

Fisk University



2019 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

Introduction

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as amended. It provides students and employees of Fisk University (“University”) with information on: the University’s security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the University will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

Policy for Preparing the Annual Report

This report is prepared by the Chief Mickey West in cooperation with local law enforcement authorities and includes information provided by them as well as by the University’s campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report’s availability. Hard copies of the report may also be obtained at no cost by contacting Chief Mickey West Carnegie Hall, Lower Level 1742 Meharry Blvd., Nashville, TN 37208, 615-329-8777.

The University is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Campus Security Personnel & Relationship with Local Law Enforcement

The Fisk University Campus Safety Department is responsible for campus safety at the University.

Fisk University Campus Safety has the authority to ask persons for identification and to determine whether individuals have lawful business on the campus. Officers do not possess Police arrest powers, but under Tennessee law, a private citizen is allowed to make an arrest if someone breaks a law in his/her presence, or if they have reasonable cause to believe that a person committed a felony. Campus Safety Officers have the authority to issue parking tickets, which must be paid to the Business Office. The Campus Safety Department has both armed and unarmed officers providing security throughout the

campus. When required, all Campus Safety Officers are certified by the State of Tennessee Commerce and Insurance Division and must be re-certified every two years.

While the University does not have any written agreements with local law enforcement agencies, it does maintain a close working relationship with local police who continue to provide valuable assistance to the University. Other agencies with enforcement jurisdiction on campus include the Metropolitan Police Department, the Tennessee Highway Patrol (THP), the Tennessee Bureau of Investigation, and the Tennessee Alcohol Law Enforcement Agency.

Campus Security Authorities

The University has designated certain officials to serve as campus security authorities. Reports of criminal activity can be made to these officials. They in turn will ensure that the crimes are reported for collection as part of the University's annual report of crime statistics. The campus security authorities to whom the University would prefer that crimes be reported are listed below.

- Chief of Campus Safety at 615-329-8680
- Dean of Students at 615-329-8635
- Vice President and Provost at 615-329-8681
- Chief Financial Officer at 615-329-8881
- Campus Safety Department at 615-329-8777

Reporting a Crime or Emergency

The University encourages accurate and prompt reporting of all criminal actions, emergencies, or other incidents occurring on campus, on other property owned by the University, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged even when the victim of a crime elects not to make a report or is unable to do so.

The Department of Campus Safety encourages prompt reporting of all criminal activity occurring on or around the Fisk University campus, which may pose a threat to safety. Community members, students, faculty, staff, and guest are encouraged to report all crimes and public safety related incidents to the Campus Safety Department in a timely manner.

To report a crime or an emergency immediately call Fisk University Campus Safety by calling the 24-hour dispatch center at (615)329-8777 or in person at:

Fisk University Campus Safety

1741 Meharry Blvd., Nashville TN 37208

Carnegie Hall – Lower Level

24-Hours 7-Days

Confidential Reporting

The University will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim's identity.

Pursuant to the University's Title IX Sexual Misconduct: Student Policy Against Harassment in Education Programs and Employment at Fisk University, when an employee who is not a confidential resource becomes aware of alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking), the employee is responsible for reporting that information, including the status of the parties if known, to the Title IX Coordinator. A victim of other types of crimes (e.g., aggravated assault, burglary, etc.) who does not want to pursue action within the University disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority. Upon the victim's request, a report of the details of the incident can be filed with the University without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the University take appropriate steps to ensure the future safety of the victim and others. With such information, the University can keep an accurate record of the number of incidents involving members of the campus community, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the University. The Campus Safety webpage report a crime link allows for anonymous reporting of crimes.

The University encourages its pastoral and professional counselors, if and when they deem it appropriate, to inform the person they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics.

Security of and Access to Campus Facilities

All academic buildings are secured during the evenings and weekends. Access to the buildings is only allowed for faculty/staff members and students who are accompanied by faculty/staff members, or have written permission from a faculty/staff member. The residence halls are locked 24/7 and residents have electronic card access to their assigned hall. Campus Safety Officers perform random "walk-throughs" in residence halls during the day and night. The officers also perform vehicle patrols of parking lots and surrounding areas.

Students and employees are asked to be alert and to not circumvent practices and procedures that are meant to preserve their safety and that of others:

- Do not prop doors open or allow strangers into campus buildings that have been secured
- Do not lend keys or access cards to non-students and do not leave them unattended
- Do not give access codes to anyone who does not belong to the campus community

Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization.

Employee and student identification cards may be used to verify the identity of persons suspected to be in campus facilities without permission.

Security Considerations in the Maintenance of Facilities

The Campus Safety Department works with the Facilities Department to identify maintenance issues on campus that may be safety hazards. Safety checks are completed to identify street or safety lights that are not functioning properly, or to determine if shrubs or other landscaping might need trimming. Maintenance and Campus Safety personnel regularly check to ensure there is adequate lighting on pathways and that egress lighting is working in hallways and stairwells.

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

The University seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes.

You can help keep the Fisk University campus a safe place for yourself and others by promptly reporting crimes or suspicious circumstances. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings, or around Living Learning Centers should be reported to Campus Safety immediately. If you witness a crime, it is your responsibility to report the crime to a Campus Security Authority or Campus Safety.

The University provides information at the beginning of each academic term for students and employees regarding the University's security procedures and practices. This information is in the form of posters and other displays, in person training, and email blasts among other things. Training advises students and employees of the importance of reporting criminal activity, to whom crimes should be reported, being responsible for their own safety and the safety of others and practices regarding timely warnings and emergency notifications.

