLENCE

Victims can refer to this list of tips from the Violence Free website for information on what they can do immediately following an act of sexual misconduct.

- **Get to a safe place**, one that is well-lit and where there are other people, preferably people you know and trust.
- **Do not bathe**, douche, brush your teeth, chew gum, drink, change clothing or even comb your hair before seeking medical attention if you have experienced physical violence. It is only natural to want to do so, but you may be destroying physical evidence that could be needed later if you decide to pursue an investigation.
- **Call the police** as soon as possible to report the assault. If you are on campus call ETSU Public Safety at (423) 439-4480. If you are off campus at a regional ETSU location, call 9-1-1 and the local police will respond to your call. Be advised by calling the police you are officially reporting the crime and seeking the protection of the police. Reporting does not mean that you have to prosecute. See the following section for more reporting options.
- If you wish, **call a friend**, family member or other trusted person to be with you. A counselor from the ETSU Counseling Center can accompany you to the hospital or police station, call (423) 439-3333 during weekday hours. After hours the Counselor on Duty can be contacted by calling (423) 439-4841 and pressing option 2. A counselor provides confidential emotional support and can also help with reporting options and what to do next.

- ***Preserve evidence*** by requesting a PERK kit. Save text messages, instant messages, social networking pages, and other communications. Keep pictures, logs or other copies of documents that would be useful to University hearing boards/investigators or police. They may be helpful in proving a criminal offense occurred, or in obtaining a protection order. Collecting the evidence does not mean you must pursue official reporting or prosecution, but the evidence is preserved in the event that you change your mind.
- ***Get immediate medical attention for physical injuries and/or shock.*** Victims may sustain physical injuries, experience shock, or contract a sexually transmitted infection. Johnson City Medical Center offers specially trained Sexual Assault Nurse Examiners (SANE) through their emergency room to support sexual assault victims throughout the medical exam and administer a Physical Evidence Recovery Kit (PERK). Victims may choose not to pursue disciplinary or legal action and may change their mind as new information becomes available to them.
- ***Seek follow-up counseling.*** Whether or not a victim chooses to report the assault or to prosecute, a trained counselor can help the individual deal with the emotional trauma of domestic violence, dating violence, sexual assault or stalking. You may call the ETSU Counseling Center at (423) 439-3333 and ask for an OASIS advocate. Use the Bucs Press 2 option after hours by dialing (423) 439-4841. **All counseling is free to students, completely confidential and is available at all ETSU campuses at any time.**

Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Public Safety or SANE Nurse to preserve evidence in the event that the victim's wishes change at a later date.

PROCEDURES FOR REPORTING AN INCIDENT

ETSU encourages prompt reporting of sexual misconduct and strives for prompt resolution through University procedures. The University seeks to make the procedures for reporting transparent and straightforward. Complainants are not expected or required to pursue a specific course of action. However, ETSU provides resources to complainants of sexual misconduct in making decisions, obtaining information about available resources, and assisting if she/he decides to make an official report to law enforcement authorities and/or request resolution. An individual reporting sexual misconduct will not face conduct repercussions and is entitled to protection from retaliation for a report that is made in good faith, even if it is determined that the information was wrong or cannot be proven.

The University does not generally seek to hold any student reporting sexual misconduct accountable for associated non-sexual misconduct violations of the Student Disciplinary Rules in which the reporting party may have been involved at or near the time of the event, provided that any such violations did not and do not place the health and safety of any person at risk. This means that students reporting sexual misconduct will generally not face disciplinary action due to associated non-sexual misconduct violations (e.g. underage drinking). However, if a reporter is to be held accountable for his/her own misconduct, such violations will be reviewed in conduct proceedings separate from the sexual misconduct proceedings.

How to Report an Offense of Sexual Violence to the University

Students and employees who wish to report an offense of sexual violence to the University should contact the Title IX Coordinator: 201 Nell Dossett Hall, Johnson City, TN 37614, (423) 439-8545, and Public Safety. Reports can also be filed through the [Office of Compliance online reporting portal](#). Under University policy, two investigators will be designated to resolve the complaint in accordance with appropriate procedures and make recommendations regarding resolution. Any conduct that is prohibited by Title IX will be investigated and adjudicated pursuant to the Emergency Title IX Rule.

Tennessee statute of limitations for criminal allegations ranges from 2 to 15 years depending on the type of sexual offense.

All reports of sexual misconduct will be handled in confidence to the extent allowed by law. The information reported will be shared only with those University employees who will assist in the investigation and/or resolution of the complaint.

Anonymous Reporting

ETSU takes sexual violence and misconduct very seriously. An anonymous online form is available for reporting purpose. This form is used to understand the campus climate at ETSU, to gather information regarding incidences of sexual and dating violence of our students on or around the campus, and to help ETSU staff plan a response to violence in our community. If you know of a violation or wish to report a personal experience,

Risk Reduction: Keeping Yourself Safer

- *Always trust your instincts*
- *Communicate clearly. You have the right to say "no" and "I'm not sure."*
- *Think about what you really want from a partner before a possibly dangerous or uncomfortable situation occurs.*
- *Use the buddy system. Arrive at events with friends. Keep track of your friends and leave with them.*
- *If you or your friend stays behind, create a safety plan.*
- *Drink responsibly. Know what's in your drink. Only drink from un-opened bottles or cans, or drinks that you've seen poured. Avoid punch bowls – they are easiest to drug and you have no idea how much alcohol is in them.*
- *Know which behaviors constitute sexual assault, rape and consent. Understand that most incidents occur between people that know each other.*

you may fill out and submit the Bucs Report It/Silent Witness online form by visiting the Public Safety website. Reports can also be made to using the Report of Discrimination, Harassment, and/or Retaliation form located on the Office of University Compliance website.

PLEASE NOTE: Completing this anonymous form does NOT constitute a police report or a student conduct report. Anonymous reporters will NOT be contacted by the University unless you indicate a desire to be contacted and provide your name and contact information.

Confidentiality Options

Despite ETSU's strong interest in having complainants of sexual misconduct come forward, the University realizes that not every individual is prepared to report. If you are a complainant of sexual misconduct but are not ready to inform the University, you are encouraged to contact the ETSU Counseling Center. The Counseling Center is bound by separate laws of confidentiality and will not inform other members of the University of your contact under most circumstances, unless there is an imminent safety concern, or as otherwise required by law. At your request, the counselor will report the incident for inclusion in the annual safety report without relaying any identifying information. In this way, the campus can accurately report the number of sexual assaults which have occurred, while protecting your right to privacy. When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the University's ability to respond to the complaint may be limited.

Personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. The University will 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 the accommodations or protective measures. The University does not publish the name of crime victims nor house identifiable information regarding victims in the campus police departments Daily Crime Log or online.

Victims may request that student/employee directory information on file be removed from public sources by submitting the Prevent Disclosure of Directory Information form to the Office of the Registrar. This form is available at the Registrar's Office, room 101 Burgin Dossett Hall, or online at the Registrar's website: <http://www.etsu.edu/reg/>

VICTIM ASSISTANCE PROVIDED BY ETSU

University personnel will assist any student or employee who is the complainant of domestic violence, dating violence, sexual assault, and/or stalking, regardless of whether the crime occurred on or away from ETSU campus or property.

All complainants are afforded the following:

- Written notification of available on-campus and off-campus resources, including medical assistance, mental health counseling services, law enforcement agencies, and campus conduct options.
- Written notification about options for and assistance with transportation situations, working situations, and assistance with protective measures.
- Written notification of rights and other options
- Information and assistance filing a complaint with proper law enforcement authorities
- The opportunity to request that the University take steps to prevent unnecessary or unwelcomed contact or proximity to a respondent including a change in her/his academic or on-campus living situation
- Opportunity to report retaliation. Retaliation is prohibited by the University. Any concerns of retaliatory behavior should be reported immediately to ETSU Public Safety by calling (423) 439-4480 or by calling 9-1-1 from branch campuses and other locations.

BYSTANDER INTERVENTION TIPS

Bystanders should take any reasonable and prudent action they can to prevent or stop an act of sexual misconduct from taking place. In instances of harmful or violent words, actions, or behaviors, each person has a choice to ignore/accept or to intervene/address. ETSU's Think Live Respect initiative provides information for bystanders so they can safely respond to instances of harmful or violent words, actions, or behaviors. Individuals who deliver sexual violence programming also provide audience-specific examples of bystander intervention techniques. Options include but are not limited to the following techniques.

Bystander intervention strategies could include:

- “I” Statements - state your feelings, name the behavior, and state how you want the person to respond;
- Silent Stare;
- Humor;
- Group Intervention;
- Personalize - what if someone said that about your mom/sister;
- We’re Friends - as your friend, I want to talk with you about...;
- Distraction - Redirect or cause a commotion; or
- Alert Others - Report suspicious persons/behavior to Public Safety or the local police.

