2015 Annual SECURITY/ FIRE REPORT
Delaware State University
Dover main campus | Wilmington | Georgetown
The safety of the entire campus community is a constant top priority at Delaware State University and the diligence of our Department of Public Safety is evidence that we take that work very seriously. As a University that maintains a state-certified police agency with full arrest powers, every student who attends classes, every employee who works here, and every visitor who comes to campus can have the assurance that this institution is striving at all times to provide the safest living, working and academic environment possible.

In accordance with the Clery Act, DSU continues to be transparent concerning its police activities, as demonstrated by the latest one-year crime statistics and information provided in this year’s report. Like anywhere else where a population of people attends classes, works and lives, the University cannot promise that crime will not happen on campus. However, DSU remains ever committed to do what it can to minimize the incidence of crime through education and vigilance, and when it does occur, our law enforcement officers will earnestly work to investigate such cases and arrest the offenders.

Dr. Harry L. Williams
President
Delaware State University
MESSAGE FROM THE CHIEF

As we complete another year, the Delaware State University Police Department remains committed to keeping our campus community safe! Understanding external and environmental changes that make this task challenging, we continue to leverage resources to achieve the overall mission of safety. Our federal, state and local, law enforcement partners are and have been a vital part of our success.

Over the past year, we have increased training of our personnel, educated students, faculty, and staff, and improved our technology to increase safety at Delaware State University.

Each day efforts are made to improve our service to the University and support the education of our students. Safety at our University will always be the foundation upon which our students are able to impact our nation as future leaders.

Harry W. Downes, Jr.
Chief of Police
Director of Public Safety
Preparation of the Annual Security & Fire Report
Collecting and Compiling Crime Statistics

The Delaware State University Police Department is responsible for collecting, compiling and disclosing crime statistics to the University community. Crime, arrest and referrals statistics are retrieved from reports generated by various departments within the University and local law enforcement agencies. The statistical data contained in this report is compiled by the Delaware State University Police Department with contributions from the University Campus Security Authorities (CSA) and local law enforcement agencies with concurrent jurisdiction to the University. The statistics are derived from reported incidents that occurred on campus properties owned or controlled by the University. The properties include Resident Hall, Non-Campus Buildings or Property not located within the same reasonably contiguous geographic area of the campus but owned or controlled by the University or by an officially recognized student organization and Public Property within the campus and/or immediately adjacent to and accessible from Delaware State University property.

Incident reports taken by Delaware State University Police Department personnel are reviewed for proper classification and categorized in accordance with Clery crime disclosure instructions. The crime data is examined to ensure that all reported crimes are classified in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook. Reports initiated by the Campus Security Authorities (CSAs) are submitted to the Cleary Compliance and Accreditation Officer. The University also makes a request for crime statistics to local law enforcement agencies with jurisdictions contiguous to property own and/or controlled by Delaware State University.

Listed below are the geographic locations identified by Delaware State University for collecting crime statistics for this report:

Delaware State University Main Campus is located in the jurisdiction of Dover Police Department. Wilmington Campus is in the jurisdiction of Wilmington Police Department. Owens Campus is in the jurisdiction of Delaware State Police, Troop 4.
DELAWARE STATE UNIVERSITY POLICE DEPARTMENT

MISSION STATEMENT

The Delaware State University Police Department is committed to providing the highest quality of service to our citizens. Acting in partnership with the community, we will be proactive and provide a responsive and flexible approach to quality-of-life issues.

VISION STATEMENT

The Delaware State University Police Department’s vision is “to support the administrative and financial performance of the University and provide a safe and healthy physical plant for students, faculty, staff and the public.” The department’s efforts include preventive measures through education and enforcement, which promote awareness and individual responsibility in an effort to prevent criminal and safety mishaps.

Role, Authority & Training

The Delaware State University Police Department employs both sworn and non-sworn officers. The difference between police and security safety officers is that police officers must successfully complete a state certified academy of sophisticated police training over a period of 22 weeks, the Delaware State Police Academy being the preferred source for this training. Upon completion of the basic academy, officers are assigned to field training officers and must complete additional field training, which consists of partnering with other offices on the Campus. Sworn Delaware State University police officers authority is derived from Delaware Code Title 11 § 1911, which acknowledges the Delaware State University Police Department sworn officers to be in compliance with the Delaware Council of Police Training. As such, the Department is a legally appointed law enforcement agency whose sworn personnel have all the powers of law enforcement officers generally, including the legal authority to carry and use firearms in defense of the State, as defined in the Delaware Constitution, Article 1, § 20, in the performance of their duties. The Council on Police Training (COPT) requires Police officers to successfully complete 16 hours of training annually; however, it should be noted, that Delaware State University Police Officers exceed these hours.

All security officers will complete 16 hours of annual in-service training hosted by various resources.
Complaint Against DSU Personnel

It is the policy of the Delaware State University Police Department to investigate any and all complaints or reports of employee misconduct. Any member, student, employee and/or parent can file a complaint against a member of the DSU Police Department. When a complaint has been filed from a person outside of the Police Department, the complaint is not needed in writing. Once a complaint has been filed against a department member, a thorough investigation of the allegation in accordance with Delaware state law, the Law Enforcement Officers Bill of Rights, and Delaware State University Police Department Policy and Procedures will be conducted. Upon completion, the Chief or a designee will notify the complainant, explaining the allegations and the findings/outcome of the investigation. In cases regarding the excessive use of force, the Chief of the Police Department will make notification to the Vice President of Student Affairs or his or her designee.

Safety

The Delaware State University Police Department is the primary law enforcement agency throughout the University, responsible for the safety and security of students, faculty, staff and visitors. The Delaware State University Police Department is a 24-hours, 7 days a week fully operational law enforcement agency, located at 1200 N. DuPont Hwy (Bldg 52), Dover, DE 19901. The contact number for the Police Department is 302-857-7911.

Delaware State University Police Department is governed by policies and procedures, general orders, as well as University-wide policies. The Department consists of armed police officers who have the authority to make arrest, and unarmed security officers.

