

2025

Bethune-Cookman University Annual Security & Fire Safety Report



WWW.COOKMAN.EDU

Message from the Chief



Chief Ronald G. Williams Sr, Ph.D.

In accordance with the guidelines established by the federal law identified as the “Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics”, currently enrolled students, campus employees, perspective students and employees are entitled to request and receive a copy of the Annual Campus Security Policy and Campus Crime Statistics Report.

The Bethune-Cookman University’s Department of Campus Safety is committed to providing a safe environment for its students, faculty, staff and guests. The Department of Campus Safety embraces the philosophy of “Community Policing”, and shares the belief that campus security and safety can only be accomplished through a unified partnership involving the officers, students, faculty, staff and the community at large.

The Department of Campus Safety seeks to provide a secure higher education environment, with student centered and customer service oriented interactions that demonstrate an atmosphere where everyone feels safe during their visit or stay. We continuously work to identify and recommend solutions for improving the quality of life on campus, while providing innovative and industry standard security strategies. Our safe campus initiatives, strategic partnerships, and professional development training equips students, faculty, staff, and community members with the best systems, practices, and networks to achieve the highest quality of safety standards.

At Bethune-Cookman University the sense of safety you experience is due to the collaborative efforts of a university safety culture. As a result, this report contains policies and practices pertaining to campus security, crime reporting, alcohol and drugs, victims’ assistance programs, student disciplinary policies, campus resources, community safety alerts, crime prevention, access to campus facilities and properties as well as personal safety tips.

In addition, Department of Campus Safety is committed to maintaining active and close partnerships with our area law enforcement agencies consisting of the Daytona Beach Police Department, the Volusia County Sheriff’s Office in cooperation with the 7th Judicial Circuit State Attorney’s Office.

Keep in mind that safety is a shared responsibility and we rely on every member of the University community to contribute. Welcome to Bethune-Cookman University where we “Enter to Learn, and Depart to Serve”.

Sincerely,

Dr. Ronald G. Williams Sr, Ph. D

Executive Director of Campus Safety/ Chief of Police

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**PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME
STATISTICS**



Chief Ronald G. Williams Sr, Ph.D.
Executive Director of Campus Safety

Ms. Amelia Rennie
Executive Admin Asst.

IMPORTANT CONTACT INFORMATION

EMERGENCIES CALL 911

CRIME ON CAMPUS: DIAL

EXT. 2900

(AVAILABLE 24 HOURS A DAY)

CAMPUS SAFETY DEPARTMENT

DISPATCH (386) 481-2900

CRIME PREVENTION: (386) 481-2900

PARKING SERVICES/ ENFORCEMENT: (386) 481-2903

EMERGENCY MANAGEMENT: (386) 481-2902

MOTTO: "COMMITTED TO SERVE"

CORE VALUES: INTERGRITY, RESPECT, & SERVICE

Campus Security Act Legal Requirements

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**, codified at 20 USC 1092 (f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private institutions of postsecondary education participating in federal student aid programs are subject to it. Violators can be "fined" up to \$55,907 by the U.S. Department of Education, the agency charged with enforcement of the Act and where complaints of alleged violations should be made, or face other enforcement action.

The Clery Act, originally enacted by the Congress and signed into law by President George Bush in 1990 as the **Crime Awareness and Campus Security Act of 1990**, was championed by Howard & Connie Clery after their daughter Jeanne (pictured right) was murdered at Lehigh University in 1986. They also founded the non-profit Security On Campus, Inc. in 1987. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery.

The **Crime Awareness and Campus Security Act (Title II of Public Law 101-542)**, which amended the Higher Education Act of 1065 (HEA), which required all postsecondary institutions participating in Title IV student financial aid programs to disclose crime statistics and security information.

The **Clery Act requires** higher education institutions to collect crime data, report, and disseminate this information to the campus community and to the Department of Education. The Act is intended to provide students and their families around the country with accurate and complete information about the safety of colleges and universities in the United States.

The Campus Security Act requires Colleges and Universities to:

- ❖ Publish an annual report every year by October 1st that contains three years of campus crime statistics and certain campus policy statements.
- ❖ Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus security, local law enforcement and other university officials who have "significant responsibility for student and campus activities."
- ❖ Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees."
- ❖ Disclose in a public crime log "any crime that occurred on campus or within the patrol jurisdiction of the campus security and is reported to the Department of Campus Safety."



Daily Crime Log



Resources

The prevention resources that are available in the **Department of Campus Safety** are: **Engraving Marking Machine**, **Security Marking Pen**, **Personal Property** and **Book Inventory Log** and a variety of safety and security awareness materials.

The Bethune-Cookman University Department of Campus Safety is responsible for preparing and distributing this report. We work with many other departments and law enforcement agencies such as Student Affairs, Daytona Beach Police Department, St. John's County Sheriff Department and the Volusia County Sheriff's Office.