PREVENTION AND AWARENESS PROGRAMS

The University administers a number of educational programs designed to prevent dating violence, domestic violence, sexual assault, and stalking by increasing understanding of topics relevant to and skills for addressing these offenses. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees, as

well as ongoing awareness and prevention campaigns for students and employees. This programming specifically:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- Defines what behavior and actions constitute consent to sexual activity in the State of Tennessee;
- Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks

The University offered a broad range of sexual violence programs in 2019, which included a mix of primary prevention strategies, as well as ongoing prevention and awareness tactics. *Primary prevention* initiatives are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur. Strategies include the promoting positive and healthy behaviors that foster healthy relationships and sexuality, encouraging safe bystander intervention, and seeking to influence behavior and social norms in healthy and safe direction. *Ongoing prevention and awareness* include programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

The following programs were offered at least once in 2019:

Bystander Intervention for Athletics: An OASIS Coordinator conducted a workshop for all student athletes that included tips on how to be a safe partner and teammate with regard to sexual violence.

Campus Outreach Efforts: Sexual violence awareness and prevention information is included in the student planners that are distributed at new student orientations throughout the year. Sexual violence handouts are now provided and discussed during new student orientation sessions. A faculty handout is distributed to educators to remind them of their Responsible Employee responsibilities as well as campus resources. Bulletin boards and posters around campus provide bystander intervention tips and other prevention and awareness information.

Clothesline Project: A visual component of the Take Back the Night campaign, students, faculty, and staff bear witness to Violence Against Women by telling their story, the story of someone they know, or by simply making a statement on a t-shirt of your own. The t-shirts are displayed on the lawn outside the Culp Center to draw attention to the breadth of sexual violence.

Civility in the Workplace: This required component of new employee orientation instructs and tests on various aspects of harassment and unlawful discrimination. It provides answers to common questions and suggestions for handling problem situations, as well as current laws and the University's policies and procedures for reporting incidents of sexual misconduct.

Don't Make a Booze-Boo: Halloween is one of the biggest drinking holidays of the year. This annual education program is aimed at students and is focused on raising awareness of safe drinking practices. Topics include setting drinking limits and drink counting.

Escape from Rape: A Cultural Change: This event was hosted by the Office of Professional Development on September 14th, 2018 at the Kingsport Center for Higher Education. The conference is an effort to eliminate misconceptions about rape and foster better care for victims and survivors of rape through training and educating members of the community in the prevention, response, advocacy and treatment for sexual assault victims.

Haven – Understanding Sexual Assault™: This online module addresses the critical issues of sexual assault, relationship violence, and stalking. Haven uses a population-level approach to educate all students on the issues associated with sexual assault and relationship violence, taking into account their unique perspectives and experiences. All new students are required to complete this 45-minute training at the beginning of their first semester.

LAUNCH: This online orientation is required of all new first-time freshmen and transfer students. It includes information on campus safety and campus and community resources related to sexual misconduct.

Rape Aggression Defense (RAD): This 12-hour program is dedicated to teaching women defensive concepts and techniques against various types of assault, by utilizing easy, effective and proven self-defense/martial arts tactics. It is a system of realistic defense that provides a woman with knowledge to make an educated decision about resistance. It is conducted by Officer Amanda Worley who also serves as the Tennessee State RAD Director and is offered multiple times each year.

Red Flag Campaign: This annual public awareness campaign is designed to address dating violence and promote the prevention of dating violence on college campuses. The campaign was created using a "bystander intervention" strategy, encouraging friends and other campus community members to "say something" when they see warning signs ("red flags") for dating violence. The campaign reflects racially and ethnically diverse audiences and illustrates both heterosexual and same-sex relationships.

Residence Life Staff Training: OASIS, a division of the Counseling Center, conducts sexual violence training for all RA/RDs so these staff members are prepared to educate and assist student residents.

Safety Notices: These email and flyer notifications are intended to increase awareness of criminal activity, to provide crime-specific safety tips that might prevent similar crimes, and to assist in making informed decisions about personal safety.

Self-defense Awareness & Familiarization Exchange (SAFE): This women-only educational awareness, crime-victim prevention program encompasses strategies, techniques, options, and prevention. It provides teenaged and adult women with information that may reduce their risk of exposure to violence and introduces them to the physical aspects of self-defense. SAFE is held multiple times through the year. In this course, participants viewed a 19-minute video, received a folio packed with the safety information that every woman must know including educational date rape information, and participated in a 1 1/2-hour physical self-defense familiarization, including simple effective techniques.

Sexual Violence Awareness Training for Employees: OASIS provides training for many key employee groups including the judicial board and RA/RD staff, among other student staff. The office provides informal advisement to faculty and other concerned employees about addressing specific sexual violence issues they are facing. They also offer classroom and dorm information sessions for students upon request from staff or faculty.

Sexual Violence Awareness for Housing Residents: Residence Life staff members provide awareness training to students living in their respective buildings. It includes information such as acceptable behaviors and campus resources for sexual misconduct.

Sober Sex Week: The experts at the Counseling Center created a week full of content designed to educate the campus community about the connections between alcohol misuse, relationship violence, and sexual violence. The inability to receive consent from a drunk or incapacitated victim was reinforced as were bystander intervention strategies.

Take Back the Night Vigil: In this annual event, students, faculty, staff, and community members are encouraged to join together for an evening that honors survivors of sexual violence and celebrates the resiliency of survivors. A brief program of music and thoughtful reflection is followed by a reception.

Think, Live, Respect: “Think. Live. Respect.” Series is sponsored by the Division of Student Life and Enrollment and is intended to spark thought and conversation about fostering a culture of mutual respect and acceptance all across campus. The bystander intervention component of this initiative provides practical solutions for responding to instances of harmful or violent words, actions, or behaviors.

Violence Free Website: This website serves as the central hub and clearinghouse for all sexual violence information at ETSU. Some of the key features are a user-friendly policy and procedure format, as well as links to campus, local, and state resources for sexual violence survivors.

Walk a Mile in Her Shoes®: Walk a Mile in Her Shoes® is the international men’s march to raise awareness about rape, sexual assault and gender violence. This annual event is held in collaboration with the Sexual Assault Center of East Tennessee (SACETN).

Where Does it Hurt? What to Discuss with Your Provider When it Comes to Sex: Health is mental, physical, spiritual, and sexual. All of these factors must be taken into account when we talk about how to best take care of ourselves. This panel was staffed by members of the medical field who specialize in many different areas but still understand a holistic approach to health. Participants discussed how best to talk about a part of our lives we often feel embarrassed about or ill-equipped to discuss with our healthcare provider: our sexuality.



UNIVERSITY DISCIPLINARY PROCEDURES

Any individual may bring an allegation under the Student Sexual Misconduct Policy - Complaint & Investigation Procedure and trigger an investigation of sexual misconduct. The University’s responsibility to investigate all allegations of sexual misconduct exists regardless of whether that investigation culminates in a hearing, or whether it enters the criminal justice process. This responsibility applies to claims *against* or *by* both students and employees of ETSU.

Whether or not criminal charges are filed, the University or an individual may file a complaint under ETSU Human Resources Policy PPP-80 Discrimination & Harassment - Complaint & Investigation Procedure alleging that a student or employee violated the University’s policy on Sexual Misconduct. This procedure governed the investigation of reports of discrimination and harassment at ETSU until January 14, 2020. Reports of all domestic violence, dating violence, sexual assault, and stalking made to Campus Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

Domestic violence, dating violence, sexual assault, and stalking, in addition to being a violation of state law, are also violations of ETSU Student Code of Conduct. Thus, in addition to bringing

charges against the perpetrator in criminal or civil court, a complainant may seek recourse against a student through the University's Disciplinary Process.

Before January 14, 2020, allegations of sexual harassment or misconduct, whether made by or against a student or employee were investigated under the guidelines of the University policy PPP-80, Discrimination and Harassment - Complaint and Investigation Procedure. The outcome of that investigation, after review by Legal Counsel, is a recommendation from the Investigator to the Office of the President as to whether the respondent was in violation of ETSU policy. The President makes final determine, and then determines what the appropriate resolution should be. One possible outcome is the referral of the incident to the corresponding campus disciplinary process.

After January 14, 2020 under the Policy on Sexual Misconduct, complaints of sexual misconduct may be resolved by the Title IX Coordinator informally. If a full investigation is made, the appropriate ETSU administrators will decide whether the respondent violated University policy and the appropriate form of discipline pursuant to the applicable University Disciplinary Process or policy.

On August 14, 2020, ETSU filed its Emergency Title IX Rule in order to comply with Title IX of the Education Amendments of 1972. Any conduct that occurred after August 14, 2020 that violates Title IX will be investigated and adjudicated pursuant to the Emergency Title IX Rule.

The PPP-80 policy provides:

- a. The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board;
- b. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense. This may be an attorney.
- c. A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard;
- d. The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, as well as any changes to those results, or disciplinary actions prior to the time that such results become final; and
- e. The accuser and the accused each have the right to appeal the outcome of the hearing within three (3) business days from the time of notification of the decision. The outcome alone is appealable by the complainant. Appeals must be in writing and submitted to the Dean of Students Office. The appeal may be based only on one or more of the following grounds:
 - i. Procedures were not followed;
 - ii. The sanctions imposed were unduly harsh; and/or
 - iii. New or relevant information, not available at the time of the hearing has arisen.
- f. The accuser and the accused will be notified simultaneously in writing when the results become final.