Crime prevention programs are also presented each semester by Campus Safety and Residential Life. In addition, email blasts are periodically sent out to students and employees with crime prevention and other safety tips. Pamphlets on crime prevention are available in the Campus Safety Office.

Monitoring Off Campus Locations of Recognized Student Organizations

The University does not have any officially recognized student organizations with off campus locations and therefore does not monitor or record criminal conduct occurring at such locations.

Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense

Upon written request, the University will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such 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 the paragraph.

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

Drug and Alcohol Policy

Fisk University is committed to providing to students with a safe environment free of illegal drugs and alcohol misuse in keeping with the spirit and intent of the Drug-Free School and Communities Act of 1986, as amended. Fisk strictly prohibits students and employees from unlawfully possessing, using or distributing alcohol and illicit drugs, drug paraphernalia and water pipes of all kinds on its property or as part of any University-sponsored event, including off-campus activities that Fisk sponsors or to which it is connected. Fisk also strictly prohibits the improper use and unauthorized possession of prescription drugs. Drug paraphernalia and water pipes of all kinds are prohibited. Fisk will impose discipline, up to and including expulsion and possible referral for prosecution by a law enforcement agency, for violation of this Policy. Applicable federal, state and local laws impose severe penalties on violators. The

University will not offer protection or immunity from prosecution bylaw enforcement agencies. Fisk may also require completion of a treatment program for continued enrollment or re-enrollment.

Drug and Alcohol Abuse Prevention Program

In compliance with the Drug Free Schools and Communities Act (DFSCA), the University has a drug and alcohol abuse and prevention program, which includes an annual notification to students and employees regarding certain drug/alcohol-related information (such as legal sanctions for violations of applicable laws, health risks, etc.) and a biennial review of this program to evaluate its effectiveness and assess whether sanctions are being consistently enforced. For more information, see below.

- Student alcohol/drug policy: <https://www.fisk.edu/assets/files/ws/2018-2019-studenthandbookandacademicplanner.pdf>
- Employee alcohol/drug policy: <https://www.fisk.edu/assets/files/sz/fisk-universityemployeehandbook-11.14.17.pdf>
- More information about the Biennial review report can be obtained by contacting the Dean of Student Engagement at 615-329-8635, or at Studentengagement@fisk.edu

AlcoholEdu for First Year Students

Designed for students entering college, this interactive online program uses the latest evidence-based prevention methods to create a highly engaging user experience, inspiring students to make healthier decisions related to alcohol and other drugs. This course includes tailored content that will:

- Engage abstainers, light to moderate drinkers, and frequent drinkers with customized messaging
- Educate students on the mental and physical the effects of alcohol
- Prepare students to engage in bystander intervention
- AlcoholEdu is used by 36% of all incoming first years at four-year institutions and it the only alcohol awareness and drinking prevention program proven to reduce negative alcohol-related consequences among students.

AlcoholEdu for Ongoing Students

Research shows that prevention education is most effective when students engage with the material regularly during their time in college. AlcoholEdu Ongoing:

- Builds on material in our previous course and offers students tips and strategies for responsible drinking based on their current drinking habits and readiness for change
- Augments students' ability to intervene and support other students with additional bystander intervention strategies
- Includes unique content for students who choose not to drink in college in order to continue to support healthy decision-making
- Annually reinforce critical lessons to help students lead healthier, more productive college lives.

Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Consistent with applicable laws, the University prohibits dating violence, domestic violence, sexual assault, and stalking. The University’s policy used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

- Title IX Sexual Misconduct: Student Policy Against Harassment In Education Programs And Employment At Fisk University: <https://www.fisk.edu/assets/files/if/updated-titleix01220623-3.pdf>
- Fisk University Employee Handbook: <https://www.fisk.edu/assets/files/sz/fisk-universityemployeehandbook-11.14.17.pdf>
- Fisk University Faculty Handbook is available in the Office of the Provost or by contacting the Faculty Assembly Chair.

The following sections of this report discuss the University’s educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses; and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Program:

The University conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the University prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

Crime Definitions

Crime Type (Tennessee Code Annotated)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that Tennessee law does not define the term dating violence.
Domestic Violence	<p>The institution has determined, based on good-faith research, that Tennessee law does not define the term domestic violence.</p> <p>However, Tennessee law does provide the following definitions:</p> <ul style="list-style-type: none"> • Domestic Assault (Tenn. Code Ann. § 39-13-111): <ul style="list-style-type: none"> ▪ As used in this section, "domestic abuse victim" means any person who falls within the following categories: (1) Adults or minors who are current or former spouses; (2) Adults or minors who live together or who have lived together; (3) Adults or minors who are dating or who have dated or who have or had a sexual relationship, but does not include fraternization between two (2) individuals in a business or social context; (4) Adults or minors related by blood or adoption; (5) Adults or minors who are related