The Department of Campus Safety maintains a Daily Crime and Fire Log that records criminal incidents and alleged criminal incidents that are reported to the Department of Campus Safety. The log records the following information; date, time, nature, location and disposition of the complaint if known. The Daily Crime Log is available for public inspection at the Campus Safety Operations Office. The information is posted on the Daily Crime Log within two business days of receiving a report of an incident and reserves the right to exclude reports from the log that would cause an adverse effect to an investigation. The Department of Campus Safety utilizes the Lauren Innovations - Navigate incident/event management and reporting system, and provides backup servers and components for our B-CU site. Lauren Innovation Datacenter is staffed 7 days a week, 365 days a year.

Emergency Notification & Timely Warnings

The Department of Campus Safety is responsible for making notifications to all students, faculty and staff members for emergencies involving any serious threat to the campus, weather advisories and fires. One of the notification systems is the WildCatSafe Text Campus Alerts. This system notifies students, faculty, staff and Residential Halls of any emergency announcements that are made via text messaging to cellular phones and e-mail. All students, faculty and staff are encouraged to sign up for this notification system.

The Department of Campus Safety will issue Timely Warnings when information is received that could impact the campus community. Members of the community who know of a crime or serious incident should immediately report that information as soon as possible to the Department of Campus Safety so that a Campus Safety Alert can be issued if warranted. The Department of Campus Safety distributes Alerts via the University Wide E-mail distribution.



Emergency Response & Evacuation Procedures

Bethune-Cookman University
Department of Campus Safety
officers and supervisors receive training in:

Incident Command and Responding to Critical Incidents on Campus. Title IX Policy and Education Awareness Training

When a serious incident occurs that causes an immediate threat, the first responders to the scene are usually the Department of Campus Safety, Daytona Beach Police Department and Daytona Beach Fire and Emergency Services which work together to manage the incident. Depending on the type of incident, other local, state and federal agencies could also be involved in responding. Each University Department is responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility.

The **Emergency Management Director** will conduct emergency responses and evacuation exercises each year. These tests will evaluate the emergency plans and capabilities of the institution.



Crime Statistics for the annual disclosure are collected from two primary sources:

- 1) Law Enforcement Agencies (Daytona Beach Police Department, Volusia County Sheriff's Office and St. Johns County Sheriff's Offices) and
- 2) School Officials with knowledge of formal and informal complaints and disciplinary referrals, who are designated as Campus Security Authorities, (CSAs).

Individuals at B-CU are designated as CSAs based on whether they perform the following functions:

- 1) Their official job responsibilities involve significant interaction with students and/or campus activities,
- 2) They serve as informal or unofficial mentors to students.
- 3) They serve as a member in an office or of a committee to whom students are informed to report or discuss crimes, allegations of crimes, and other troubling situations, and/or
- 4) They have oversight for disciplinary procedures.

All complaints, allegation or incidents that fall into the reportable categories must be reported regardless of whether any particular informal or formal investigative process is pursued. When there is doubt whether a crime is reportable depending on its location, the University errs on the side of including the crime, in an effort to provide useful and informative data.

Each year, an e-mail notification is made to all enrolled students, faculty and staff that provide the website address to access this report. Copies of the report may also be obtained at the Department of Campus Safety (Administrative and Operations Offices). The report is also posted on-line at <http://www.cookman.edu>



Reporting Criminal Actions/Emergencies Security

You can help keep the Bethune-Cookman University campus a safe place for yourself and others by promptly reporting suspicious circumstances. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings, or around the Residential Halls should be reported to the Department of Campus Safety immediately by calling 386-481-2900 or extension 2900 from a campus telephone. Dispatchers are available at this number 24 hours a day to answer your call. In response to a call, Dispatchers will ask pertinent information and dispatch an officer(s) to the location of the incident. Department of Campus Safety forwards reports to the Students Conduct Office for review and potential action by Student Conduct Board. The Department of Campus Safety will investigate all reports when appropriate as well conduct follow-up investigations. Incidents may also be reported to the Operations Office which is located 346 Martin Luther King Blvd (modular north of the Library). All students, faculty, staff and visitors are encouraged to report all criminal incidents, accidents and other emergencies immediately to the Department of Campus Safety. When the incident is considered to be an emergency and requires a law enforcement response the Daytona Beach Police Department will be notified to respond.

