

Reporting Crimes & Other Emergencies

Clery Requirements

A. Report All Crimes To Campus Police

Policies which encourage accurate and prompt reporting of all crimes to the campus police and the appropriate law enforcement agencies:

In addition to all faculty, staff, commuter students and general visitors, all residents of the University community as well as residents' guests are urged to report crime and suspicious activity to the LMU Police Department as soon as possible. This allows law enforcement officers and/or the appropriate personnel to respond and assist. LMU Police Department may be reached 24 hours a day at 423-869-6411 (6411 from campus telephones). All emergency calls for fire, medical, or police assistance should be made to this number. All "911 Emergency" calls will be rerouted to the LMU Police Department by 911 personnel, so what may be a critical loss of time is eliminated with calls directly to 6411.

LMU Police personnel respond to all calls for assistance that involve potential criminal incidents, medical injuries or other emergencies that occur on LMU's campus. Occasionally complainants may be referred to other LMU Departments or to agencies outside LMU for appropriate assistance or guidance depending on the particular incident. LMU Police personnel will also contact other agencies, such as the Claiborne County Emergency Medical Services or the Harrogate Fire Department, to assist with ongoing or reported incidents that require additional resources, expertise, or specialized assistance.

B. Anonymous Reporting

This statement must also disclose whether the institution has any institutional policies or procedures that allow victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual security report:

LMU Police encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, Police cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other LMU campus police authorities as identified below.

Campus Security Authorities

A list of titles of each person or organization to whom students and employees should report criminal offenses described in the law for the purpose of making timely warning reports and the annual statistical disclosure.

To report a crime:

Contact LMU Police Department at 423-869-6411 (non-emergencies), dial 6911 (emergencies only), or by using any campus telephones and dialing 6411. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings should be reported to the police department. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other LMU campus security authorities as identified below. Campus Police Authorities are:

- Individuals having responsibility for campus security, who are not members of the university law enforcement department, such as those responsible for monitoring the access to university facilities or property.
- All employees, including student employees, who work in a position where they control or monitor access to some part of campus.
- Any person or organization specified in the LMU Police Department campus security policy as one to which student and employees should report criminal offenses.
- All college officials who have significant responsibility for student and campus activities, except pastoral and professional counselors when functioning as such.

Campus Security Authorities

Student Affairs: (423) 869-6433	Athletics: (423) 869-6285
Vice President: (423) 869-6277	Athletic Director: (423) 869-6241
Dean of Students: (423) 869-6362	Assistant Athletic Director: (423) 869-6239+6346
Campus Rec. Director: (423) 869-6587	All Head Coaches: (423) 869-6285
Counseling Services: (423) 869-6401	Financial Aid: (423) 869- 6465
Disabled Student Services: (423) 869-6531	International Programs: (423) 869-6023
Judicial Affairs: (865)545-5336	Institutional Effectiveness: (423) 869-6674
Student Support Services: (423) 869-6213	Residence Life: (423) 869-7088
Environmental Health & Safety: (423) 869-7410	Title IX Coordinator: (423) 869-6618

Students may report incidents to the Campus Security Authorities listed above. Incidents reported to these organizations or individuals will be included in Clery Statistics, even if no criminal action can be taken. All referrals for discipline, with the final disposition, even if not initiated by the police department, must be reported to the police department so they may be included in the Annual Security Report.

C. Pastoral and Professional Counselors

A description of procedures, if any, that encourage pastoral counselors and professional counselors, if and when they deem it appropriate to inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics:

Crimes disclosed to a pastoral or mental health counselor, serving in that capacity at the time of disclosure, are not subject to mandatory reporting. The term "pastoral counselor" is defined as a person who is associated with a religious order or denomination that recognizes him/her as someone who provides confidential counseling.

The term "mental health counselor" is defined as a fully qualified and/or licensed professional whose official responsibilities include providing mental

health counseling to members of the university's community and is functioning within the scope of his/her license or certification.

This exemption does not relieve counselors of the duty to exercise reasonable care to protect a foreseeable victim from danger posed by the person being counseled. When speaking to a victim or witness to a crime, counselors are encouraged to inform the individual of voluntary disclosure procedures.

Security Of and Access to Campus Facilities

A. Security of and access to campus facilities:

The campus and facilities of the University are restricted to students, faculty, staff, guests, and invitees of the University, except when part or all of the campus, buildings, or facilities, are open to the general public for an approved and designated time and purpose. All persons on the campus of the University, including faculty, staff, guests, and invitees, shall be subject to all rules and regulations of the Lincoln Memorial University which are applicable to the conduct of students on campus, and to all applicable federal and state laws and regulations. For security reasons, not all University buildings are open to the public. The campus and facilities of LMU are governed by Lincoln Memorial University policies and procedures.

All persons on the campus of the University shall provide adequate identification upon request to appropriate officials and police personnel of the University. Personnel and students of the University who refuse to provide such identification may be subject to disciplinary action; other persons who refuse to provide such identification shall be requested to leave campus, and if they refuse, may be subject to lawful removal and prosecution.

Security considerations used in the maintenance of campus facilities:

Police personnel report all hazardous or unsafe campus conditions found to exist. These conditions may include overgrown trees or landscaping and a lack of outdoor lighting or inoperable lights. These reports are sent directly to each respective department or to central work orders to ensure expeditious corrective measures are taken.

In Plant Operations, the work orders office processes and coordinates all work requests for the campus. They strive to ensure that all buildings and

structures are properly maintained to meet fire, safety, health and other required codes and regulations. This includes providing climate controlled, clean, properly supplied facilities, so that faculty, staff and students have comfortable surroundings in which to live, work, and receive training and education. They also serve as a communication link and liaison between facilities services employees and the campus community.

The State Fire Marshal reviews existing campus occupancies and conditions, the design and construction of new buildings, remodeling of existing buildings, and additions to existing buildings to determine the acceptability of technologies, processes, products, facilities, materials and uses attending the design, operation or use of a building or premises under applicable codes. The State Fire Marshal shall have the authority to require plans and specifications to ensure compliance with applicable codes and standards.