

Western Michigan University

Main Campus – Kalamazoo, MI
College of Engineering – Kalamazoo, MI
College of Aviation – Battle Creek, MI
Kendall Center – Battle Creek, MI
Beltline Campus – Grand Rapids, MI
Grand Rapids Downtown – Grand Rapids, MI
Metro Detroit – Clinton Township, MI
University Center – Traverse City, MI

ANNUAL SECURITY and FIRE SAFETY REPORT

Containing Statistical Information for Years 2016, 2017, & 2018



October 1, 2019

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Western Michigan University encompasses more than 1,200 acres and 151 buildings. Located close to downtown Kalamazoo, the main campus has a 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 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 report is prepared by the Department of Public Safety in cooperation with the Office of the Vice President for Student Affairs, the Office of Institutional Equity, 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 World Wide Web at <https://www.wmudps.wmich.edu/AnnualSecurityReport.pdf>

Western Michigan University Department of Public Safety

The Department of Public Safety (DPS) is located at 511 Monroe Street, just off the 1300 block of West Michigan Avenue. DPS operates 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. The University maintains 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 department enforces state laws and University ordinances. DPS is 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.

Starting October 30, 2018, the Kalamazoo County Consolidated Dispatch Authority assumed all dispatch duties, as the sole 911 answering service for all of Kalamazoo County. They dispatch WMU police officers to emergency and non-emergency calls.

WMU DPS manages the student watch program and the student safety escort service. In the student watch program, pairs of students walk the campus from 6 p.m. to 2 a.m. seven days a week during fall and spring semesters. These students wear highly visible vests and are equipped with portable radios. In addition to watching for and reporting crime, emergencies, and suspicious situations, they provide walking escorts on campus.

The student safety escort service consists of up to three vehicles driven by radio-equipped students. It runs from 8 p.m. to 6 a.m. daily during fall and spring semesters, providing rides between campus parking lots and residence halls. When not providing escorts, these students patrol the campus looking for crime, emergencies and suspicious situations.

WMU DPS 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 officers patrol campus and check locked buildings to make sure they are secure. Problems with building security are reported to maintenance personnel who respond and make repairs.

Procedures for Reporting a Crime or Emergency

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

Criminal reports can also be made anonymously through a secure website - <https://secure.ethicspoint.com/domain/media/en/gui/32661/index.html> - or a toll-free phone line - **(855) 247-3145** - established for that purpose. Reports of sexual misconduct can be made anonymously online at <https://wmich.edu/sexualmisconduct/report>. Please note that these sites are **NOT** 911 nor an emergency service. Do not use these sites to report events presenting an immediate threat to life or property. Reports submitted through these sites may not receive an immediate response.

In addition, the Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations who are “campus security authorities” under the law. A Clery Act-specific term, campus security authority encompasses the following four groups of individuals and organizations associated with an institution:

- A campus police department or a campus security department of an institution. All individuals who work for that department are campus security authorities.

- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department.
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An **official** is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

According to the Clery Act, if someone has significant responsibility for student and campus activities, he or she is a campus security authority.

WMU also has the Duty to Report Criminal Acts Policy - available online at <https://www.wmich.edu/policies/criminal>- that states in part,

“It is the policy of Western Michigan University that all University employees, students, contractors, and other University-affiliated persons are charged with a duty to promptly report acts having any connection to the University, that they in good faith believe could be criminal in nature. Such reports shall be made to the University's Department of Public Safety or through a secure website and phone line established for that purpose and publicized on campus.”

Campus pastoral counselors and campus professional counselors, when acting as such, are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. While this exemption is to protect the counselor-client relationship, there could be situations where counselors are legally obligated to report a crime.

Kalamazoo County Consolidated Dispatch Authority (KCCDA) answers all emergency (911) calls in Kalamazoo County, including calls initiated on the campus of WMU. They are also the point of contact for police non-emergency calls in Kalamazoo County.

To report emergencies, or any situation requiring an immediate police response, dial 911. Any other requests to speak to a WMU police officer, or to file a police report for a not-in-progress crime/incident that occurred at the University, dial (269) 488-8911.

The WMU DPS administrative telephone number is (269) 387-5555 (7-5555 from an on-campus phone). Prior to October 30, 2018, this number was used as the police non-emergency phone number. It is no longer answered by a person and now dials in to a

phone tree directory allowing for support and administrative personnel to be reached during regular business hours.

There are over 100 emergency police call boxes located throughout campus outside of various campus buildings, near heavily traveled sidewalks, in all parking structures, and mounted in many parking lots. Call boxes provide immediate phone contact with a police dispatcher at KCCDA.

The Department of Public Safety does not provide law enforcement service to off-campus residences of WMU recognized fraternity and sorority organizations. Criminal activity at recognized fraternity and sorority residences is handled by the local law enforcement agency having jurisdiction in that area. However, WMU DPS has close working relationships with these local law enforcement agencies.

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 throughout the year. Annually, the DPS presents over 100 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 orientations, new employee orientations, and Fall Welcome. 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 in orientation seminars for student ambassadors, Fall Welcome student leaders, residence life hall directors, graduate assistants, and residence assistants.

The WMU DPS 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. Throughout the year, WMU DPS participates in resource events and open houses to discuss campus safety and distribute information to prospective students and their families as well as to current students and employees. Crime prevention brochures and handouts are also distributed at presentations throughout campus. Working in conjunction with WMU Residence Life, WMU community police officers are assigned to a select group of residence halls, assisting staff with a variety of functions and crime prevention programs.

Individual Responsibility

The cooperation and involvement of students and employees in a campus safety program is 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 lit, an individual may feel more comfortable using the WMU DPS escort service when returning to the residence halls late at night. Room doors should always be locked .

Valuable items such as stereos, gaming consoles, laptops, and televisions should be marked with engraving instruments provided by WMU DPS at no charge. Bicycles should be registered with WMU DPS and should be secured with a sturdy lock. Individuals with cars must park them in their assigned area and should always keep their vehicles locked . 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 DPS 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. Exterior doors are locked 24 hours a day, and residents are to enter only through the front door. The following hall complexes are the exceptions:

- Draper/Siedschlag and Ernest Burnham/Smith Burnham – the main exterior doors are unlocked during dining hall hours
- Eicher/LeFevre and Eldridge/Fox - the main exterior doors are unlocked during tutoring hours

During set check-in times, guests (non-residents) must provide picture identification, register in the guest log along with their host at the front desk, and are not permitted to proceed unless accompanied by a resident host. In order to enter the hall main exterior and interior security doors, residents must use their hall key or their student ID for card-access halls. Keys to these doors and to their own rooms are provided to residents when they move 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 a deadbolt 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. The Hall-Archer-Pickard rooms have window security latches. 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.

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.

Spindler Hall is a historic residence hall run like an apartment. To be eligible to live at Spindler Hall, one must either be a WMU graduate student, an undergraduate senior or a non-traditional student at least 21 years of age. There is card and key access for security. The main entrance doors are locked from 6 p.m. until 8 a.m.

WMU Campus Apartment Security

At each apartment complex, the outer walkways are kept well lit for safety and protection. Goldsworth Valley and Stadium Drive apartments have individual exterior doors. At Western View, each group of apartments shares a key card common entry equipped with security cameras, a key to the individual apartment door and separate key locks on each bedroom door. Each complex has at least one resident manager.

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, makes repairs affecting safety and security, and responds 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 collect and report maintenance needs concerning lighting and building security to facilities management.

Missing Student Notification Policy

Western Michigan University recognizes the importance of safety for our on-campus living communities. The purpose of this policy is to establish the process for responding to reports of missing students as required by the Higher Education Opportunity Act of 2008. This policy applies to WMU students who reside 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. A 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 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 has information that a residential student may be missing must notify the Department of Public Safety, via KCCDA, immediately by telephone (269) 488-8911. 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 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 that the student is missing.

The Department of Public Safety will enter the missing person's name into the Michigan Law Enforcement Information Network and into the National Crime Information Center systems. The Department of Public Safety will comply with applicable laws and general orders in effect at the time of the missing person notification.

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 as well as the associated penalties. 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.

In addition to criminal prosecution, the Student Code – online at http://www.wmich.edu/sites/default/files/attachments/u492/2019/WMU_studentcode.pdf - details alcohol and drug offenses and potential discipline for students ranging from warnings to expulsion from the University.

The WMU DPS actively enforces laws concerning alcohol and illegal drugs including the following:

- 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

The University prohibits the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in the workplace. All employees must abide by the terms of this drug-free workplace policy. Employees violating such prohibition will be subject to disciplinary action, up to and including discharge.

Alcohol and Drug Education Programs

New students receive information about substance use, abuse, and prevention as well as relevant WMU resources at the Fall Welcome “Risky Business” production. New students are also required to complete an online alcohol education module. Both Public Safety and Sindecuse Health Center presentations at First Year Experience classes include alcohol and drug information. Sindecuse Health also has an alcohol risk-reduction program including education and brief intervention for sanctions. The intercollegiate athletics department has drug and alcohol education programs for student athletes.

Alcohol education and substance abuse programs are also available at Behavioral Health Services located in the WMU Unified Clinics at 1000 Oakland Drive. Students may seek on-campus help for substance abuse concerns. Substance use disorder and other behavioral health treatment services are provided by therapists who have extensive training in the delivery of assessment, individual, group and family treatment

services. Confidential service is provided to students who seek assistance or are referred for assessment. Additional information is on their website:

<http://wmich.edu/unifiedclinics/about/behavioral>

Employees with substance abuse concerns are encouraged to take advantage of WMU's Employee Assistance Program, Behavioral Health Services, and Sindecuse Health Center.

Weapons Policy

Western Michigan University is a weapon free school. By order of the Board of Trustees:

No person shall possess on University property any firearms or other dangerous weapons with the exception of police officers, transfer agents licensed to carry weapons and persons using any such weapons for class instruction when authorized by the dean of the appropriate college. Any student, faculty member or other University employee violating this rule shall be subject to suspension or dismissal. Any person violating this rule may be subject to criminal prosecution.

The Student Code states:

The possession, use, or storage of weapons is prohibited on University owned or controlled premises and at University sponsored events without authorization from the appropriate University official. Using or possessing a weapon, even with proper authorization, in a manner that harms, threatens or causes fear in others, or is otherwise in violation of the Weapons on Campus Policy contained in the Registered Student Organization Handbook, is also prohibited. Prohibited weapons include, but are not limited to, the following:

- Any firearm either long gun or handgun, or any device which fires any type of projectile using gunpowder as a propellant.
- Any bb or pellet gun, or device that fires a projectile using compressed air, CO₂, or other gas as a propellant. This includes "airsoft" and paintball guns.
- Edged weapons including any folding or fixed blade knives, daggers, dirks, swords, axes, machetes, bows and arrows, or any other sharp object fashioned or used as such objects.
- Martial arts devices such as nun chucks, bokken, throwing stars, throwing knives, bow staffs, sai, tonfas, or any other device considered a dangerous weapon.
- Stun gun or taser, or any device that produces electrical current intended to disable or injure a person either permanently or temporarily.
- Any device made specific, crafted, or used with the intended purpose of causing harm to a person.

Exceptions:

- Kitchen knives are permitted as long as they are used for the intended culinary purposes.
- Pepper spray or any chemical irritant that contains 10% or less of oleoresin capsicum is permitted on campus property.