Working Relationships

The Delaware State University Police Department has a professional working relationship with the Dover Police Department, Delaware State Police, as well as other local and federal law enforcement agencies in Delaware. The professional working relationship with area law enforcement agencies and neighboring university police agencies allows for a partnership to exist with open lines of communication. More importantly, the Delaware State University Police Department has direct contact with the local police agencies via radio communications, enabling our Department to monitor activity that has the potential to impact the University. Dover Police, Delaware State Police, Wilmington Police, as well as other law enforcement agencies (when applicable) contribute in the preparation of the Annual Security & Fire Report. The Delaware State University Police Department works with other department officials within the University to gather and disclose the information required by the Clery Act.
Off-Campus Incidents

The Dover Police Department, located at 400 S. Queen Street, Dover, DE 19904, phone number (302) 736-7111, handles off-campus incidents that occur in the City of Dover. Incidents impacting students at the Wilmington Campus are handled by the Delaware State Police – Troop 6, located at 3301 Kirkwood Highway, Wilmington, DE 19808, phone number (302) 633-5000; incidents impacting students attending the Georgetown Campus are handled by Campus Security, located inside the William A. Carter Partnership Center, phone number (302) 500-7011, or the Georgetown Police Department, located at 335 N. Race Street, Georgetown, DE 19947, (302) 856-6613. As a result of working relationship with these agencies, they are encouraged to notify the Delaware State University Police Department about incidents occurring in and around the University properties. They are also encouraged to contact the Delaware State University Police Department about incidents involving our students who reside off-campus. When notified about a member of the University community, a Delaware State University Police Officer will take the appropriate action for internal purposes.

Reporting Crimes and Other Emergencies

Voluntary Confidential Reporting

We encourage University community members to be an active participant in our crime prevention and reduction efforts by promptly reporting criminal incidents. If you are the victim of a crime or want to file a report of a crime, but do not want to pursue any further action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Anonymous reports can be made using the Delaware State University Police Department Tip Line at 302-857-7918. The purpose of a confidential report is to comply with maintaining your confidentiality while taking steps to ensure your safety and the safety of others. Confidential reports allow the University to compile accurate data on the number and types of incidents occurring on campus and are for disclosure in the Annual Security & Fire Report.

Reporting to University Police

Any person living, studying, working or visiting the University who is victimized or observes or has knowledge of a criminal offense should immediately report such to the Delaware State University Police Department. The Police Department will investigate all complaints. Violations of the law could result in charges by the Police Department and / or Judicial Affairs. Students, faculty, staff and visitors are encouraged to report all suspicious persons and suspicious activities.
You may report the incident in person at the Police Department, located directly behind the Price Building, or by dialing (302) 857-7911. Anonymous reports can be made using the Delaware State University Police Department Tip Line at 302-857-7918.

The Delaware State University Police Department has an outstanding working relationship with surrounding agencies, such as the Delaware State Police, the City of Dover Police Department and the Department of Justice, commonly known as the Attorney General’s Office. If you are a victim of a crime that occurred on or off campus, the Delaware State University Police Department will assist you and / or refer you to the appropriate agency.

**Reporting to Other Campus Security Authorities**

Administrators, directors and staff members identified as having a significant responsibility for student and campus activities that include, but are not limited to, those responsible for student housing, disciplinary and campus judicial proceedings have been designated as Delaware State University’s Campus Security Authorities. The following list does not depict all identified CSAs. For a complete list, contact Delaware State University Police Department at 302-857-7911.

**Dr. Alton Thompson**
Provost and Executive Vice President for Academic Affairs
1200 N. DuPont Hwy
Dover, DE 19901
302-857-6100
athompson@desu.edu

**Dr. Stacy L. Downing**
Vice President for Student Affairs
1200 N. DuPont Hwy
Dover, DE 19901
302-857-6300
sdowning@desu.edu

**Mrs. Irene C. Hawkins**
Associate Vice President for Human Resources
1200 N. DuPont Hwy
Dover, DE 19901
302-857-6261
ihawkins@desu.edu

**Mr. Louis Perkins**
Interim Associate Vice President /Athletic Director
1200 N. DuPont Hwy
Dover, DE 19901
302-857-6030
lperkins@desu.edu

**Mr. Phillip Holmes**
Associate Director of Residence Life
1200 N. DuPont Hwy
Dover, DE 19901
302-857-6326
pholmes@desu.edu

**Mr. Thomas P. Preston**
General Counsel
1200 N. DuPont Hwy
Dover, DE 19901
302-857-7841
tpreston@desu.edu
Ms. Lisa Perelli  
Director, Georgetown Campus  
21179 Seashore Hwy,  
Georgetown, DE  
302-500-7011  
lpirelli@desu.edu

Ms. Valerie Dinkins  
Director, Kirkwood Campus  
3931 Kirkwood Hwy  
Wilmington, DE 19801  
302-254-5334  
vdinkins@desu.edu

Timely Warning Reports / Crime Alerts

Timely Warnings are issued to alert the University community of crimes or serious incidents in progress and occurring within close proximity of the campus properties. “Crime Alerts” are issued by the Delaware State University Police Department and distributed to members throughout the University campuses as soon as pertinent and usable information becomes available.

The Delaware State University Police Department will prepare the Crime Alert and then transmit the message to the University community using the DSU Emergency Alert System. Updates to the DSU community about any particular case resulting in a Crime Alert also may be distributed electronically via DSU Emergency Alert or posted on the University’s website.

The alerts are intended to give recipients enough information so that they can take the necessary precautions to protect themselves. Anyone who learns of a crime or other serious incidents should report it as soon as possible to the Delaware State University Police Department by dialing 302-857-7911 (Central Communication Center). Police assistance will be dispatched and a determination can be made whether to issue a “Crime Alert.” If community members report crimes or serious incidents to University personnel, those personnel shall promptly notify the Delaware State University Police Department.

Crime Alerts may also be posted in campus buildings when deemed necessary. When a Crime Alert is posted in campus buildings, it shall be printed on RED paper and be posted in the entrance area of the affected building(s) for seven (7) days. A list of the buildings where Crime Alerts may be posted is maintained by the Delaware State University Police Department.
Distribution of Crime Alerts

The Delaware State University Police Department issues “Crime Alerts” in various ways. Once it is determined that a “Crime Alert” will be issued, the Department announces the alerts via DSU Mass Notification, which includes landline phones, cell phones, text messaging, e-mails, posts on its website (www.desu.edu/publicsafety), and on bulletin boards throughout campus, targeting residential halls as necessary.