Crime Type (Tennessee Code Annotated)	Definitions
	<p>or were formerly related by marriage; or (6) Adult or minor children of a person in a relationship that is described in (1)-(5) above.</p> <ul style="list-style-type: none"> ▪ A person commits domestic assault who commits an assault as defined in section 39-13-101 [see below] against a domestic abuse victim. • Assault (Tenn. Code Ann. § 39-13-101): A person commits assault who: (1) Intentionally, knowingly or recklessly causes bodily injury to another; (2) Intentionally or knowingly causes another to reasonably fear imminent bodily injury; or (3) Intentionally or knowingly causes physical contact with another and a reasonable person would regard the contact as extremely offensive or provocative.
<p>Stalking (Tenn. Code Ann. § 39-17-315)</p>	<p>"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.</p> <p>The following definitions also apply to stalking crimes:</p> <ul style="list-style-type: none"> • "Course of conduct" means a pattern of conduct composed of a series of two (2) or more separate, noncontinuous acts evidencing a continuity of purpose, including, but not limited to, acts in which the defendant directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to a person, or interferes with a person's property. • "Emotional distress" means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling. • "Harassment" means conduct directed toward a victim that includes, but is not limited to, repeated or continuing unconsented contact that would cause a reasonable person to suffer emotional distress, and that actually causes the victim to suffer emotional distress. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose; • "Unconsented contact" means any contact with another person that is initiated or continued without that person's consent, or in disregard of that person's expressed desire that the contact be avoided or discontinued. Unconsented contact includes, but is not limited to, any of the following: (A) Following or appearing within the sight of that person; (B) Approaching or confronting that person in a public place or on private property; (C) Appearing at that person's workplace or residence; (D) Entering onto or remaining on property owned, leased, or occupied by that person; (E) Contacting that person by telephone; (F) Sending to that person mail or any electronic communications, including, but not

Crime Type (Tennessee Code Annotated)	Definitions
	<p>limited to, electronic mail, text messages, or any other type of electronic message sent using the Internet, web sites, or a social media platform; or (G) Placing an object on, or delivering an object to, property owned, leased, or occupied by that person; and</p> <ul style="list-style-type: none"> • "Victim" means an individual who is the target of a willful course of conduct involving repeated or continuing harassment.
Sexual Assault	<p>The institution has determined, based on good-faith research, that Tennessee law does not define the term sexual assault.</p>
Rape, Fondling, Incest, Statutory Rape	<p>For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Tennessee law are as follows:</p> <ul style="list-style-type: none"> • Rape (Tenn. Code Ann. § 39-13-503): Rape is unlawful sexual penetration of a victim by the defendant or of the defendant by a victim accompanied by any of the following circumstances: (1) Force or coercion is used to accomplish the act; (2) The sexual penetration is accomplished without the consent of the victim and the defendant knows or has reason to know at the time of the penetration that the victim did not consent; (3) The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or (4) The sexual penetration is accomplished by fraud. • Aggravated Rape (Tenn. Code Ann. § 39-13-502): Aggravated rape is unlawful sexual penetration of a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances: (1) Force or coercion is used to accomplish the act and the defendant is armed with a weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a weapon; (2) The defendant causes bodily injury to the victim; (3) The defendant is aided or abetted by one (1) or more other persons; and (A) Force or coercion is used to accomplish the act; or (B) The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless. • Rape of a child (Tenn. Code Ann. § 39-13-522): Rape of a child is the unlawful sexual penetration of a victim by the defendant or the defendant by a victim, if the victim is more than three (3) years of age but less than thirteen (13) years of age. • Aggravated rape of a child (Tenn. Code Ann. § 39-13-531): Aggravated rape of a child is the unlawful sexual penetration of a victim by the defendant or the defendant by a victim, if the victim is three (3) years of age or less.

Crime Type (Tennessee Code Annotated)	Definitions
	<ul style="list-style-type: none"> • Fondling: The institution has determined, based on good-faith research, that Tennessee law does not define the term fondling. • Incest (Tenn. Code Ann. § 39-15-302): A person commits incest who engages in sexual penetration as defined in § 39-13-501, with a person, knowing the person to be, without regard to legitimacy: (1) The person's natural parent, child, grandparent, grandchild, uncle, aunt, nephew, niece, stepparent, stepchild, adoptive parent, adoptive child; or (2) The person's brother or sister of the whole or half-blood or by adoption. • Statutory Rape (Tenn. Code Ann. § 39-13-506): <ul style="list-style-type: none"> ▪ Mitigated statutory rape is the unlawful sexual penetration of a victim by the defendant, or of the defendant by the victim when the victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is at least four (4) but not more than five (5) years older than the victim. ▪ Statutory rape is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when: (1) The victim is at least thirteen (13) but less than fifteen (15) years of age and the defendant is at least four (4) years but less than ten (10) years older than the victim; or (2) The victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is more than five (5) but less than ten (10) years older than the victim. ▪ Aggravated statutory rape is the unlawful sexual penetration of a victim by the defendant, or of the defendant by the victim when the victim is at least thirteen (13) but less than eighteen (18) years of age and the defendant is at least ten (10) years older than the victim. • Statutory Rape by an authority figure (Tenn. Code Ann. § 39-13-532): Statutory rape by an authority figure is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when: (1) The victim is at least thirteen (13) but less than eighteen (18) years of age; (2) The defendant is at least four (4) years older than the victim; and (3)(A) The defendant was, at the time of the offense, in a position of trust, or had supervisory or disciplinary power over the victim by virtue of the defendant's legal, professional, or occupational status and used the position of trust or power to accomplish the sexual penetration; or (B) The defendant had, at the time of the offense, parental or custodial authority over the victim by virtue of the defendant's legal, professional, or occupational status and used the position to accomplish the sexual penetration.
Other "sexual assault" crimes	Other crimes under Tennessee law that may be classified as a "sexual assault" include the following:

Crime Type (Tennessee Code Annotated)	Definitions
	<ul style="list-style-type: none"> • Sexual battery (Tenn. Code Ann. § 39-13-505): Sexual battery is unlawful sexual contact with a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances: (1) Force or coercion is used to accomplish the act; (2) The sexual contact is accomplished without the consent of the victim and the defendant knows or has reason to know at the time of the contact that the victim did not consent; (3) The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or (4) The sexual contact is accomplished by fraud. • Aggravated sexual battery (Tenn. Code Ann. § 39-13-504): Aggravated sexual battery is unlawful sexual contact with a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances: (1) Force or coercion is used to accomplish the act and the defendant is armed with a weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a weapon; (2) The defendant causes bodily injury to the victim; (3) The defendant is aided or abetted by one (1) or more other persons; and (A) Force or coercion is used to accomplish the act; or (B) The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or (4) The victim is less than thirteen (13) years of age. • Sexual contact with a minor by an authority figure (Tenn. Code Ann. § 39-13-509): It is an offense for a defendant to engage in unlawful sexual contact with a minor when: (1) The minor is less than eighteen (18) years of age; (2) The defendant is at least four (4) years older than the victim; and (3) The defendant was, at the time of the offense, in a position of trust, or had supervisory or disciplinary power over the minor by virtue of the defendant's legal, professional, or occupational status and used the position of trust or power to accomplish the sexual contact; or (4) The defendant had, at the time of the offense, parental or custodial authority over the minor and used the authority to accomplish the sexual contact.
Consent (as it relates to sexual activity)	The institution has determined, based on good-faith research, that Tennessee law does not define the term consent (as it relates to sexual activity).

University Definition of Consent

The University uses the following definition of consent in its Title IX Sexual Misconduct: Student Policy Against Harassment in Education Programs and Employment at Fisk University policy for the purpose of determining whether sexual violence (including sexual assault) has occurred:

Consent is something that is informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, express or implied, or when Coercion, intimidation, threats, or duress are used. Whether or person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past

consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person. There is no exception to the necessity to obtain another's consent to engage in sexual activity, each time.

Consent will not be deemed present when there is no clear expression of consent given, verbal or nonverbal. Consent is not present in circumstances where the individual is unable to give it freely or voluntarily such as when a person is incapacitated as a result of alcohol or drug use, when they are passed out or less than fully conscious for any reason, isolated, confined, asleep or threatened.

Risk Reduction

The victim is not to blame for criminal behavior. The following are offered only as potential strategies to reduce one's risk of harm:

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid dark or isolated areas. It is more difficult to get help if no one is around.
- Familiarize yourself with the emergency phone locations around campus.
- Walk with confidence and purpose. Even if you don't know where you are going, act like you do.
- Walk and jog in groups.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Know that you do not have to stop to talk to strangers.
- If you are being followed, go to the nearest area of safety.
- Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money.
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid using music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you attend social gatherings, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- If you can't find traveling companions, use the escort service on campus, no matter how short the distance, and advise a friend or roommate of your destination and when you plan to return.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.

- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself.
- At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement or medical assistance immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- Have a code word to use with your friends or family, so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.
- Be true to yourself. You should not feel obligated to do anything that you do not want to do. "I don't want to" is always a good enough reason. Only do what feels right to you and what you are comfortable with.

It is also important to be aware of the warning signs of an abusive person. Some examples include: past abuse; threats of violence or abuse; breaking objects; using force during an argument; jealousy; controlling behavior; quick involvement; unrealistic expectations; isolation; blames others for problems; hypersensitivity; cruelty to animals or children; "playful" use of force during sex; Jekyll-and-Hyde personality.

Bystander Intervention

In addition to reporting incidents to appropriate authorities, below are some ways in which individuals can take safe and positive steps to prevent harm and intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking against another person.

- Watching out for friends, employees, colleagues, and students, and when observing a situation that could be high-risk or seeing a person who may need assistance, asking if they are okay.
- Speaking up and voicing disagreement when overhearing someone's plans to take sexual advantage of another person.
- Being a sympathetic listener if someone discloses that they have experienced any form of intimate partner violence, advising them if you have reporting obligations required by law and/or university policy, and helping to connect them with support resources.
- If it seems safe, considering confronting a person directly when they are observed attempting to isolate another person who is intoxicated or may be resisting romantic or sexual advances.
- If you are not comfortable directly confronting a person, distraction techniques may be effective to interrupt the flow of potential violence. Once the bystander identifies a high-risk situation, he or she acts to distract either party.

- When a bystander doesn't feel safe to approach the situation alone, she or he can involve others.

Other Information Covered by the PPAP

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

Ongoing Prevention and Awareness Campaign:

The University also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

PPAP and OPAC Programming Methods:

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the University. Methods include, but are not limited to: presentations, online training modules, distribution of written materials, periodic email blasts, and guest speakers. A summary of this programming is provided below.

- New students receive education on the prevention of dating violence, domestic violence, sexual assault, and stalking through a presentation by the Campus Safety Department during orientation. All new employees are required to complete an online training module on these topics upon hire and are required to retake the online training each year.
- As part of its ongoing campaign, the University uses a variety of strategies, such as in-person presentations by sexual assault organizations, emails blasts with pertinent information, portal announcements, etc. While programming occurs throughout the year, the University also offers educational sessions and literature in coordination with nationally recognized observances such as Sexual Assault Awareness Month and Campus Safety Awareness Month.

Procedures to Follow if You are a Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking:

Any member of the Fisk University community who has experienced sexual misconduct (including dating violence, domestic violence, sexual assault, and stalking) may report the situation to one or more of the non-confidential resources listed below. Other campus and community resources are provided later in this report in the "Available Victim Resources" section.