In addition, you may also report a crime to the following areas:

ON-CAMPUS Support Services/Resources	
<p><i>Department of Campus Safety</i> 386-481-2900</p> <p><i>Director of Residential Life</i> 386-481-2424</p>	<p><i>Executive Vice President & Chief Innovation Officer</i> <i>Dr. Sherry Paramore</i> 386-481-2856</p> <p><i>Executive Director of Human Resources</i> <i>Mr. Darius Kelly</i> 386-481-2402</p>

Confidential Reporting

The Bethune-Cookman University Department of Campus Safety is committed to providing a safe campus community. All members of the Bethune-Cookman University community are encouraged to report all crimes. If you know of a crime or wish to report suspicious activity, you can submit information confidentially by completing and submitting the form on the B-CU website.

www.cookman.campuslife/studaffrs/security/crimetip.html. You will not be required to provide your name.



"See
Something.
Say
Something."

Access to Campus Facilities

The Bethune-Cookman University maintains the home on the University grounds that was the residence in which Dr. Mary McLeod Bethune lived and died. The home was designated a National Historic Landmark by the National Park Service of the U.S. Department of the Interior in 1975. The home serves as a museum and is visited by elementary, middle and high school students, as well as Florida tourists.

Many of the buildings are open and accessible during normal business hours 8 a.m. – 5 p.m. Most facilities have individual hours, and the hours may vary at different times of the year. Access to some of these buildings is controlled by electronic access during and after normal business hours. Entryway doors to Residential Halls, and some academic and office spaces are controlled by electronic access. Entry to residential areas is available only by card access 24 hours a day.

Campus Safety Officers perform routine patrol on campus by foot and in vehicles. Several officers and a supervisor are on each shift. The staffing also includes a dispatcher who answers telephone calls for service, and dispatches officers and other emergency services to the location of incidents.





Campus Officers Authority

Policies and procedures for proper, timely notification

Bethune-Cookman University Campus Safety Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Bethune-Cookman University. Campus Safety Officers have the authority to issue parking tickets, which are billed to the financial accounts of students, faculty, and staff. Campus Safety Officers do not possess arrest power. Criminal incidents are referred to Daytona Beach Police Department who has jurisdiction on the campus. All crime victims and witnesses are strongly encouraged to immediately report the crime/incident to the Department of Campus Safety and the police if appropriate. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Working Relationship

with Law Enforcement

The Bethune-Cookman University Department of Campus Safety does not have the authority to make arrest(s) but maintains a close working relationship with the Daytona Beach Police Department and the Volusia County Sheriff's Office. The Chief of the Department of Campus Safety meets regularly with the Police Chief and the Sheriff of both agencies on a formal and informal basis. It is the current policy of the Department of Campus Safety to contact the Daytona Beach Police Department anytime a Felony crime as defined by Florida State Statutes is reported by a student, faculty or staff member that occurs on campus, or when a criminal incident is brought to the attention of campus security that has not been reported to the police.

Counselors and Confidential

Crime Reporting

The 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines counselors as:

Pastoral Counselor

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

Professional Counselor

A licensed or certified employee of an institution whose official responsibilities includes: providing psychological counseling to members of the institution's community.

Security Awareness Programs

New student orientations are held each August and January for freshman and transfer students. Crime Prevention Programs and the Office of Health Services are offered on an ongoing basis. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

The Department of Campus Safety advises a group of students called “B-CU Wildcat Watch”. This is a Task Force made up of university students who meet and discuss ideas and methods to make the campus environment a safer and more hospitable place for peaceful living and learning. In partnership with administrators, faculty and community leaders, students lead initiatives specific to the needs of their campus. The goals are:

- Create a crime free and drug free campus environment that allows for safe learning and living.
- Instill positive values, foster good citizenship, and build self-confidence among students.
- Enable university students to become resources for preventing criminal and destructive activity both on campus and in the surrounding community.

Crime Prevention Programs for Students and Employees

The B-CU Department of Campus Safety in conjunction with other departments at the university provide on-going primary crime prevention and awareness programs for students, faculty and staff. Some of the programs promotes awareness of drug and alcohol abuse prevention and sexual assault, rape, acquaintance rape, domestic and dating violence, stalking, recognition of signs of abuse behavior to avoid potential attacks and safe and positive bystander Intervention and risk reduction program to prevent harm or intervene in risky situations.

Resources

The prevention resources that are available in the Department of Campus Safety are: Engraving Marking Machine, Security Marking Pen, Personal Property and Book Inventory Log and a variety of safety and security awareness materials.

Drug Policy

Bethune-Cookman University has a “Zero Tolerance” policy regarding the improper use of controlled substance or drug paraphernalia. This policy expressly possessing, prohibits: The manufacturing, distributing or sale of a controlled or illegal substance or drug paraphernalia. Examples of illegal substances are: crack cocaine, ecstasy, “date rape” drugs, marijuana, cocaine, heroin, or any other narcotic or controlled substances except as expressly permitted by law. The “Zero Tolerance” also extends to the aiding or abetting individuals in the illegal possession, use, sale, distribution, or attempted sale or distribution of controlled substances or drug paraphernalia, including allowing persons involved in such activities to visit or stay in their residence hall rooms, or to be in any University owned or operated property over which they have control.