EMERGENCY MANAGEMENT PLAN

Delaware State University has an Emergency Management Plan in preparation of any emergency that poses an immediate threat to the University campuses. The Emergency Management Plan serves as a guide for University personnel and students in response to emergency situations, such as major disasters and disturbances that occur on or in close proximity of campus properties. The Emergency Management Plan was created to meet the Occupational Safety and Health Administration Standard 29 CFR 1910.38 - Emergency Action Plan. In the event of a confirmed emergency, Delaware State University will operate under an Incident Command System (ICS) and activate the Emergency Management Plan. The Plan is designed to effectively coordinate the use of both University and community resources to protect lives and safeguard University properties during and immediately following a major crisis or disturbance on or near the University campuses. The Emergency Management Plan is activated whenever an emergency overwhelms the University and the situation cannot be managed using daily operating resources. Emergency evacuation maps showing exit routes are strategically posted throughout the facilities owned or under the control of the University.

To be prepared for emergencies, the Delaware State University Police Department conducts training and drills that involves members of the University community and organizations such as the Dover Police Department, Delaware State Police, Dover Fire Department, Delaware Emergency Management Agency, and Department of Safety and Homeland Security. Under the framework of National Incident Management System (NIMS), techniques have been developed, and mechanisms have been established to support University operations during an emergency situation. The DSU Mass Notification allows authorized Delaware State University officials to send emergency information and instructions simultaneously to students, faculty and staff via landline phones, cell phones, text messaging and e-mail.
Security of & Access to University Facilities

Campus Security Policies

It is the policy of the Delaware State University Police Department to continually work towards fostering a safe and secure environment on our campuses for our current and prospective students, faculty, staff and visitors. The policies outlined in this report provide valuable information to members of the University and prospective members. In part, it focuses on how to report crime and other emergencies occurring on campus, security of and access to campus facilities, crime prevention information, and many more policies.

Access to Campus Facilities

The general community has access to the grounds of Delaware State University. With an open campus environment, the DSU Police Department must impose certain restraints to ensure reasonable protection of all members and those affiliated with the University community. Most campus facilities are open during normal business hours. However, an automated card access control system restricts public access to residence halls and several academic and administrative buildings. Individuals who need to access University buildings or properties that are inaccessible during regular or non-business hours should make pre-arranged plans by contacting the appropriate department administrator or the Delaware State University Police Department. University members with questions about the restricted access regulations should contact their department supervisor, building coordinator or Delaware State University Police Department.

Security Maintenance of Campus

The Police Department, Facilities Management and Office of Risk Management continually conduct surveys and checks of the University properties, for example, exterior and interior lights to ensure dark areas throughout the campuses are illuminated; doors with automatic locking mechanisms to ensure each is operating properly; and maintaining the landscape. If lights are out or dim and door locks are broken or inoperable, officers submit a service request to the Facilities Management, who usually completes the order within 24 hours or the next business day.

The Police Department, Facilities Management and Risk Management work together to identify facility deficiencies throughout the campuses, but we do encourage community members to promptly report any deficiencies, to include those listed above, to the Delaware State University Police Department. Officers are available to respond to calls for service regarding unsafe facility
conditions, personal safety, and property protection. Other reportable conditions include unsafe steps or handrails, unsafe roadways on campus and unsecured equipment.

**Hours of Gates Operation**

Monday thru Friday – 6 a.m. to 8 p.m.
Saturday and Sunday – Closed
The main gate is open 24 hours a day, however after 8 p.m. a 100% identification check is conducted.

**Note:** Gate 3 may be opened during weekend hours for the convenience of the University’s President and his family.

**Sexual Harassment Policy/Title IV**

Delaware State University affirms its commitment to promote the goals of fairness and equity in all aspects of the educational enterprise. All complaints are subject to resolution using Delaware State University’s Equity Resolution Process. The Equity Resolution Process is applicable regardless of the status of the parties involved, who may be members or non-members of the campus community, students, student organizations, faculty, administrators and/or staff. Delaware State University reserves the right to act on incidents occurring on-campus or off-campus when the off-campus conduct could have an on-campus impact or impact the educational mission of Delaware State University. The Assistant Vice President for Student Affairs serves as the University’s Title IX Coordinator and oversees implementation of Delaware State University’s policy on equal opportunity, harassment and nondiscrimination. Reports of discrimination, harassment and / or retaliation should be made to the Title IX Coordinator or deputy / deputies promptly. However, there is no time limit on the filing of complaints, as long as the accused individual remains subject to the University’s jurisdiction. For additional information on the Policy and Procedures governing Equal Opportunity, Harassment and Nondiscrimination, go to http://www.desu.edu/sites/default/files/u643/One%20Policy%20One%20Process.pdf.

**Title IX Coordinator:**

Candy Y. Sanders, Assistant Vice President of Student Affairs, 1200 N. DuPont Hwy, Dover, DE 19901 (302) 857- 6300; csanders@desu.edu
Response to Sexual Offenses

Sexual Assault Policy
The Delaware State University Police Department is committed to investigating all sexual assaults that are reported to the Police Department in an effort to identify, apprehend, and prosecute those responsible for committing such violations. Investigating officers will conduct follow-up investigations based on potential solvability factors and/or relationship to a pattern of incidents. Investigating officers may be assigned various work schedules to meet case demands and are subject to call-back. At the discretion of the Chief of Police, work hours may be flexed to meet the needs of the Department or to accomplish specific investigative tasks.

Sexual Assault Definitions
Sexual assault is defined as any unwanted touching of a sexual nature. This includes, but is not limited to:
- Unwanted kissing, touching or fondling
- Penetration with a finger or a foreign object
- Rape
These acts constitute sexual assault when they are attempted or committed through force, threat or intimidation when the perpetrator has been informed that his/her actions are unwanted or through the use of the victim’s incapacity or helplessness caused by alcohol or other drugs. Rape is defined as “unlawful sexual intercourse by force or deception.” A person is guilty of rape in the first degree who intentionally engages in sexual intercourse with another person without consent. Rape is generally categorized by laymen into three areas based on the characterization of the rapist: stranger rape, date/acquaintance rape, and gang/group rape.

