

Western Michigan University  
Department of Public Safety

ANNUAL SECURITY and  
FIRE SAFETY REPORT



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Western Michigan University encompasses more than 1,200 acres and 151 buildings. The main campus, located close to downtown Kalamazoo, has a student, faculty, and staff population of nearly 30,000. WMU is concerned about the safety and welfare of all students, faculty, staff, and visitors, and is committed to providing a safe and secure environment. Because no campus is isolated from crime, WMU has developed a series of policies and procedures to assist in these efforts. WMU has been fortunate in that serious crimes have seldom occurred on campus. The past does not guarantee that critical incidents will not happen in the future. We have taken numerous steps to enhance security in our buildings and on our grounds. In addition, we wish to provide all members of the University community with the facts about the policies and programs that are designed to increase safety and reduce crime.

This brochure is prepared by the Department of Public Safety in cooperation with the Office of the Vice President for Student Affairs and local law enforcement agencies surrounding our main campus and regional locations. Provided in compliance with the Clery Act and the Higher Education Opportunity Act, this material is prepared and a notice of its availability is distributed annually to all students, faculty and staff. Copies are available upon request from the Department of Public Safety, 511 Monroe St., Kalamazoo, MI or on the Web at <http://www.wmudps.wmich.edu/Documents/ANNUALREPORT.pdf>

## The Department of Public Safety

The Department of Public Safety is located at 511 Monroe, just off the 1300 block of West Michigan Avenue, and is open 24 hours a day, providing around-the-clock protection and services to the University community. Officers are on duty 24 hours a day, 365 days a year. The department is responsible for law enforcement, security, and emergency response on campus. Sophisticated alarm systems, monitored in the department, cover a comprehensive network of security, fire, and panic alarm systems.

Police officers are certified through the State of Michigan, and receive their police authority from the Western Michigan University Board of Trustees and the Sheriff of Kalamazoo County, giving officers full arrest powers throughout the county. The WMU Police enforces federal, state, local statutes and University regulations. The WMU PD is one of five public safety answering points of the county-wide 911 system. In addition, the WMU PD is also one of the signatories of the county-wide police mutual aid agreement and works closely with the other police agencies in Kalamazoo County while investigating campus crime.

WMU PD manages the student watch program and the student safety escort service. The student watch program consists of pairs of students walking the campus from 6 p.m. to 4 a.m., seven days a week during fall and winter semesters. These students wear highly visible vests and are equipped with portable radios. They watch for and report crime, emergencies, and suspicious situations to the police dispatcher. These students also provide walking escorts on campus.

The student safety escort service consists of up to three vehicles driven by radio equipped students runs from 8 p.m. to 6 a.m. Monday through Friday and from 6 p.m. to 6 a.m. on Saturday and Sunday during fall and winter semesters. These students provide rides between parking lots and residence halls. When not providing escorts, these students patrol the campus looking for crime, emergencies and suspicious situations.

WMU PD coordinates the locking and unlocking of all administrative and academic buildings on campus. Most buildings are closed and locked by 10 p.m. Monday through Thursday, by 5 p.m. Friday, and all weekend. Police patrols check locked buildings to make sure they are secure. Problems with building security are immediately reported to maintenance personnel who respond and make repairs.

## Procedures for Reporting a Crime or Emergency

Student, faculty, staff, and visitors are encouraged to report all crime, emergencies, and suspicious situations to WMU PD in a timely manner. All reports of crime, emergencies, and suspicious situations are immediately investigated by a sworn police officer. Reports may be made in person, by telephone, by emergency police phones, or by the police call box system.

The WMU PD non-emergency telephone number is (269) 387-5555. From an on-campus phone, dial 7-5555.

The University's telephone system supports both 911 and 123 as emergency numbers which automatically ring in the police station. All on-campus telephone calls made to the WMU PD non-emergency number (387-5555) or the emergency number (911), display the number of the originating telephone. This enables the police dispatcher to determine the location of the call to insure Public Safety's knowledge of the origin of an emergency call even if the caller is unable to communicate verbally. The same is true for the police call box system.

There are over 100 emergency police call boxes located throughout campus outside of various campus buildings, near heavily traveled sidewalks, in the two parking structures, and mounted in parking lots. Pushing the red button provides immediate phone contact with WMU PD.

The University does not have policy for the following: voluntary confidential reporting, criminal activity off campus, and pastoral and professional counselors to report crimes.

## Crime Prevention

As part of the University's educational mission, the Department of Public Safety offers a variety of crime prevention presentations to the WMU community. In 2010, the Department of Public Safety presented 158 programs on the following topics: crime prevention tips, general safety and security awareness, fire safety and tornado safety, information on sexual assault and acquaintance rape, alcohol awareness and related laws, and campus/workplace violence. The University's crime prevention program is based upon the dual concepts of eliminating or minimizing criminal opportunities, whenever possible, and encouraging students, faculty, and staff to be responsible for their own safety/security and the safety/security of others.

The Department of Public Safety discusses campus safety at new student orientation. First year experience seminars and new faculty and graduate/teaching assistant orientations presented by the department include crime prevention, personal safety, and fire/tornado safety information. The department also presents similar information to the orientation student ambassadors, Fall Welcome student leaders, residence life hall directors, graduate

assistants, and residence assistants. The WMU PD staffs crime prevention and safety awareness display tables at Bronco Bash, a welcome back event attended by approximately 25,000 students and community members, to answer questions and distribute campus safety materials. Crime prevention brochures, posters, and handouts are also distributed at presentations throughout campus.

## The Individual's Responsibility

The cooperation and involvement of students and employees in a campus safety program is absolutely necessary. Individuals must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common sense precautions. For example, although the campus is well lighted, an individual - male or female - may feel more comfortable using the WMU PD escort service when returning to the residence halls late at night. Room doors should be locked at all times. Valuable items such as stereos, cameras, and televisions should be marked with engraving instruments provided by WMU PD at no charge. Bicycles should be registered with WMU PD and should be secured with a sturdy lock. Individuals with cars must park them in their assigned area and keep their vehicles locked at all times. Valuables should be locked in the trunk. Individuals should report any suspicious looking people whom they feel do not belong in the area or any unusual incidents to WMU PD immediately.

## Residence Hall Security

All interior residence hall doors to the living areas are locked 24 hours a day. Non-residents must be escorted through these doors by a resident host. In addition, all exterior doors except the front lobby doors are locked 24 hours a day and students are to enter only through the front door. Most front doors are locked from 9 p.m. to 7 a.m. daily, and some halls are locked 24/7. When the front door is locked, guests (non-residents) must provide picture identification, sign a registration log at the front desk and are not permitted to proceed unless accompanied by a resident host. In order to enter the hall after the front doors lock, residents must use their hall key or a student ID for card-access halls. Keys to the front door (for entry during the period when the door is locked) and to their own rooms are provided to residents at the time of check-in and must not be loaned to anyone. The remaining exterior doors cannot be opened by key or card access. Each residence hall room has an excellent door lock, and an effective lock changing procedure is in place.