Disclosures to Alleged Victims of Crimes

WMU will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such a crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Daily Crime Log

The daily crime log is a record of criminal incidents reported to WMU Public Safety. Maintained by WMU DPS, each entry lists the nature of the crime, the date and time it was reported, the date and time it occurred, the general location of the crime, and the disposition of the complaint if known. The log includes the most recent 60 days of crime reports and is online at <https://www.wmudps.wmich.edu/crime-log.php> or available at WMU Public Safety, 511 Monroe, Kalamazoo, MI.

Any portion of the log that is more than 60 days old, but less than 7 years old, is available within two business days of a request for public inspection. Portions of the log more than 7 years old may not be available.

Crime Categories and Definitions

The Clery Act requires institutional reporting on the following four general categories of crime statistics: criminal offenses, hate crimes, Violence Against Women Act offenses, and arrests and referrals for disciplinary action as defined below.

The definitions for Murder, Manslaughter by Negligence, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System User Manual from the FBI's Uniform Crime Reporting Program.

Fondling, Incest, and Statutory Rape definitions are from the FBI's National Incident-Based Reporting System Data Collection Guidelines edition of the UCR.

Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual.

Domestic Violence, Dating Violence, and Stalking definitions are provided by the Violence Against Women Act of 1994.

Criminal Offenses:

Murder/Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence: the killing of another person through gross negligence.

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

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. This offense includes the rape of both males and females.

Fondling: the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

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

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

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

Burglary: the unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft: the theft or attempted theft of a motor vehicle.

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

Hate Crimes:

A **Hate Crime** is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Hate crimes include any of the above criminal offenses except manslaughter by negligence.

In addition, any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property are included in the Clery Act statistics only if they are hate crimes. Otherwise, these crime classifications are not reported under Clery.

Larceny-Theft: the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. **Constructive possession** is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

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

Destruction/Damage/Vandalism of Property: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or person having custody or control of it.

Intimidation: 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.

Categories of Bias

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the

case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate/bias crime. There are eight categories of hate (bias):

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.

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.

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.

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

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

Violence Against Women Act Offenses:

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. The existence of such a relationship shall be determined 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. 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: a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; 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; 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.

Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

Arrests and Referrals for Disciplinary Action:

Weapons: Carrying, Possessing, Etc. Law Violations: the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations: the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations: the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

VAWA Definitions: Local Jurisdiction

The Clery Act also requires that the definitions for **dating violence**, **domestic violence**, **sexual assault**, **stalking**, and **consent** as defined by the local jurisdiction are provided for educational and awareness purposes. Where applicable, Michigan Compiled Law definitions for these terms are shown below.

Consent: Michigan law does not define the term “consent” in reference to sexual activity. In the WMU sexual misconduct policy, consent is defined as “an affirmative, conscious decision by each participant to engage in mutually agreed-upon sexual activity. Participants must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.”

Dating violence: In Michigan, dating violence is an act of domestic violence against an individual with whom the perpetrator has or has had a dating relationship. A dating relationship means “frequent, intimate associations primarily characterized by the expectation of affectional involvement. It does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context.” [MCL 400.1501 (b)]

Domestic violence [MCL 400.1501 (d) Definitions] means the occurrence of any of the following acts by a person that is not an act of self-defense:

- (i) Causing or attempting to cause physical or mental harm to a family or household member.
- (ii) Placing a family or household member in fear of physical or mental harm.
- (iii) Causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force, or duress.
- (iv) Engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

In Michigan, domestic violence also includes an individual who assaults or assaults and batters his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of his or her household. [MCL 750.81 (2)]

Sexual Assault means assault with intent to commit criminal sexual conduct. [MCL 600.2157a (c)] Michigan law has four degrees of criminal sexual conduct. First Degree and Third Degree require sexual penetration defined as “sexual intercourse, cunnilingus, fellatio, anal intercourse, or any other intrusion, however slight, of any part of a person's body or of any object into the genital or anal openings of another person's body, but emission of semen is not required.” [MCL 750.520a (r)] Second Degree and Fourth Degree require sexual contact and includes “the intentional touching of the victim's or actor's intimate parts or the intentional touching of the clothing covering the immediate area of the victim's or

actor's intimate parts, if that intentional touching can reasonably be construed as being for the purpose of sexual arousal or gratification, done for a sexual purpose, or in a sexual manner for: revenge, to inflict humiliation, out of anger.” [MCL 750.520a (q)]

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. [MCL 750.41h(1)(d)].

Unfounded Crimes

A crime may be classified as unfounded only after a full investigation by sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless. The number of unfounded crimes will be posted at the bottom of the crime statistics pages for each WMU campus.

Crime Statistics by Campus

The crime statistics for 2016, 2017, and 2018 calendar years are shown for each specific campus, as defined by the Clery Act. University owned or controlled locations that do not qualify as separate campuses per the Clery Act result in crime statistics being added to the non-campus fields for WMU’s main campus

Since Michigan law includes dating violence in domestic violence, dating violence incidents having occurred in Michigan are included in the domestic violence category.

Statistics are reported for Clery crimes that occur in on campus, on public property within or immediately adjacent to the campus, and in or on non-campus buildings that the institution owns or controls. The Clery Act defines each of these geographic categories as follows:

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 area identified in paragraph (1) of this definition, 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).*

Note: on-campus student housing is included in the “All On-Campus Property,” and it is also a separate subset (On-Campus Residential). Under the *Clery Act*,

an institution that has on-campus student housing facilities must separately disclose two sets of on-campus statistics:

- The total number of crimes that occurred on campus, **including** crimes that occurred in student housing facilities; and
- The number of crimes that occurred in on-campus student housing facilities as a subset of the total.

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 used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.*

Note: Also included in the non-campus category are lodgings associated with off-campus school-sponsored trips that either are a repeated use of a location or a short-stay "away" trip of more than one night. In addition, off-campus trips include all locations used by the students that WMU controlled during the trips to support educational purposes.

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.*

Note: Public property refers to property owned by a public entity, such as a city or state government. Public property does not include anything beyond the second sidewalk. (If there isn't a second sidewalk, it doesn't include anything beyond the street.)

WMU annually makes a good faith effort to obtain crime statistics from other law enforcement agencies for inclusion. At times, the requested statistics are not available in a usable format for Clery Act reporting or not all law enforcement agencies respond.

Western Michigan University: Crime Statistics for Kalamazoo: Main Campus

Reportable Crimes	All On-Campus Property			Non-Campus Property			Public Property			2018 Grand Total	On Campus Residential Only					
	2016	2017	2018	2016	2017	2018	2016	2017	2018		2016	2017	2018			
Murder	0	0	0	1	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	0	0	0
Sex Offenses																
Rape	14	13	7	1	5	2	0	0	0	0	9	14	13	6		
Fondling	3	6	5	1	0	0	0	0	0	0	5	2	4	4		
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Robbery	3	1	1	1	2	0	3	0	0	0	1	0	0	0		
Domestic Violence*	9	14	9	0	2	1	1	1	2	2	12	8	11	8		
Dating Violence*	14	0	0	0	2	0	0	0	0	0	0	12	0	0		
Stalking	2	4	6	0	0	0	0	0	0	1	7	2	1	5		
Aggravated Assault	3	4	1	5	1	1	2	0	3	3	5	0	1	1		
Burglary	9	19	5	8	2	1	0	0	0	0	6	8	18	3		
Motor Vehicle Theft	1	4	3	1	0	3	0	0	0	0	6	0	0	0		
Arson	6	9	1	0	1	1	0	0	0	0	2	6	8	1		

ARRESTS

Weapons Law Violations	1	3	3	0	1	0	0	0	0	0	3	0	0	1		
Drug Law Violations	126	100	45	4	3	1	9	9	5	51	66	53	15			
Liquor Law Violations	31	15	0	1	0	0	1	2	0	0	15	9	0			

REFERRALS

Weapons Law Violations	4	1	0	0	0	0	0	0	0	0	4	1	0			
Drug Law Violations	224	193	166	0	0	0	0	0	0	166	207	191	146			
Liquor Law Violations	416	476	0	0	0	0	0	0	0	0	401	475	0			

Hate Crimes: There were no reported hate crimes for the years 2017 or 2018. In 2016, there was one on-campus simple assault characterized by national origin bias.

Unfounded Crimes: There were 8 unfounded crimes in 2016, 6 unfounded crimes in 2017, and 7 unfounded crimes in 2018.

***Dating Violence:** Dating (intimate relationship) violence is considered domestic violence under Michigan law. Therefore, starting in 2017, dating violence was considered domestic violence for incidents in Michigan. Some non-campus incidents may be categorized as dating violence if they occurred outside of Michigan.

Note: Minor in possession of alcohol offenses were decriminalized in Michigan starting in January of 2018. Also, most possession of marijuana offenses were decriminalized in December of 2018.

**Western Michigan University:
Crime Statistics for Kalamazoo: Floyd Hall - College of Engineering**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	1	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	1	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes in 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes in 2017 or 2018. There was 1 unfounded crime in 2016

Note: The WMU College of Engineering is not considered a regional location. WMU considers it an extension of main campus for course registration purposes. However, per Clery Act guidelines, it is considered a separate campus for statistical reporting purposes because it is more than 1 mile from the contiguous main campus location and has University administrators on site.

**Western Michigan University:
Crime Statistics for Battle Creek – College of Aviation**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes for 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes for the years 2016, 2017, or 2018.

**Western Michigan University:
Crime Statistics for Battle Creek – Kendall Center**

0	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Reportable Crimes													
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes for 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes for the years 2016, 2017, or 2018.

**Western Michigan University:
Crime Statistics for Grand Rapids – Beltline Campus**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes for 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes for the years 2016, 2017, or 2018.

**Western Michigan University:
Crime Statistics for Grand Rapids – Downtown Campus**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	1		1
Aggravated Assault	0	0	0		0	0	0		0	2	1		1
Burglary	0	0	1		0	0	0		0	0	0		1
Motor Vehicle Theft	0	0	0		0	0	0		1	1	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	1	0		0
Drug Law Violations	0	0	0		0	0	0		1	0	1		1
Liquor Law Violations	0	0	0		0	0	0		7	1	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes for 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes for the years 2016, 2017, or 2018.

**Western Michigan University:
Crime Statistics for Metro Detroit – Clinton Township**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes for 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes for the years 2016, 2017, or 2018.

Western Michigan University:
Crime Statistics for Traverse City – University Center, Northwestern Michigan College

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2018 Grand Total
	2016	2017	2018		2016	2017	2018		2016	2017	2018		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	2	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

ARRESTS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

REFERRALS

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

Hate Crimes: There were no reported hate crimes for 2016, 2017, or 2018.

Unfounded Crimes: There were no unfounded crimes for the years 2016, 2017, or 2018.

Western Michigan University Regional Locations

Battle Creek:

Battle Creek - Kendall Center
50 West Jackson
Battle Creek, MI 49017-3505
(269) 965-5380

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

Grand Rapids:

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

WMU Grand Rapids Downtown
200 Ionia Ave., SW
Grand Rapids, MI 49503
(616) 771-4100

Lansing:

WMU Thomas M. Cooley Law School
300 S. Capitol Ave
Lansing, MI 48933
(517) 371-5140

Metro Detroit:

Clinton Township
Macomb Community College
44575 Garfield Road
Clinton Township, MI 48038
(248) 485-4500

Traverse City:

University Center – Northwestern Michigan College
2200 Dendrinis Drive, Suite 201
Traverse City, MI 49684
(231) 995-1846

Sex Offender Registry

Michigan's Sex Offenders Registration Act of 1994 was amended by Public Act 542 of 2002 to require that sex offenders provide information to local law enforcement if the offender is working, volunteering or attending an institution of higher learning. The information contained in the Michigan State Police Public Sex Offender Registry (PSOR) is obtained by local law enforcement agencies when sex offenders register with those local agencies. The PSOR is online at <http://www.mipsor.state.mi.us/>. It provides the name, address, date of birth, and other information on registered offenders. One can search by zip code or by offender's name as well as other search options.