Offenses Classified Under the Violence Against Women Act (VAWA)
On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA). This law amended section 485(f) of the Higher Education Act of 1965, as amended (HEA), otherwise known as the Clery Act. These statutory changes require institutions to compile statistics for certain crimes that are reported to campus security authorities or local police agencies including incidents of sexual assault, domestic violence, dating violence, and stalking. Additionally, institutions will be required to include certain policies, procedures, and programs pertaining to these crimes in their Annual Security Reports. At Delaware State University, victims of and witnesses to crimes are encouraged to file reports with Delaware State University Police, or the following offices: Office of Student Services, Office of Student Affairs, the Title IX Coordinator, the Office of Residence Life (including Residence Hall Community
Directors), Athletic Director, or with staff in the Office of the Provost and Chief Academic Officer. Reports can be filed directly with the local law enforcement agencies as well. The University takes all reported incidents of violence seriously. If the victim elects to file a report with Delaware State University Police, the officer investigating the case will work with the victim to gather the evidence and pertinent information for case development. The officer will advise the victim about the University Counseling Services Program and encourage him / her to get assistance and needed support. Talking with a counselor does not constitute filing a report or a formal complaint. However, it is the decision of the victim to file a report. The conversations between the victim and counselor are private and confidential. Therefore, what is discussed in the session cannot be disclosed to anyone without expressed permission from the victim, unless there is an existing threat of physical harm to the victim or someone else. Officers are knowledgeable concerning local agencies and organizations that provide emotional support, medical and legal assistance, and can make referrals when appropriate.

SAFETY TIPS

Walking Escort Service

The Delaware State University Police Department is dedicated to the safety and security of the campus community it serves. The Police Department provides an escort service on campus which consists of a walking partner for students, staff, faculty and visitors to or from any location on campus. The escort service is conducted by Police Department personnel and is operational 24 hours a day. To arrange for escorts, contact Delaware State University Police at (302) 857-7911. Police wear identifiable clothing, to include a Delaware State University Police Uniform, displaying a patch which reads “Police.” Police officers are also equipped with means of communication and safety equipment.

Safety Corner

- Always be alert and aware of your surroundings. Walk with a confident attitude.
- Avoid walking alone at night. Walk in a group or take the University shuttle when possible. If you are alone or the shuttle is not available, call the DSU Police Department for an escort.
- When walking alone, make sure to use well-lighted paths and sidewalks while taking the most direct route.
- Use crosswalks and pedestrian crossing signals to safely cross streets.
- All suspicious activity should be reported to the Delaware State University Police Department immediately. The timely reporting of information is key to a successful
investigation, the recovery of stolen property and successful prosecution (criminal and/or judicial).

- Keep your doors locked. Do not prop open residence doors.
- Do not lend your keys or I.D. card to anyone!
- Report maintenance problems (broken locks, windows, etc.) to Residence Life immediately. Attend Security Awareness programs held on campus throughout the school year.
- Protect your valuables! Do not leave valuables unattended!
- Be aware of campus and local crime trends. Remember to educate yourself because you are your best protection.

**Sex Offender Registry Act**

In accordance with the Sex Offender Registration Act of 1999, law enforcement agencies have the authority to establish a database that provides information that identifies sex offenders who reside, work and attend schools within an agency’s jurisdiction. The Federal Campus Sex Crimes Prevention Act further provides for tracking of convicted and registered sex offenders working, volunteering and attending institutes of higher education. In the state of Delaware, the Delaware State Police maintains a Sex Offender Registry.

**Campus Security Policies, Crime Prevention & Safety Awareness**

In our ongoing crime prevention efforts, Delaware State University Police partner with faculty and staff of various departments as well as students and their organizations. The programs implemented by the Delaware State University Police Department provide services as well as teach proactive crime-reduction strategies. The crime prevention strategy on campus rests on a multi-layered approach that involves student, faculty and staff. In addition to distributing crime prevention information throughout the year, officers provide presentations at orientations for new students and employees, as well as campus events and meetings. Members of the Department are available to give guidance to any individual or group interested in developing programs that promotes safety, education, and awareness. Any community member who is interested in learning more about the below list of services and programs offered by Delaware State University Police should contact the Police Department.

- Crime Prevention Orientation for New Students and Parents
- Public Safety and Residence Life Crime Prevention Partnership
- Chief of Police Town Hall Meetings
- Late Night Campus Escorts
Firearms and Other Prohibited Weapons Policy

The University is concerned about the increase of violence in our society and with the rising number of incidents occurring on university campuses involving firearms and other prohibited weapons. Therefore, possession of firearms and any other prohibited weapons stated in the federal and local laws are prohibited on University property. The only exception is trained law enforcement. Delaware State University strictly prohibits possessing, using, storing, or transporting firearms or other weapons, explosives, fireworks, ammunition or dangerous chemicals on any University owned or leased properties. Violation of federal and state laws or regulations and University policies dealing with firearms or weapons offenses will be prosecuted to the maximum extent allowable under the law for each violation. This includes offenses such as possession or use of a deadly weapon or firearm; carrying, opened or concealed; furnishing a deadly weapon or firearm to another (including minors), and all attempts to commit any of the above offenses.

Victim Information

Delaware has established a Violent Crimes Compensation Board to assist innocent victims of violent crime who suffer personal injury (bodily harm or extreme mental suffering). You may be eligible for financial assistance. You must file within one (1) year of the crime to be considered for assistance.

If you have had property stolen and the police recover it, the police may keep the property as evidence until after the trial.

Crime Victim's Bill of Rights

Victims Should be Notified About the Following:

- How a criminal case goes through the system.
- After a defendant is released on bail, including the amount of bail and any conditions.
- Court events, possible plea agreements, outcome of the case, projected prison release dates and any sentence modification.
- If the conviction is reversed on appeal.
- Parole and pardon hearing dates, early release to the community based on programs or if the offender escapes from a correctional facility.
- Procedures to be followed if the offender threatens or intimidates you.
- Services available for victims of crime.
Local Resources for Victims of Crime

There are a number of programs in the state of Delaware which provide aid to victims and witnesses of crime. These programs focus on providing information on the criminal justice system, ensuring the safety and security of victims and witnesses, providing victims with referrals for counseling, medical care, housing and financial assistance, and other services available to victims of crime.