All resident rooms located on the ground floor and those on roof levels are furnished with wooden rods that prevent the window from being opened from the outside. Student room doors leading to the corridor are equipped with a chain lock. In halls with shared bathrooms adjacent to the student room, the room side of the bathroom door is equipped with a lock.

## Maintenance of Campus Facilities

The facilities management department maintains university buildings and grounds with a concern for safety and security. It inspects campus facilities regularly, promptly makes repairs affecting safety and security, and responds immediately to reports of potential safety and security hazards, such as broken windows and locks.

Public safety staff (including student watch and escort service employees), residence hall staff, and building coordinators daily collect and report maintenance needs concerning lighting and building security to facilities management.

The university campus is well lighted, and further lighting improvements are being made when needs are identified or when buildings and parking lots are renovated.

University landscape service staff members are very much aware of the potential hazard that dense shrubbery can present. Evergreens and shrubbery that are near sidewalks or against buildings are pruned so that they could not conceal a person. Low growing low-density plants that would not provide hiding places for intruders are near building entrances used at night.

Residence halls are staffed by a professional hall director and graduate assistant hall director who lives in the hall. Several resident assistants live on the floors. Someone is always available to assist residents in responding to or reporting crime.

## Missing Student Notification Policy

Western Michigan University recognizes the importance of safety for our on-campus living communities. The policy's purpose is to establish the process for responding to reports of missing students as required by the Higher Education Opportunity Act of 2008. The policy applies to WMU students residing in on-campus housing, including on-campus apartments.

### **Emergency Contact Information Designation**

1. Students age 18 and over or emancipated minors are given the opportunity when signing their residence hall contract or on-campus apartment lease to designate an individual or individuals to be contacted by Western Michigan University no more than 24 hours after the time that the student is determined to be missing in accordance with procedures of this policy. The designation will remain in effect until changed or revoked by the student.
2. Students under the age of 18: In the event a student who is not emancipated is determined to be missing pursuant to the procedures set forth below, the University is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing, in addition to notifying any additional contact person designated by the student
3. Residence hall students are given the opportunity to provide their emergency contact persons and telephone numbers when completing their residence hall contract.
4. Apartment residents are given the opportunity to provide their emergency contact persons and telephone numbers when completing their on-campus apartment lease.
5. All contact information provided by students will be registered confidentially and this information will be accessible only to authorized campus officials. This information may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation or as otherwise required by law.
6. The University encourages all students to provide personal emergency contact information.

## Notification Procedures for Missing Persons

1. Any individual on campus who received or has information that a residential student may be a missing person must notify the Department of Public Safety immediately by telephone at (269) 387-5555 or in person by going to the Department of Public Safety Building at 511 Monroe Street. The Department of Public Safety will gather all essential information about the residential student from the reporting person and from the student's acquaintances (i.e. description, clothes last worn, where the student might be, who the student might be with, vehicle description, cell phone records, class schedule, information about the student's physical and mental well-being, up-to-date photograph, etc.).
2. Appropriate campus staff will be notified to aid in the search for the student
3. If the above actions are unsuccessful in locating the student, or it is immediately apparent that the student is a missing person (i.e. witnessed abduction), the Department of Public Safety will assume all facets of the investigation
4. No later than 24 hours after determining that a residential student is missing, the Associate Vice President for Student Affairs or designee will notify the emergency contact for students 18 years of age and older, or the parent or guardian for students under the age of 18. Contact is contingent upon the correct emergency contact information being made available by the student
5. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, the Department of Public Safety will assume all facets of the investigation within 24 hours of when the student is believed to be missing.

## Alcohol and Drug Policy

The University complies with federal, state, and local laws including those that regulate the possession, use, and sale of alcoholic beverages and controlled substances.

The WMU PD actively enforces laws concerning alcohol and which includes

- Distribution, use, or possession of any illegal drug or controlled substance.
- Possession and/or consumption of alcoholic beverages by individuals under 21 years of age.
- Illegal possession or consumption of an alcoholic beverage in a public place.
- Driving under the influence of an alcoholic beverage or controlled substance.

In addition to criminal prosecution, the Student Code details drug and alcohol offenses and discipline for students ranging from reprimand to expulsion from the University.

The University Substance Abuse Clinic is located in the WMU Unified Clinics at 1000 Oakland Drive. Confidential service is provided to students who seek assistance or are referred for assessment. New students receive information about substance use and abuse and about relevant University services at the Fall Welcome Risky Business production.

## **Drug-free Schools and Communities Act Notice Standards of Conduct**

WMU prohibits the manufacture, distribution, possession, or use of any illegal drug (or legal drugs used without a physician's order) in the campus workplace, on campus generally, and as part of any University-sponsored activity. Employees shall not consume alcohol while on duty (except at authorized functions) or report for duty under the influence of alcohol or drugs. Students shall not use, possess, or distribute alcohol except as permitted by law and other University regulations.

### **University Sanctions**

WMU will impose sanctions on all students or employees who violate the above standards of conduct. Student penalties range from warnings to expulsion, and may include rehabilitation or education. Employee penalties range from written warnings to discharge from employment (consistent with applicable collective bargaining agreements), though rehabilitation may also be considered.

### **Legal Sanctions**

State and federal law regulate the use, possession, and distribution of drugs and alcohol, and penalties are associated with illegal actions involving drugs and alcohol. Such penalties, which include probation, fines, and/or imprisonment, may be imposed by judicial authorities on individuals who violate these laws, notwithstanding any penalty imposed by WMU.

### **Health Risks**

There are many health risks directly attributable to the use of drugs and alcohol. They include impaired judgment and memory; wide ranges of mood alteration; dependence; brain, liver, or kidney damage; respiratory failure; cardiac arrest; and, with respect to pregnant women, fetal alcohol syndrome; physical abnormalities; and mental retardation.