Bethune-Cookman Alcohol Policy

The sale, possession or consumption of an alcoholic beverage is prohibited on campus grounds and at off-campus University sponsored events. In addition, the laws of the State of Florida and Federal laws prohibit the possession, consumption and serving of alcoholic beverages by and to persons less than 21 years of age.



Missing Student Notification

Anyone who receives information that a student is missing, must immediately report the information to the Bethune-Cookman University - Department of Campus Safety, (386-481-2900). If foul play is suspected the report should be made immediately even if it has not been 24 hours. Any report of a missing student will be fully investigated by the Department of Campus Safety. In order to determine if a student is missing, University officials will use all available methods to determine the location of the missing student. The Department of Campus Safety will notify the appropriate local law enforcement agency when the local attempts fail to locate the missing student. If the student has designated an emergency contact person, the University will notify that individual as well. If the missing student is younger than 18 years of age and not an emancipated minor, the University will notify his/her custodial parent or guardian in addition to the emergency contact person identified by the student.



Emergency Contact Information

In compliance with the Federal Higher Education Opportunity Act, federal law, 20 U.S.C. § 1092j, Residential students may identify an individual to be designated as an emergency contact. The emergency contact will be notified by the University within twenty-four hours if circumstances indicate that the student may be missing. The student should notify their choice of emergency contact that he/she has been designated as an Emergency Contact. Every student who resides on campus will be required to fill out the Student Profile Sheet each semester as part of the check-in process to their residential hall and room. The information will be maintained by the Residential Life Coordinator in each residential hall. The student is responsible for ensuring the accuracy of the information provided and updating the information when needed.

Sexual Misconduct/Harassment

Bethune-Cookman University prohibits all criminal sexual misconduct that includes: rape, acquaintance rape, domestic and dating violence, sexual assault and stalking. The institution will provide the student or employee a written explanation of the students or employee rights and options.

Preventing and Responding to Sex Offenses

Annual educational programs and materials are provided to promote the awareness and risk reduction of criminal sexual misconduct that includes: Sexual misconduct can be generally defined as non-consensual sexual activity, which occurs as a result of intimidation, threat of force, force or coercive behavior, or taking advantage of one who is unable to give consent due to mental or physical incapacitation (Wikipedia 2011). Criminal sexual misconduct most generally refers to acts of sexual misconduct which are felonies and/or misdemeanors according to the criminal code.

In Florida, rape is understood to be sexual behaviors by "forcible compulsion;" that is, without the victim's consent. "Acquaintance rape" is a rape in which the victim, male or female, and the rapist know one another. Legally, there is no distinction between what is commonly known as "acquaintance rape" and what is legally defined as rape.

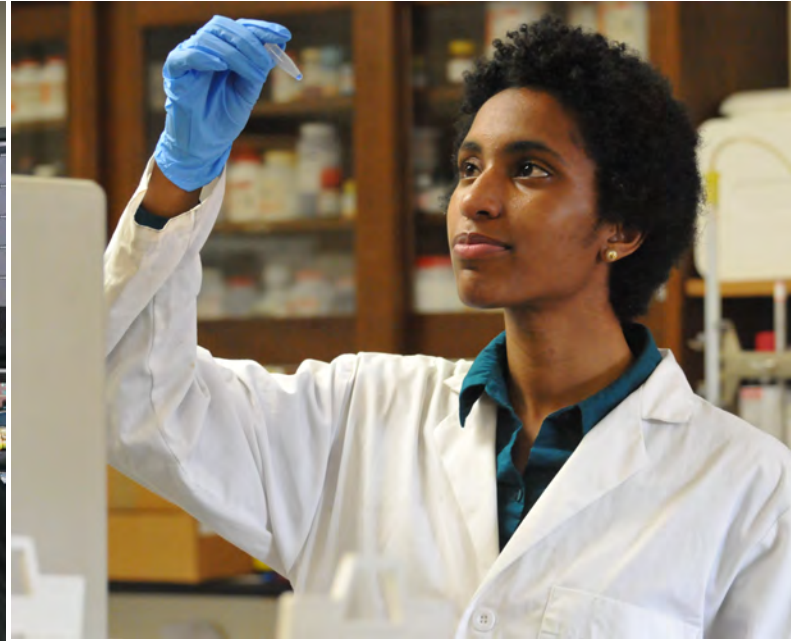
In addition to rape, the State of Florida lists the following as criminal sex offenses: deviant involuntary sexual intercourse, aggravated indecent assault, indecent exposure, non-forcible rape (incest and statutory rape), harassment by communication (using lewd and lascivious words or language), and stalking. Students who are victims of rape or other sex offenses are encouraged to report the incident to the Department of Campus Safety, residence hall staff, the Dean of Students, counseling services staff, campus ministry staff, or any other appropriate member of the University community. Victims of rape are advised not to change clothes, preserve evidence and do not shower prior to a medical examination.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Department of Campus Safety strongly advocates that a victim of sexual assault report the incident in a timely manner.

Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Department of Campus Safety and your Title IX Coordinator. Although filing a police report is encouraged and assistance will be provided to the student complainants, a police report does not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal examination);
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.





The investigation of serious criminal and sexual misconduct occurring at Bethune-Cookman University is investigated by the Daytona Beach Police and the Department of Campus Safety. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Judicial Hearing Process. Student Health Services staff and any other appropriate member of the University community are available for support and advocacy for victims throughout the course of the process and will provide written notification various resources on and off campus. The following are local sexual assault referral sources:

SANE – Sex Assessment Nurse Examiner, can provide proof of assault by examining victim. Location: 503 Heineman Road, Daytona Beach, Florida (386)258-7273

SART – Sex Assessment Response to Trauma, Location: 503 Heineman Road, Daytona Beach, Florida (386) 258-7273.

Rape Crisis Center- (386) 254-4106

Depending on the findings of the investigation, the University can act to protect the victim’s academic and on-campus living arrangements if changes are requested and are reasonably available.

The accuser and accused will be entitled to the same opportunities during disciplinary proceeding. Both the accuser and the accused will be informed of outcomes of any institutional disciplinary proceedings brought alleging a sex offense. Bethune-Cookman University may impose the sanctions of immediate dismissal to expulsion following a final determination of an institution disciplinary hearing proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offense.

Bethune – Cookman University Victims' Rights Policy

(As mandated by the Violence Against Women Reauthorization Act--VAWA)

Policy Definitions:

Acquaintance Rape is a form of sexual violence committed by an individual known to the victim. This includes a person the victim may have just met, such as at a party, been introduced to through a friend, or met on a social networking website.

Consent means intelligent, knowing, and voluntary consent and does not include coerced submission. "Consent" shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender. Once consent is withdrawn or revoked, the sexual activity must stop immediately.

- Consent must be **voluntary** and given without coercion, force, threats, or intimidation.
- Consent can be **withdrawn or revoked**. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity (or other sexual acts). Consent to sexual activity given on one occasion does not constitute consent to sexual activity on another occasion.
- Consent cannot be given by a person who is **incapacitated**. A person cannot give consent if s/he is unconscious or coming in and out of consciousness. Examples of incapacitation include unconsciousness, sleep and blackouts. Whether an intoxicated person (due to using alcohol or other drugs) is incapacitated depends on the extent to which the person's decision-making capacity, awareness of consequences, and ability to make fully informed judgments is impaired.
- Being intoxicated by drugs or alcohol does not diminish a person's responsibility to obtain consent from the other party before engaging in sexual activity. Factors to be considered when determining culpability include whether the person knew, or whether a reasonable person in the accused's position should have known, that the victim could not give, did not give, or revoked, consent; was incapacitated; or was otherwise incapable of giving consent.

Domestic violence means any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member. "Family or household member" means spouse, former spouse, person related by blood or marriage, persons who are presently residing together as if a family or who have resided together in the past as if a family, and persons who are parents of a child in common regardless of whether they have been married. With the exception of persons who have a child in common, the family or household members must be currently residing or have in the past resided together in the same single dwelling unit.

Dating violence means violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on the consideration of the following factors:

1. A dating relationship must have existed within the past 6 months;
2. The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and
3. The frequency and type of interaction between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship.

Incapacitated means the victim is temporarily incapable of appraising or controlling his/her conduct due to the influence of a narcotic, anesthetic or other substance administered without consent or due to any other act committed upon the victim without consent.

Stalking means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

(As defined by the Campus Sexual Violence Act ("SaVE Act") provision, Section 304)

Sexual Assault is a form of sexual violence and means (1) forcing or coercing an individual to engage in any non-consensual sexual contact or sexual penetration; or (2) an attempt to commit an unlawful act that places another person in reasonable apprehension of immediate, non-consensual physical contact for sexual purposes.

Sexual Battery is a form of sexual violence and means oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object.

Sex Discrimination is an adverse action taken against an individual because of sex, including sexual harassment, sexual violence, domestic violence, dating violence, and stalking as prohibited by Title IX, VAWA/Campus SAVE Act, and other laws and regulations. Both men and women can be victims of sex discrimination.