Law Enforcement
U.S. Attorney’s Office Victim/Witness Assistance .................................................. 302-573-6277

Attorney General’s Witness Service Unit
Kent County .................................................. 302-739-4111
New Castle County ........................................ 302-577-8500
Sussex County ............................................. 302-856-5353
Toll Free ..................................................... 1-800-870-1790

Police Agency Victim Services
Delaware State Police Victim Center .................................................. 1-800-VICTIM1
Dover Police Victim Services .................................................. 302-736-7134
Georgetown Police Victim Services .................................................. 302-856-6613
New Castle County Police Victim Services ........................................ 302-395-8135
Newark Police Victims Services .................................................. 302-366-7110
Wilmington Police Victim Services .................................................. 302-576-3622
Crime Victims Compensation Fund .................................................. 302-995-8383

Other Organizations
Prevent Child Abuse Delaware .................................................. 302-425-7490
Victim Notification System (VINE Program) .................................................. 877-338-8463

Domestic Violence
Kent & Sussex County .................................................. 302-422-8058
New Castle County .................................................. 302-762-6110
Número para asistencia .................................................. 1-800-262-9800

Rape Crisis / Contact
Kent & Sussex County .................................................. 1-800-262-9800
New Castle County .................................................. 302-761-9100

Missing Student Policy

If a member of the Delaware State University Community has reason to believe that a student is missing, whether or not the student resides on campus, they should immediately report it to Delaware State University Police. An investigation will commence. All possible efforts will be made by Delaware State University Police, the Office of Enrollment Management, and the Office of Student Affairs to locate the student and determine his / her state of health and well-being. If the student resides on-campus, an officer will secure authorization from the Department of Residence Life officials to make a welfare entry into the student’s room. If the student is an
off-campus resident, Delaware State University Police will contact and enlist the aid of the local law enforcement agency having jurisdiction over that particular area. The investigating officer will attempt to determine the student’s whereabouts by contacting friends, associates, professors, and employers of the student to include whether or not the student has been attending classes, labs, and scheduled organizational or academic meetings, and appearing for scheduled work.

All students have the option to identify an individual, as a “confidential contact,” that will be used in the event they are the subject of a reported missing student. If a student has identified a confidential contact, as part of the ongoing investigation, the investigating officer will notify the confidential contact.

If located, the student’s state of health and intention of returning to the campus will be verified. When it is appropriate, a referral will be forwarded to the University Counseling Service and the Student Health Center. If not located, during the initial canvass, the family will be contacted within 24 hours of receiving the missing student report, as part of the ongoing investigation.

If the missing student is under the age of 18 and is not an emancipated individual, the Delaware State University Police Department will notify the student’s parent or legal guardian immediately after it has been determined that the student is missing.

If the student is an off-campus resident, the appropriate family members or associates will be contacted and encouraged to file a missing person report with the local law enforcement agency. The Delaware State University Police Department will cooperate and assist with the investigative law enforcement agency. If the student is an on-campus resident, Delaware State University Police will open an official investigation, and work jointly with law enforcement partners to locate the missing student.

At the conclusion of an investigation, the Delaware State University Police Department’s assigned investigator will conduct a follow-up with all parties contacted during the preliminary stage of the investigation with a status of the case whether it is open or closed.

**Daily Crime and Fire Log**

The Daily Crime and Fire Log are required by the Clery Act and are utilized to log reported crime and fire incidents. The Daily Crime and Fire Log are maintained at Delaware State University Police Department. The information documented in the Daily Crime Log includes the case number, type of crime, the date, time it was reported, when it occurred, the general location of occurrence, whether the alleged crime occurred on or off campus, and whether it was on public property that falls within the Department’s patrol jurisdiction.

Any changes made on the Daily Crime Log, that includes entry updates or change in disposition, will be posted in the Daily Crime Log within two business days of receiving the information.
However, the Police Department reserves the right to exclude reports from the Daily Crime Log under exigent circumstances. The Daily Crime and Fire Log can also be accessed on the Delaware State University website:  http://www.desu.edu/crimelog

**Delaware State University Alcohol and Drug Policy**

Some federal and local laws, for example the “Drug-Free Work Place Act” and the “Drug-Free Schools and Communities Act Amendments of 1989” require universities to certify that they have adopted and implemented programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. With respect to the law, the use and possession of unlawful drugs and the unlawful use and abuse of alcohol is also a serious concern because it jeopardizes the health, safety, and livelihood of the students, faculty and staff of the University. Therefore, Delaware State University has a Zero Tolerance Policy that prohibits all illegal and unauthorized possession and / or use of alcohol and drugs. The Zero Tolerance Policy is effective as it relates to on-campus activities and University-sponsored off-campus activities. Although the legal drinking age in Delaware is 21, University regulations prohibit any student from possessing or consuming alcohol in the residence halls, dining hall and at all student social functions, regardless of age. Any student found to be in possession of or consuming alcoholic beverages on campus will be subject to University disciplinary action and / or criminal action. The University will uphold the federal and state laws concerning the illegal use, possession, consumption, sale, trafficking, manufacturing, dispersing and / or distribution of drugs, narcotics, controlled substances, counterfeit substances and drug paraphernalia. Any student found in violation of this policy will be referred to the Delaware State University judicial system and / or face criminal action. The Office of Student Affairs distributes the Delaware State University Student Handbook to the students. As a deterrent to alcohol and other drug use and abuse, the University supports, promotes, and sponsors prevention programs. These programs serve to enhance student, faculty, and staff awareness of the effects and consequences of indulging in the use and abuse of alcohol and drugs.

**NOTE:** The only exception is for those authorized occasions, approved special events, and social functions that permit alcohol. Under those circumstances, adult students and employees are reminded to monitor their intake of alcohol and consume in moderation and act responsibly.
Facts About Alcohol Poisoning
http://www.collegedrinkingprevention.gov/OtherAlcoholInformation/factsAboutAlcoholPoisoning.aspx#WhatHappens

What Happens to Your Body When You Get Alcohol Poisoning?

Alcohol depresses nerves that control involuntary actions such as breathing and the gag reflex (which prevents choking). A fatal dose of alcohol will eventually stop these functions.

It is common for someone who drank excessive alcohol to vomit since alcohol is an irritant to the stomach. There is then the danger of choking on vomit, which could cause death by asphyxiation in a person who is not conscious because of intoxication.

You should also know that a person's blood alcohol concentration (BAC) can continue to rise even while he or she is passed out. Even after a person stops drinking, alcohol in the stomach and intestine continues to enter the bloodstream and circulate throughout the body. It is dangerous to assume the person will be fine by sleeping it off.