### **On-Campus Programs**

Students may seek on-campus help for substance abuse concerns through the University Substance Abuse Clinic (USAC) where an alcohol education program and a substance abuse program are available. Other awareness programs are available through the Sindecuse Health Center. Employees with substance abuse concerns are encouraged to take advantage of WMU's Employee Assistance Program and USAC, as well as resources available through the Sindecuse Health Center's Office of Health Promotion and Education. Additional information is on the USAC website: [www.wmich.edu/hhs/unifiedclinics/usac.htm](http://www.wmich.edu/hhs/unifiedclinics/usac.htm)

## **Weapons Policy**

The unauthorized possession or use of firearms, firecrackers, explosives, toxic or dangerous chemicals, or other dangerous substances or compounds, and other lethal weapons are prohibited on University property or in University housing. Authorized use is confined to such specific situations as Reserve Officer Training Corps (ROTC) weapons training and police officers. Firearms are forbidden by Michigan Law in all classroom buildings and residence halls. Further, possession of a firearm in all other campus areas is prohibited by University policy.

Western Michigan University  
Crime Statistics for Kalamazoo Campuses 2010

Reportable Crimes	All On-Campus Property			Non-Campus Property			Public Property			2010 Grand Total	On Campus Residential Only		
	2008	2009	2010	2008	2009	2010	2008	2009	2010		2008	2009	2010
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	6	9	14	0	1	1	0	0	0	15	5	6	13
Sex Offenses, Non-Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	1	7	0	0	1	0	0	0	8	0	0	0
Aggravated Assault	7	0	3	0	2	2	1	1	0	5	3	0	3
Burglary	49	32	23	10	1	3	0	4	0	26	22	26	5
Motor Vehicle Theft	3	3	3	1	1	0	1	1	1	4	0	0	0
Ason	7	1	3	1	0	1	0	0	1	5	5	0	2

**Hate Crimes**

(by category of prejudice)

Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny - Theft	-	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	-	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	-	0	0	0	0	0	0	0	0	0	0	0	0
Damage/Vandalism	-	0	0	0	0	0	0	0	0	0	0	0	0

**ARRESTS**

Weapons Law Violations	1	0	13	0	0	0	1	0	3	16	0	0	10
Drug Law Violations	122	95	89	0	2	0	24	1	11	100	57	77	89
Liquor Law Violations	237	117	90	0	0	12	32	0	14	116	123	44	37

**REFERRALS**

Weapons Law Violations	12	7	10	0	0	0	0	0	0	10	10	7	10
Drug Law Violations	96	65	86	4	6	0	0	0	0	86	87	59	78
Liquor Law Violations	682	599	439	2	1	0	0	0	0	439	664	581	431

Portions of the 2008 criminal offenses and arrests statistics for Non-Campus buildings or property and public property are provided by the Kalamazoo Department of Public Safety, Kalamazoo Township Police and the Battle Creek City Police Department. In 2009, only the Kalamazoo Township Police Department supplied statistics. Portions of the 2010 criminal offenses and arrests statistics for Non-Campus buildings or property and public property are provided by the Kalamazoo Department of Public Safety. 9

Western Michigan University  
Crime Statistics for Grand Rapids - Downtown 2010

Reportable Crimes	All On-Campus Property			Non-Campus Property			Public Property			2010 Grand Total
	2008	2009	2010	2008	2009	2010	2008	2009	2010	
Murder	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Manslaughter	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Sex Offenses, Forcible	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Sex Offenses, Non-Forcible	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Robbery	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	1	1
Aggravated Assault	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	2	2
Burglary	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Motor Vehicle Theft	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	1	1
Arson	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0

**Hate Crimes**

(by category of prejudice)

Race	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Gender	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Religion	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Sexual Orientation	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Ethnicity	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Disability	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Larceny - Theft	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Simple Assault	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Intimidation	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Damage/Vandalism	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0

**ARRESTS**

Weapons Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Drug Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	4	4
Liquor Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	4	4

**REFERRALS**

Weapons Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Drug Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Liquor Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0

Statistics for the Grand Rapids downtown campus were provided by the Grand Rapids Police Department. There were no Clery reportable crimes for the Grand Rapids Beltline campus for 2010. For both campuses, no response was received for statistics regarding these campuses in the other two reporting years, 2008 and 2009. No other reports were received regarding Clery reportable crimes from the other regional locations associated with Western Michigan University.

Western Michigan University  
Crime Statistics for University Center - Lansing Community College

Reportable Crimes	All On-Campus Property			Non-Campus Property			Public Property			2010 Grand Total
	2008	2009	2010	2008	2009	2010	2008	2009	2010	
Murder	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Manslaughter	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Sex Offenses, Forcible	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Sex Offenses, Non-Forcible	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Robbery	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Aggravated Assault	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Burglary	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Motor Vehicle Theft	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Aison	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0

**Hate Crimes**

(by category of prejudice)

Race	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Gender	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Religion	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Sexual Orientation	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Ethnicity	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Disability	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Larceny - Theft	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Simple Assault	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Intimidation	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Damage/Vandalism	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0

**ARRESTS**

Weapons Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Drug Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Liquor Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	1	1

**REFERRALS**

Weapons Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Drug Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0
Liquor Law Violations	None Reported	None Reported	0	None Reported	None Reported	0	None Reported	None Reported	0	0

Statistics for the University Center campus at Lansing Community College were provided by the Lansing Community College Police Department. No information was received regarding these statistics for this campus in the other two reporting years, 2008 and 2009.

## Sex Offender Registry

As part of the requirements of the Campus Security Act, the Department of Public Safety has created a web link to the Michigan State Police Registered Sex Offenders List. This list will provide you with the name and address and date of birth of the registered offender. You can do a search by zip code or by offender's name and estimate age. The state makes this information available on their website at <http://www.mipsor.state.mi.us/>

This information is being provided in accordance with the Sex Offenders Registration Act as amended in 1999. The State of Michigan requires sex offenders to register with the police agency in the jurisdiction in which they reside. The information contained in the Michigan public sex offender registry is obtained by local law enforcement agencies when sex offenders register with those local agencies. For questions or concerns regarding the PSOR, contact the Michigan State Police, Investigative Resources Section, Violent Crimes Unit, 2911 Eyde Parkway, Suite 130, East Lansing, MI. 48824, (517) 336-6292 or email [psors@state.mi.us](mailto:psors@state.mi.us).

## Sexual Assault Victim Guarantee

Sexual assault, including date and acquaintance rape, is a crime of very serious concern to the WMU Department of Public Safety. If you are the victim of a sexual assault that occurs on campus, the Department of Public Safety guarantees you the following:

1. We will meet with you privately, at a place of your choosing in this area, to receive the information on the assault.
2. Your name will not be released to the public or media.
3. You will not be pre-judged, nor be blamed for what occurred.
4. Your complaint will be handled with sensitivity, understanding and professionalism.
5. If you feel more comfortable talking with a female or male officer, we will do our best to accommodate your request.
6. We will assist you in arranging any medical care or treatment that you need.
7. We will assist you with contacting a counselor and make available other resources to help you through this process.
8. Your complaint will be thoroughly investigated to help you achieve the best outcome. This may involve the arrest and full prosecution of the suspect responsible. You will be kept informed on the progress of the investigation and/or prosecution.
9. We will continue to be available to you, to answer your questions, explain the systems and processes involved (prosecutor, courts, etc.) and to be a listening ear if you wish.
10. Your complaint will be taken seriously, regardless of your gender or the gender of the suspect.