The accused may choose to appeal the decision. The full appeals process for students is detailed in the University available from the Registrar.

Accused employees are permitted to submit a written rebuttal to their supervisor during each phase of the employee disciplinary process. Written rebuttals to disciplinary actions must be forwarded through the appropriate signatory chain, including the supervisor to the Director of Human Resources. These documents are then reviewed and placed in the employee's official personnel folder.

The University investigation and resolution process will be as prompt, thorough, and impartial as possible, from the initial investigation to the final result. Investigators and hearing board members are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking. These officials are also taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

Complainants of sexual misconduct are encouraged, but not pressured, to participate in the University's investigation and hearing process so that the facts of each situation can be explored, and responsible parties held accountable for their misconduct, if warranted. Where an allegation of sexual misconduct also appears to raise the possibility of criminal behavior, such as rape or sexual assault, complainants are also encouraged to pursue criminal charges against the respondent.

The current *Policy on Sexual Misconduct* provides:

The accuser may choose to resolve the complaint informally or move forward with a formal investigation:

- a. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice during all stages of the investigation, at their expense. This may be an attorney.
- b. A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard;
- c. The accuser and the accused both have the opportunity to respond to the preliminary report within 10 business days after receipt of such report;
- d. The accuser and the accused will be notified simultaneously in writing of the final report of any investigation; and
- e. Appropriate ETSU administrator(s) receive the final report and the parties' comments to the preliminary report, and are responsible for imposing disciplinary sanctions, if appropriate.

The *Emergency Title IX Rule* provides (for any conduct that falls under Title IX):

Title IX states that if an institution knows or reasonably should know of sexual harassment, to include sexual violence, the institution has a duty to investigate. Consequently, whether a

complainant chooses to cooperate should not be the deciding factor for whether disciplinary charges are brought against an accused party. If an investigation determines that it is more likely than not that the institution's sexual misconduct policy was violated, then the University may assume the role of the complainant.

When a complainant requests that a hearing not occur, the University will make every reasonable effort to comply with that request. There may be exceptional circumstances when the University determines that the continued threat of a situation warrants a hearing despite the request of a complainant. Prior to the hearing, the complainant will be contacted by the Title IX Coordinator to discuss the reasoning for the decision.

Individuals who believe they may have committed sexual misconduct and/or have been alleged to have committed sexual misconduct are treated with dignity, respect, and in a non-judgmental manner. The University provides resources to these individuals to make decisions, obtain information about available resources, and assist if an official report is made.

DECISION-MAKING PROCESSES

The Title IX Coordinator provides the parties with notices of investigation. Under both PPP-80 and the Policy on Sexual Misconduct, the Respondent may respond, in writing, to the notice within five (5) working days. In every case, an investigation proceeds to the point where a reasonable assessment of the safety of the individual and of the campus community can be made. Thereafter, the investigation may continue depending on a variety of factors, such as the request of the complainant and the risk to the individual or campus community.

In investigating allegations of sexual misconduct, the University collects information relevant to the report. This includes, but is not limited to, statements and physical evidence. Investigations may also include consideration of prior allegations of, or findings of responsibility for, sexual misconduct by the alleged respondent.

The first step of an investigation will usually be a preliminary interview by the Department of Public Safety and/or the Office of University Compliance with the reporter of sexual misconduct. If a student does not wish to pursue resolution of any potential violations of the Sexual Misconduct Policy through the hearing process, the University will use the information gathered to evaluate, and if necessary, provide for, the safety of the University campus community. All University investigations will take place in compliance with applicable laws and University policies, including laws and policies pertaining to student privacy and confidentiality.

Consistent with the U.S. Office of Civil Rights directives—and depending on the applicable University policy—the University judicial board, hearing officer, or appropriate administrator will determine whether it is “more likely than not,” based upon the information provided and a preponderance of the evidence, whether or not the respondent is responsible for the alleged violation(s).

Under the Emergency Title IX Rule, when a formal complaint is filed, ETSU will provide parties with a written notice of its grievance process, including any informal resolution process(es). ETSU will provide written notice of the allegations potentially constituting sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known.

Thereafter, ETSU will conduct the investigation of the formal complaint. ETSU will provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence. ETSU will complete a final investigative report which will be provided to both parties at least ten (10) days prior to any hearing. ETSU will then conduct a live hearing of formal complaints not dismissed pursuant to the procedures for such hearing contained in the Emergency Title IX Rule.

Under the Emergency Title IX Rule, the applicable standard for determining whether a Title IX violation has occurred is by “clear and convincing” evidence. If a finding of a violation is made, any resulting disciplinary action will be undertaken in compliance with the University’s disciplinary procedures. If it is determined that a violation occurred, the appropriate administrators will determine disciplinary actions pursuant to the applicable policy or rule.

OVERVIEW AND ANTICIPATED TIMEFRAMES

During the 2019-2020 Academic Year, ETSU had two discrimination and harassment policies in effect, each with different procedures pertaining to the investigation of reports of discrimination and harassment. ETSU Human Resources Policy PPP-80 governed until January 14, 2020. Some of the key steps in PPP-80 Discrimination & Harassment - Complaint & Investigation Procedure that relate to sexual misconduct accusations are identified in the chart below, along with corresponding timeframes. Refer to the entire procedure as documented online for a detailed description of the process.

Step in the PPP-80 Process	Timeframe (where applicable)
Report is filed per PPP-80, preferably in writing	Within 365 calendar days after the event, barring extraordinary circumstances
University Counsel is notified	NA
Title IX Coordinator notifies the Respondent	Within 5 working days of receipt of report
Respondent may respond	Within 5 working days of being notified
Two trained Investigator is assigned to conduct the investigation	NA

Step in the PPP-80 Process	Timeframe (where applicable)
Investigator attempts to resolve the complaint informally (in non-sexual assault cases)	Either party may end informal processes at any time
If informal resolution is unsuccessful, Investigator drafts a report summarizing the investigation and sends to Legal Counsel for review	NA
Counsel reviews the report	NA
Report is submitted to the President	Within 60 calendar days of the start of the investigation
President reviews the Investigator's report, and makes a final written determination and resolution	Within a reasonable time
Investigator consults with Legal Counsel	NA
Complainant and respondent are provided with a written copy of determination and a copy of Investigator's report	NA
President takes action to ensure no further sexual misconduct occurs	Immediately upon finding of a violation
ETSU provides written notice of the appeal process to both parties	After finding is communicated
Either party can appeal the decision	Within 10 working days
President issues a written response to the appeal	As promptly as possible
If the decision specifies a disciplinary action, the procedures for implementing the decision are determined by the applicable policies relating to discipline (Student Conduct Process or employee grievance/complaint procedure)	NA

As of January 14, 2020, ETSU replaced PPP-80 with the current [Policy on Sexual Misconduct](#). Some of the key steps of this policy that relate to sexual misconduct accusations are identified in the chart below, along with corresponding timeframes. Again, please refer to the entire procedure as documented online for a detailed description of the process.

Steps in Policy on Sexual Misconduct Process	Timeframe (where applicable)
ETSU receives report of Sexual Misconduct	Within 365 calendar days after the event, barring extraordinary circumstances
Title IX Coordinator notifies the Respondent	Within 5 working days of receipt of report
Investigator attempts to resolve the complaint informally	Either party may end informal processes at any time
Two trained Investigators are assigned to conduct the investigation	NA
If informal resolution is unsuccessful, Investigators conduct investigation by interviewing witnesses and consulting with other campus partners in order to obtain as much information as possible.	NA
Investigators summarize all relevant information into a preliminary report and sends this preliminary report to both the complainant and respondent for their review.	Parties have 10 business days to respond with any additional information or changes they feel should be made to the preliminary report.
After receiving preliminary report back from the parties, investigators draft a final report.	NA
Appropriate ETSU administrator(s) receive the final report and are responsible for deciding whether the responding party violated one or more University policies.	NA
Complainant and respondent are provided with a written copy of the final report	NA. Note: The University aims to bring all investigations to a resolution within sixty (60) business days from the date the Title IX Coordinator determines an investigation will commence.
If the decision specifies a disciplinary action, the procedures for implementing the decision are determined by the applicable policies relating to discipline (e.g., Student Conduct Process or other student disciplinary procedures/Faculty Handbook or Tenure Policy/ Progressive Disciplinary Procedures)	NA

On August 14, 2020, the University adopted an Emergency Title IX Rule which applies to conduct prohibited under Title IX of the Education Amendments of 1972. Some of the key steps of this rule that relate to sexual misconduct accusations are identified in the chart below, along with corresponding timeframes. Again, please refer to the entire procedure as documented online for a detailed description of the process.