For questions or concerns regarding the PSOR, contact the Michigan State Police at 7150 Harris Drive, P.O. Box 30634, Diamondale, MI 48821 or call (517) 241-1806.

Sexual Assault Assistance

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

1. DPS will meet with you privately to receive the information on the alleged assault.
2. You will not be pre-judged nor be blamed for what occurred.
3. Your complaint will be handled with sensitivity, understanding and professionalism.
4. If you feel more comfortable talking with a female or male officer, we will do our best to accommodate your request.
5. If you choose to go to FIRE Place Resource and Support Center at Sindecuse Health Center, DPS will offer to meet with you there.
6. DPS will provide resource support to obtain medical evaluation and treatment as needed.
7. DPS 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, and appropriate steps taken. This may involve the arrest and full prosecution of the accused. To the extent allowed by law and requirements of the prosecutor's office, you will be kept informed on the progress of the investigation and/or prosecution.
9. DPS 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 or the alleged assailant's gender identity, sex, or sexual orientation.

Sexual Assault Policy, Procedures, and Programs

Western Michigan University recognizes that sexual assault is a serious problem that occurs among college students as well as within other segments of our society. The University makes a strong commitment to work toward the prevention of sexual assault within our community, to provide support and assistance to sexual assault victims, and to impose appropriate sanctions on those who are determined to be responsible for a sexual assault.

Prevention Efforts

In a variety of ways, the University addresses the topic of sexual assault with students. The subject is presented in online training modules, by email, and in person through productions and educational programs offered on campus. Students who participate in these programs receive information on the University and community resources for sexual assault victims. This information is also available at www.wmich.edu/sexualmisconduct.

The Office of Health Promotion and Education at Sindecuse Health Center addresses the subject of sexual assault through educational programs, awareness events, and comprehensive prevention strategies. More information about sexual assault is available at www.wmich.edu/healthpromotion/prevention. To register for a scheduled workshop or to request a program for your group, call (269) 387-3263. This office also maintains a library of books, brochures, and other educational materials about sexual assault. In addition, a variety of programs and activities are typically organized by the FIRE! Sexual Assault Peer Education program during April, which is nationally designated as Sexual Assault Awareness Month.

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) 387-0678.

The prevention awareness programs listed below include the following:

1. A statement that Western Michigan University prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking.
2. The definitions of domestic violence, dating violence, sexual assault, and stalking.
3. The definition of "consent" in reference to sexual activity.
4. A description of safe and positive options for bystander intervention.
5. Information on risk reduction.
6. Information on WMU's policies and procedures after a sex offense occurs.

- **FIRE! (Fighting Ignorance and Rape through Education) Sexual Assault Peer Education Presentations:**
 - “On FIRE: Be Part of the Solution” - Nationally-certified peer educators discuss University definitions and policies on sexual misconduct and consent. They also help students discover how to intervene when necessary, understand risk reduction strategies and how to be supportive of someone who has been assaulted. Educators also share information about on and off campus resources and support systems that can help facilitate a person’s recovery.
 - “Sexual Assault Risk Reduction Strategies”- Learn about risk reduction strategies for college students. Includes a look at how we can be agents of change in our environments.
 - “Intimate Partner Violence and the Warning Signs”- Learn about the warning signs of intimate partner violence (domestic violence) and how to support ourselves, those close to us, and strangers in public places if we see warning signs.
- **Everfi Education Modules:** Online education modules are mandatory for first-year students and available to all students. Modules address the issues associated with sexual assault and relationship violence, taking into account students’ unique perspectives and experiences, providing:
 - Key definitions and statistics
 - Reflective and personalized content
 - Bystander skill and confidence-building strategies
 - Campus-specific policies, procedures and resources
 - Rich data summaries to inform university programming.
- **Sexual Assault Awareness Month:** Each April the Office of Health Promotion and Education leads a series of programs for sexual assault prevention, awareness, and support. Events are organized by the FIRE Sexual Assault Peer Educators in collaboration with other campus and community organizations. WMU and Kalamazoo community members are invited to all events, including the annual “Take Back the Night” event.
- **Gentlemen United:** This student leadership program is designed to empower men to educate their peers on violence prevention and to create initiatives to change their campus community. Student learn about healthy social habits, effects of masculine stereotypes, and tools for consent.

The following prevention awareness programs include one or more of the six items listed previously:

- **The Art of Sexual Navigation:** Nationally-certified peer educators discuss sexual health in a positive and inclusive way that promotes healthy communication with partners’ expectations, sexual history, sexually transmitted infections and contraception. Activities engage students and facilitate awareness and empowerment.

- **Redefining WMU Drinking Culture: Empowering the Silent Majority:** Fueled by a national media culture that leads us to believe that alcohol and partying are a primary part of the college experience, research shows that students often overestimate how much their fellow students drink. These misperceptions in turn lead to higher rates of alcohol use as students attempt to match their individual behavior to a false norm. In this interactive presentation, we examine cultural messages, empower the silent majority of students who drink more moderately than perceived, and discuss actual drinking norms using electronic audience response clickers. Consequences of drinking are addressed, including sexual assault and other forms of violence.
- **Theatre for Community Health:**
 - “The Real Buzz”: This performance provides statistics on how alcohol affects everyone and aims to help students recognize and identify responsible drinking behaviors to arm them against pressure from peers, media and college culture. Through the scenes presented by nationally-certified student peer educators, students recognize consequences of alcohol misuse, identify behaviors that reduce harm, and discover ways in which they can transform enabling behaviors into protective behaviors. The show covers alcohol and consent, bystander intervention, and how to navigate the party scene.
 - “Risky Business”: A compilation of short plays is designed to help the new student thrive during their first year. Key topics include diversity and inclusion, campus safety, bystander intervention, alcohol and drug abuse prevention, sexual violence prevention, consent, sexual health, mental health, suicide prevention, and roommate relationships. In between scenes, professionals from various WMU offices speak about programs and resources for support as well as opportunities for students to get involved in making a difference at WMU.
 - “Great Sexpectations”: This Theatre for Community health performance explores a variety of topics and concerns for college students regarding discovering their sexual identity. The play has five characters each representing different aspects of sexuality and discussing abstinence, rape culture, consent, communication and sexually transmitted infections.
- **Involvement Zone:** First year students attend this event at Orientation to learn about opportunities to become involved at WMU, including peer education with the Office of Health Promotion and Education. Materials are provided that cover definitions, programs, services, and reporting information regarding the prevention of and response to sexual assault, dating violence, and stalking.
- **Bulletin Board Kits:** Health Promotion and Education and Residence Life collaborate to develop and disseminate health education and call to action messages on a variety of priority topics including alcohol and sexual assault prevention and risk reduction.
- **Wellness Workshops:** Wellness workshops explore the multiple domains of sexual consent on a college campus.

The ongoing prevention and awareness campaigns that address domestic violence, dating violence, sexual assault, and stalking include the six items listed previously:

- **FIRE Place Resource and Support Center:** Nationally-certified peer educators provide support, education, healing arts, resources, and reporting assistance for students, faculty, and staff survivors and friends of survivors of sexual assault, sexual harassment, intimate partner violence and any other form of bias incident.
- **Certified Peer Educator Training:** The Office of Health Promotion and Education facilitates a national training program through the organization BACCHUS* Initiatives of NASPA** (<https://www.naspa.org/constituent-groups/groups/bacchus-initiatives/history>.) The CPE training program is a 12-hour curriculum culminating in a certifying examination requiring an 80% score for certification. It helps peer educators develop leadership skills to be able to successfully create and implement campus programs. Currently enrolled WMU students are eligible to apply to become a certified peer educator by contacting the Office of Health Promotion and Education.

*BACCHUS is an acronym for Boosting Alcohol Consciousness Concerning the Health of University Students.

**NASPA is an acronym for National Association of Student Personnel Administrators.

The ongoing prevention and awareness campaigns listed below include one or more of the six items listed previously:

- **FIRE! Sexual Assault Peer Education Program:** Fighting Ignorance and Rape through Education is a peer education program that offers presentations and awareness events on topics including consent, dating violence, intimate partner violence, stalking, sexual assault, sexual harassment, dehumanization and bias incidents.
- **Western HEROES:** This bystander intervention program encourages members of the Western Michigan University community to step up and create a safe and inclusive campus environment. The program empowers participants to overcome the bystander effect when they find themselves in situations where unhealthy behavior can lead to harm. Training is offered to students and employees on bystander intervention skills as they apply to the health and safety of the campus community on topics including, but not limited to, dehumanization, violence (dating, domestic, hazing), sexual harassment, relationships, alcohol and other drugs, and mental health. Five steps of effective intervention are promoted in the acronym HEROES:
 - Notice what is **H**appening
 - **E**valuate if there is a problem
 - Take **R**esponsibility to be the one to do something
 - **O**btain the **E**ducation to know how to safely intervene
 - **S**tep up and make a difference

- **Sexual Health Peer Education Program:** Nationally-certified peer educators offer presentations and awareness events on topics including, but not limited to, relationships, consent and healthy communication.
- **Alcohol and Other Drugs Risk Reduction Program:** This program utilizes evidence-based approaches for the prevention and reduction of alcohol-related harms. Programming, resources, and advocacy efforts focus on educational and environmental strategies for reducing high-risk drinking behavior.
- **Theatre for Community Health:** Applied theater performances and flash mob dances address topics including, but not limited to, relationships, alcohol and other drugs, dehumanization/violence prevention, consent and bystander intervention.

These programs are available throughout the entire calendar year with increased volume during Fall Welcome Week and the rest of the fall semester.

WMU policy and procedure information is presented at new employee orientation. All employees are invited to participate in the three interactive on-line training programs developed specifically for WMU at <https://wmich.edu/hr/awareness>:

1. **Preventing Discrimination and Sexual Violence: Title IX, Violence Against Women Act and Clery Act.** Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in federally funded education programs or activities. Employees learn more about their responsibilities under Title IX and how to prevent discrimination and violence. This module was updated in September 2015 to include Violence Against Women Act and Clery Act responsibilities.
2. **Bullying prevention.** Bullying is repeated abusive conduct that causes harm to the target. Employees learn how to address bullying and recognize the signs.
3. **Unlawful harassment prevention.** Employees learn how to identify and resolve all types of unlawful harassment. This module was updated in December 2015.

Procedures for Responding to a Sexual Assault, Dating/Domestic Violence, or Stalking

WMU recognizes the right of a complainant to decide, without pressure or coercion, what action s/he will take following an assault. The University encourages all to report all crimes to the police and to pursue action through the WMU Sexual and Gender-Based Harassment and Violence, Intimate Partner Violence, and Stalking Policy at www.wmich.edu/sexualmisconduct as well.

Complainants and respondents receive the following materials from the Office of Institutional Equity: The Sexual Misconduct and Safety Campus Resource Guide which includes the link to the Sexual Misconduct Policy; an information letter on sexual misconduct; and the Sexual and Gender-Based Harassment and Violence, Intimate Partner Violence, and Stalking Resource Page. Collectively, these materials include information on importance of preserving evidence, the rights of the victims and the “no contact” orders, confidentiality, interim measures, care and support, and the investigation process. WMU Public Safety provides the person with a victim’s rights card and a YWCA card that has domestic and sexual assault crisis intervention services information.