If you have been sexually assaulted, call the WMU PD at (269) 387-5555 and say you want to privately make a sexual assault complaint. You may call any time of day or night.

If we fail to achieve any part of the above guarantee, the Director of Public Safety, Robert J. Brown, will meet with you personally to address any problems. WMU PD wants to help make the WMU campus safe for all students, faculty, staff, and visitors.

## Sexual Assault Policy, Procedures and Programs

Western Michigan University recognizes that sexual assault is a serious social problem that occurs among college students as well as within other segments of our society. The University makes a strong commitment to work toward preventing sexual assault within our community, to provide support and assistance to sexual assault victims, and to impose sanctions on those who have been found responsible for a sexual assault. Our goal is to foster and protect an environment of mutual respect and concern and a safe community in which learning and growth can occur.

For purposes of this statement, the term "sexual assault" includes rape, attempted rape, acquaintance rape and other sex offenses, both forcible and non-forcible. It is synonymous with the University's definition of "sexual misconduct," as stated in the Student Code, Article IV: Proscribed Conduct, B. Conduct Policies, item 15. Sexual Misconduct.

### Prevention Efforts

The University in a variety of ways addresses the topic of sexual assault with students. The subject is presented to first-year students during Fall Welcome at the "Risky Business" production and in educational programs offered on campus. Students who participate in the educational programs receive information on the University and community resources for sexual assault victims. This information is also available at the following WMU's website: <http://www.wmich.edu/healthcenter/healthpromotion/prevention/resources.htm>

The Department of Public Safety presents numerous crime prevention programs annually that include discussion of personal safety issues. Printed crime prevention materials are distributed during these presentations and at various locations on campus. Any student group or organization may request an educational program by a police officer on any crime or safety issue by calling (269) 387-5555.

Educational programs that address the subject of sexual assault are also presented by the Office of Health Promotion and Education (HP&E) at Sindecuse Health Center. To request a program for your group or to obtain information about upcoming scheduled programs, call HP&E, (269) 387-3263. This office also maintains a library of books, brochures, and other educational materials about sexual assault.

### Responding to a Sexual Assault

The University recognizes the right of a sexual assault victim to decide, without pressure or coercion, what action she or he will take following an assault. WMU encourages students to report all crimes to the police and to pursue sanctions against accused offenders through the University conduct process as well, if the accused is a student. WMU encourages victims of sexual assault to take the following steps:

1. If you are in danger or need immediate medical attention, call 911.

2. Preserve physical evidence.

Physical evidence may be critical to successfully prosecuting a case. Immediately after an assault, the victim may not know whether she or he wants to file a police report and attempt to prosecute. Because sometimes a victim changes her mind, it is prudent to preserve and document physical evidence before it is destroyed. Do not clean or straighten up the area where the assault occurred. Do not wash, brush teeth, comb hair, use the toilet, or douche. Put the clothing you were wearing in a paper (not plastic) bag; turn this over to police.

3. Seek medical attention immediately:

- To assess and treat physical trauma;
- To receive treatment to prevent sexually transmitted infections and pregnancy; and
- To collect and officially document evidence that may later aid in criminal prosecution.

Call the YWCA Sexual Assault Program crisis line: (269) 345-3036.

Depending on your needs and preferences, you will be directed to either the Sexual Assault Nurse Examiner (SANE) service at the YWCA or to a hospital emergency department. If you use any of these providers, a YWCA Sexual Assault Program trained victim advocate will be called and will provide you with information and emotional support during your visit. If you do not seek care from any of these providers, you should consider seeking treatment (preferably, within 72 hours) to prevent certain sexually transmitted infections from developing and, if you choose, to prevent a possible pregnancy.

4. Report the assault to the police.

If you seek care from a hospital or the YWCA SANE program, they are required to notify the police, and an officer will come to take a report from you. You have the right to refuse to file an official report at this time. You also have the right to file a report at a later date. A police report is made with the police department that has jurisdiction in the location where the crime happened. Filing a police report is not the same as deciding to prosecute the assailant. There are a number of steps between these decisions, and the final decision whether to prosecute is based on a number of factors and is made by both the victim and the prosecuting attorney's office.

Making a police report maintains the victim's future option of criminal prosecution, and may help support a University conduct action or a civil law suit against the assailant. Except as otherwise required by law or court order, the Department of Public Safety will not release the victim's or the suspect's name or any identifying information to the media or the general public.

5. If the accused is a WMU student, report the assault to the University's Office of Student Conduct.

The WMU Student Code expressly prohibits "sexual misconduct" (see

Article IV, Section B, Item 15). Anyone who is assaulted by a WMU student -- whether or not the victim is a WMU student, and whether or not

the alleged assault took place on WMU property -- may request that the University take conduct action against the accused student is not necessary for the victim to file a police report in order to pursue sanctions through the University conduct system; however, it is strongly recommended. Because the Office of Student Conduct has limited resources to investigate a violation such as sexual assault, it is generally to the victim's benefit to file a police report. Pursuing sanctions through the University does not preclude the victim from also pursuing criminal prosecution and/or a civil lawsuit.

The University conduct process is initiated by making a complaint with the Office of Student Conduct. A description of the process is included in the Student Code. Students are also welcome to discuss the process with the director of that office.

Sexual assault victims are assured the following rights within the University conduct process:

- a. The right to be present during the entire proceeding, except when the hearing panel is deliberating a decision. The right to have one counselor, victim advocate, other support person, or legal counsel present throughout the process to advise and provide support.
- b. The right to have one's sexual history not discussed during the proceedings, except as it relates to the specific incident in question.
- c. The right to relate their account of the incident.
- d. The right to be informed of the results of the student conduct proceeding.
- e. The right to have their name and any identifying information kept confidential, except as otherwise required by law, court order, or University policies or needs
- f. The right to a hearing within a reasonable time period. A student charged with committing sexual misconduct is assured of the same rights. A student found responsible by the Office of Student Conduct for committing sexual misconduct will be given a sanction appropriate to the offense. Possible sanctions range from a warning to expulsion from the University.

# Sexual Assault Victim Assistance and Support Resources

## Medical Care

Bronson Methodist Hospital  
601 John St., Kalamazoo, MI.  
(269) 341-6386 Emergency Department.  
24-hour emergency care; forensic rape evidence exam,  
other necessary treatment. Fee for service

Borgess Medical Center  
1521 Gull Road, Kalamazoo, MI  
(269) 226-4815 Emergency Department.  
24-hour emergency care; forensic rape evidence exam,  
other necessary treatment. Fee for service.