Fisk University Campus Safety Department – (615) 329-8777

Title IX Coordinator – (615) 329-8777, or (615) 438-4942

Metro Nashville Police Department – (615) 862-8600, or Emergency 911

Any Responsible Employee Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported (contact the Title IX Coordinator or refer to the other resources listed in this report).
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order.
3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

Preservation of Evidence & Forensic Examinations

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don't bathe or wash, or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at Nashville General Hospital: 1818 Albion St, Nashville, TN 37208; Sexual Assault Center: 101 French Landing Dr, Nashville, TN 37228.

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

Security/Law Enforcement & How to Make a Police Report

- Fisk University Campus Safety: 615-329-8777
- Metro Nashville Police Department North Precinct: 615-862-8600 or 911. 2231 26th Ave North, Nashville, TN 37208
- To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.

Information about Legal Protection Orders in Tennessee, victims may obtain an Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. An Order of Protection may be obtained by filing a petition with the court. Courts in Tennessee can issue two types of orders: (1) Temporary (ex parte) Protection Orders (TPOs), which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Extended Protection Orders (EPOs), which are only granted after a full court hearing and may be issued for up to one year (subject to extension). Additional information about these orders may be found at: <https://www.womenslaw.org/laws/tn/restraining-orders> and <https://www.justiceforalltn.com/orders-of-protection>.

- In Nashville, a Petition for Order of Protection should be filed for in the Davidson County Circuit Court. The address is: 506 Metro Courthouse, 1 Public Square, Nashville, TN 37219. The phone number is 615-862-5181.

- The circuit court clerk’s office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: <https://www.tncourts.gov/programs/self-help-center/forms/order-protection-forms>. A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.
- Additional information regarding these orders specific to Davidson County can be found at: <https://las.org/wp-content/uploads/2016/10/DCOPweb6-14.pdf> and https://circuitclerk.nashville.gov/Common/Forms/OP_Forms_Packet.pdf.

Student, faculty, or staff complainants also may seek orders of protection, restraining orders, or other similar orders issued by a court of law and may be assisted in doing so by Campus Safety or MNPDP.

When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.

The institution will also enforce any temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court. Any student or employee who has a protection order or no contact order should notify the Title IX Coordinator and provide a copy of the restraining order so that it may be kept on file with the institution and can be enforced on campus, if necessary. Upon learning of any orders, the institution will take all reasonable and legal action to implement the order.

The institution does not issue legal orders of protection. However, as a matter of institutional policy, the institution may impose a no-contact order between individuals in appropriate circumstances. The institution may also issue a “no trespass warning” if information available leads to a reasonable conclusion that an individual is likely to cause harm to any member of the campus community. A person found to be in violation of a No Trespass Warning may be arrested and criminally charged.

Available Victim Services:

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the University and in the surrounding community. Those services include:

University Resources

- Fisk University Counseling Center - 615-329-8861 (confidential resource)
- Spiritual Life – Reverend Jason Curry – (615) 329-8582 (confidential resource)
- Student Financial Aid – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel, and the Title IX Coordinator can assist in facilitating this conversation if desired. The University’s financial aid website can be found at: <https://www.fisk.edu/financial-aid>

State/Local Resources

- Saint Thomas Midtown Hospital Emergency Department - 615-284-5555
- Nashville General Hospital at Meharry Emergency Department - 615-341-4000
- TriStar Centennial Medical Center Emergency Department - 615-342-1000
- Sexual Assault Center Hotline - 1-800-879-1999

- YWCA Crisis and Information Line - 615-242-1199
- Tennessee Coalition to End Domestic & Sexual Violence: <https://www.tncoalition.org>
- Nashville Coalition Against Domestic Violence: <https://www.nashvillecadv.com/resources>
- Legal Aid Society of Middle Tennessee and the Cumberlandds 1-800-238-1443

National Resources

- National Domestic Violence Hotline: 1-800-799-7233
- National Sexual Assault Hotline: 1-800-656-4673
- Rape, Abuse and Incest National Network (RAINN):
<https://www.rainn.org/>
- US Dept. of Justice Office on Violence Against Women:
<https://www.justice.gov/ovw>
- National Coalition Against Domestic Violence:
<http://www.ncadv.org/>
- National Sexual Violence Resource Center:
<http://www.nsvrc.org/>
- U.S. Citizenship and Immigration Services:
<https://www.uscis.gov/>
- Immigration Advocates Network:
<https://www.immigrationadvocates.org/>

Accommodations and Protective Measures:

The University will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the University is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement.

Requests for accommodations or protective measures should be made to the Title IX Coordinator at 615-438-4942, and the Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented.

When determining the reasonableness of such a request, the University may consider, among other factors, the following:

- The specific need expressed by the complainant.
- The age of the students involved.
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant
- Whether the complainant and alleged perpetrator share the same class or job location.
- Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders).

The University will maintain as confidential any accommodations or protective measures provided a victim to the extent that maintaining confidentiality would not impair the University's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Such decisions will be made by the University in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the University will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

Procedures for Disciplinary Action:

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the institution's Title IX Sexual Misconduct: Student Policy Against Harassment in Education Programs and Employment at Fisk University policy and the related complaint resolution procedures. The procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent.

The complaint resolution procedures are invoked once a report is made to one of the following individuals:

Title IX Coordinator/Investigator

Mickey West
615-438-4942 or 615-329-8680
1741 Meharry Blvd. - Carnegie Hall
Email: titleixcoordinator@fisk.edu

Title IX Investigator

Natara K. Garvin, Ed.D.
Assistant Vice President and Dean of Student Engagement
1020 17th Ave. N. - Spence Hall
Email: ngarvin@fisk.edu

An electronic form available at <https://www.fisk.edu/about/title-ix/report-a-crime> can also be used to file a report.