WMU encourages complainants to take the appropriate steps after a sexual assault, domestic violence, dating violence, or stalking:

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 complainant may not know whether s/he wants to file a police report and attempt to prosecute. Because sometimes a complainant changes her/his 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, if applicable; and
 - to collect and officially document evidence that may later aid in criminal prosecution.
4. Call the YWCA Sexual Assault Program crisis line: (269) 385-2869. 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.

5. 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. 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 occurred. Filing a police report is not the same as deciding to prosecute the respondent. 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 complainant and the prosecuting attorney's office. Making a police report maintains the complainant's future option of criminal prosecution and may help support a University conduct action or a civil law suit against the respondent. Except as otherwise required by law or court order, the Department of Public Safety will not release the complainant's or the respondent's name or any identifying information to the media or the general public.

Reporting Options

All individuals are encouraged to promptly report conduct that may violate the WMU Sexual and Gender-Based Harassment and Violence, Intimate Partner Violence, and Stalking Policy to the University. In addition, all individuals are encouraged to report conduct that may also violate criminal law to both the University and to local law enforcement. These processes are not mutually exclusive. Any University student, employee or third party who seeks to make a complaint or report may:

- Make an internal complaint/report to the Title IX Coordinator's Office
- Contact the Department of Public Safety for assistance in filing a criminal complaint and preserving physical evidence; and/or
- Contact local law enforcement to file a criminal complaint.

Complainants may pursue some or all these steps at the same time (e.g., one may simultaneously pursue an internal complaint and a criminal complaint). When initiating any of the above, complainants need not know whether they wish to request any particular course of action, nor how to label what happened. Choosing to make a complaint and deciding how to proceed after making the complaint, can be a process that unfolds over time. Before or during this decision-making process, complainants and other reporting persons are encouraged to seek support and information from a confidential resource.

The University has a strong interest in supporting individuals impacted by sexual and gender-based harassment and violence, intimate partner violence, and stalking, and utilizes a trauma-informed approach. Individuals are provided with written information

about existing counseling, health, and mental health resources. Reasonably available interim measures may be imposed that take into account the known facts and circumstances, the existence of a potentially hostile environment, and the interests of both the complainant and respondent.

The University encourages complainants and respondents to pursue their rights under Michigan law regarding claims of prohibited conduct that may also violate state law. The University will offer assistance to involved parties by directing them to law enforcement agencies regarding criminal reports and cooperating with law enforcement agencies. A complainant has the right to notify, or decline to notify, law enforcement. This constitutes a recognized exception to the University Duty to Report policy, which generally requires that University employees report all potential criminal acts (see wmich.edu/policies/criminal).

In the context of sexual assault, intimate partner violence and stalking, federal law mandates that it is an adult complainant's option to notify or decline to notify law enforcement. The University's policy, definitions and burden of proof may differ from Michigan criminal law. The parties involved may seek recourse under this policy and/or pursue their rights under Michigan law. Neither law enforcement's determination whether or not to prosecute a respondent, nor the outcome of any criminal prosecution, are determinative of whether a violation of this policy has occurred. Proceedings under this policy may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.

At the request of law enforcement, the University may agree to defer its Title IX fact gathering until after the initial stages of a criminal investigation. The University will nevertheless communicate with the complainant regarding Title IX rights, procedural options and the implementation of interim measures to assure safety and well-being. The University will promptly resume its Title IX fact gathering as soon as it is informed that law enforcement has completed its initial investigation.

Interim Measures

Upon receipt of a report, the University will impose reasonably available interim measures designed to protect the parties involved. The provision of interim measures may be imposed at any time regardless of whether disciplinary action is sought by the complainant or the University. Interim measures will be kept private to the extent that maintaining that privacy does not impair the ability of the University to provide the interim measures.

Interim measures will be implemented at the discretion of the University. Potential remedies, which may be applied to the complainant and/or the respondent, include:

- Changing residence hall
- Imposition of a "No Contact" order

- Change in class schedule, including the ability to take an “incomplete,” drop a course without penalty or transfer sections (with the agreement of the appropriate faculty)
- Change in work schedule or job assignment
- Providing academic support services, such as tutoring
- Interim suspension or University-imposed leave
- Any other remedy that can be tailored to the involved individuals to achieve the goals of this policy

No Contact Order: A campus no-contact order is issued by a University official and requires that an individual have no contact with a particular person or persons. Contact is considered any verbal, written, electronic, non-verbal gesture, third party messages, indirect loud talking in the vicinity of the person and could include indirect actions that appear to the University to be intimidating. The University may add to the terms of no contact within the context of the reported incident that preceded the order or concerns that have arisen during the investigation or conduct process. The determination to impose a no-contact order will be made on a case-by-case basis and will take into account the request of the complainant.

Interim Suspension or Separation: Where the report of prohibited conduct poses a substantial and immediate threat of harm to the safety or well-being of an individual, members of the campus community, or the performance of normal University functions, WMU may place a student or student organization on interim suspension or impose leave for an employee. Pending resolution of the report, the individual or organization may be denied access to campus, campus facilities and/or all other University activities or privileges for which the individual might otherwise be eligible, as the University determines appropriate. When interim suspension or leave is imposed, the University will make reasonable efforts to complete the investigation and resolution within an expedited time frame.

Resolution Options and Procedures

Any individual who reports sexual or gender-based harassment or violence, intimate partner violence, or stalking can be assured that all reports will be investigated and resolved in a fair and impartial manner. All individuals involved can expect to be treated with dignity and respect. All complainants are provided with a written explanation of their rights and options. Complainants also receive a document on resources including medical care, counseling services, additional support and information both within WMU and in the community.

Resources are available for both students and employees, whether as complainants, respondents or third parties, to provide support and guidance throughout the investigation and resolution of the complaint.

In every report under this policy, the University will make an immediate assessment of any risk of harm to the complainant or to the broader campus community and will take

steps necessary to address those risks. These steps will include interim measures (page 41) to provide for the safety of the individual and the campus community.

Upon receipt of a report, the Title IX Coordinator or designee will conduct an initial Title IX assessment. The goal of this assessment is to provide an integrated and coordinated response to reports of sexual and gender-based harassment and violence, intimate partner violence and stalking. As described in greater detail below, the assessment will consider the nature of the report, the safety of the individual and of the campus community, the complainant's expressed preference for resolution, and the necessity for any interim measures, remedies or accommodations to protect the safety of the complainant or the community, and the appropriate considerations for the respondent.

As part of the initial assessment of the facts, the University will:

- Assess the nature and circumstances of the report
- Address immediate physical safety and emotional well-being
- Notify the complainant of the right to contact or decline to contact law enforcement if the conduct is criminal in nature, and if requested, assist the complainant with notifying law enforcement
- Notify the complainant of the availability of medical treatment to address physical and mental health concerns and to preserve evidence
- Notify the complainant of the importance of preservation of evidence
- Assess the reported conduct for any necessary actions under Clery, including inclusion in the daily crime log, annual security report, or issuance of a timely warning
- Provide the complainant and respondent, if notified, with information about: on and off-campus resources, the range of interim accommodations and remedies, and an explanation of the procedural options
- Inform the complainant and respondent each may have an advisor of their choosing, which may include an attorney (at their own expense), colleague, or other person they identify, unless the advisor is a witness in the investigation; as noted above, the role of the advisor is to support the student, not to speak on behalf of or for the student during any part of the process
- Assess for pattern evidence or other similar conduct by respondent
- Discuss the complainant's expressed preference for manner of resolution and any barriers to proceeding
- Explain the University's policy prohibiting retaliation

The initial review will proceed to the point where a reasonable assessment of the safety of the individual and of the campus community can be made, and the University has sufficient information to determine the best course of action.

Throughout the process, a complainant or respondent may have an advisor of their choice present at any meeting related to the investigation or disciplinary proceeding. An advisor of choice may include an attorney. Any person who serves as an advisor should plan to make themselves available for meetings throughout the process. The advisor is a

silent and non-participating presence who is there solely to observe and provide support during the investigative process. The University has the right at all times to determine what constitutes appropriate behavior on the part of an advisor. The advisor will be required to meet with a University administrator for an orientation to the University's policies and procedures, privacy protections and expected participation/decorum. The advisor may not be a fact witness or otherwise have any conflicting role in the process.

In determining whether University policy has been violated, the University will apply the preponderance of the evidence standard (more likely than not). Each of the procedures is guided by the same considerations of fairness and equity, and both a complainant and respondent shall have the same opportunities and rights within those procedures. The specific procedures in determining responsibility following an investigation will be determined by the role of the respondent within the University (e.g. student, represented employee, unrepresented employee, faculty member).

At the conclusion of the Title IX Assessment, the Title IX Coordinator or designee will determine the appropriate manner of resolution. The University may: 1) refer a report of behavior outside of this Policy to Student Conduct or other administrative office; or 2) pursue informal or voluntary resolution that does not involve disciplinary action against a respondent; or 3) initiate an Investigation to determine if there has been a policy violation, and if so, whether sanctions are warranted. The determination as to how to proceed will be communicated to the complainant in writing, which may include an email. Depending on the circumstances and requested resolution, the respondent may or may not be notified of the report or resolution. A respondent will be notified when the University seeks action that would impact a respondent, such as protective measures that restrict the respondent's movement on campus, the initiation of an investigation or the decision to request the respondent's involvement in informal or voluntary resolution.

A report of alleged offensive or inappropriate behavior that doesn't meet the sufficiency standard of this Policy will be referred to Student Conduct for review under the WMU Student Code or to another administrative office, as appropriate. Institutional Equity will not conduct an investigation but will maintain a file for the case in the event that a future incident requires further review under the University's Sexual Misconduct Policy.

Informal or Voluntary Resolution

An informal or voluntary resolution is designed to eliminate a hostile environment by taking alternative actions that do not involve disciplinary action against a respondent. Where the Title IX assessment concludes that an informal or voluntary resolution may be appropriate, the University will take immediate and corrective action through the imposition of individual and community remedies designed to maximize the complainant's access to the educational, extracurricular, employment and other activities at the University and to eliminate any hostile environment. Participation in an informal or voluntary resolution by a complainant is voluntary, and a complainant can request to end an informal or voluntary resolution at any time

Informal or voluntary resolution is typically used when a complainant requests anonymity, does not consent to participation in an investigation, or the alleged conduct, even if it does not rise to the level of a policy violation, suggests the need for remedial, educational or preventive action. Depending on the form of informal or voluntary resolution used, it may be possible for a complainant to maintain anonymity.

Examples of protective measures and accommodations are outlined in the interim measures section. Other potential remedies include targeted or broad-based educational programming or training, supported direct confrontation of the respondent and/or indirect action as determined by the University.

The University may offer mediation for appropriate cases but will not compel a complainant to engage in mediation, to directly confront the respondent, or to participate in any particular form of an informal or voluntary resolution. Mediation requested by the parties may not be used in cases involving sexual assault. The decision to use an informal or voluntary resolution will be made when the University has sufficient information about the nature and scope of the conduct, which may occur at any time.

The Office of Institutional Equity will maintain records of all reports and conduct referred for an informal or voluntary resolution.

Investigation

The University will designate an investigator(s) of its choosing. The investigator will typically be a member of the Office of Institutional Equity, although the investigator may be any appropriately designated employee of the University or an external investigator engaged to assist the University in its fact gathering. Any investigator chosen to conduct the investigation must be impartial and free of any actual conflict of interest and must have specific training and experience investigating allegations of sexual and gender-based harassment or violence.