YWCA Sexual Assault Nurse Examiner Program  
353 E. Michigan Ave., Kalamazoo, MI  
(269) 385-3587  
Must telephone before to access; service available 24/7.  
Forensic rape evidence exam, other necessary treatment,  
emotional support. Not appropriate for physical injury. Free.

Planned Parenthood of South Central Michigan  
4201 West Michigan Ave. Kalamazoo, MI  
(269) 372-1200  
Testing and treatment for pregnancy and sexually transmitted  
infections; no emergency or trauma care; no rape evidence  
exam. Fee for service.

Sindecuse Health Center  
Western Michigan University  
(269) 387-3287  
Testing and treatment for pregnancy and sexually transmitted  
infections; emotional support and referral for other  
assistance; no emergency or trauma care; no rape evidence  
exam. Fee for service.

## Counseling Services

Office of Health Promotion & Education, Sindecuse Health Center,  
(269) 387-2995, and Associate Vice President for Student Affairs,  
(269) 387-2150.

In addition to providing general support and assistance, these staff members will be especially helpful with University-related issues and concerns, e.g., University counseling resources, academic problems, campus housing concerns, University conduct process. Students who have been sexually assaulted while enrolled at WMU may request special academic considerations or arrangements and, when appropriate, a change in University living arrangements.

Counseling Services  
Sindecuse Health Center - WMU  
(269) 387-1850

Counseling Services provides free, confidential counseling services to students only. Staff will not give any information about a client to anyone without the written permission of the student client. One or two appointments are left open every day for use by students in crisis. If there is a waiting list to obtain a regular, weekly appointment with the same counselor, students who indicate an immediate crisis will be given priority placement on the list and/or be referred elsewhere.

Sindecuse Health Center - WMU  
(269) 387-3287

Sexual assault victims and/or their friends can obtain accurate and complete information about their rights, options, and available resources for help, as well as receive assistance in carrying out decisions about what to do following an assault.

Office of Student Conduct - WMU  
3718 Faunce Student Services, (269) 387-2160.

YWCA Sexual Assault Program  
353 E. Michigan Ave.  
(269) 385-2869 (office)  
(269) 385-3587 (24-hour crisis line)

YWCA-SAP provides free counseling for female and male survivors as well as an ongoing support group. In addition to providing general support and assistance, staff will be especially helpful with questions and concerns about criminal prosecution and non-University counseling resources.

## **Information and Support**

Victim Assistance Unit  
Kalamazoo Prosecuting Attorney's Office  
(269) 383-8677

Assistance to crime victims involved in a court case; assistance in filing Crime Victim's Compensation claim, which may compensate a victim for expenses related to medical and counseling services and lost wages.

YWCA Sexual Assault Program  
353 East Michigan  
(269) 385-2869 (office)  
(269) 385-3587 (24-hour crisis line)

24-hour on-site support and assistance to victim and family/friends at hospital or police station; support and assistance to victim during all phases of prosecution; free.

Office of Student Conduct  
3718 Faunce Student Services  
(269) 387-2160

Administers the University's judicial system for handling complaints of student violations of the Student Code.

WMU Department of Public Safety  
511 Monroe St.  
Kalamazoo, Mich.  
(269) 387-5555 (non-emergency)  
911 (emergency).

## Timely Warning

In the event that a situation arises that in the judgment of the Director of Public Safety, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the university email system to all students, faculty and staff. The warning may also be posted on the Department of Public Safety’s website <http://www.wmudps.wmich.edu> or the *Western Herald* student newspaper.

## Emergency Response

Based on an “all hazards” approach, Western Michigan University developed a critical incident response plan that includes a comprehensive set of guidelines to provide emergency management response and recovery should a critical incident occur at WMU. With guidance provided by the Michigan State Police Emergency Management and Homeland Security Division, the plan includes two main groups:

1. The Chief Executive Officer (President) and the Critical Incident Policy Group (Vice Presidents).
2. The Emergency Operations Center (EOC) comprised of the following six teams: Academic Support, Damage Assessment, Human Services, Logistical Support, Public Information, and Public Safety.

Each team also has specific emergency action guidelines that include checklists of actions to consider, emergency contact information, and additional reference materials. As a living document, emergency action guidelines are continually reviewed and updated.

Generally, WMU Public Safety will be the first to respond to an incident, but not always. There may be incidents in a residence hall or academic area in which law enforcement involvement is not warranted. In each case, the first responders will evaluate the seriousness of the incident and notify through their reporting structure to their Vice President as appropriate. From the Vice President, the incident will be brought to the attention of the WMU President (Chief Executive Official). In this process, it may be determined that only a routine response is necessary; and the incident can be handled on a local level within the division or department. If the incident requires the involvement and coordination of multiple divisions,

outside agencies, or is complex in nature, the President or his or her designate alone or in consultation with some or all President's Critical Incident Policy Group will request the Emergency Operation Center Manager to activate the Emergency Operations Center (EOC).

Activating the EOC involves contacting and requesting that the six team leads or their alternates report to one of the two EOC locations on campus. The team leads will activate and coordinate the activities of their teams who have distinct functions in responding to the critical incident as outlined in their specific emergency action guidelines. The teams are organized by function and several of the teams have representatives from more than one vice presidential area. In some instances, not all team leads may need to be activated to the EOC.

The EOC Manager works closely with the President and advises on the status of the critical incident. The EOC Manager may recommend that the President "Declare a Local State of Emergency" and forward a request for assistance to the Kalamazoo County Emergency Manager. This declaration provides certain authorities as outlined in the Michigan Emergency Management Public Act 390 of 1976, as amended.

## Emergency Notification

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, immediate emergency notification to the campus community will occur unless issuing a notification will compromise efforts to contain, respond to, or mitigate the emergency.

Any of the following can authorize WMU Public Safety or University Relations to activate emergency communications:

1. WMU President or his/her designee
2. WMU Director of Public Safety or senior officer on duty
3. WMU Vice President for Business and Finance and CFO or his/her designee

If the emergency or dangerous situation involves only a segment of the campus population as in the case of isolated to one building, then notification may be made only to that facility through the building coordinator and/or emergency volunteer team facilitator and/or their designees. When the emergency or dangerous situation has the potential to impact a very large segment of the campus community, then several notification methods as appropriate for the situation are implemented as described below.