Steps in Emergency Title IX Rule	Timeframe (where applicable)
ETSU receives report of Sexual Misconduct	ETSU will respond promptly in a manner that is not deliberately indifferent and follow its grievance process
ETSU will provide parties with a written notice of its grievance process	NA
ETSU will provide written notice of the allegations potentially constituting sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview.	NA
ETSU may dismiss any formal complaint if Complainant notifies the Title IX Coordinator in writing of their request to withdraw the complaint or the complaint would not constitute sexual harassment even if proved, did not occur in ETSU's education program or activity, or did not occur against a person while in the United States	Promptly
ETSU will provide to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews, or other meetings with a party.	Sufficient time for the party to prepare to participate.
ETSU will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy.	Prior to completion of the investigative report.
Parties may submit a written response to presented evidence, which investigator will consider before completing final report.	Ten (10) business days to complete written response form time of receipt by parties.
ETSU will create an investigative report that fairly summarizes relevant evidence.	NA
ETSU will send the investigative report in electronic format or a hard copy to each party and the party's	At least ten (10) business days prior to a hearing or other time of determination regarding responsibility.

Steps in Emergency Title IX Rule	Timeframe (where applicable)
advisor, if any, for their review and written response to the investigative report.	
ETSU will conduct a live hearing of formal complaints not dismissed.	NA
<p>ETSU will provide both parties with written notice of the following:</p> <p>(a) The time, place, date of the hearing, and electronic access information, if applicable;</p> <p>(b) The name of each witness ETSU expects to present at the hearing and those ETSU may present if the need arises;</p> <p>(c) The right to request a copy of the investigative file;</p> <p>(d) The right to request copies of all documents, copies of all electronically stored information, and access to tangible evidence that ETSU has in its possession, custody, or control and may use to support claims or defenses.</p>	At least seven (7) days before a live hearing.
ETSU will create an audio or audiovisual recording, or transcript, of any live hearing and make it available to the parties for inspection and review.	NA
The hearing officer will issue a written determination simultaneously to the complainant and respondent regarding responsibility, using a clear and convincing evidence standard to reach a determination.	NA
<p>Either party may submit a written statement in support of the outcome to the Title IX Coordinator</p> <p>The Title IX Coordinator will be responsible for effective implementation of any remedies</p>	<p>Within ten (10) days business days of the date of the determination or dismissal.</p> <p>NA</p>
ETSU will provide both parties with the opportunity to appeal a determination regarding responsibility or the dismissal of a formal complaint or any allegations therein.	A party wishing to appeal a determination regarding responsibility or the dismissal of a formal complaint or any allegations therein must file a written appeal with the Title IX

Steps in Emergency Title IX Rule	Timeframe (where applicable)
	Coordinator within ten (10) business days of the date of the determination or the dismissal.
The decision-maker(s) will issue a written appeal decision describing the result of the appeal and the rationale for the result.	Within a reasonable time. The Title IX Coordinator will provide the written appeal decision simultaneously to both parties.

DISCIPLINARY PROCESSES

The disciplinary procedures are the same for all offenses, regardless of whether the accusation is sexually-based or not. However, the process can take several different paths depending on the severity of the offense as well as the University affiliation of the respondent. If after an investigation in which the respondent is a student the proposed sanction is less severe than suspension or expulsion of a student, the process will follow the Student Disciplinary Procedures outlined in the student catalog. If after an investigation in which the respondent is an employee the proposed sanction is less severe than suspension or termination of an employee, the process will follow ETSU Policy PPP-70, Progressive Disciplinary Procedures. PPP-80 (in place until January 14, 2020), and now, the Policy on Sexual Misconduct and the Emergency Title IX Rule are the standard for all investigations regardless of affiliation; the above procedures are used to supplement and aid in implementation of the guidelines outlined PPP-80 and the Policy on Sexual Misconduct.

If the proposed sanction includes suspension or expulsion/termination, the process may take two different paths, depending on the wishes of the respondent regardless of his/her University affiliation. The default process is compliant with University Policy - Uniform Procedures for Cases Subject to the Uniform Administrative Procedures Act, or UAPA Procedures. However, the respondent may elect to continue with the applicable University Disciplinary Procedure (either Student Disciplinary Procedures or PPP-70).

Some significant differences between UAPA and the University Disciplinary Procedures are:

- A UAPA hearing is presided over by a hearing officer or administrative law judge versus a committee of peer-students and faculty.
- A UAPA hearing is formal, with rules of evidence such as limitations on admissibility and relevance, and live witnesses forced to attend by court order and their cross-examination. The alternative process allows the accused fairly unlimited ability to give information to factfinders in the alternate process, and witnesses cannot be compelled to attend.

- A UAPA hearing, including all testimony or evidence presented, is open to the public. All administrative hearings and hearings of judicial bodies are closed, except to the accused, his/her advisor, the complainant, his/her advisor, the members of the appropriate judicial board/committee, or individual administrator assigned to the case.
- At a UAPA hearing, University Counsel represents the University as “prosecutor” of the University’s position versus no comparable equivalent under the alternate hearing procedures; and the accused also may have legal counsel represent them.
- UAPA decisions are appealable to Chancery Court versus to the University President or other administration official, although the bases for reversing or modifying the hearing officer’s decision are limited.

DISCIPLINARY SANCTIONS AND PROTECTIVE MEASURES

The University applies appropriate disciplinary procedures to those who violate the Sexual Misconduct policy, including cases of sexual assault, domestic or dating violence, and stalking. In all cases, investigations that result in a finding of *more likely than not* that a violation of the Sexual Misconduct Policy occurred leads to the initiation of disciplinary procedures against the accused individual. University sanctions may be imposed upon those determined to have violated this policy. The procedures mentioned above are intended to afford a prompt response to the charges, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of the policy.

Sanctions may be issued individually, or a combination of sanctions may be imposed. The determination of sanctions is based upon a number of factors, including: the harm suffered by the complainant; any ongoing risk to either the complainant or the community posed by respondent; the impact of the violation on the community, its members, or its property; any previous conduct violations; and any mitigating or aggravating circumstances.

Range of Institutional/University Sanctions for Students (for all types of offenses):

- restitution,
- warning,
- reprimand,
- service to the institution or community,
- specified educational/counseling program,
- apology,
- fines,
- restriction,
- probation,
- suspension,
- expulsion,
- delay and/or denial of degree award,
- housing probation,
- housing suspension and forfeiture,
- interim suspension (see below), or
- any alternate sanction deemed necessary and appropriate to address the misconduct at issue.

For employees, sexual assault, domestic violence, dating violence, and stalking are violations of the University policy. Employees who violate this policy will be subject to discipline, up to and including termination of employment. This may include dismissal, termination, reassignment, or other appropriate sanction. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to additional criminal and/or civil penalties under federal and state law.

RANGE OF INSTITUTIONAL SANCTIONS FOR EMPLOYEES

- informal supervisory counseling,
- formal verbal warning,
- written warning,
- probation,
- suspension with pay (see interim suspension below),
- suspension without pay (see interim suspension below),
- demotion, or
- termination

Interim suspension, pending the completion of disciplinary procedures, is sometimes imposed upon a finding by the Investigator that the continued presence of the accused on campus constitutes an immediate threat to the physical safety and well-being of the accused, of any other member of the institution or its guests, of ETSU property, or of substantial disruption of classroom or other campus activities. If the final decision includes disciplinary action, the procedures for implementing the decision are determined by the applicable disciplinary tract (e.g., employee grievance/complaint procedure, progressive discipline procedure, or student disciplinary policies).

The University may implement interim suspension, or other protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking if requested by the victim and accommodations are reasonably available, regardless of whether the victim chooses to report the crime to police. The Title IX Coordinator will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by East Tennessee State University.

Protective Measures may include, but are not limited to:

- an order of no contact,
- residence hall relocation,
- adjustment of course schedules,
- a leave of absence, or
- reassignment to a different supervisor or position.

ASSISTANCE FOR VICTIMS: RIGHTS AND OPTIONS

To the extent of the victim's cooperation and consent, University officials will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal University investigation of the complaint. ETSU

will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

Regardless of whether a victim elects to pursue a criminal complaint, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights. In Tennessee, a victim of domestic violence, dating violence, sexual assault or stalking has the following rights as provided by Article 1, section 35 of the Constitution of Tennessee:

1. The right to confer with the prosecution.
2. The right to be free from intimidation, harassment, and abuse throughout the criminal justice system.
3. The right to be present at all proceedings where the defendant has the right to be present.
4. The right to be heard, when relevant, at all critical stages of the criminal justice process as defined by the statute.
5. The right to be informed of all the proceedings and the release, transfer, escape, or recapture of the accused or convicted person.
6. The right to a speedy trial or disposition and a prompt and final conclusion of the case after the conviction or sentence.
7. The right to restitution from the defender.
8. The right to be informed of each of the rights established for victims.

Furthermore, East Tennessee State University complies with Tennessee law in recognizing Orders of Protection. Any person who obtains an Order of Protection from Tennessee or any reciprocal state should provide a copy to ETSU Public Safety and the Office of the Title IX Coordinator. A complainant may then meet Public Safety to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, providing a temporary cellphone, changing classroom location or allowing a student to complete assignments from home, etc. Orders of Protection may be available to the complainant through the Tennessee Courts System. The forms are available online at: <http://www.tncourts.gov/programs/self-help-center/forms/order-protection-forms>

SEX OFFENDER REGISTRY

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, 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, volunteers service or is a student.