The investigation will be thorough, impartial and fair, and all individuals will be treated with sensitivity and respect. The investigation will be conducted in a manner that is respectful of individual privacy concerns. All parties and witnesses are expected to provide truthful information. Knowingly providing false or misleading information is a violation of University policy and can subject a student or employee to disciplinary action. The investigator or designee will provide timely updates, as appropriate or requested, about the timing and status of the investigation.

It is the responsibility of the University, not the parties, to gather relevant evidence, to the extent reasonably possible. The investigator will conduct the investigation in a manner appropriate in light of the circumstances of the case. The investigator will coordinate the gathering of information from the complainant, the respondent and any other individuals who may have information relevant to the determination. The investigator will also gather any available physical evidence, including documents, communications between the parties, and other electronic records as appropriate. The complainant and respondent will have an equal opportunity to be heard, to submit information, and to identify witnesses

who may have relevant information. Witnesses must have observed the acts in question or have information relevant to the incident and cannot be participating solely to speak about an individual's character. The investigator will determine the relevancy of any proffered information, and will not consider statements of personal opinion, rather than direct observations or reasonable inferences from the facts, or statements as to any party's general reputation for any character trait, including honesty.

Medical and counseling records of a complainant or respondent are privileged confidential records that individuals are not required to disclose. However, these records may contain relevant and material information and a party may voluntarily choose to share such records with the investigator. Any records provided by a party become part of the file and are available to review by the opposing party.

In gathering information, the investigators may consider other allegations of, or findings of responsibility for, similar conduct by the respondent to the extent such information is relevant and available. Such information may be relevant to prove motive, intent, absence of mistake, pattern or another material fact. In general, a complainant's prior sexual history is not relevant and will not be admitted as evidence during an investigation. Where there is a current or ongoing relationship between the complainant and the respondent, and the respondent alleges that consent was given, the prior sexual history between the parties may be relevant to assess the manner and nature of communications between the parties. The mere fact of a current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Any prior sexual history of the complainant with other individuals is typically not relevant and will only be permitted under very limited circumstances, for example, to explain an injury or physical finding.

Any party seeking to introduce information about prior sexual history of the complainant or prior misconduct by the respondent should bring this information to the attention of the investigator at the earliest opportunity. The University, through the investigator, may choose to consider this information, with appropriate notice to the parties. With respect to pattern evidence or prior sexual history of either party, the investigator, in consultation with the Title IX Coordinator, will assess the relevance, form, and reliability of the information (hearsay will not be permitted) and determine if it is appropriate for consideration in the determination of responsibility. Evidence regarding a pattern of behavior of the respondent or the sexual history of either party will be allowed only if it is directly relevant to a disputed fact.

The investigator and Title IX Coordinator have the discretion to consolidate multiple reports against a respondent into one investigation and resolution if the evidence related to each incident would be relevant and probative in reaching a determination on the other incident.

Review of Investigation

At the conclusion of the investigation, the investigator will prepare a written report that summarizes the complaint, details the information gathered, identifies the potential Policy

violations and synthesizes the areas of agreement and disagreement between the parties and any supporting information or accounts. In preparing the report, the investigator will review all facts gathered to determine whether the information is relevant and material to the determination of responsibility given the nature of the allegation. Before the report is finalized, the Complainant and Respondent will be given the opportunity to review a draft investigative report that contains all information relied upon in reaching a determination. A Complainant and Respondent may submit any additional comment or evidence to the investigators within five (5) business days of the opportunity to review the relevant portions of the report.

Optional Hearing Process for Students

Once the investigative report is received, students have the right to request a hearing, where they may ask questions of any other party and/or any witnesses. Each party may have an advisor of their choice present at any meeting related to the investigation or disciplinary proceeding. An advisor of choice may include an attorney. The advisor is a silent and non-participating presence who is there solely to observe and provide support. The hearing may be held using videoconferencing, so the parties do not need to be in the same room. A hearing officer will decide whether the Policy was violated based on the investigative report and the information obtained in the hearing. The hearing officer will use the preponderance of the evidence standard. The Office of Institutional Equity will provide procedures and guidelines to assist the parties through the hearing process.

Outcome

When the students involved do not elect a hearing, or when the case involves non-students, the investigator will make a determination, by a preponderance of the evidence, whether a Policy violation has occurred. In reaching this determination, the investigator may consult with the Title IX Coordinator, General Counsel or other appropriate administrator.

The Title IX Investigator or hearing officer will prepare a final report with the outcome and the rationale for the outcome finding regarding responsibility for alleged misconduct and any violations.

At the conclusion of the investigation, both the Complainant and Respondent will receive simultaneous written notification of the outcome and the rationale for the outcome.

Imposition of Sanction

The University will use its best efforts to complete its investigation and impose sanctions within 60 calendar days of the commencement of an investigation, although this time frame may be extended for good cause. Good cause may exist for a variety of factors, including the complexity of the circumstances of each allegation, the integrity and completeness of the investigation, to comply with a request by external law enforcement, to accommodate the availability of witnesses, to account for University breaks or

vacations, or to address other legitimate reasons. In the event a time frame is extended, both the complainant and respondent will be notified of any delay, the reason for the delay, and an anticipated time frame.

The procedure used to determine the appropriate sanction will be determined by the role of the respondent. In all cases, the sanction will be imposed by an individual, referred to as the disciplinary authority, who will consider the imposition of a sanction designed to eliminate the misconduct, prevent its recurrence, and remedy its effects, while supporting the University's educational mission and Title IX obligations. Sanctions or interventions may also serve to promote safety or deter individuals from similar future behavior.

The disciplinary authority may consider the following factors:

- the nature and violence of the conduct at issue;
- the impact of the conduct on the complainant;
- the impact or implications of the conduct on the community or the University;
- prior misconduct by the respondent, including the respondent's relevant prior discipline history, both at the University or elsewhere, and any criminal convictions;
- whether the respondent has accepted responsibility for the conduct;
- maintenance of a safe and respectful environment conducive to learning;
- protection of the University community; and,
- any other mitigating, aggravating, or compelling circumstances in order to reach a just and appropriate resolution in each case.

In reaching a determination about the appropriate sanction, the disciplinary authority will provide the complainant, the respondent and other affected parties, as appropriate, the opportunity to provide a written impact or mitigation statement for consideration. The disciplinary authority will also consult with the Title IX Coordinator, General Counsel or other appropriate administrator.

The disciplinary authority may impose any sanction deemed appropriate after a consideration of all of the relevant information. The complainant, the respondent and the Office of Institutional Equity will be notified, in writing, of the sanction and the rationale for the sanction. The respondent will be informed of any sanctions, the date by which the requirements must be satisfied (if applicable), and the consequences of failure to satisfy the requirements. The complainant will be informed of any sanctions that directly relate to the complainant. The outcome letter will also provide each party with their appeal options. If, under extenuating circumstances, there are any changes to the outcome, both parties will be simultaneously notified at the earliest possible time.

The University may also notify appropriate administrators, including a direct supervisor of a respondent, as necessary to implement the outcome and/or sanctions.

Sanction Process for Faculty and Staff as Respondents

With regard to faculty and staff as respondents, sanctions will be determined as follows:

- For represented employees, sanctions will be imposed in accordance with the applicable collective bargaining agreement.
- For unrepresented employees, sanctions shall be determined in accordance with Human Resources' policies and procedures, individual contracts, and/or appointment letters.

All rights afforded to the employees as respondents in a collective bargaining agreement, Human Resources policy or procedure, individual contract or appointment letter will be afforded to the complainant as well.

The potential sanctions for an employee include training, referral to counseling and/or disciplinary action such as warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay or termination.

There is no appeal. However, the specific procedures set forth in the collective bargaining agreements may allow for further review. The underlying investigation and the determination of responsibility, however, will provide the foundation for any further review; no new investigation or finding with respect to responsibility will occur.

Sanction Process for Student Respondents

Sanctions for student respondents will be determined by the Director of the Office of Student Conduct (OSC) or designee. The OSC Director/designee shall review the Investigator's report and will consult with the Title IX Coordinator, General Counsel, or other offices as appropriate in determining sanctions. The complainant and respondent may submit an impact statement and a mitigation statement, respectively, to the Office of Student Conduct for review by the OSC Director/designee. Complainants and respondents will be given equal time to submit these statements for review. The sanction will be imposed by Office of Student Conduct. For a student employee who is acting within the scope of his/her employment at the time of the incident, the outcome may involve additional sanctioning imposed by the supervisor.

The following sanctions may be imposed upon any student found to be responsible for violation of this policy. Sanctions may be used independently or in combination depending on the particular circumstance of the violation. More than one of the sanctions may be imposed for any single violation; previous violations of this policy and/or any policies listed in the Student Code shall increase the severity of sanctions applied. Sanctions are listed in order of severity from least severe to most severe.

Warning: verbal or written notice that specific inappropriate conduct is unacceptable.

Reprimand: an official written censure containing three components: A reprimand for inappropriate behavior, notice that the conduct associated with the violation must stop immediately and permanently, and notice that additional violations shall result in more severe sanctions.

Behavior Contract: a written contract between the student and the University wherein the student agrees to correct inappropriate behaviors.

Discretionary Sanctions: Service to the University, service to the community, attendance at educational seminars, classes, or workshops, written assignments, or other activities deemed appropriate by the conduct body. The student is required to submit written proof of participation in and/or completion of the sanction to the conduct body. (Some seminars, classes, and workshops may require a registration fee.)

Loss of Privileges: Denial of specified privileges for a designated period of time. Examples of privileges that can be denied include: academic program dismissal, campus registration of an automobile, parking in a specific area or during specific time periods, access to a building or portion of a building, access to a program, on-campus living, holding of an office in a Registered Student Organization, participation in extra-curricular activities, access to a particular living group and any other privilege that the conduct body deems appropriate to deny.

Probation: Probation requires that a student's conduct be reviewed for a specified period of time. Conditions of the probationary period will be specified to the student by the OSC Director/designee and may be applied during the probationary period. All conditions must be satisfied and verified prior to the completion of the probationary period. If a student is found responsible for violation of any institutional policy(s) during the probationary period, more severe sanctions could be applied.

Suspension: Separation of the student from the University or a University program for a period of time, after which the student is eligible to return. During this time, the student under suspension shall forfeit all rights of her/his student status for the duration of her/his suspension and may have her/his privileges of access to University premises revoked. Conditions for readmission and/or continued enrollment after re-admittance may be specified. All conditions for readmission must be satisfied, completed and certified to the OSC/or designee prior to re-admittance. Also, a written plan for adherence to conditions of continued enrollment after re-admittance from a suspension shall be provided to the OSC/or designee for review and approval.

Expulsion: Permanent separation of the student from the University. An expelled student shall have no access to University premises and shall forfeit all rights of his/her student status immediately and permanently upon expulsion.

Revocation of Degree: A degree awarded from WMU may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation. Being a degree holding alumnus is sufficient association with the University and basis for application of this sanction.

Withholding Degree: The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this policy, including the completion of all sanctions imposed, if any.

Appeals Process Involving Students as Respondents

At the discretion of the Title IX Coordinator and Director of the OSC, in some cases, the imposition of sanctions may take effect immediately and will not be stayed pending the resolution of the appeal. In most instances, however, decisions made regarding student sanctions shall not be final until an appeal deadline has passed with no appeal by either party or at the conclusion of the appeal process.

The complainant or respondent may submit written appeal within five (5) University business days of the notice of the sanction outcome. The following are the only accepted bases for an appeal:

- To determine whether there was a procedural error that significantly affected the outcome of the investigation or sanctioning;
- To consider newly discovered evidence, not reasonably available during the investigation, that could substantially impact the outcome;
- To determine whether the sanction(s) imposed were appropriate for the violation committed and were not excessively lenient or excessively severe.