Emergency notification can be made using a variety of methods including the following:

- WMU Alert - WMU students, faculty, and staff can register one phone number to receive notification for extreme emergencies with the potential to impact the health and/or safety of the WMU community. WMU Alert is activated by WMU Public Safety. WMU Alert has preprogrammed messages that were developed jointly between Public Safety and University Relations. In consultation with University Relations, Public Safety can generate custom messages in real time.

Steps to register for WMU Alert:

- i. From the WMU home page [www.wmich.edu](http://www.wmich.edu), click "GoWMU Login and enter your Bronco NetID and password.
- ii. Click on the WMU Alert Registration triangle at the top of the center column.
- iii. Enter your phone number for emergency notification contact.

- WMU mass email to the campus community handled by University Relations
- 800 MHz police radios - 700 radios on campus can receive a message from WMU Public Safety broadcast over all talk groups
- WMU Emergency Hotline (269) 387-1001 provides a recorded message about campus emergencies handled by University Relations
- Building evacuation alarms can be centrally activated by WMU Public Safety
- Campus emergencies are posted on the WMU home page with links to additional information are managed by University Relations
- WMU police vehicles have public address systems
- University Relations coordinates communications with the public media and provides ongoing updates to the WMU emergency hot line and WMU home page where requests for additional information will be directed as appropriate

## Testing Emergency Response and Evacuation Procedures

All academic and administrative buildings on campus have a fire evacuation and a tornado drill annually. The residence halls have two tornado drills and eight fire drills yearly. (Because of the influenza pandemic in 2009, several drills were canceled as ill students were self-isolating in their residence halls.)

The purpose of the drills is to practice the evacuation procedures so that building occupants become familiar with the sound of the fire alarm and the location of exits. When the fire alarm is activated, residents are to immediately evacuate to the appropriate re-assembly area. Drills also provide additional opportunities to test the operability of the fire alarm system components. Any deficient equipment is promptly report so that repairs can be made immediately.

In both the buildings and the residence halls, drills may be either announced or unannounced. In all cases, the drills are observed and timed by Public Safety. A debriefing with either the residence hall staff or the emergency volunteer team members occurs immediately following the drills. The residence hall staff includes follow-up discussion at floor meetings. Additional drills offer the opportunity to evaluate the evacuation procedures. The Public Safety observations and comments are summarized for all residence hall drills and emailed to the Director of Residence Life. A summary of all academic/administrative building and resident hall drills including date, time, and observations is provided to the V.P. of Business and Finance and maintained by the Emergency Management Administrator at Public Safety.

## Fire Safety Rules

### Residence Halls:

**Electrical appliances:** all electrical equipment in the residence halls must have an approved UL rating. Appliances with exposed heating elements or no automatic shut-off pose a safety hazard are not allowed. Coffee makers and electrical tea pots are permitted as long as they are equipped with an auto shut-off feature **and** fully enclosed heating elements. Irons, which require the use of an exposed heating element to properly function, must

be equipped with an auto shut-off feature. Irons are the only appliance with an exposed heating element permitted in the residence halls.

Small microwaves and refrigerators are allowed if they use less than 1.5 amps of electric current. Small halogen desk lights with a glass cover are approved. Personal computers and accessories, clocks, desk and window fans, non-halogen floor lamps, answering machines, hair dryers and curling irons, radios, stereos, TVs and DVD players, and gaming systems are allowed.

Prohibited: appliances like toasters, mug warmers, wax melters, toaster ovens, George Forman style grills, spider lamps with plastic shades, floor halogen lamps, space heaters, and air conditioners are prohibited. If any of these items are found in a resident's room, for the safety of all residents, hall staff will confiscate the item and keep it in storage until the resident can take the prohibited item home.

**Halls are smoke-free.** Smoking is not allowed in the residence halls. Students and guests wishing to smoke must be outside at least 100 feet from the building.

**Open flames:** no items with an open flame are allowed. Residents may not possess lit or unlit candles, incense sticks, and any item with an open flame. Candles are not allowed in the residence halls even as decorations.

### **WMU Apartments:**

**Electrical appliances:** large appliances such as washers, dryers, portable dishwashers and freezers are prohibited.

Air conditioning is provided in the Elmwood complex. In Goldsworth Valley and the Stadium Drive complexes, residents may use their own window air conditioner subject to safety and size restrictions. For safety reasons, University maintenance personnel must install all air conditioners. Goldsworth Valley: the unit must not exceed 115 volts nor draw more than 12 amps. Stadium Drive: the unit may be 110 or 220 volts, but must not draw more than 16 amps.

The storing of kerosene, gasoline or other combustible or flammable materials is prohibited. Gas grills are not allowed. Charcoal grills may not be used within 100 feet of the apartment complex.

**Non-smoking apartments:** Some apartments are designated non-smoking. Residents in a non-smoking apartment have agreed not to smoke and not to allow their guests to smoke.

## Evacuation Procedures

The residence hall evacuation guidelines are reviewed, updated as needed, and emailed to the Director of Residence Life for distribution to the hall directors. The guidelines are posted in the residence halls and shown below:

### BEFORE A FIRE

1. Know the location of
  - All fire alarm pull stations
  - The nearest exit and at least one alternate exit in your area
  - The evacuation reassembly area for your building (please refer to emergency information signs near building exits)
2. Know the location of fire extinguishers in your area. Contact Environmental Health and Safety at 7-5590 for fire extinguisher training. Fire extinguishers are used to extinguish small fires (trashcans, cloth, small appliances, etc.). Only if the fire is small and you have received fire safety training should you try to extinguish it.
3. If you will need special assistance during an evacuation, please notify the residence hall staff who will register you with the Department of Public Safety.

### IF YOU DISCOVER A FIRE

1. **Sound the Alarm.** Pull the nearest fire alarm pull station. The fire alarm will sound throughout the building. Generally, pull stations are located near egress points: entrances to stairwells and exit doors.
2. **Evacuate.** Follow the evacuation procedure described below under "When the Fire Alarm Sounds."
3. **Call Public Safety.** All residence hall fire alarm panels alert the WMU Department of Public Safety when the fire alarm is ringing. To confirm notification, dial 911 on any campus phone, including pay phones, from a safe location. If using a cell phone, please dial 387-5555.

### WHEN THE FIRE ALARM SOUNDS

1. **Automatically Assume There is a Fire.** When the fire alarm rings, follow these evacuation procedures:
  - **Close doors.** If time permits, close doors as you exit. This helps confine the fire and protect your possessions from smoke damage.
  - **Leave the building.** Evacuate the building quickly by using the nearest stairway and exit. **Walk - do not run** out of the building.
  - **DO NOT USE ELEVATORS** – if you need assistance, dial 911 and tell Public Safety your location. They will notify the Fire Department that you need assistance.
  - **Go to your reassembly area.** Let your Residence Advisor or Hall Director know you are there.
  - **Do not** go back into the building until the Fire Department or Public Safety says it is safe to do so.