Sexual Harassment is any unwelcome conduct of a sexual nature. This includes unwelcome verbal, nonverbal or physical conduct including but not limited to unwelcome sexual advances; requests for sexual favors; and other verbal, nonverbal, or physical conduct of a sexual nature, such as sexual violence, sexual advances, requests for sexual favors, and indecent exposure, where:

- I. Submission to, or rejection of, the conduct is explicitly or implicitly used as the basis for any decision affecting a student's academic status or progress, or access to benefits and services, honors, programs, or activities available at or through B-CU; or
- II. Such conduct is unwelcome; or
- III. Submission to, or rejection of, the conduct by a B-CU employee is explicitly or implicitly used as the basis for any decision affecting a term or condition of employment, or an employment decision or action; or
- IV. Such conduct is sufficiently severe or pervasive to create a hostile educational or employment environment.

Sexual Violence is a form of sexual harassment and means physical sexual acts, such as unwelcome sexual touching, sexual assault, sexual battery, rape, domestic violence, dating violence, and stalking (if based on sex), taken against an individual against his or her will and without consent or against an individual who is incapable of giving consent due to the use of drugs or alcohol, being a minor, or an intellectual or other disability. Sexual violence includes acts of physical force, violence, threats, and intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through drugs or alcohol, or taking advantage of another person's incapacitation, including voluntary drug or alcohol intoxication.

Statutory Rape is the unlawful sexual intercourse with a minor under 18 years old, even if the intercourse is consensual.

Stalking means a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress. For purposes of this definition:

"Course of conduct" means a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose.

- I. "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- II. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim

Cyberstalking means engaging in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

Hostile Educational Environment - Harassment creates a hostile environment when the conduct is sufficiently persistent, severe, pervasive, or interferes with or limit a student's ability to participate in or benefit from the services, activities, or opportunities offered by a school.

Sexual Assault/Rape is a form of sexual violence that may or may not involve force or a threat of force, coercion, violence, or immediate bodily injury, threats of future retaliation, or duress. Rape means nonconsensual sexual intercourse or sexual penetration, which, in addition to intercourse, means nonconsensual oral or anal intercourse, or any other intrusion, however slight, of any part of a person's body or of any object into the genital or anal openings of another person's body. Any sexual penetration is sufficient to constitute rape.

Bystander Intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking.

Bystander intervention includes:

- Recognizing situations of potential harm
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

Victims' Rights and Responsibilities

Victims have the option to, or not to, notify and seek assistance from law enforcement and campus authorities;

Victims should make every effort to preserve all evidence of the crime. For example, do not shower or discard clothing.

Victims may seek counseling through B-CU Counseling Services—(386) 481-2414

Victims may seek appropriate health care through Student Health Services—Adams-Alumni Infirmary, (386) 481-2920.

Reporting Procedures

Currently enrolled students who are campus victims of sexual assault/violence, rape, acquaintance rape, dating violence, domestic violence or stalking may report incidents to the following:

ON-CAMPUS Support Services/Resources	
<i>Department of Campus Safety (DCS) 141</i> (386) 481-2900	<i>Campus Conduct Hotline (24-hour reporting system)</i> <i>Confidential, independent and anonymous call-in service</i> 1-866-943-5787 <i>National Sexual Assault 24/7 Crisis Hotline (RAINN)</i> 1-800-656-HOPE (4673)

Confidentiality

Reports will be handled in a confidential manner to the extent permitted by law, including but not limited to, the exclusion of personally identifiable information during record-keeping procedures.

Investigation/Disciplinary/Hearing Procedures

Should the victim choose to report the crime to the Department of Campus Safety, a prompt, fair and impartial investigation and resolution will occur.

Upon complete investigation of the crime by the Department of Campus Safety (DCS), a report will be given to the Office of Student Conduct for prompt review and schedule of hearing. Any objection to a hearing must be submitted in writing by the victim/accuser to the Office of Student Conduct. Otherwise, a hearing will be conducted by the Student Conduct Board in a manner that protects the safety of the victim/accuser and promotes accountability. The accuser and accused are entitled to have witnesses or an advisor, such as University faculty, staff or students, present during the hearing or any related meeting. No attorneys or parents will be allowed to attend disciplinary proceedings. The “preponderance of evidence standard” will be used during the hearing process to determine the merits of the case and determine the appropriate sanctions. The accused and accuser will be notified simultaneously and in writing of the outcome of the hearing.

Sanctions/Protective Measures

Following the final determination of rape, acquaintance rape, domestic violence, sexual assault or stalking, all or some of the sanctions or protective measures may apply:

- Suspension or expulsion of the responsible party from the University;
- Change in class schedule, living, and work situations for the accused or accuser upon request;
- On-campus escort services by the Department of Campus Safety as deemed appropriate;
- No-contact orders for the accused and accuser issued by the Office of Student Conduct;
- Counseling services option for the accused and accuser.

Appeals

For appeals, the accuser and accused may file an appeal if he/she is dissatisfied with the outcome of the hearing. Appeals must be submitted in writing to the Associate Vice-President of Student Affairs and Dean of Students or designee within five (5) business days of receipt of outcome letter. The Associate Vice-President of Student Affairs and Dean of Students or designee will issue the appeal decision in writing to the student within 30 days or less.