The appeal will be reviewed by the Vice President for Student Affairs or designee. Any appellate authority must be an impartial decision-maker with appropriate training to hear an appeal under this policy.

An appeal must be submitted in writing to the OSC within five (5) University business days of the date the outcome is provided to the complainant and respondent. The appeal shall consist of a plain, concise and complete written statement outlining the basis for appeal and all relevant information to substantiate the claim.

The receipt of the appeal will be acknowledged in writing by the OSC, which may include email. Each party will be given the opportunity to review and respond in writing to the other party's appeal. Any review of the other party's appeal and any subsequent response by the opposing party must be submitted to the OSC within five (5) University business days from the notification of the appeal. All appeal documents from each party will be considered together in one review process.

The Vice President for Student Affairs or designee shall forward the appeal decision in writing to the OSC and the Office of Institutional Equity. The OSC will contact the complainant and respondent with the outcome. The appeal decision of the Vice President for Student Affairs or designee is final.

Sexual Assault Support Resources

Medical Care

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.

Bronson Methodist Hospital

601 John St.

Kalamazoo, MI

(269) 341-6386 Emergency Department.

24-hour emergency care. Fee for service.

Borgess Medical Center

1521 Gull Road

Kalamazoo, MI

(269) 226-4834 Emergency Department.

24-hour emergency care. Fee for service.

Planned Parenthood of South Central Michigan

4201 W. 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

WMU 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.

YWCA Sexual Assault Program

353 E. Michigan Ave.
Kalamazoo, MI

(269) 345-5595 (office)
(269) 385-2869 (crisis line)
(269) 385-3587 (24-hour hotline)

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

WMU Title IX Coordinator in the Office of Institutional Equity

1220 Trimpe Building
(269) 387-6316

Receives reports of sexual misconduct, assists with interim measures, connects individuals to resources for safety and support, conducts assessments, determines course of action, oversees investigations pertaining to violations of the Sexual and Gender-Based Harassment and Violence, Intimate Partner Violence, and Stalking Policy and Procedures.

YWCA Sexual Assault Program

353 E. Michigan Ave.
Kalamazoo, MI

(269) 345-5595 (office)
(269) 385-2869 (crisis line)
(269) 385-3587 (24-hour hotline)

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.

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.

Office of Health Promotion and Education,

Sindecuse Health Center – WMU (269) 387-3263 and

Associate Vice President for Student Affairs, (269) 387-2150

In addition to providing general support and assistance, these staff members are especially helpful with University-related issues and concerns, e.g., University counseling resources, academic problems, campus housing concerns, University conduct process.

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.

FIRE Place Resource and Support Center

Room 3130 Sindecuse Health Center - WMU

(269) 387-2990

hpe-firepeered@wmich.edu

Addresses issues of sexual assault and other biased incidents (racism, homophobia, etc.) through providing a safe space for students and WMU employees to gain support, healing art projects, references, and referrals. The center works with survivors, friends of survivors, or those wanting to know how to support survivors.

Office of Student Conduct

2308 Faunce Student Services - WMU

(269) 387-2160

Provides support to complainants and respondents throughout the conduct process. Administers the University's conduct system for handling complaints of student violations of the Student Code.

WMU Department of Public Safety

511 Monroe St.

Kalamazoo, MI

(269) 387-5555

Timely Warning

WMU issues a timely warning for all Clery Act crimes that occur on WMU's Clery Act geography that are reported to WMU DPS directly, by a campus security authority, or a local police agency that in the judgment of the Director of Public Safety or his/her designee constitutes a serious or continuing threat. The timely warning is issued through WMU Alert or the University email system. The warning may also be posted on the GoWMU website as a campus announcement or in the *Western Herald* student newspaper. The names of any victims are withheld and remain confidential.

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 an 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 that the emergency operations center manager activates the Emergency Operations Center.

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 assist a victim or to contain, respond to, or mitigate the emergency.

Any of the following can authorize WMU Public Safety or WMU Marketing and Strategic Communications (MarComm) 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 text message and/or phone call notification for on-campus 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 MarComm. In consultation with MarComm, Public Safety can generate custom messages in real time.
Steps to register for WMU Alert:

- i. From the WMU home page www.wmich.edu, click “GOWMU” (located in the top right-hand portion of the page) and enter your Bronco NetID and password.
 - ii. Click the WMU Alert triangle link [top right-hand portion of the page].
 - iii. Enter your phone number for emergency notification contact.
 - iv. Select either text messaging, phone calls, or both.
 - v. Click the **Save** button.
- WMU mass email to the campus community is handled by MarComm
 - External speakers broadcast pre-programmed messages on the main campus when activated by WMU Public Safety
 - WMU emergency information line (269) 387-1001 is managed by MarComm and provides a recorded message about campus emergencies
 - 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 and are managed by MarComm
 - WMU police vehicles have public address systems
 - MarComm coordinates communications with the public media and provides ongoing updates to the WMU emergency information line and WMU home page where requests for additional information will be directed as appropriate

The mass email is considered the primary notification option because all current students and employees have a WMU email address. Students and employees must opt-in for text message and/or phone call notifications WMU Alert system.

Students and employees may also opt-in to receive advisory notifications about incidents that may occur near campus when WMU public safety officers become aware of such events. The University and its Department of Public Safety are not always notified about near-campus or off-campus emergencies by surrounding law enforcement agencies. In addition, some incidents will not be immediately reported if the primary agency believes a notification will hinder the investigation and/or potentially put more people at risk.

Visitors and the general public may receive WMU Alerts and advisory notifications as text messages for one year by following directions on the following web page:
<https://www.wmudps.wmich.edu/safety-info-details.php#sms-opt-in>.

Most WMU Alerts and advisory notifications are usually posted to the WMU DPS Twitter account (@WMUPublicSafety) allowing those with a Twitter account to get most of these notifications if they follow WMU DPS.

The regional locations listed on page 31 can also activate WMU Alert for their respective sites. The same registration steps listed above are used; however, those registering have the option to select two regional locations for specific notifications from those sites. The same protocols in place on the main campus are also followed by the regional locations with one exception: the senior staff member available at each site can authorize the activation to ensure that notifications can be quickly issued.

Testing Emergency Response and Evacuation Procedures

The residence halls have one tornado drill in the spring. Fire drills are conducted once in the fall semester after sunset and within the first 21 days of semester, once in the spring semester, and once in the summer semester in buildings which have occupants.

The purpose of the drills is to practice the evacuation procedures so that building occupants become familiar with the sound of the fire alarm, the location of exits and the re-assembly area. 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 reported so that repairs can be made immediately.

The drills may be either announced or unannounced. In all cases, the drills are observed and timed by Environmental Health and Safety. A debriefing with the residence hall staff 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 Environmental Health and Safety observations and comments are summarized for all residence hall drills and emailed to the Director of Residence Life. A summary of all resident hall drills including date, time, and observations is provided to the V.P. of Business and Finance and maintained by the WMU Environmental Health and Safety Department.

Residence Hall Evacuation Guidelines

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 (269) 387-5590 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 Dispatch.** All residence hall fire alarm panels alert the county emergency dispatch center when the fire alarm is ringing. To confirm notification, dial 911.

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 the emergency dispatch center 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:**
Once you have evacuated, contact the emergency dispatch center to confirm notification. Dial 911 from a safe location.

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 the emergency dispatch center 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 confine smoke **if they are closed** and 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.

Evacuation Guidelines for Individuals with Disabilities

WMU recognizes that all emergency situations are unique. These guidelines are not meant to be the only plan you may use, but instead can serve as a starting point for your own plan. Situations may change and even the most thoroughly thought out plans could have to adapt to meet those changes. Please take this into account when you are developing your individual evacuation plan.

All building occupants should familiarize themselves with primary and alternate routes of evacuation. Thinking ahead and planning is especially important for persons with disabilities who may need more time or assistance during an evacuation. If you have a temporary or permanent disability that might prevent your prompt and safe evacuation from a building, please take the following planning steps:

Planning Steps:

- Study and remember the features of the building you are in - including accessible exit routes, stairways, phone locations, and other building safety items like fire alarm pulls.
- Identify nearest, safest route to exits, stairwells or other safe areas that can provide protection from smoke or fire.
- Locate building phones, fire alarm pull stations, police call boxes or cell phones that can be used to call 911 or dispatch in the event of an emergency.
- Be prepared to give your name, building, location, and type of emergency to the dispatcher.
- Consider recruiting the assistance of friends, coworkers, colleagues or others to escort or assist you during an evacuation. Provide individuals you have recruited advice regarding the best way to assist you.
- If you have questions about developing planning steps, students should contact Disability Services for Students at (269) 387- 2116, and employees should contact Institutional Equity at (269) 387-6316.

During an Evacuation:

- Immediately leave the building.
- Exit the building using the nearest, safest exit route identified in your planning steps.
- If you are unable to exit the building, seek refuge in the safe area identified in your planning steps.
- Call 911 and let them know that you are proceeding to the stairwell or safe area designated in your planning steps.
- Advise others who may be assisting you to continue to evacuate once you have reached your safe area. Remind them to immediately tell emergency responders where you are in the building.

Fire Safety Report

Information and Rules

Recognizing the health, safety, and comfort benefits of smoke-free air and tobacco-free spaces, WMU became a tobacco-free campus on September 1, 2014. The use of tobacco products is not permitted indoors or outdoors on any University property. Tobacco products are defined to include the following: cigarettes, electronic-cigarettes, cigars, bidis, snuff, snus, water pipes, pipes, hookahs, chew and any other non-combustible tobacco products. The use of tobacco products is only permitted in enclosed personal vehicles.

Tobacco cessation programs for students and employees are available at WMU. Please contact the Sindecuse Health Center, Unified Clinics or Human Resources for information regarding tobacco cessation programs sponsored by the University.

Residence Halls and WMU Apartments:

Electrical appliances: all electrical equipment in the residence halls must have an approved UL rating. Appliances or equipment may not be directly wired in any room. A maximum of two surge protectors/power strips is allowed per room. Linking multiple surge protectors/power strips is prohibited. Appliances equipped with an auto shut-off feature and fully enclosed heating elements are approved. Common examples of approved items include, but are not limited to surge protectors, desk lamps, clothes iron, curling iron/flat iron, window fans, hair dryers, “Keurig”–style coffee pots, crock pots, and electric rice cookers. Small microwaves and refrigerators are allowed if they use less than 1.5 amps of electric current.

Appliances with exposed heating elements or no automatic shut-off pose a safety hazard and are not allowed.

Residence Halls:

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 Health and Safety
- Fire extinguisher maintenance and inspection twice a year
- Fire alarm testing and system inspection twice a year

Prohibited:

- Appliances like toasters, toaster ovens, traditional coffee pots, wax warmers/melters, sandwich makers, George Forman style grills, induction cook tops, hot plates, mug warmers, electric woks/cookware, lava lamps, spider lamps with plastic shades, halogen lamps, space heaters, air conditioners, and fog machines*
- “Hoverboard” style scooters*

*If found in a residence, 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.

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

WMU Apartments:

Prohibited:

- **Electrical appliances:** large appliances such as washers, dryers, portable dishwashers and freezers are prohibited. Possession or use of unapproved electrical appliances, such as hot plates or spider lamps, is a violation of the fire safety policy.
- The storing of kerosene, gasoline or other combustible or flammable materials is prohibited. Gas grills are not allowed.
- Candles and incense, even if only for decoration purpose, are not permitted in campus apartments.
- “Hoverboard” style scooters are prohibited.