Critical Signs and Symptoms of Alcohol Poisoning

- Mental confusion, stupor, coma, or person cannot be roused.
- Vomiting.
- Seizures.
- Slow breathing (fewer than eight breaths per minute).
- Irregular breathing (10 seconds or more between breaths).
- Hypothermia (low body temperature), bluish skin color, paleness.

What Should I Do If I Suspect Someone Has Alcohol Poisoning?

- Know the danger signals.
- Do not wait for all symptoms to be present.
- Be aware that a person who has passed out may die.
- If there is any suspicion of an alcohol overdose, call 911 for help. Don't try to guess the level of drunkenness.

What Can Happen to Someone With Alcohol Poisoning That Goes Untreated?

- Victim chokes on his or her own vomit.
- Breathing slows, becomes irregular, or stops.
- Heart beats irregularly or stops.
- Hypothermia (low body temperature).
- Hypoglycemia (too little blood sugar) leads to seizures.
- Untreated severe dehydration from vomiting can cause seizures, permanent brain damage, or death.
- Even if the victim lives, an alcohol overdose can lead to irreversible brain...
• Rapid binge drinking (which often happens on a bet or a dare) is especially
dangerous because the victim can ingest a fatal dose before becoming
unconscious.
• Don't be afraid to seek medical help for a friend who has had too much to drink.
• Don't worry that your friend may become angry or embarrassed—remember, you
cared enough to help.
• Always be safe, not sorry.

UNDERAGE POSSESSION OR CONSUMPTION OF ALCOHOL
Title 21
§ 4177L - Driving by person under the age of 21 after consumption of alcohol; penalties.
(a) Whoever, being under the age of 21 years, drives, operates, or has actual physical control of a
vehicle, an off-highway vehicle, or a moped while consuming or after having consumed alcoholic
liquor, shall have his or her driver's license and/or privileges revoked for a period of 2 months
for the first offense and not less than 6 months nor more than 12 months for each subsequent
offense. If the underage person does not have a driver's license and/or privileges, the person
shall be fined $200 for the first offense and not less than $400 nor more than $1,000 for each
subsequent offense

DELAWARE UNIFORM CONTROLLED SUBSTANCES ACT
Title 16:
Any material, compound, combination, mixture, synthetic substitute or preparation
which contains any quantity of marijuana or any tetrahydrocannabinols, their salts,
isomers or salts of isomers. §4754 - It is unlawful for any person knowingly or
intentionally to possess, use or consume any controlled substance or counterfeit
substance classified in Schedule I, (except Schedule I controlled substances classified in
§4714 (e) of this Chapter), II, III, IV or V, not a narcotic drug unless the substance was
obtained directly from, or pursuant to, a valid prescription or order of a practitioner while
acting in the course of his professional practice, or except as otherwise authorized by this
Chapter. Any person who violates this subsection shall, upon conviction, be fined not
more than five hundred dollars ($500.00), be imprisoned not more than two years, or
both. It is unlawful for any person knowingly or intentionally to possess, use, or
consume any Schedule I controlled substance or counterfeit substance classified in §4714
(e) of this Chapter, except as otherwise authorized by this Chapter. Any person who
violates this subsection, upon conviction, shall be fined not more than five hundred
dollars ($500.00), be imprisoned not more than two years, or both."
Workplace Violence

Behavior that results in violence on campus and at the workplace is prohibited. To ensure the work environment is safe and secure, Delaware State University has implemented the following policy: According to the Personnel Guidelines, it is the policy of the University to expressly prohibit any acts or threats of violence by any current or former University employee or student (or any other member of the University community) against any employee or individual in or on the University’s premises. The University does not condone any acts or threats of violence against any member of the University community, or any visitors on its premises at any time. Any student, faculty or staff member who is the victim of, becomes aware of, or believes that he / she has witnessed an incident of violent or threatening behavior, should immediately report the incident(s) to Delaware State University Police, a supervisor, or the Office of Human Resources. If the employee believes that someone may be in imminent danger or if the incident in question results in anyone being physically harmed, the employee or his / her supervisor must immediately contact Delaware State University Police. Following an incident the victim should write down and / or try to memorize everything he / she can remember about the incident, including the following:

1) Physical description of the suspect(s).
2) Information about the identity or location of the suspect(s).
3) What happened?
4) Was there any use of force and/or threats?

Regardless of whether the victim wants to pursue criminal prosecution, he / she should contact Delaware State University Police Department or a local law enforcement agency.

Pastoral and Professional Counseling

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 Amendments to 20 U.S.C. Section 1092 (f), gave clarification to the definition who are “Campus Security Authorities” under the Clery Act. Campus “Pastoral Counselors” and “Professional Counselors” are not “Campus Security Authorities.”

Victims who want to report an indent anonymously or confidentially may reach out to Pastoral or Professional counselors, who are not required to report crimes to law enforcement agencies for inclusion into the University’s Annual Security & Fire Report or for alerting the University community. However, as a matter of policy at Delaware State University, the counselors are encouraged, if in their judgment find it appropriate, to inform the victim being counseled about the procedures of how to maintain their confidentiality and voluntarily report crimes for inclusion in the reported annual crime statistics.
Pastoral Counselor

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor

An employee or an individual who is contractor of an institution, whose official responsibilities include providing mental health counseling to members of the institution’s community, and who practices within the scope of his or her license or certification.

DELAWARE STATE UNIVERSITY COUNSELING SERVICES

Under the auspices of the Vice President of Student Affairs, counseling services are designed to provide counseling and a wide range of personal development opportunities to help students maintain good mental health. These services are structured to assist student in utilizing the resources of the institution in order to maximize educational opportunities. Counselors are involved in helping traditional, nontraditional, and military veteran students explore their needs, feelings, interpersonal relationships and life goals.

Confidentiality

Counseling sessions take place in private and the information shared between counselors and students is held in strict confidence.

Consultation

The Counseling Staff provides consultation and coordination with faculty and staff members within the guidelines of the American Counseling Association (ACA) AND National Association of Social Workers (NASW) Code of Ethics. Additionally, Counselors adhere to the guidelines of FERPA and HIPPA Federal Regulations where applicable.

Group Counseling

Counseling groups are available to students on an on-going basis. Meetings may be weekly or bi-weekly. Counselors facilitate the group activities and monitor the group’s growth process. Groups may be formed in any area of the student’s interest for therapeutic or educational purposes, or for a combination of the two.
Individual Counseling

Students have the opportunity to meet with a professional counselor and define individual concerns. Counselors work with students in terms of personal assessment, social development, and academic achievement. Counselors are helpful for student in active listening, exploring feelings, weighing alternatives, as well as making any appropriate referrals to on and off campus resources.