In Tennessee, convicted sex offenders must register with the Tennessee Bureau of Investigation. The Sex Offender Registry is located on the Tennessee Bureau of Investigation's website.



Annual Civility Week at ETSU is an opportunity for the campus community to join together in making a conscious effort to ensure that civility and protection of human dignity is central to the campus culture. A core component of this celebration is the re-painting of the Pride Walk.

Resources for Victims of Sexual Violence

Hyperlinks and Contact Information for On-campus Resources:

Resource Link	Location	Phone Number
<u>Counseling Center</u>	339 South Dossett Drive Nell Dossett Hall Room 305	(423) 439-3333
<u>Disability Services</u>	339 South Dossett Drive Nell Dossett Hall Room 301	(423) 439-8346
Dean of Students/Student Life and Enrollment	1276 Gilbreath Drive Burgin Dossett Hall Rm 302	(423) 439-4210
<u>Title IX Coordinator</u>	201 Nell Dossett Hall	(423) 439-8545
<u>Department of Public Safety</u>	1043 Jack Vest Drive Parking Garage 2 nd Level	(423) 439-4480
<u>University Health Center</u>	365 Stout Drive Roy Nicks Hall Rm 160	(423) 439-4225
<u>Women’s Resource Center</u>	176 Ross Drive Campus Center Bldg. Rm 220	(423) 439-5772

**To contact Public Safety in an
EMERGENCY, dial (423) 439-4480.**

Off-campus locations should
call 9-1-1 for local police.

Hyperlinks and Contact Information for the Johnson City Area:

Resource Link	Location	Phone Number
<u>Johnson City Police Department</u>	601 E. Main St	(423) 434-6160
<u>Johnson City Medical Center</u>	400 N. State of Franklin Rd	(423) 431-6111
<u>Franklin Woods Community Hospital</u>	300 Med Tech Pkwy	(423) 302-1000
<u>Domestic Violence Shelter</u>	SAFE Passage	(423) 926-7233 (Hotline)
<u>Crisis Stabilization Unit</u>	Frontier Health - 200 W. Fairview Ave	(423) 926-4171
<u>Mobile Crisis Response</u>	Frontier Health	(877) 928-9062 (Hotline)
<u>LGBTQ Alliance</u>	PFLAG Tri-Cities	(423) 390-8585
<u>Legal Aid of East Tennessee</u>	311 W. Walnut St	(423) 928-8311
<u>Washington County Courthouse</u>	108 W. Jackson Blvd Jonesborough, TN	(423) 788-1425

Hyperlinks for Online State and National Resources:

www.tncoalition.org - Tennessee State Coalition to End Domestic & Sexual Violence

<http://www.thehotline.org/>- The National Domestic Violence Hotline (site for LGBTQ survivors)

<http://www.joyfulheartfoundation.org/> - Joyful Heart Foundation (healing retreats for survivors)

<http://www.dvsac.org/> Domestic Violence & Sexual Assault Coalition (includes info for teen and male survivors)

<http://www.rainn.org>– Rape, Abuse and Incest National Network

<https://www.justice.gov/ovw/sexual-assault> - Department of Justice

www2.ed.gov/about/offices/list/ocr/index.html – Dept. of Education’s Office of Civil Rights

Contact Information for National Hotlines:

Gay and Lesbian National Hotline: 1 (800) THE-GLNH (or 800-843-4564)

National Sexual Assault Hotline: 1 (800) 656-HOPE (or 800-656-4673)

National Domestic Violence Hotline: 1 (800) 799-7233

Stalking Resource Center: 1 (800) FYI-CALL (or 800-304-2255)

Alcohol and Drug Policies and Resources

Federal law requires ETSU to annually notify students and employees of certain information regarding the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or a part of its activities. The information included in this section complies with the Drug-Free Schools and Campuses Regulations annual notification requirements.

The University prohibits the unlawful manufacture, distribution, dispensation, possession, or use of alcohol and illicit drugs on the ETSU campus, in the workplace (on or off campus), on property owned or controlled by ETSU, or as part of any activity of ETSU. All students and employees are subject to applicable federal, state and local laws related to this matter. Additionally, any violation of this policy will result in disciplinary action.

LEGAL SANCTIONS

Various federal, state and local statutes make it unlawful to manufacture, distribute, dispense, deliver, sell or possess with intent to manufacture, distribute, dispense, deliver or sell, controlled substances. The penalty imposed depends upon many factors which include the type and amount of controlled substance involved, the number of prior offenses, if any, whether death or serious bodily injury resulted from the use of such substance, and whether any other crimes were committed in connection with the use of the controlled substance. Possible maximum penalties for a first-time violation include imprisonment for any period of time up to a term of life imprisonment; a fine of up to \$4,000,000 if an individual; supervised release; any combination of the above; or all three. These sanctions are doubled when the offense involves either: 1.) distribution or possession at or near a school or college campus or, 2.) distribution to persons under 21 years of age. Repeat offenders may be punished to a greater extent as provided by statute. Further, a civil penalty of up to \$10,000 may be assessed for simple possession of “personal use amounts” of certain specified substances under federal law. Under state law, the offense of possession or casual exchange is punishable as a Class A misdemeanor; if there is an exchange between a minor and an adult at least two years the minor’s senior, and the adult knew that the person was a minor, the offense is classified a felony as provided in TCA Section 39-17-417 (21 USC Section 801, et. seq.; TCA Section 39-17-417).

It is unlawful for any person under the age of twenty-one (21) to buy, possess, transport (unless in the course of his employment), or consume alcoholic beverages, wine or beer. Such offenses are classified as Class A misdemeanors punishable by imprisonment for not more than 11 months, 29 days, or a fine of not more than \$2,500, or both. (TCA Sections 1-3-113, 57-5-301) It is further an offense to provide alcoholic beverages to any person under the age of twenty-one (21), such offense being classified as a Class A Misdemeanor (TCA Section 39-15-404). The offense of public intoxication is a Class C misdemeanor punishable by imprisonment of not more than 30 days or a fine of not more than \$50, or both. (TCA Section 39-17-310)

INSTITUTIONAL/SCHOOL SANCTIONS

East Tennessee State University will impose the appropriate sanction(s) on any employee or student who fails to comply with the terms ETSU policy PPP-26 on Drug Free Campus.

Students: Possible disciplinary sanctions for failure to comply with the terms of this policy may include one or more of the following depending on the severity of the offense:

- Expulsion
- Suspension
- Mandatory participation in, and satisfactory completion of a drug/alcohol abuse program, or rehabilitation program
- Referral for prosecution
- Probation
- Restriction of privileges
- Educational project
- Assignment of volunteer work hours
- Referral to the University Counseling Center
- Written warning
- Reprimand

Employees: As a condition of employment, each employee, including student employees, must abide by the terms of this policy, and must notify the Office of Human Resources of any criminal drug statute conviction for a violation occurring in the workplace (on or off campus) no later than five days after such conviction. A conviction includes a finding of guilt, a plea of nolo contendere, or imposition of a sentence by any state or federal judicial body. Possible disciplinary sanctions for failure to comply with this policy, including failure to notify of conviction, may include one or more of the following depending on the severity of the offense:

- Termination
- Suspension
- Mandatory participation in, and satisfactory completion of, drug/alcohol abuse program, or rehabilitation program
- Recommendation for professional counseling
- Referral for prosecution
- Letter of warning
- Probation

HEALTH RISKS ASSOCIATED WITH ABUSE OF ALCOHOL AND DRUGS

There are many health risks associated with the use of illicit drugs and the abuse of alcohol including organic damage; impairment of brain activity, digestion, and blood circulation; impairment of physiological processes and mental function; and physical and psychological dependence. Such use during pregnancy may cause spontaneous abortion, various birth defects, or fetal alcohol syndrome. Additionally, the illicit use of drugs increases the risk of contracting hepatitis, AIDS, and other infections.

Alcohol affects every organ in the drinker's body and can damage a developing fetus. Intoxication can impair brain function and motor skills; heavy use can increase risk of certain cancers, stroke, and liver disease. Alcohol dependence is a diagnosable disease characterized by a strong craving for alcohol and/or continued use despite harm or personal injury. Alcohol abuse, which can lead to alcoholism, is a pattern of drinking which results in harm to one's health, interpersonal relationships, or ability to work. Binge drinking is five or more drinks on the same occasion. Heavy drinking is binge drinking on at least five separate days in the past month.

Know the signs:

- Mental confusion, stupor, coma, or person cannot be roused
- Vomiting
- Seizures
- Slow breathing (fewer than eight breaths per minute)
- Irregular breathing (ten seconds or more between breaths)
- Hypothermia (low body temperature), bluish skin color, paleness.

**Alcohol Poisoning is a Medical
Emergency**

Call for help. You could save
someone's life.