In Goldsworth Valley and 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.

Fire Statistics

Western Michigan University: Fire Safety Information

Residential Facility:	Number of Fire Drills in 2016	Number of Fire Drills in 2017	Number of Fire Drills in 2018	Monitored Fire Alarm	Smoke Detectors (in every room)	Fire Extinguishers	Partial Sprinkler System	Full Sprinkler System
Residence Halls:								
Burnhams	3	2	2	Yes	Yes	Yes	Yes ¹	
Davis	2	2	2	Yes	Yes	Yes	Yes ²	
Draper/Siedschlag	2	3	2	Yes	Yes	Yes	Yes ³	
French	2	2	2	Yes	Yes	Yes	Yes ⁴	
Henry	2	2	2	Yes	Yes	Yes	Yes ¹	
Spindler	3	3	2	Yes	Yes	Yes	Yes ¹	
Valley I: Ackley/Schilling & Britton/Hadley	2	2	2	Yes	Yes	Yes	Yes ⁵	
Valley II: Eicher/LeFevre & Garneau/Harvey	2	2	2	Yes	Yes	Yes	Yes ⁶	
Valley III: Harrison/Stinson Eldridge/Fox	2	2	2	Yes	Yes	Yes	Yes ⁷	
Hall-Archer-Pickard East*	2	2	2	Yes	Yes	Yes		Yes ⁸
Hall-Archer-Pickard West*	3	2	2	Yes	Yes	Yes		Yes ⁸
Zimmerman	2	2	2	Yes	Yes	Yes	Yes ¹	
WMU Apartments:								
Elmwood	0	0	0		In each apt.	In each apt.		
Goldsworth Valley	0	0	0		In each apt.	In each apt.		
Stadium Drive	0	0	0		In each apt.	In each apt.		
Western View	0	0	0	Yes	In each apt.	In each apt.		Yes ⁸

*Western Heights East and Western Heights West were renamed Hall-Archer-Pickard Hall East and Hall-Archer-Pickard Hall West in April 2017.

¹ Incinerator room

² Trash room

³ Large basement storage room and incinerator room

⁴ Trash room, laundry room, chute, storage rooms, and chute feed rooms

⁵ Food service storage areas; laundry, incinerator, and hall storage rooms; refuse chutes; and refuse chute feed rooms

⁶ Food service storage basement and first level, trash rooms, laundry rooms, and storage areas

⁷ Food service storage, incinerator rooms, feed rooms, laundry room, and residence hall storage areas

⁸ Complies with NFPA 13R.

Western Michigan University: 2016 Fire Statistics

Residential Facility:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Residence Halls					
Ackley 276 Gilkison	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	1	Unintentional: charging cord caught fire, melted	0	0	0-99
Eicher 225 E. Pond Dr	1	Intentional: burnt piece of paper	0	0	0-99
Eldridge 200 W. Pond Dr	3	1. Intentional: burnt piece of paper	0	0	0-99
		2. Intentional: burnt paper sign	0	0	0-99
		3. Intentional: burnt piece of paper	0	0	0-99
Ernest Burnham 1975 Arcadia Rd	0	N/A	N/A	N/A	N/A
Fox 150 W. Pond Dr	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	1	Unintentional: phone charger melted	0	0	0-99
Hadley 310 Gilkison	0	N/A	N/A	N/A	N/A
Harrison 250 W. Pond Dr	0	N/A	N/A	N/A	N/A
Harvey 175 E. Pond Dr	0	N/A	N/A	N/A	N/A
Henry 1850 W. Michigan Ave	2	1. Intentional: burnt piece of paper damaged a post	0	0	0-99
		2. Intentional: burnt piece of paper	0	0	0-99
LeFevre 275 E. Pond Dr	0	N/A	N/A	N/A	N/A
Shilling 230 Gilkison	0	N/A	N/A	N/A	N/A
Siedschlag 1825 S. Hays Dr	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
Western Heights East* 600 N. Dormitory Rd	0	N/A	N/A	N/A	N/A
Western Heights West* 500 N. Dormitory Rd	1	Unintentional: cooking fire	0	0	0-99
Zimmerman 1751 S. Hays Dr	0	N/A	N/A	N/A	N/A

*Western Heights East and Western Heights West were renamed Hall-Archer-Pickard Hall East and Hall-Archer-Pickard Hall West in April 2017.

Western Michigan University: 2016 Fire Statistics (continued)

WMU Apartments:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Elmwood					
A 1720 Western Ave	0	N/A	N/A	N/A	N/A
B 1740 Western Ave	0	N/A	N/A	N/A	N/A
C 1760 Western Ave	0	N/A	N/A	N/A	N/A
D 1780 Western Ave	0	N/A	N/A	N/A	N/A
E 1742 Western Ave	0	N/A	N/A	N/A	N/A
F 1762 Western Ave	0	N/A	N/A	N/A	N/A
G 1782 Western Ave	0	N/A	N/A	N/A	N/A
H 1744 Western Ave	0	N/A	N/A	N/A	N/A
J 1820 Western Ave	0	N/A	N/A	N/A	N/A
K 1840 Western Ave	0	N/A	N/A	N/A	N/A
L 1822 Western Ave	0	N/A	N/A	N/A	N/A
M 1842 Western Ave	0	N/A	N/A	N/A	N/A
N 1860 Western Ave	1	Unintentional: stove fire	0	0	0-99
O 1844 Western Ave	0	N/A	N/A	N/A	N/A
P 1846 Western Ave	0	N/A	N/A	N/A	N/A
Q 1848 Western Ave	0	N/A	N/A	N/A	N/A
Goldsworth Valley					
R 2101 Goldsworth Dr	0	N/A	N/A	N/A	N/A
S 2001 Goldsworth Dr	0	N/A	N/A	N/A	N/A
T 1951 Goldsworth Dr	0	N/A	N/A	N/A	N/A
U 1901 Goldsworth Dr	0	N/A	N/A	N/A	N/A
W 1851 Goldsworth Dr	0	N/A	N/A	N/A	N/A
X 1801 Goldsworth Dr	0	N/A	N/A	N/A	N/A
Stadium Drive 1940 Howard					
Building 253-282	0	N/A	N/A	N/A	N/A
Building 283-300	0	N/A	N/A	N/A	N/A
Building 501-524	0	N/A	N/A	N/A	N/A
Building 525-554	0	N/A	N/A	N/A	N/A

Western Michigan University: 2016 Fire Statistics (continued)

WMU Apartments: (continued)	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Western View Building 301 1051-1053-1055 Knollwood	0	N/A	N/A	N/A	N/A
Building 302 1125-1127-1129 Knollwood	0	N/A	N/A	N/A	N/A
Building 304 1201-1203-1205-1207 Knollwood	0	N/A	N/A	N/A	N/A
Building 303 2404-2406-2408 Western Ave	1	Unintentional: cooking fire	0	0	0-99
Building 305 1210-1212-1214-1216 Knollwood	0	N/A	N/A	N/A	N/A
Building 306 1042-1044-1046 Knollwood	0	N/A	N/A	N/A	N/A

Western Michigan University: 2017 Fire Statistics

Residential Facility:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Residence Halls					
Ackley 276 Gilkison	1	• Burn marks on ceiling	0	0	0-99
Britton 350 Gilkison	0	N/A	N/A	N/A	N/A
Davis 1001 S. Dormitory Rd	1	• Electrical fire (small stereo)	0	0	0-99
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
Eldridge 200 W. Pond Dr	2	• Burnt paper flier • Burnt corner of flier	0 0	0 0	0-99 0-99
Ernest Burnham 1975 Arcadia Rd	1	• Burnt food	0	0	0-99
Fox 150 W. Pond Dr	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	0	N/A	N/A	N/A	N/A
Harvey 175 E. Pond Dr	1	• Burn marks on name tag	0	0	0-99
Henry 1850 W. Michigan Ave	0	N/A	N/A	N/A	N/A
LeFevre 275 E. Pond Dr	0	N/A	N/A	N/A	N/A
Shilling 230 Gilkison	0	N/A	N/A	N/A	N/A
Siedschlag 1825 S. Hays Dr	0	N/A	N/A	N/A	N/A
Smith Burnham 1976 Moore Dr	2	• Burnt wall decoration • Burnt paper	0 0	0 0	0-99 0-99
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
Hall-Archer-Pickard East* 600 N. Dormitory Rd	2	• Burnt paper letter • Burn marks on sign	0 0	0 0	0-99 0-99
Hall-Archer-Pickard West* 500 N. Dormitory Rd	0	N/A	N/A	N/A	N/A
Zimmerman 1751 S. Hays Dr	1	• Electrical flame “zap”	0	0	0-99

*Western Heights East and Western Heights West were renamed Hall-Archer-Pickard Hall East and Hall-Archer-Pickard Hall West in April 2017.

Western Michigan University: 2017 Fire Statistics (continued)

WMU Apartments:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Elmwood**					
A 1720 Western Ave	0	N/A	N/A	N/A	N/A
B 1740 Western Ave	0	N/A	N/A	N/A	N/A
C 1760 Western Ave	0	N/A	N/A	N/A	N/A
D 1780 Western Ave	0	N/A	N/A	N/A	N/A
E 1742 Western Ave	0	N/A	N/A	N/A	N/A
F 1762 Western Ave	0	N/A	N/A	N/A	N/A
G 1782 Western Ave	0	N/A	N/A	N/A	N/A
H 1744 Western Ave	0	N/A	N/A	N/A	N/A
J 1820 Western Ave	0	N/A	N/A	N/A	N/A
K 1840 Western Ave	0	N/A	N/A	N/A	N/A
L 1822 Western Ave	0	N/A	N/A	N/A	N/A
M 1842 Western Ave	0	N/A	N/A	N/A	N/A
N 1860 Western Ave	0	N/A	N/A	N/A	N/A
O 1844 Western Ave	0	N/A	N/A	N/A	N/A
P 1846 Western Ave	0	N/A	N/A	N/A	N/A
Q 1848 Western Ave	0	N/A	N/A	N/A	N/A
Goldsworth Valley					
R 2101 Goldsworth Dr	0	N/A	N/A	N/A	N/A
S 2001 Goldsworth Dr	0	N/A	N/A	N/A	N/A
T 1951 Goldsworth Dr	0	N/A	N/A	N/A	N/A
U 1901 Goldsworth Dr	0	N/A	N/A	N/A	N/A
W 1851 Goldsworth Dr	0	N/A	N/A	N/A	N/A
X 1801 Goldsworth Dr	0	N/A	N/A	N/A	N/A
Stadium Drive 1940 Howard					
Building 253-282	0	N/A	N/A	N/A	N/A
Building 283-300	0	N/A	N/A	N/A	N/A
Building 501-524	0	N/A	N/A	N/A	N/A
Building 525-554	0	N/A	N/A	N/A	N/A

**Elmwood Apartments were demolished in 2018

Western Michigan University: 2017 Fire Statistics (continued)

WMU Apartments: (continued)	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Western View Building 301 1051-1053-1055 Knollwood	0	N/A	N/A	N/A	N/A
Building 302 1125-1127-1129 Knollwood	0	N/A	N/A	N/A	N/A
Building 304 1201-1203-1205-1207 Knollwood	0	N/A	N/A	N/A	N/A
Building 303 2404-2406-2408 Western Ave	1	<ul style="list-style-type: none"> • Small fire on stove 	0	0	0-99
Building 305 1210-1212-1214-1216 Knollwood	0	N/A	N/A	N/A	N/A
Building 306 1042-1044-1046 Knollwood	0	N/A	N/A	N/A	N/A

Western Michigan University: 2018 Fire Statistics

Residential Facility:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Residence Halls					
Ackley 260 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Britton 320 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Davis 949 S. Dormitory Rd	0	N/A	N/A	N/A	N/A
Draper 1050 Arcadia Loop	0	N/A	N/A	N/A	N/A
Eicher 225 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Eldridge 200 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Ernest Burnham 1075 Arcadia Loop	1	Burnt corner of paper	0	0	0-99
Fox 150 Valley 3 Dr	0	N/A	N/A	N/A	N/A
French 1720 Ring Rd S	0	N/A	N/A	N/A	N/A
Garneau 125 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Hadley 310 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Harrison 250 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Harvey 175 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Henry 2002 W. Michigan Ave	0	N/A	N/A	N/A	N/A
LeFevre 265 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Shilling 210 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Siedschlag 1863 South Hayes Dr	0	N/A	N/A	N/A	N/A
Smith Burnham 1255 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 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard East* 1925 Ring Rd N	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard West* 1935 Ring Rd N	1	Burnt Food	0	0	0-99
Zimmerman 1781 S. Hayes Dr	0	N/A	N/A	N/A	N/A

*Western Heights East and Western Heights West were renamed Hall-Archer-Pickard Hall East and Hall-Archer-Pickard Hall West in April 2017.