Peer Counseling Program

The Peer Counseling Program is a student staff outreach component of the Counseling Services that provides support, information and makes referrals to the professional counseling staff.

Substance Use/Abuse Counseling

Substance Abuse Counseling is provided by trained professional staff to help students examine their attitudes about alcohol and other drugs, and to help them privately assess how and why they use chemicals. Various strategies for successful rehabilitation are explored, and referrals to off-campus resources are available.

Sexual Assault Response Advocate Program (S.A.R.A)

The prevention program provides on-call support for student victims of sexual assault and domestic violence, educational workshops and campus-wide awareness events. The goal is to foster the development of healthy, respectful relationships among students.

Veteran Affairs

The Office of Veterans Affairs is designed to provide the veteran student and military dependent with educational, personal, psychosocial, and all other administrative services and counseling assistance as needed, including case management and files maintenance. We are the liaison with the Department of Veterans Affairs (DVA), Department of Higher Education (DHEC), State Approval Agency (SAA), Department of Education, and military units, in and out of state, as it relates to veterans’ approved academic programs.

Crisis Intervention

Counselors may be utilized for any occurrence on the campus that is highly volatile, and / or an emergency situation requiring immediate action where counseling skills are appropriate.

Student Personal Development Workshops

Workshops are designed to address student’s developmental needs and issues. They focus on non-academic factors that affect retention and are intended to acquaint students with various topics which are related to “college survival.”
Inventories and Career Exploration
Counseling Services provides interest inventories and career exploration counseling in coordination with the campus Career Services Center.

Director of Counseling: Ralph Robinson – rrobinson@desu.edu
Counselors: Dr. Pauline Meek – pearle@desu.edu, Michael Monk – mmonk@desu.edu
Coordinator of Veteran Affairs: Wendelin Henry – whenry@desu.edu
Hours of Service: Monday through Friday, 8:30a.m. – 4:30p.m.; 7 p.m. – 8:30 p.m.
Office: (302) 857-7381 | Fax: (302) 857-7382

IMPORTANT CONTACT NUMBERS

Main Campus, 1200 N. DuPont Hwy, Dover DE 19901
POLICE DEPARTMENT 302-857-7911
POLICE DEPARTMENT EMERGENCY (On Campus) 302-857-7918
POLICE DEPARTMENT HOTLINE / TIP LINE 4444
DSU COUNSELING OFFICE 302-857-7381
DSU PASTORAL COUNSELING 302-857-7627
DSU STUDENT HEALTH 302-857-6393
DOVER POLICE DEPARTMENT NON-EMERGENCY 302-736-7111
EMERGENCY 911
KENT GENERAL HOSPITAL 302-674-4700

Kirkwood Campus, 3931 Kirkwood Hwy, Wilmington, DE
DELAWARE STATE POLICE – TROOP 6 302-633-5000
CHRISTIANA HOSPITAL 302-733-4200

Georgetown Campus, 21179 Seashore Hwy, Georgetown, DE
CAMPUS PUBLIC SAFETY DEPARTMENT 302-855-1603
GEORGETOWN POLICE DEPARTMENT 302-856-6613
NANTICOKE MEMORIAL HOSPITAL 302-629-6611

Crimes Defined for Clery Reporting

Criminal Homicide:
Murder and non-negligent manslaughter – The willful (non-negligent) killing of one human being by another.
Negligent manslaughter – The killing of another person through gross negligence.
Forcible Sex Offenses:
**Forcible Rape** – The carnal knowledge of a person, forcibly and/or against that person’s will; or not forcibly or against the person’s will, where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).

**Forcible Sodomy** – Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against the person’s will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Sexual Assault with an Object** – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Forcible Fondling** – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Non-Forcible Sex Offenses**

**Incest** – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Stalking** – It unlawful for a person to purposely, knowingly or should know engage in a course of conduct at a specific individual with the intent to cause that individual to fear for his/her or another’s safety; feel seriously alarmed, disturbed or frightened; suffer emotional distress.

**Domestic Violence** – (Interpersonal and intimate partner violence) is an act punishable as a criminal offense that is committed or threatened to be committed by an offender against a person whom the offender currently shares or has shared a mutual residence, who is married to, in a domestic partnership with, divorced or separated from or in a romantic, dating or sexual relationship or with a person who was married to, in a domestic partnership with, divorced or separated from or in a romantic, dating or sexual relationship with the offender.

**Burglary** – The unlawful entry of a structure to commit a felony or a theft, for reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

**Motor Vehicle Theft** – The theft or attempted theft of a motor vehicle, motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.

**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, personal property of another.

**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 a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed).

**Hate Crimes** – Crimes that manifest evidence the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, ethnicity or disability as prescribed by the Hate Crimes Statistics Act and Campus Security Act shall also be captured and disclosed.

**Larceny** – The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Simple Assault** – An unlawful physical attack by one person upon another where neither offender displays a weapon, or 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.

**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.

**Vandalism** – To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

### Other Violations

- **Liquor Law Violations** – The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

- **Drug Abuse Violations** – Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine)

- **Weapon Law Violations** – The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as the manufacture, sale, or possession of deadly weapons; the carrying of deadly weapons, concealed or openly; the furnishing of deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.
# Annual Crime Statistics Data

## MAIN CAMPUS (Dover, DE)

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32
### GEORGETOWN CAMPUS

The statistics for this campus are provided by the Delaware Technical Community College Department of Public Safety

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**Mass Notification System**

The Delaware State University Emergency Alert system (provided by Instant Alert - Honeywell) will enable the University to provide timely notification of any potential or actual emergency / threat that may exist – whether it is a weather event, an environmental mishap such as a chemical leak, a fire, a criminal threat or any other type of emergency. In the case of any such emergency, Delaware State University will have the capability to contact you immediately via cell phone (both voice and text message), home or residence hall phone, email, to inform you of what has transpired and what precautions are needed. The Delaware State University Emergency Alert broadcasts messages to any and all means of contact provided; therefore, it is incumbent upon the University community to provide and update contact information as it becomes available and / or changes. Examples of emergency incidents include, but are not limited to severe weather, hazardous materials / spill incidents, and acts of criminal violence that have the potential to threaten the safety of members of the University community.