2. **Specific Responsibilities for the Residence Hall Director's Office:** Contact Public Safety to confirm notification. Once you have evacuated, dial 911 on a campus phone from a safe location. If using a cell phone, please dial 387-5555.

## **SHOULD YOU LEAVE YOUR ROOM WHEN THERE IS A FIRE?**

**Feel Doors Before Opening.** Before opening any door, feel the metal doorknob or the back of the door. If it is hot, do not open the door. If it is cool, open the door slightly; if heat or heavy smoke is present, close the door and stay in the room. Seal the cracks around the door with towels or other materials. If a telephone is available, dial **911** and let Public Safety know your location and that you are unable to exit. Open the windows and keep the doors closed. Hang an object (like a jacket or shirt) out the window to attract the Fire Department's attention.

## **FIRE FIGHTING EQUIPMENT**

1. **Keep Fire Doors Closed.** Stairway and hallway fire doors will confine smoke **if they are closed** and will help protect you until you can get outside. **Fire doors are never to be blocked open.**
2. **Do Not Tamper with or Misuse Fire Equipment.** To protect your life and possessions, fire equipment must be in place and in operating condition. Fire doors, exit signs, fire alarms, and fire extinguishers are all essential components for fire protection. Tampering with or misusing fire equipment can result in death and destruction of property. Such vandalism cannot be tolerated and will result in quick and firm disciplinary action.
3. **Report Damaged or Missing Fire Equipment.** To maintain all fire equipment in operating condition, immediately report any damaged or missing fire equipment to Environmental Health and Safety at 7-5590.

Western Michigan University takes fire safety seriously. The fire safety report that follows includes fire statistics, fire safety information, education and training programs as well as procedures for evacuation.

## Fire Safety Report

### Western Michigan University: 2009 Fire Statistics

Residential Facility:	Number of Fires	Date	Time	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
<b>Residence Halls</b>							
Bigelow	0						
Burnhams	0						
Davis	0						
Draper/Siedschlag	0						
French	0						
Henry	0						
Hoekje	0						
Spindler	0						
Valley I: Ackley/Shilling Britton/Hadley	0						
Valley II: Eicher/LeFevre Garneau/Harvey	0						
Valley III: Harrison/Stinson (Eldridge/Fox is closed)	0						
Zimmerman	0						
<b>WMU Apartments</b>							
Elmwood	0						
Goldsworth Valley	0						
Stadium Drive	1	12/21/09	4:21 p.m.	Garbage bag fell in ash tray.	0	0	\$500

All residence halls have the following:

- Fire alarm systems centrally monitored by Public Safety
- Annunciator panel that will indicate the location of the activated pull station
- Hard-wired smoke detectors with a battery back-up in every room
- Fire doors that reduce the spread of a fire
- Fire extinguishers on every floor no more than 75 feet apart
- Pull stations for building-wide activation of horns
- An evacuation guide is located on the back of every residence room door
- Room inspections by Residence Life staff during breaks
- Building inspections by Environmental Safety
- Fire extinguisher maintenance and inspection twice a year
- Fire alarm testing and system inspection twice a year

## Western Michigan University: 2010 Fire Statistics

<b>Residential Facility:</b>	<b>Number of Fires</b>	<b>Cause of Fire</b>	<b>Number of Injuries</b>	<b>Number of Deaths</b>	<b>Value of Property Damage</b>
<b>Residence Halls</b>					
Ackley 276 Gilkison	0	N/A	N/A	N/A	N/A
Bigelow 500 N. Dormitory Rd	0	N/A	N/A	N/A	N/A
Britton 350 Gilkison	0	N/A	N/A	N/A	N/A
Davis 1001 S. Dormitory Rd	0	N/A	N/A	N/A	N/A
Draper 1930 Arcadia Rd	0	N/A	N/A	N/A	N/A
Eicher 225 E. Pond Dr	0	N/A	N/A	N/A	N/A
Ernest Burnham 1975 Arcadia Rd	0	N/A	N/A	N/A	N/A
French 1600 Western Ave	0	N/A	N/A	N/A	N/A
Garneau 125 E. Pond Dr	0	N/A	N/A	N/A	N/A
Hadley 310 Gilkison	0	N/A	N/A	N/A	N/A
Harrison 250 W. Pond Dr	1	Cooking	0	0	\$100 – 999
Harvey 175 E. Pond Dr	0	N/A	N/A	N/A	N/A
Henry 1850 W. Michigan Ave	0	N/A	N/A	N/A	N/A
Hoekje 600 N. Dormitory Rd	0	N/A	N/A	N/A	N/A
LeFevre 275 E. Pond Dr	0	N/A	N/A	N/A	N/A
Siedschlag 1825 S. Hays Dr	0	N/A	N/A	N/A	N/A
Shilling 230 Gilkison	0	N/A	N/A	N/A	N/A
Smith Burnham 1976 Moore Dr	0	N/A	N/A	N/A	N/A
Spindler 1210 Oliver	0	N/A	N/A	N/A	N/A
Stinson 300 W. Pond Dr	0	N/A	N/A	N/A	N/A
Zimmerman 1751 S. Hays Dr	0	N/A	N/A	N/A	N/A
<b>WMU Apartments</b>					
Elmwood A 1720 Western Ave B 1740 Western Ave C 1760 Western Ave D 1780 Western Ave E 1742 Western Ave F 1762 Western Ave G 1782 Western Ave H 1744 Western Ave J 1820 Western Ave K 1840 Western Ave L 1822 Western Ave M 1842 Western Ave N 1860 Western Ave O 1844 Western Ave P 1846 Western Ave Q 1848 Western Ave	0	N/A	N/A	N/A	N/A
Goldsworth Valley R 2101 Goldsworth Dr S 2001 Goldsworth Dr T 1951 Goldsworth Dr U 1901 Goldsworth Dr W 1851 Goldsworth Dr X 1801 Goldsworth Dr Y 1751 Goldsworth Dr Z 1701 Goldsworth Dr	0	N/A	N/A	N/A	N/A
Stadium Drive 1940 Howard	1	Cooking	0	0	\$0 – 99