Western Michigan University: 2018 Fire Statistics (continued)

WMU Apartments:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Elmwood**					
A 1730 Ring Rd S	0	N/A	N/A	N/A	N/A
B 1760 Ring Rd S	0	N/A	N/A	N/A	N/A
C 1790 Ring Rd S	0	N/A	N/A	N/A	N/A
D 1820 Ring Rd S	0	N/A	N/A	N/A	N/A
E 1017 Arcadia Loop	0	N/A	N/A	N/A	N/A
F 1780 Ring Rd S	0	N/A	N/A	N/A	N/A
G 1285 Moore Dr	0	N/A	N/A	N/A	N/A
H 1027 Arcadia Loop	0	N/A	N/A	N/A	N/A
I 1870 Ring Rd S	0	N/A	N/A	N/A	N/A
J 1910 Ring Rd S	0	N/A	N/A	N/A	N/A
K 1280 Moore Dr	0	N/A	N/A	N/A	N/A
L 1276 East Shaw Ln	0	N/A	N/A	N/A	N/A
M 1950 Ring Rd S	0	N/A	N/A	N/A	N/A
N 1266 East Shaw Ln	0	N/A	N/A	N/A	N/A
O 1240 East Shaw Ln	0	N/A	N/A	N/A	N/A
P 1228 East Shaw Ln	0	N/A	N/A	N/A	N/A
Goldsworth Valley					
R 2038 Ring Rd N	0	N/A	N/A	N/A	N/A
S 2040 Ring Rd N	0	N/A	N/A	N/A	N/A
T 2042 Ring Rd N	0	N/A	N/A	N/A	N/A
U 2044 Ring Rd N	0	N/A	N/A	N/A	N/A
W 2046 Ring Rd N	0	N/A	N/A	N/A	N/A
X 2048 Ring Rd N	0	N/A	N/A	N/A	N/A
Stadium Drive 1940 Howard					
Building 253-282	0	N/A	N/A	N/A	N/A
Building 283-300	0	N/A	N/A	N/A	N/A
Building 501-524	0	N/A	N/A	N/A	N/A
Building 525-554	0	N/A	N/A	N/A	N/A

**Elmwood Apartments were demolished in 2018

Western Michigan University: 2018 Fire Statistics (continued)

WMU Apartments: (continued)	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Western View Building 301 2400-2402-2404 Ring Rd S	1	Burnt food on stove	0	0	0-99
Building 302 2390-2392-2394 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 303 2270-2272 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 304 2310-2312-2314-2316 Ring Rd S	1	Stove/Grease Fire	0	0	0
Building 305 2321-2323-2325-2327 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 306 2411-2413-2415 Ring Rd S	0	N/A	N/A	N/A	N/A

Student Housing Address Changes

On August 26, 2017, the street addresses of residential facilities changed for all but Spindler Hall and Stadium Drive Apartments as shown below:

NAME	Former Address	New Address
Ackley Hall	276 Gilkison Ave	260 Valley 1 Dr
Britton Hall	350 Gilkison Ave	320 Valley 1 Dr
Davis Hall	1001 South Dormitory Rd	949 South Dormitory Rd
Draper	1930 Arcadia Rd	1050 Arcadia Loop
Eicher Hall	225 East Pond Dr	225 Valley 2 Dr
Eldridge Hall	200 West Pond Dr	200 Valley 3 Dr
Elmwood Apartments A	1720 Western Ave	1730 Ring Rd S
Elmwood Apartments B	1740 Western Ave	1760 Ring Rd S
Elmwood Apartments C	1760 Western Ave	1790 Ring Rd S
Elmwood Apartments D	1780 Western Ave	1820 Ring Rd S
Elmwood Apartments E	1742 Western Ave	1017 Arcadia Loop
Elmwood Apartments F	1762 Western Ave	1780 Ring Rd S
Elmwood Apartments G	1782 Western Ave	1285 Moore Dr
Elmwood Apartments H	1744 Western Ave	1027 Arcadia Loop
Elmwood Apartments J	1820 Western Ave	1870 Ring Rd S
Elmwood Apartments K	1840 Western Ave	1910 Ring Rd S
Elmwood Apartments L	1822 Western Ave	1280 Moore Dr
Elmwood Apartments M	1842 Western Ave	1276 East Shaw Ln
Elmwood Apartments N	1860 Western Ave	1950 Ring Rd S
Elmwood Apartments O	1844 Western Ave	1266 East Shaw Ln
Elmwood Apartments P	1846 Western Ave	1240 East Shaw Ln
Elmwood Apartments Q	1848 Western Ave	1228 East Shaw Ln
Ernest Burnham Hall	1975 Arcadia Rd	1075 Arcadia Loop
Fox Hall	150 West Pond Dr	150 Valley 3 Dr
French Hall	1600 Western Ave	1720 Ring Rd S
Garneau Hall	125 East Pond Dr	125 Valley 2 Dr
Goldsworth Valley Apts. X	1801 Goldsworth Dr	2048 Ring Rd N
Goldsworth Valley Apts. W	1851 Goldsworth Dr	2046 Ring Rd N
Goldsworth Valley Apts. U	1901 Goldsworth Dr	2044 Ring Rd N
Goldsworth Valley Apts. T	1951 Goldsworth Dr	2042 Ring Rd N
Goldsworth Valley Apts. S	2001 Goldsworth Dr	2040 Ring Rd N
Goldsworth Valley Apts. R	2101 Goldsworth Dr	2038 Ring Rd N

Student Housing Address Changes continued

NAME	Former Address	New Address
Hadley Hall	310 Gilkison Ave	310 Valley 1 Dr
Harrison Hall	250 West Pond Dr	250 Valley 3 Dr
Harvey Hall	175 East Pond Dr	175 Valley 2 Dr
Henry Hall	1850 W Michigan Ave	2002 W Michigan Ave
LeFevre Hall	275 East Pond Dr	265 Valley 2 Dr
Shilling Hall	230 Gilkison Ave	210 Valley 1 Dr
Siedschlag Hall	1825 South Hays Dr	1863 South Hayes Dr
Smith Burnham Hall	1976 Moore Dr	1255 Moore Dr
Spindler Hall	1210 Oliver Ln	1210 Oliver Ln
Stadium Drive Apartments	1940 Howard St	1940 Howard St
Stinson Hall	300 West Pond Dr	300 Valley 3 Dr
Hall-Archer-Pickard – East*	600 N Dormitory Rd	1925 Ring Rd N
Hall-Archer-Pickard – West*	500 N Dormitory Rd	1935 Ring Rd N
301 Western View Apts	1051 Knollwood Ave	2400 Ring Rd S
301 Western View Apts	1053 Knollwood Ave	2402 Ring Rd S
301 Western View Apts	1055 Knollwood Ave	2404 Ring Rd S
302 Western View Apts	1125 Knollwood Ave	2390 Ring Rd S
302 Western View Apts	1127 Knollwood Ave	2392 Ring Rd S
302 Western View Apts	1129 Knollwood Ave	2394 Ring Rd S
303 Western View Apts	2404 Western Ave	2270 Ring Rd S
303 Western View Apts	2406 Western Ave	2272 Ring Rd S
303 Western View Apts	2408 Western Ave	2274 Ring Rd S
304 Western View Apts	1201 Knollwood Ave	2316 Ring Rd S
304 Western View Apts	1203 Knollwood Ave	2314 Ring Rd S
304 Western View Apts	1205 Knollwood Ave	2312 Ring Rd S
304 Western View Apts	1207 Knollwood Ave	2310 Ring Rd S
305 Western View Apts	1210 Knollwood Ave	2327 Ring Rd S
305 Western View Apts	1212 Knollwood Ave	2325 Ring Rd S
305 Western View Apts	1214 Knollwood Ave	2323 Ring Rd S
305 Western View Apts	1216 Knollwood Ave	2321 Ring Rd S
306 Western View Apts	1042 Knollwood Ave	2411 Ring Rd S
306 Western View Apts	1044 Knollwood Ave	2413 Ring Rd S
306 Western View Apts	1046 Knollwood Ave	2415 Ring Rd S
Zimmerman Hall	1751 South Hays Dr	1781 South Hayes Dr

*Western Heights East and Western Heights West were renamed Hall-Archer-Pickard Hall East and Hall-Archer-Pickard Hall West in April 2017.

Fire Safety Education and Training

Fire safety is discussed at new student 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, DPS and Environmental Health and Safety provide residence hall specific training sessions for hall directors, graduate assistants, and residence assistants.

Students living in the campus residence halls and WMU apartments receive an overview flier on community living expectations. The CLE includes fire safety rules, guidelines, and survival tips. It is available online at http://www.wmich.edu/sites/default/files/attachments/u1076/2017/CLE_17-18_0.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.

Emergency signs posted in the lobby/main entrance and at the elevator(s) in the residence halls show 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. In the Elmwood, Goldsworth Valley, and Stadium Drive complexes, each apartment has a magnet on the refrigerator or an emergency instructions sheet on back of the apartment door with information regarding where to go in case of severe weather. Western View emergency procedures are located on the back of the apartment’s front door.

Reporting Fires in On-Campus Student Housing Facilities

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 the county dispatch center at (269) 488-8911 and request a WMU police officer.

Plans for Future Fire Safety Improvements

As funding allows, the fire systems are upgraded to current technology. For example, in 2017, Davis Hall received a new fire alarm system with addressable smoke and heat detectors along with remote monitoring and building notification. Also, in 2017, new bedroom smoke detectors were installed in the following halls: Davis, Draper/Seidschlag French, and Zimmerman. More recently, in 2018, the Henry Hall was upgraded to the Simplex fire alarm system with addressable devices and notification. Also, Henry Hall and the Burnham Halls got new room smoke detectors, and the sprinkler heads were replaced in all Valley Residence Halls.

Fire Log

DPS maintains a fire log for fires that occur in on-campus student housing facilities. It includes the date the fire was reported and documents the date, time, the nature of the fire, and its general location. Entries are made within two business days of receiving the information. The fire log is available at www.wmudps.wmich.edu/fire-log.php. A hard copy of the log is available at the WMU Department of Public Safety, 511 Monroe St., Kalamazoo, MI.