Procedures for Reporting a Complaint

The University has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The University will make such accommodations, if the victim requests, them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the University Police Department or local law enforcement. Students and employees should contact the Dean of Students, their supervisor, the Chair of their Department, the Title IX Coordinator of the respective area or the University's Title IX Coordinator.

The following is a chart listing all university procedures for reporting of a sexual offense, followed by who to contact or to report a complaint:

Procedures Bethune-Cookman University Will Follow When Sexual Assault, Stalking and Dating Violence Complaints are Made:

Sexual Assault

1. Depending on when reported (immediate vs delayed report), institution will provide complainant with referrals to medical care.
2. Institution will assess immediate safety needs of complainant
3. Institution will assist complainant with contacting local police if complainant requests.
4. Institution will provide complainant with referrals to on and off campus resources.
5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties, change in supervisor, or work location.
6. Institution will provide a "No trespass" directive to accused party if deemed appropriate.
7. Institution will provide written instructions on how to apply for Injunction for Protection.
8. Institution will provide a copy of the applicable sexual misconduct policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.
9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

Stalking

1. Institution will assess immediate safety needs of complainant.
2. Institution will assist complainant with contacting local police if complainant requests.
3. Institution will provide written instructions on how to apply for Injunction for Protection.
4. Institution will provide written information to complainant on how to preserve evidence.
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
6. Institution will provide a "No trespass" directive to accused party if deemed appropriate.

Dating Violence

1. Institution will assess immediate safety needs of complaint
2. Institution will assist complainant with contacting local police if complainant requests.
3. Institution will provide written instructions on how to apply for Injunction for Protection.

Dating Violence (Contd.)

4. Institution will provide written information to complainant on how to preserve evidence.
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
6. Institution will provide a “No trespass” directive to accused party if deemed appropriate.

Risk Reduction

While the only person held responsible for rape are those who commit the crime (and never the victim), the following is a list of some strategies that may assist in reducing one’s risk (taken from Rape, Abuse & Incest National Network, www.rainn.org):

1. 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.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cash money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, 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.
10. 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.).
11. 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.
12. 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.
13. 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.
14. If you suspect you or a friend has been drugged, contact law enforcement 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).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - a. Recognize that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - b. Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - c. Have a code word 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.
 - d. Make up a reason to leave, rather than stay and be uncomfortable, scared, or worse. For example you could say you need to take care of a friend or family member, or that you are not feeling well, or have to be somewhere else.
16. Make an escape plan for how to make a quick exit. Take note of other exits/entrances and whether there may be people or other emergency services nearby. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

Risk Reduction

17. 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.

Adjudication of Violations

The university's disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within a reasonable prompt time frame of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. University officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
4. The accuser and the accused will have the same opportunities to have others present during an institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The University will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. An advisor may not "represent" a student, serve as a "proxy," or speak for her/him at any point; rather an advisor may be present to answer questions the involved student poses directly to the advisor during the meeting/s and offer guidance directly to that student. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
5. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Notification to Victims of Crimes of Violence

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

Safety Tips 101: The Short Course

While police and security departments are responsible for ensuring that our campuses are as safe as possible, the primary responsibility for crime prevention and personal safety rests with each individual.

Anti-Theft Tips

- Keep your dorm room locked at all times.
- Lock your office when it is unoccupied.
- Do not prop doors open.
- Anchor valuable office equipment.
- Maintain on file serial numbers of all equipment.
- Copy all important papers and cards that are in your purse or wallet.

Personal Safety in Your Car

- Always keep your car doors locked.
- Never give strangers a ride.
- Check the back seat before entering a car.
- Keep your vehicle properly maintained and have at least a quarter-tank of gas.
- Put valuables in the trunk, not on the seats.
- Always have a good spare tire and a jack.
- If you break down, wait with your vehicle and call AAA or the police. Don't accept a ride with a stranger.
- If you feel that you're being followed, drive toward a well-lit public area, preferably a police station.
- Keep a copy of your vehicle registration at home; keep the original in your vehicle.

Personal Safety at Home

- Keep shades down and windows and doors locked.
- Use your peephole before opening the door.
- Take a self-defense course and maintain proficiency. Don't leave a spare key outside.
- If you receive an obscene phone call, hang up immediately.
- Use only initials on mailboxes and in telephone directories.
- Make sure the exterior of your home is well lit.

Personal Safety Away From Home

- Walk, exercise, and park in well-lit areas.
- Carry your keys in hand so that you're ready to enter your car or building.
- Be aware of your surroundings and the people around you.
- Don't wear excessive amounts of jewelry.
- Use a waist pack rather than a purse.
- Avoid ATMs in secluded or dark locations.
- Avoid working or studying after hours in public areas.