## Western Michigan University: Fire Safety Information

Residential Facility: Residence Halls	Number of Fire Drills in 2009*	Number of Fire Drills in 2010	Fire Alarm Centrally Monitored by DPS^	Smoke Detectors (in every room)	Fire Extinguishers	Partial Sprinkler System
Bigelow	3	8	Yes	Yes	Yes	Yes <sup>1</sup>
Burnhams	3	8	Yes	Yes	Yes	Yes <sup>2</sup>
Davis	3	8	Yes	Yes	Yes	Yes <sup>3</sup>
Draper/Siedschlag	4	8	Yes	Yes	Yes	Yes <sup>4</sup>
French	3	8	Yes	Yes	Yes	Yes <sup>5</sup>
Henry	3	8	Yes	Yes	Yes	Yes <sup>2</sup>
Hoekje	3	8	Yes	Yes	Yes	Yes <sup>6</sup>
Spindler	4	8	Yes	Yes	Yes	Yes <sup>2</sup>
Valley I: Ackley/Schilling & Britton/Hadley	3	8	Yes	Yes	Yes	Yes <sup>7</sup>
Valley II: Eicher/LeFevre & Garneau/Harvey	3	8	Yes	Yes	Yes	Yes <sup>8</sup>
Valley III: Harrison/Stinson (Eldridge/Fox is closed)	3	8	Yes	Yes	Yes	Yes <sup>9</sup>
Zimmerman	3	8	Yes	Yes	Yes	Yes <sup>2</sup>
<b>WMU Apartments:</b>						
Elmwood	0	0		In each apt.	In every apt.	
Goldsworth Valley	0	0		In each apt.	In every apt.	
Stadium Drive	0	0		In each apt.	In every apt.	

\*Dr. Lisa Marshall, M.D., WMU's Medical Director, advised that all drills be canceled from April 28 through July 6, 2009, as a precaution because of pandemic influenza H1N1 cases on campus.

Drills were again canceled during the 2009 fall semester because ill students were self-isolating in their residence hall rooms and were not to be outside.

^DPS is the Department of Public Safety

<sup>1</sup> Laundry room, incinerator room, trunk (storage) room, receiving room, linen rooms, and custodial rooms; and second and fourth floor chute areas

<sup>2</sup>Incinerator room

<sup>3</sup>Trash room

<sup>4</sup>Large basement storage room and incinerator room

<sup>5</sup>Trash room, laundry room, chute, storage rooms, and chute feed rooms

<sup>6</sup>Trash room, chute, store room, linen room, and custodial rooms

<sup>7</sup>Food service storage areas, laundry rooms, incinerator rooms, hall storage rooms, refuse chutes, and refuse chute feed rooms

<sup>8</sup>Food service storage basement and first level, trash rooms, laundry rooms, and storage areas

<sup>9</sup>Food service storage, incinerator rooms, feed rooms, laundry room, and residence hall storage areas

## **Fire Safety Education and Training**

Fire safety is discussed at student/parent/family orientation sessions. The “Fall Welcome” program includes fire safety education in the “Risky Business” production presented to incoming freshmen. Presentations are made to First Year Experience classes. Annually, Public Safety and Environmental Safety provide residence hall specific training sessions for hall directors, graduate assistants, and residence assistants.

Students living in the residence halls receive the Community Living Expectations handbook that includes residence life policies and procedures. It is a legally binding adjunct to the student’s residence hall contract. The CLE includes the fire safety rules, guidelines, and survival tips and is also available online at [www.wmich.edu/housing/info/CLE.pdf](http://www.wmich.edu/housing/info/CLE.pdf). Students living in WMU apartments receive the Community Living Expectations – Apartments, a similar handbook, online at [www.wmich.edu/apartment/pdf/WMUApartmentPolicyBook.pdf](http://www.wmich.edu/apartment/pdf/WMUApartmentPolicyBook.pdf).

Throughout the year, a variety of fire safety education sessions including hands-on fire extinguisher training are offered for students, faculty, and staff. In addition, many departments such as Miller Auditorium, theatre, and chemistry regularly participate in training specific to their environment.

There are also emergency signs posted in the lobby and at the elevator showing the location of fire extinguishers, pull stations, tornado shelters, and the primary and secondary evacuation re-assembly areas. In addition, each resident hall room has an evacuation guide on the back of the room door.

### **Reporting a Fire Occurred in On-campus Student Housing:**

Federal law requires that Western Michigan University annually disclose statistical data on all fires that occur in on-campus student housing facilities. To report on-campus student housing fires that have already been extinguished, please contact Western Michigan University Public Safety at (269) 387-5555.

### **Fire Log:**

WMU Public Safety maintains in an electronic format a fire log that includes the date the fire was reported. Also documented are the date, time, and the nature of the fire and its general location. Entries are made within two business days of receiving the information. A hard copy of the log is available at Public Safety.

## Western Michigan University Regional Locations

Battle Creek Kendall Center  
50 West Jackson  
Battle Creek, MI 49017-3509  
(269) 965-5380

College of Aviation  
237 North Helmer Road  
Battle Creek, MI 49037-7917  
(269) 964-6375

The Graduate Center - Beltline  
2333 East Beltline, SE  
Grand Rapids, MI 49546-5936  
(616) 771-9470

The Graduate Center - Downtown  
200 Ionia Avenue, SW  
Grand Rapids, MI 49503  
(616) 771-4100

Lansing Regional Location  
210 West Shiawasse  
Lansing, MI 48901  
(517) 483-9728

Metro Detroit  
32820 Woodward Ave., Suite 220  
Royal Oak, MI 48073  
(248) 485-4500

Muskegon Regional Location  
Stevenson Center for Higher Education  
221 South Quarterline Road  
Muskegon, MI 49442-1742  
(231) 777-0500

Southwest Regional Location  
2785 East Napier Avenue  
Benton Harbor, MI 49022  
(269) 934-1500

Traverse City Regional Location  
2200 Dendrinis Drive, Ste 200-B  
Traverse City, MI 49684  
(231) 995-1846

## Summary

Numerous efforts are made to advise members of the University community about campus crime and crime related problems including the following:

- **Annual Report:** A comprehensive annual report of crime related information is compiled, published, and distributed. It also includes the fire safety report and is available to anyone upon request from the Department of Public Safety, 511 Monroe St., Kalamazoo, MI; (269) 387-5555; or at <http://www.wmudps.wmich.edu/Documents/ANNUALREPORT.pdf>
- **Student Newspaper:** The *Western Herald* publishes a summary of criminal incidents prepared by student reporters.
- **Crime Alerts:** If circumstances warrant it, special printed crime alerts are prepared and distributed either selectively or throughout the campus
- **Federal and State Crime Reports:** WMU PD, since its inception in July 1973, has submitted crime data to the Michigan State Police which is also forwarded to the Federal Bureau of Investigation. Summaries of this crime data are released annually in the Crime in Michigan, Uniform Crime Report and Crime in the United States, and Uniform Crime Reports.

Additional information about campus safety can be obtained from the Department of Public Safety, (269) 387-5555.