Once a complaint is made, the Title IX Coordinator will commence the investigatory process as soon as practicable, but not later than seven (7) days after the complaint is made. The Title IX Coordinator and/or designee will analyze the complaint and notify the respondent that a complaint has been filed.

During the investigation, the complainant and respondent will each have an equal opportunity to describe the situation and present witnesses and other supporting evidence. The investigator(s) will review the statements and evidence presented and may, depending on the circumstances, interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the complaint. Upon completion of the investigation, the investigator(s) make a determination as to whether any allegations in the complaint were found to be substantiated by a preponderance of the evidence. The investigator(s) will then prepare an investigation report outlining the findings. The Title IX Coordinator may, in his or her sole discretion, may consult with the Office of Student Engagement to determine whether the Complaint may be resolved administratively (i.e., with the Respondent agreeing upon a finding of Sexual Misconduct or otherwise and an appropriate disciplinary sanction without the need for a formal hearing). In such cases as where an administrative resolution is approved, staff from the Office of Student Engagement will meet first

with the Complainant privately to discuss the Complainant's position on any proposed disciplinary sanction.

If the Title IX Coordinator, in consultation with the Office of Student Engagement, determines that the case should proceed to a formal hearing or if a Respondent or Complainant objects to a proposed administrative resolution, the Respondent and the Complainant will be provided a minimum of 120 hours advance written notice of the same from the Office of Student Engagement, exclusive of Saturday and Sunday and any official University break or holiday, prior to the convening of a formal hearing panel to hear the case. The written notice will contain the date, time and location of the hearing in addition to a copy of the Final Investigative Report.

Both parties have an equal opportunity to appeal the determination by filing a written appeal with the President within five (5) days of being notified of the outcome of the investigation. The President will resolve the appeal within ten (10) days of receiving it, and may take any and all actions that he/she determines to be in the interest of a fair and just decision.

Rights of the Parties in an Institutional Proceeding:

During the course of the process described in the previous section, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial process is one that is:
 - Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - Conducted in a manner that:
 - Is consistent with the institution's policies and transparent to the accuser and the accused.
 - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
 - The in person training, conducted by University Legal Counsel, addresses, but is not limited to: relevant evidence and how it should be used during a proceeding; proper techniques for questioning witnesses; basic procedural rules for conducting a proceeding; and avoiding actual and perceived conflicts of interest

3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
4. Have the outcome determined using the preponderance of the evidence standard.
5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

Possible Sanctions or Protective Measures that the University May Impose for Dating Violence, Domestic Violence, Sexual Assault or Stalking Offenses:

Possible sanctions which may be imposed should the Title IX Hearing Panel find the Respondent responsible for violating this policy include, without limitation, expulsion, suspension, disciplinary probation, recommended counseling and/or other educational sanctions. The Title IX Hearing Panel has discretion in sanctioning. Factors pertinent to the determination of which sanction to apply include, without limitation, the nature of the conduct, the severity of the violation, the expressed wishes of the Victim/Complainant, prior disciplinary history of the Respondent (which the Office of Student Engagement shares in a private meeting with the Title IX Hearing Panel only upon a finding that the Respondent has violated this policy), the Respondent’s willingness to accept responsibility for his or her actions, previous University responses to similar conduct and the University interests as a whole. Students who are expelled will have no more than 24 hours to vacate the University’s campus after notification. Students who are suspended will have no more than 72 hours to vacate the University’s campus after notification. Sanctions are premised on the University’s role as an educational institution.

Other measures that may be implemented during an investigation or after it has been resolved include, but are not limited to:

- A “No Contact” order prohibiting either, or both of, the Complainant and/or the Respondent from having contact with any other person(s) or each other.
- A transfer of the Complainant or the Respondent to another classroom setting or living arrangement, including without limitation moving to another residence and/or distance learning.

Place an employee or a member of the faculty on administrative leave. In such cases, the Office of Student Engagement and the Title IX Coordinator shall: (i) if it is an employee, consult with the Director of Human Resources and the employee’s unit head; and (2) if it is a member of the Faculty consult with the Provost and the Director of Human Resources

Publicly Available Recordkeeping:

The University will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence,

domestic violence, sexual assault, and stalking who make reports of such to the University to the extent permitted by law.

Victims to Receive Written Notification of Rights:

When a student or employee reports to the University that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

Sex Offender Registration Program:

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the Chief of Campus Safety/Mickey West at mwest@fisk.edu/615-329-8680. State registry of sex offender information may be accessed at the following link: <http://www.tn.gov/tbi/section/tennessee-sex-offender-registry>

Timely Warnings and Emergency Response

Timely Warnings

In the event of criminal activity occurring either on campus or off campus that in the judgment of the Campus Safety Department, Director of Communications, and Office of the President constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples of such situations may include a sexual assault or a series of motor vehicle thefts in the area that merit a warning because they present a continuing threat to the campus community. Warnings will be communicated to students and employees via one or more of the methods discussed later in this section. Updates to the warnings will be provided as appropriate.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Campus Safety Department, 615-329-8777/safety@fisk.edu
- Title IX Coordinator, 615-438-4942/titleixcoordinator@fisk.edu
- Dean of Students, 615-329-8635

The University has communicated with local law enforcement asking them to notify the University if it receives reports or information warranting a timely warning.

Emergency Response

Fisk University has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The University has communicated with local police requesting their cooperation in informing the University about situations reported to them that may warrant an emergency response.