(423) 439-4480 or 9-1-1

Know how to help:

- Turn a vomiting person on his or her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- Never leave the person unattended

Marijuana is the most commonly used illicit drug in the United States. It affects the central nervous system and affects brain development. Long term use may increase breathing problems, and increased heart rate. Additionally, long-term use may lead to temporary hallucinations, depression and anxiety.

Illegal prescription drug abuse – after marijuana, prescription and over-the counter drugs are the most commonly abused substances by Americans fourteen and older. Some commonly abused drugs include cough and cold medicines, stimulants, and sedatives.

Methamphetamine (also called meth, crystal, chalk, and ice, among other terms) is an extremely addictive stimulant drug that is chemically similar to amphetamine. People who use methamphetamine long-term may experience anxiety, confusion, insomnia, and mood disturbance and display violent behavior.

DRUG AND ALCOHOL TREATMENT OPTIONS

The University and local community provide a variety of educational programs and services to respond to the problems associated with alcohol and drug abuse. The Campus Alcohol and Other Drug (AOD) Program at ETSU is designed to serve students by providing information related to alcohol awareness and chemical dependency. The Division of Student Life and Enrollment offers several educational programs which seek to involve University student organizations.

Substance Abuse Assistance Programs (Non-emergency):

Hyperlink	Phone Number
<u>ETSU Counseling Center</u> (students only)	(423) 439-3333
<u>ETSU Public Safety</u>	(423) 439-4480
<u>ETSU Employee Assistance Program</u>	(423) 439-5825
<u>State of Tennessee Employee Assistance Program</u>	(855) 437-3486 (toll free)
<u>Alcoholics Anonymous</u> (Northeast Tennessee District)	(423) 928-0871
<u>Comprehensive Community Services</u> <u>Drug and Alcohol Treatment Center</u>	(423) 928-6581
<u>Woodridge Hospital</u>	(423) 431-7111
<u>Frontier Health</u> (24-hour Helpline)	(877) 928-9062

CAMPUS ALCOHOL AND DRUG PROGRAM

The Campus Alcohol and Other Drug Program (AOD) is dedicated to helping individuals make healthy lifestyles choices with regard to alcohol and other drugs by:

- Providing accurate and reliable information about alcohol and other drugs
- Promoting responsible use
- Raising awareness of alcohol and other drug issues
- Offering compassionate and confidential consultation and referral for students with concerns about alcohol and other drug use
- Supporting recovery from substance use disorders, and

- Assessing AOD programming for effectiveness and implementing changes as deemed necessary

In addition, the Campus AOD Program supports ongoing research into the nature and scope of alcohol and drug abuse on campus and works with a variety of other departments to develop and implement consistent and fair policies and procedures as they relate to alcohol and other drugs.

AOD Outreach Programs

- CHOICES (Alcohol Education)
- Balanced Living (Stress Management and Brief Alcohol Education)
- Sober Sex (Alcohol Education and Sexual Violence Prevention)
- The Harm Reduction Approach to Alcohol and Other Drugs)
- Stress Management

If you have any questions or concerns about the Campus AOD Program or you wish to talk to someone about an alcohol or drug use issue, please feel free to contact the Counseling Center at (423) 439-3333.

TOBACCO-FREE ETSU

ETSU has adopted a tobacco-free policy. Smoking and all other tobacco usage is only permitted inside private vehicles. This applies to all University buildings and grounds and all ETSU-affiliated off-campus locations and clinics, any buildings owned, leased or rented by ETSU, and ETSU facilities located on the campus of the James H. Quillen Veterans Affairs Medical Center at Mountain Home. Tobacco means, but is not limited to, the personal use of any tobacco product, whether intended to be lit or not, which includes smoking tobacco or other substances that are lit and smoked, as well as the use of an electronic cigarette or any other device intended to simulate smoking and the use of smokeless tobacco, including snuff, chewing tobacco; smokeless pouches; any form of loose-leaf, smokeless tobacco, and the use of unlit cigarettes, cigars, and pipe tobacco. Any student found in violation of the policy is referred to Student Conduct; faculty and staff members are referred to Human Resources.

Firearms and Weapons Policies

In 2016, the State of Tennessee passed a new gun law allowing concealed firearms on college campuses under certain circumstances. In order to establish rules for possessing and carrying firearms on ETSU property, the University has issued Policy PPP-81 – Firearms Policy for ETSU. Guns are still prohibited in certain situations and owners who wish to carry concealed weapons on campus must first notify the ETSU Department of Public Safety in person, in accordance with institutional policy.

The University has established a website to address the recent changes and to address commonly asked questions. The ETSU community is strongly encouraged to review the Public Safety webpage, *Concealed Handguns on the ETSU Campus* at www.etsu.edu/dps/gun-policy/, to learn about these important changes and how they affect each of us.

ETSU is committed to maintaining a safe a secure environment that supports the academic mission of the University. Failure to comply with the University policies will result in disciplinary action against violators. Failure to comply with the law may result in criminal charges.



The men and women of ETSU Public Safety prepare for complex situations by engaging in tactical response practice scenarios.

Definitions of Terms Used in this Report

The “C” designation indicates that term is a Clery-reportable offense and, as such, is included in the Crime Statistics charts. Hate Crimes are incidents of Clery crime motivated by bias; includes two additional categories of crime which are marked with (H). The definitions of (C) terms provided below are based on federal statutes, as opposed to state. Terms marked with a (V) are federal VAWA offenses. For definitions of sexual violence terms in the TN jurisdictional context, refer to the section entitled, “Addressing Sexual Misconduct.”

Aggravated Assault (C): 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.

Arrest: as persons processed by arrest, citation or summons. Includes persons arrested and released without a formal charge being placed against them.

Arson (C): 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.

Bias Categories (used for determining Hate Crimes): the following eight categories are used to classify a crime as bias-motivated under Clery Act

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

Ethnicity: A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

Gender: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Gender Identity: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

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

Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

National Origin: A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

Burglary (C): The unlawful entry of a structure to commit a felony or theft. Includes Forcible Entry, Unlawful Entry – No Force, and Attempted Forcible Entry.

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

Clery Geography: Property for which the University is required to report crime statistics pursuant to the Clery Act (i.e., On-Campus buildings or property, Non-Campus buildings or property, and Public Property).

Criminal Homicide (C): These offenses are broken up into two categories, Murder and Non-Negligent Manslaughter, and Manslaughter by Negligence.

Manslaughter by Negligence (C): The killing of another person through gross negligence.

Murder and Non-Negligent Manslaughter (C): The willful (non-negligent) killing of one human being by another.

Disciplinary Referral: the referral of any person to any official who initiates a disciplinary action of which a record is established, and which may but does not necessarily result in the imposition of a sanction.

Drug Abuse Violations (C): 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.

Hate Crime (H): A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's preformed negative opinion or attitude toward a group of persons based on these categories of bias:

Intimidation (H): 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.

Larceny – Theft (H): The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

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

Liquor Law Violations (C): The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, 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 activities (Public Intoxication and driving under the influence are not included in this definition).

Motor Vehicle Theft (C): The theft or attempted theft of a motor vehicle.

Non-Campus: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is being used in direct support of, or in relation to, the institution's educational purposes, is frequented by students and is not within the same reasonably contiguous geographic area of the institution. Includes Greek organization houses, etc.

On-Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor). Includes branch campuses.

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.

Robbery (C): 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.

Sexual Assault (Sex Offenses) (C): Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

Fondling (C): 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 (C): Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Rape (C): 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. This offense includes the rape of both males and females.

Statutory Rape (C): sexual intercourse with a person who is under the statutory age of consent.

University, Institution, or ETSU: East Tennessee State University.

Violence Against Women Act (VAWA) Offenses (V): Additional sexual violent crime categories added to the Clery Act by the Violence Against Women Act.

Dating Violence (V): Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence (V): A felony or misdemeanor crime of violence committed by: a current or former spouse of the victim; a person with whom the victim shares a child in common; a person who is cohabitating with or has cohabitated with the victim as a spouse; a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies; or any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking (V): engaging in a course of conduct directed at a specific person that would cause a reasonable person to: fear for the person's safety or the safety of others; or suffer substantial emotional distress. For the purpose of this definition,

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

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

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

Weapon Law Violations (C): 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 acts.



The Amphitheater is used for student assemblies and staff picnics and is a wonderful place to enjoy the sunshine with friends.

Crime Statistics

These campus crime, arrest, and referral statistics include those reported to Public Safety, designated campus officials (including but not limited to directors, deans, department heads, designated staff, judicial affairs, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. These statistics may also include occurrences on public property that is adjacent to ETSU-owned or operated property. Additionally, a procedure is in place to anonymously capture crime statistics that are confidentially disclosed. For statistical purposes, crime statistics reported to any of the above sources are recorded in the calendar year in which the report was received. It should be noted that the crime statistics in this report include the number of persons who are charged with a violation of policy or law, not the number of persons who are found responsible for a violation of policy or law. ETSU may identify a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” The number of unfounded incidents is clearly represented in ETSUs crime statistics.