**Archiving Emergency Alert Messages**

The Delaware State University Police Department and / or Clery Compliance Coordinator will maintain Emergency Alert Messages for a period of three years.

**Campus Fire Safety Policy**

The Higher Education Opportunity Act, enacted on August 14, 2008, requires institutions with on-campus housing facilities for student to publish an Annual Fire Safety Report that outlines the fire safety policies, practices, standards of the institution and discloses statistic for fire related incidents. The information in this portion of the Annual Security Report, satisfy the requirements of the Clery Act. The Campus Fire Safety Policy includes a description of on-campus student housing fire safety systems; the number of regular mandatory supervised fire drills and the policies on portable electrical appliances, smoking and item that produce open flames.

**General Statement**

At Delaware State University, all residence halls are equipped with safety equipment that detects, warns as well as controls smoke and fire. The installation of fire doors, fire extinguishers, fire alarms with an integrated fire sprinkler system and smoke detectors in each dorm room are precautionary measures that have been taken to control smoke and fire. The residence halls are monitored on a system which is in operation 24 hours / day, seven days a week. Residents are also informed that tampering with any emergency fire apparatuses is a crime and punishable by law. The Delaware State University Office of Risk Management annually review the fire systems in all residence halls and will make upgrades, repairs or revisions when problems are identified or as necessary.
Fire Safety

Arson or the setting of fire, tampering with or misuse of fire safety equipment (including automatic door closures, smoke detectors, sprinkler heads), fire-alarm systems, fire-fighting equipment or building security systems is prohibited, extremely dangerous, and illegal. Immediate evacuation when an alarm sounds is mandatory, and re-entry into a building before an alarm is silenced or staff authorization is given is prohibited.

Mandatory Residence Hall Fire Drills

Mandatory supervised fire and evacuations drills are held twice a year at each residence hall. The drills are scheduled with the Director of Residence Life, resident hall staff, the local fire department, the Police Department and the Office of Risk Management. These fire drills are scheduled at a time that is conducive to demonstrating the effectiveness of the drills. Evacuation route maps are posted in hallways of each the resident hall showing where the closest egress route is located as well as the assembly area once the building has been exited. Students who fail to comply during a fire drill could be subject to receiving a judicial infraction.

Fire Life Safety Education

The burning of candles and / or incense is prohibited. Tapestries and other room decorations affixed or suspended from the ceiling and the use of extension cords or multi-receptacle outlet, with the exception of UL listed power strips with surge protectors, are prohibited. Each student that completes a housing application must agree to the Terms and Conditions before the application can be submitted.

Residence Life policy prohibits usage of electrical cooking appliances, candles, and specific electrical equipment in some individual rooms. Candles or any item that produces an open flame are prohibited in residence rooms and facilities. There are limits on the number of electrical appliances allowed in each room.

Fire Life Safety Inspections

During the academic semester, Residence Life staff personnel schedule meetings with residents and conduct fire / life inspections. Rooms and public areas are examined for prohibited electronic appliances and the type of item that can cause an open flame. Students are notified of all upcoming inspections and are urged to participate. During the inspection, if a violation is found, the student(s) will informed of the violation and will be expected come into compliance immediately. If the violation(s) have not been corrected after an unannounced re-inspection, the occupant(s) will be subject to disciplinary action.

Some common violations are as follows:
• Extension cords and multi-tap electric units without a breaker
• Items stored closer than 18 inches from a sprinkler head
• Blocking of electrical panels
• Blocking of egress (exit) pathways
• Evidence of burning of candles, incense, or tobacco products
• Evidence of cooking; or cooking appliances, even if unused
• Evidence of a heavy load of combustibles in a room, on the walls, or ceiling
• Covering a door with paper or other combustible material
• Use of electrical wiring, devices, and appliances which are modified or damaged
• Use of portable heaters
• Smoke detectors that have been tampered with
• Use of halogen lamp/lighting
• Unsafe lifting or propping of beds
• Strings of lights, twinkle lights, holiday lights
• Any other situation deemed unsafe by the staff inspector

**Smoking Policy**

Delaware State University prohibits smoking in any building, classroom or residential facility.

**Reporting a Fire**

Students reporting a fire should contact the Delaware State University Police Department at (302) 857-7911 or the Dover Police Department on 911. If the fire event is no longer a danger, they should contact the residence hall Community Director or the Resident / Resident Assistant to report the incident to the Police Department.

**Fire Log**

The Fire Log is maintained at the Delaware State University Office of Risk Management. It discloses reported fire over a 60-day period and is open for public inspection during normal business hours. Any request made for information beyond the 60-day period will be made available within two business days of the request. All fires that occurred in an on-campus student housing facility are recorded in the fire log. The report includes the nature, date, time and general location of each fire. The Fire Log entry and any updates shall be made within two business days of the receipt of the information. The data taken from these reports are disclosed in statistical charts below in this Annual Security Report.

**Definitions**

- **Fire** - Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **Fire Drill** - A supervised practice of a mandatory evacuation of a building for a fire.
- **Fire Related Injury** - Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or an accidental cause fire while involved in
trying to control a fire, rescue attempts, or escaping from a dangerous fire. The term person includes students, faculty, staff, visitors, firefighters, or any other individuals.

- **Fire Related Death** - Any instance in which a person is killed as a result of a fire, including death resulting from a natural or an accidental cause while involved in trying to control a fire, rescue attempts, or escaping from a dangerous fire, or deaths that occur within 1 year of sustaining an injury resulting from a fire.

- **Fire Safety System** - Any mechanism or system designed to detect, warn, or control a fire, such as sprinkler or other fire extinguishing systems, fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of a fire.

- **Value of Property Damage** - The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity; including, contents damaged by fire, related damages caused by smoke, water, and overhaul, however it does not include indirect loss, such as business interruption.
## Statistics & Information Regarding Fires in Delaware State University Residential Facilities (01/01/14 to 12/31/14)

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This report is prepared and published by Delaware State University’s Police Department. We encourage members of the entire Delaware State University community to use this report as a guide for information and engaging in safe activities on and off campus. A copy of this report is available on the Department’s website at http://www.desu.edu/public-safety/police-department. To obtain a hard copy of the Annual Security Report or to view the Daily Crime Log, contact the Police Department at 302-857-7911.