Students, staff and visitors are encouraged to notify the Campus Safety Department at 615-329-8777 of any emergency or potentially dangerous situation.

The Campus Safety Department is designated as the first responder to all emergencies at Fisk University. Campus Safety will respond and determine if an incident poses an imminent threat or danger to the Fisk community. The highest-ranking on-scene officer will contact the Chief of Campus Safety to make the final determination. Depending on the nature of the emergency, other University departments may be involved in the confirmation process.

Once the emergency is confirmed and based on its nature, the Chief of Campus Safety will consult with other appropriate University officials to determine the appropriate segment or segments of the University community to be notified.

The Chief of Campus Safety in collaboration with other appropriate personnel, will determine who should be notified, and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Chief of Campus Safety will direct the issuance of emergency notifications, which will be accomplished using one or more of methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened.

At the direction of the Chief of Campus Safety, the Campus Safety Department will notify local law enforcement of the emergency. The University's Director of Marketing & Communications or other University Official will notify local media outlets in order that the larger community outside the campus will be aware of the emergency.

Methods for Issuing Timely Warnings and Emergency Notifications

The method(s) listed below may be utilized when the University issues a timely warning or emergency notification to the campus community.

Method	Sign-Up Instructions
Fisk University Alert System (this is the primary communication tool used for university-wide emergency mass notifications. The system is designed to deliver a blanket message to every subscriber and every registered device via emails, phone calls, and text messages.)	https://member.everbridge.net/index/1332612387831936#/login
Email Blast	N/A
Campus Safety Officer Notification	N/A

Social Media/GroupMe	N/A
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Testing & Documentation

The University tests its emergency response and evacuation procedures at least once a year. The tests may be announced or unannounced. Also, at various times the Campus Safety Department and other University Officials will meet to train and test and evaluate the University’s emergency response plan.

A test of the Fisk University Alert system was most recently conducted on September 30, 2019. Testing procedures were announced prior to activation, and a test message was sent to all devices registered in the system by students, faculty, and staff.

The Chief of Campus Safety maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University’s emergency response and evacuation procedures.

Missing Student Policy

Anyone who believes a student to be missing for a period exceeding 24 hours should immediately report his or her concern to Fisk University Office of Campus Safety, (615) 329-8777 so an investigation can be initiated. Reports of a missing student should be made to one of the following Fisk University officials:

- Chief of Campus Safety, (615) 438-4942
- Dean of Student Engagement, (615) 329-8635
- Director of Campus Services, (615) 329-8598

In compliance with the Federal Higher Education Opportunity Act, federal law, 20 U.S.C § 1092j, a student may identify an individual to be contacted by the University not later than twenty-four (24) hours after the time circumstances indicate that the student may be missing. The student should notify the Emergency Contact that he or she has been designated as an Emergency Contact.

All enrolled students at the University, regardless of their living circumstances, should designate an emergency contact person. Every student (resident and non-resident) has his/her own student account and may enter or change, under personal information/address, a designated emergency contact person at any time by updating their contact information. Students should update their personal information at the beginning of each academic year as a part of the check-in process to their residence hall and room, and are solely responsible for the accuracy of the information provided and updating the information when needed. All contact information is registered confidentially; information is only accessible to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

After investigating a missing person report, if it is determined that the student has been missing for 24 hours, the University will notify local police authorities unless it was local law enforcement that made the determination that the student is missing. For students under age eighteen (18) and not emancipated, Fisk University is required to notify the custodial parent no later than twenty-four (24)

hours after the time the student is determined to be missing, in addition to notifying any additional contact person designated by the student.

Crime Statistics

The statistical summary of crimes for this University over the past three calendar years follows:

Crime	On Campus			On Campus Housing			Non Campus			Public Property		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	3	1	0	3	1	0	0	0	0	0	0	0
Fondling	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
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	1	0	0	0	0	0	0	0	0	0	1
Burglary	4	1	3	4	1	3	0	0	0	0	0	0
Robbery	0	1	3	0	0	0	0	0	0	0	0	1
Motor Vehicle Theft	1	2	1	0	0	0	0	0	0	0	1	0
Arson	0	0	1	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	1	1	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	1	0	0	0	0	0	0	0	0	1
Disciplinary Referral - Liquor Law Violation	0	0	5	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	3	6	15	3	6	15	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	2	1	0	1	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

Hate crimes:

- No Hate Crimes were reported in 2018, 2017, or 2016

Unfounded crimes:

- There were no unfounded crimes in 2018, 2017, or 2016

Data from law enforcement agencies:

- The data above reflects statistics provided from law enforcement agencies related to crimes that occurred on the University's Clery Geography.

Annual Fire Safety Report

Housing Facilities and Fire Safety Systems

The University maintains on-campus housing for its students. Below is a description of fire safety systems and the number of fire drills conducted during the previous calendar year.

Campus: Fisk University, 1000 17th Ave. North, Nashville, TN 37208

Facility	Fire Alarm Monitoring Done on Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills in previous calendar year
New Livingston Hall, 1701 Jackson St., Nashville, TN 37208	X			X	X		2
Shane Hall, 1710 Meharry Blvd., Nashville, TN 37208	X			X	X		2
Jubilee Hall, 1720 Meharry Blvd., Nashville, TN 37208	X			X	X		2
Crosthwaite Hall, 1730 Meharry Blvd., Nashville, TN 37208	X			X	X		2

Policies on Portable Appliances, Smoking and Open Flames

The following policies have been established in accordance with fire and safety laws of the State of Tennessee regarding public buildings. The procedure set forth in this policy for building maintenance is applicable to all residence halls. The University reserves the right to make periodic inspections of campus housing to ensure fire safety systems are operational and that the policy on prohibited items is being complied with. Prohibited items, if found, will be confiscated and donated or discarded without reimbursement.