HATE CRIMES

East Tennessee State University received no reports of Hate Crimes at any location, including the main campus and all branch campuses, as well as non-campus and contiguous public properties:

2017: No Hate Crimes reported.
2018: No Hate Crimes reported.
2019: No Hate Crimes reported.

CRIMINAL OFFENSES

Criminal Offenses						
East Tennessee State University Main Campus (includes VA)						
Offense	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Unfounded
Murder/Non-negligent manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Manslaughter by negligence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Rape	2017	4	3	0	0	0
	2018	1	1	1	0	0
	2019	0	0	0	0	0
Fondling	2017	1	0	0	0	0
	2018	3	1	0	0	0
	2019	1	1	0	0	0
Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Statutory rape	2017	1	1	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated assault	2017	1	0	1	1	0
	2018	2	0	0	0	0
	2019	2	2	0	1	0
Burglary	2017	4	1	1	0	0
	2018	4	0	0	0	0
	2019	1	1	0	0	0
Motor vehicle theft	2017	3	0	0	0	0
	2018	1	0	0	0	0
	2019	1	0	1	0	0
Arson	2017	1	1	0	0	0
	2018	0	0	0	0	0
	2019	1	1	0	0	0

These statistics reflect only those offenses and areas required by the Jeanne Clery Disclosure of Campus Security Crimes Statistics Act. Incidents and arrests occurring in residential facilities are included in the on-campus totals and are not in addition to them. Areas in grey indicate statistics were not required to be collected at that time thus no data is available.

TITLE IX OFFENSES

Title IX Offenses						
East Tennessee State University Main Campus (includes VA)						
Offense	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Unfounded
Domestic violence	2017	5	3	0	0	0
	2018	4	3	0	1	0
	2019	0	0	0	0	0
Dating violence	2017	1	1	0	0	0
	2018	2	2	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	2	0	0	0	0
	2019	7	3	0	0	0

These statistics reflect only those offenses and areas required by the Jeanne Clery Disclosure of Campus Security Crimes Statistics Act. Incidents and arrests occurring in residential facilities are included in the on-campus totals and are not in addition to them. Areas in grey indicate statistics were not required to be collected at that time thus no data is available.

BRANCH CAMPUS OFFENSES

Branch Campuses - All Offenses				
East Tennessee State University Branch Campus Statistics for Years 2017-2019				
	Criminal Offenses	Arrests and Judicial Review	Hate Crimes	Unfounded
Kingsport at Allandale	2	0	0	0
Kingsport Downtown	3	0	0	0
ETSU at Sevier Center	0	0	0	0
ETSU at Sevierville	0	0	0	0
Valleybrook	0	0	0	0
Nave Center - Elizabethton	0	0	0	0
ETSU Asheville	0	0	0	0
Southwest Virginia Higher Ed Center	0	0	0	0

ARRESTS AND DISCIPLINARY REFERRALS

Arrests and Disciplinary Referrals						
East Tennessee State University Main Campus (includes VA)						
Offense	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Unfounded
Arrests:						
Weapons: Carrying, possessing, etc.	2017	3	3	0	1	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug related violations	2017	23	17	2	15	0
	2018	24	15	1	12	0
	2019	26	20	6	9	0
Liquor law violations	2017	23	15	0	5	0
	2018	29	29	10	2	0
	2019	23	21	0	4	0
Disciplinary Referrals:						
Weapons: Carrying, possessing, etc.	2017	5	5	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug abuse violations	2017	29	29	0	1	0
	2018	21	20	0	0	0
	2019	11	11	0	0	0
Liquor law violations	2017	58	58	0	4	0
	2018	49	46	0	0	0
	2019	19	19	0	1	0
These statistics reflect only those offenses and areas required by the Jeanne Clery Disclosure of Campus Security Crimes Statistics Act. Incidents and arrests occurring in residential facilities are included in the on-campus totals and are not in addition to them. Areas in grey indicate statistics were not required to be collected at that time thus no data is available.						

Annual Fire Safety Report

East Tennessee State University publishes this fire safety report as part of its annual Clery Act requirements for compliance. This report contains information regarding the fire safety practices and standards for ETSU housing facilities. It also includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of property damage caused by a fire. ETSU maintains a fire log that includes information about residential facilities, including the nature, date, time and general location. This log is available for public inspection in the Office of Environmental Health and Safety (EHS) during the hours of 8am to 4:30pm, Monday through Friday.

ETSU Office of Environmental Health and Safety developed and implemented the Fire Protection & Life Safety Inspection Policy, 700.4, primarily to protect ETSU students, and employees, and to reduce potential large fire losses of ETSU properties. The policy recognizes that life safety is more than safe egress in dangerous situations. It includes inspection and testing requirements necessary to achieve an acceptable degree of life safety and outlines the safeguards to provide egress time and protection from fire exposure. Life safety from fire is accomplished through fire prevention and response training, installation and maintenance of fire protection systems, and periodic building inspections. Upgrades and improvements to fire protection and safety systems is a continuing process.

FIRE SAFETY EDUCATION

The University takes fire safety seriously and has established fire safety programs for students and employees living in on-campus housing. Fire evacuation plans have been developed for residence facilities which can be found on the inside of the door of each residence hall or apartment. Additionally, large Emergency Evacuation plaques mounted inside the main entrances of all ETSU buildings clearly communicate response procedures for visitors and other guests. See page 26 for an example of this type of plaque.

All Resident Directors and Resident Assistants are trained annually in the proper use of fire extinguishers, fire evacuation procedures and fire prevention practices. This includes hands-on training using a state-of-the-art fire simulator. Fire extinguisher training is available for students upon request. Resident directors and resident assistants are also trained on fire safety policies.

Fires that have occurred in a Housing and Residence Life facility must be reported to the University for inclusion in the Annual Security and Fire Safety Report even if the fire is no longer active. Listed below are non-emergency numbers to call to report fires in Housing and Residence Life facilities that have already been extinguished.

- Housing and Residence Life (423) 439-4446
- Fire Protection Manager (Office of EHS) (423) 439-7785

PORTABLE ELECTRICAL APPLIANCES

The electrical system in the residence halls is not designed to carry heavy loads of electrical equipment. Students are required to be responsible in their use of appliances/electronics which includes proper and judicious use of multi-outlet strips and surge protectors. Extension cords are not permitted. All electrical equipment must be UL listed.

Acceptable Appliances	Prohibited Appliances and Items
<ul style="list-style-type: none"> • Appliances with closed coil elements (coffee pots, hot pots, and hot air poppers) • Computers • Fans • Hair dryers • Irons for clothing (with self-shut-off preferred) • Lamps (excluding halogen lights) • Mini refrigerators (no larger than 4.2 cubic ft.) • Microwaves (up to 700-800 watts) • Stereos and other audio equipment • TVs and other audio visual equipment 	<ul style="list-style-type: none"> • Appliances with exposed heating elements (toasters, toaster ovens, broilers, hot plates, etc.) • Appliances that are damaged (frayed cords, bent plugs, broken safety handles/legs, etc.) • Electronic skillet • Fog machines • Halogen lamps/lights • Sun lamps • Incense • Liquid fuel • Heating appliances • Air-conditioners • Outside antennas • Room deodorizers • Electric candle warmers • Hoverboards

SMOKING

ETSU is a tobacco free campus. Smoking and all other tobacco usage is permitted inside private vehicles only. This applies to all University buildings and grounds and all ETSU-affiliated off-campus locations and clinics, any buildings owned, leased, or rented by ETSU, and ETSU facilities located on the campus of the James H. Quillen Veterans Affairs Medical Center at Mountain Home. Tobacco means, but is not limited to, the personal use of any tobacco product, whether intended to be lit or not, which includes smoking tobacco or other substances that are lit and smoked, as well as the use of an electronic cigarette, or any other device intended to simulate smoking and the use of smokeless tobacco, including snuff, chewing tobacco, smokeless pouches, loose-leaf tobacco, and the use of unlit cigarettes, cigars, and pipe tobacco. Refer to the section of this report entitled Tobacco Free ETSU for more information.

OPEN FLAMES, FIREWORKS, EXPLOSIVES AND FLAMMABLE MATERIALS

Any item with an open flame or that burns (candles, incense, Sterno stoves, alcohol burners, etc.) is prohibited inside ETSU housing facilities. Fireworks of any type are prohibited and may not be kept in rooms, suites, or apartments. Explosives of any kind, or equipment or material intended to be used in making explosives, are not allowed. Hazardous chemicals or flammable liquids are also prohibited, including gasoline, paint thinner, oil lamps, propane tanks or gas cylinders for grills, and camping equipment.

IN THE EVENT OF A FIRE

A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. If a fire occurs in any ETSU building, community members are instructed to immediately activate the nearest manual pull station which will notify Public Safety. When safe, members call Public Safety at 9-4480 on a University phone or (423) 439-4480 on a non-University phone and provide as much information as possible about the location, date, time, and cause of the fire. Public Safety will initiate a response, investigate and contact the fire department, as needed.

Fire alarms alert ETSU community members of potential hazards; community members are required to follow the warning and evacuate the building immediately upon hearing a fire alarm. It is essential that the fire lanes be clear of vehicles and obstructions at all times so that emergency responders have access to facilities. Vehicles in violation are cited and subject to towing at the owner's expense.