- Resistance coils or gas appliances of any kind such as hot plates, emersion coils, grills, skillets, toasters, toaster ovens or any appliance with an exposed heating element or heating surface are prohibited. Microwaves and hot surface appliances, such as hot plates, George Foreman Grills, space heaters, popcorn poppers, etc., are not allowed in student rooms. The use of UL

approved portable electric hair dryers, curling irons, portable refrigerators (3.5 cubic feet, 1.5 amps), razors, radios, clocks, computers, desk lamps, irons, television sets, tape recorders, CD players, and stereos are permitted in student rooms.

- Extreme caution is urged when using these appliances in the room from both a safety and a sanitary aspect. Students are encouraged to use cooking appliances (with smooth heating surfaces only) in kitchens, where available. If these smooth surface appliances are used in the kitchen area, use the following precautions:
- Operate all appliances away from flammable items such as bedding, paper, clothing, aerosol cans, etc.
- Never leave cooking food unattended. Crock-pots are not allowed for this reason.
- Unplug all appliances immediately when you are done.
- Clean appliances, plates and utensils, immediately after use. With multiple people living in an area, the potential for infestation by bugs and rodents multiplies quickly when food and dirty dishes are left out.
- Care should be taken in the use of all electrical cords and sockets. Extension cords are to be used only as an extension of a single unit, not as a multiple plug adapter. All electrical cords should bear the label "Approved by Underwriter's Laboratories." Do not overload circuits. Multiple plug adapters are prohibited. UL approved power strips with surge protectors are permitted.
- LIGHTED CANDLES OR CANDLES WITH BURNT WICKS, INCENSE BURNERS, HALOGEN LAMPS, AND POTPOURRI BURNERS ARE NOT ALLOWED IN STUDENT ROOMS.
- The use or storage of kerosene, gasoline, naphtha, benzene, or any similar flammable material in residence halls is prohibited.
- Flammable items such as sheets, fish net, etc., should not be hung or draped from the walls or ceiling. Light fixtures are not to be covered with flammable items.
- Wastepaper baskets should be emptied frequently.
- Fisk University is a smoke-free campus. Smoking is prohibited in all buildings on-campus, including residential facilities. Additionally, smoking is prohibited during all campus ceremonies and activities sponsored under the auspices of Fisk University. Guests or visitors of our students are expected to comply with this smoking policy.
- Fire doors are to be kept closed. Fire doors serve to protect you in the event of fire but are useless when left open. Fire doors are located throughout the residence halls in the corridors, at the stairwells, and at some of the lobbies and, if properly closed, prevent fire, smoke, and fumes from spreading throughout the building in the event of fire, thus keeping some routes clear for safe exit.
- No live Christmas trees or live greenery may be used anywhere within the buildings. Fireproof trees of vinyl/aluminum are acceptable. No strung holiday lights may be used in the residence halls.
- All decorating materials used on floors where residents live must be fireproof.
- No straw or similar flammable material may be used inside the building.

- Doors may be covered with flameproof material during the holiday season only if it is attached by tape (no tacks) on the sides, top, or bottom of the door.
- There should be nothing used at any time that will impede the flow of traffic in the halls in the event an evacuation of the building should become necessary.
- Glass inserts in the fire doors may not be covered at any time.
- Light bulbs and light fixtures must not be covered with paper, cellophane, or paint. Theater gels may be attached to desk lamps, etc., for colored lighting effects.
- All room smoke alarms are equipped with the appropriate battery. If an alarm is found missing a battery, it will be assumed that the student has removed the battery. All missing batteries may lead to a fine of up to \$100.00 plus the replacement cost, all of which shall be assessed to each resident of the room. It is the responsibility of each resident to report non-working batteries to their Residence Director.

Fire Evacuation Procedures

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is nearby) as they leave. If circumstances permit at the time of the alarm, additional instructions will be given regarding where students and/or staff are to relocate.

Students should be familiar with the exits nearest to their rooms so they can exit quickly and safely when the fire alarm sounds. When the alarm sounds students should close the room door and leave the building quickly. Students may return only upon authorization from the staff. Failure to exit a building while a fire alarm is sounding will be considered a violation of the Student Code of Conduct.

Fire Education and Training Programs

Fire safety education programs for all residents of on-campus student housing and all employees with responsibilities related to that housing are held at the beginning of each semester. Their purpose is to: familiarize everyone with the fire safety system in each facility, train them on procedures to follow if there is a fire and inform them of the University's fire safety policies. Information distributed includes maps of each facility's evacuation route and any fire alarms and fire suppression equipment available in the facility. Attendees are advised that participation in fire drills is mandatory and any student with a disability is given the option of having a "buddy" assigned to assist him or her.

Reporting Fires

The University is required to disclose each year statistical data on all fires that occurred in on-campus student housing. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. If you encounter a fire that presents an emergency situation, ensure your own safety and then please call 911.

There may also be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the Director of Campus Services at residencelife@fisk.edu. When providing notification of a fire, give as much information as possible about the location, date, time and cause of the fire.

Plans for Future Improvements

As a result of the University's most recent review of its fire safety protections and procedures, we have determined that the following improvements will be made, subject to the availability of funding:

- Update evacuation plans and place cards in the residence halls.

Fire Statistics

2018: No fires were reported.

2017: No fires were reported.

2016: No fires were reported