Individuals who observe a live fire must:

- Go to the nearest stairwell or exit door and leave the building immediately.
- Pull the fire alarm while leaving the building.
- If they are not inside the building, notify Public Safety when safe by calling 439-4480.
- Not use the elevators.
- Assist disabled persons out of the building. If they are unable to assist the person out of the building, he or she should be directed to the nearest stairwell landing to await the arrival of emergency personnel. Notify ETSU Public Safety and the Johnson City Fire Department upon their arrival as to the location of the individual.

If a member of the ETSU community finds evidence of a fire that has been extinguished, and the person is not sure whether Public Safety has already responded, the community member should immediately notify Public Safety to investigate and document the incident. Branch campus residents should report active fires to the local jurisdictional authority by calling 9-1-1 and should contact EHS or Residence Life to report extinguished fires.

EMERGENCY EVACUATION (INCLUDING FIRE EVACUATION)

When an emergency evacuation is ordered or when audio or visual alarms are activated, all residents are trained to evacuate the premises immediately and proceed to a designated assembly area or where directed by emergency personnel or housing staff. Housing and Residence Life staff members assist in the basic evacuation of the facility and will help to coordinate re-entry into the building. Residents who fail to evacuate a building or take an excessive length of time to exit the building are subject to University disciplinary action. For more information, refer to ETSU Housing policies. In the event of fire or other emergency, call Public Safety at 423-439-4480 from a mobile device or 9-1-1 from ETSU lines.

FIRE SAFETY SYSTEMS IN RESIDENTIAL FACILITIES

All ETSU on-campus housing facilities provide automatic fire protection such as sprinkler, fire alarms, and standpipe systems. All systems are inspected annually by a maintenance contractor certified by the state fire marshal's office. All fire hydrants on campus are flow-tested annually by the Johnson City Fire Department. Upgrades and improvements to fire safety systems is a continuing process.

Additionally, all residential facilities feature exit signs, emergency lighting and fire extinguishers.

University housing facilities are equipped with automatic fire detection and alarm systems and are connected to ETSU Public Safety and monitored by dispatch staff. Fire drills are conducted three times each semester in every on-campus housing facility, excluding apartment buildings. Fire drills are documented and annually assessed for effectiveness by Environmental Health and Safety personnel. Additionally, buildings are equipped with a variety of features that are designed to detect, stop, and/or suppress the spread of a fire. A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls are designed to stand up to fire longer than those of an individual room. It is a violation of University policy for residents to prop open a fire door, or to obstruct sprinkler heads or smoke detectors.

FIRE PROTECTION SYSTEM COMPONENTS

Sprinkler Systems: All residential facilities are protected by sprinkler systems, which are monitored 24 hours a day by ETSU Public Safety or a certified monitoring agency. Emergency services are dispatched when a sprinkler system activates, or a water control valve shutdown occurs. All ETSU's sprinkler systems are inspected annually by a state certified sprinkler inspection company and maintained in accordance with National Fire Protection Association (NFPA) Standard 25. Students are reminded not to hang any items from sprinkler heads or sprinkler piping.

Fire Alarm Systems: Fire detection systems have been installed in all ETSU’s residential facilities. These systems are composed of smoke detectors in every sleeping room, corridor, storage closet, and mechanical/electrical room. Duct detectors have been installed in air handling units to detect smoke and shutdown the movement of air. Manual pull stations have been installed at every exit to provide a means to notify building occupants of a fire and generate an emergency fire department response. All fire alarm systems are monitored 24/7 by ETSU Public Safety, with the exception of the Sevier County Center, which is monitored by Affiliated Monitoring in Union, New Jersey. These systems are inspected annually by ETSU staff who are certified to conduct inspection, testing, and maintenance of fire alarm systems.

Standpipe Systems: Standpipe systems are designed to provide a pre-piped water system for hose lines in strategically placed locations inside a building or structure for use by fire department personnel. Standpipe systems have been installed in many of ETSU’s residential facilities, as indicated in the Fire Protection Systems table.

Fire Extinguishers: Fire extinguishers have been installed in every residential facility in accordance with NFPA 10. Fire extinguishers are inspected every 30 days by residence life staff to ensure they are unobstructed and that the pressure gauge is in the operable range. A state certified fire extinguisher inspection company inspects every fire extinguisher annually, installs a new date tag, and conducts any needed repairs and maintenance.



FIRE PROTECTION SYSTEMS IN RESIDENTIAL FACILITIES

Fire Protection Systems						
Residential Facility	Sprinkler	Fire Alarm	Extinguishers	Standpipe	Number of Fire Drills	Alarms Monitored by Public Safety
Buc Ridge Apts A - 129 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts B - 520 Treasure Ln	Y	Y	Y	N	0	Y
Buc Ridge Apts C-D - 155-157 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts E-F - 223-225 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts G-H - 234-236 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts I-J - 208-210 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts K - 176 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts L-M - 319-321 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts N-O - 373-375 Buccaneer Rdg	Y	Y	Y	N	0	Y
Buc Ridge Apts P-Q - 279-281 Treasure Ln	Y	Y	Y	N	0	Y
Buc Ridge Apts R-S - 278-280 Treasure Ln	Y	Y	Y	N	0	Y
Buc Ridge Apts T - 1001 Centennial Dr	Y	Y	Y	N	0	Y
Buc Ridge Apts U - 1000 Centennial Dr	Y	Y	Y	N	0	Y
Carter Hall - 120 S Dossett Dr	Y	Y	Y	Y	6	Y
Centennial Hall - 187 Stout Dr	Y	Y	Y	N	6	Y
Governor's Hall 1385 Gilbreath Dr	Y	Y	Y	Y	6	Y
Lucille Clement Hall - 1193 Jack Vest Dr	Y	Y	Y	Y	6	Y
Luntsford Hall - 391 S Dossett Dr	Y	Y	Y	Y	6	Y
Davis Apts A - 1274 Southwest Ave	Y	Y	Y	N	0	Y
Davis Apts B - 1272 Southwest Ave	Y	Y	Y	N	0	Y
Davis Apts C - 1270 Southwest Ave	Y	Y	Y	N	0	Y
Dossett Hall - 339 S Dossett Dr	Y	Y	Y	N	6	Y
Powell Hall - 205 S Dossett Dr	Y	Y	Y	N	6	Y
Stone Hall - 115 S Dossett Dr	Y	Y	Y	Y	6	Y
West Hall - 289 S Dossett Dr	Y	Y	Y	N	6	Y
ETSU at Sevier Center -1122 Blanton Dr, Sevierville, TN 37862	Y	Y	Y	N	4	N

FIRES IN ON-CAMPUS HOUSING FACILITIES

Fires by On-Campus Student Housing Facility							
Residential Facilities		Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Buc Ridge Apts A - 129 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts B - 520 Treasure Ln	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts C-D - 155-157 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts E-F - 223-225 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	1	1	Stove malfunction	0	0	\$50
Buc Ridge Apts G-H - 234-236 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	1	1	Stove/Oven malfunctioned	0	0	\$350
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts I-J - 208-210 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts K - 176 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts L-M - 319-321 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts N-O - 373-375 Buccaneer Rdg	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts P-Q - 279-281 Treasure Ln	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0

FIRES IN ON-CAMPUS HOUSING FACILITIES

Fires by On-Campus Student Housing Facility (con't)							
Residential Facilities		Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Buc Ridge Apts R-S - 278-280 Treasure Ln	2017	1	1	Intentional	0	0	\$405
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts T - 1001 Centennial Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Buc Ridge Apts U - 1000 Centennial Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Carter Hall - 120 S Dossett Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Centennial Hall - 187 Stout Dr	2017	0	0	N/A	N/A	N/A	0
	2018	1	1	Accidentally burnt item on stove	0	0	0
	2019	0	0	N/A	N/A	N/A	0
Governor's Hall 1385 Gilbreath Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Lucille Clement Hall - 1193 Jack Vest Dr	2017	0	0	N/A	N/A	N/A	0
	2018	1	1	Burnt food in oven	0	0	\$300
	2019	1	1	Intentional	0	0	\$50
Luntsford Hall - 391 S Dossett Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	1	1	Overheated fan motor	0	0	\$100
Davis Apts A - 1274 Southwest Ave	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Davis Apts B - 1272 Southwest Ave	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Davis Apts C - 1270 Southwest Ave	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Dossett Hall - 339 S Dossett Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0

FIRES IN ON-CAMPUS HOUSING FACILITIES

Fires by On-Campus Student Housing Facility (con't)							
Residential Facilities		Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Powell Hall - 205 S Dossett Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
Stone Hall - 115 S Dossett Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
West Hall - 289 S Dossett Dr	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0
ETSU at Sevier Center - 1122 Blanton Dr, Sevierville, TN 37862	2017	0	0	N/A	N/A	N/A	0
	2018	0	0	N/A	N/A	N/A	0
	2019	0	0	N/A	N/A	N/A	0