Campus Sex Crimes Registration/Prevention Act

The Bethune-Cookman University, Department of Campus Safety, in compliance with the Campus Sex Crimes Prevention Act, makes the following information available to the university community in order to provide the location to obtain information regarding registered sex offenders.

Information on sex offenders can be found at:
www.offender.fdle.state.fl.us/offender/Search.jsp

Additional information on sex offenders can be found Daytona Beach Police Department which is the local law enforcement agency having primary jurisdiction for Bethune-Cookman University Campus. D.B.P.D. can be contacted at: 386-671-5100.





FIRE SAFETY PROCEDURE

The purpose of this policy is to implement the requirements of the Higher Education Opportunity

Act – Fire Safety Reporting provisions, as well as to provide fire safety policy guidelines for the University Residential Hall buildings.

The policy applies to the following Residential Halls:
Bronson Annex, Bronson Hall, Meigs (Off-line), Ja-Flo Davis, Joyner, Curtis, LeFevre, LLC (Lee, Moore, Thompson), Lee Rhyant, Wesley, Zimmerman, Puch, Moorehead – A, Moorehead – B, Phase 2 Building C, Phase 2 Building D, Russ (Off-line), and 145 S. Lincoln Street. University Housing is considered an on-campus student residential facility; based on the definition contained in the relevant federal guidelines.

On or before October 1, each year the University will publish an annual Fire Safety Report that contains at a minimum, the following information:

1. The fire statistics described in paragraph B of this subsection below.
2. A description of the University Housing fire safety systems.
3. The number of fire drills held at University Housing during the previous calendar year.
4. The University Housing policies or rules on portable electrical appliances, smoking, and open flames in each facility.
5. The procedures for evacuation in the case of a fire in University Housing
6. The policies regarding fire safety education and training programs provided to the students and employees, which must describe the procedures that students and employees should follow in case of a fire.
7. For purposes of including a fire in the statistics in the annual fire safety report, a list of the titles of each person or organization to which students and employees should report that a fire occurred.
8. Plans for future improvements in fire safety, if any, and as determined necessary by the University.

A. Fire Statistics

The University will include in the annual Fire Safety Report with Annual Security Report publicly and to the Department of Education, the following statistics are from the three (3) most recent years for which data is available:

1. The number of fires and the cause of each fire.
2. The number of persons who received fire related injuries that resulted in treatment at a medical facility, including at an on-campus health center;
3. The number of deaths related to a fire; and
4. The value of property damage caused by a fire.
5. The cause of each fire, if it was unintentional, intentional or undetermined under the following categories
 - a. Cooking
 - b. Smoking materials
 - c. Open flames
 - d. Electrical
 - e. Heating equipment
 - f. Hazardous products
 - g. Machinery/Industrial
 - h. Natural
 - i. Other

6. Fire Log

1. The University shall maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in University Housing. This log shall include the nature, date, time and general location of each fire.
2. The University shall make an entry or an addition to an entry to the log within two (2) business days of the receipt of the information.
3. The University shall make the fire log for the most recent 60-day period, open to public inspection during normal business hours. The University shall make any portion of the log older than 60 days available within two (2) business days of a request for public inspection.
4. The University shall make an annual report to the University Community on the fires recorded in the fire log. This will be accomplished through the annual Fire Safety Report described in paragraph A of this subsection (above).
5. Fire Drill is defined as a supervised practice of a mandatory evacuation of a building for a fire.
6. **Prohibited Items:** Residence hall rooms are furnished with a bed, dresser, and desk; however, students may wish to personalize their rooms with their own curtains, rugs, bedspreads, and other similar items. Items strictly prohibited in the rooms and outside of the building include: space heaters, hot plates, and other cooking appliances due to potential fire hazards items that have an open flame, or other related items is strictly prohibited in all B-CU residential facilities.
7. In addition to these items, residents should not bring refrigerators larger than 5 cubic feet, televisions larger than 32 inches, George Foreman or grills that use charcoal or gas, toaster ovens, crock pots, deep fryers, deep freezers, hot plates, and stereo systems with 50 watts or above. If these items are brought, they will be confiscated by Residence Life staff.
8. **Acceptable Appliances & Electrical Devices Items:** Microwaves, Refrigerator (Underwritten Laboratory Approved, not to exceed 3.5 cubic feet and draw more than 1.5 running amps), Coaxial Cable for TV Connection, Television/DVD/Blue-Ray with Connector, Clock/Radio Clock, Surge Protector, Desk Lamp, Iron/Iron Board.

9. **Smoking:** Smoking/tobacco and electronic smoking devices are prohibited in all University buildings. Bethune-Cookman University recognizes the need to ensure an educational and work environment that is reasonably free from various health hazards. In keeping with our core value of making our environment safer for everyone, the university prohibits the use of any tobacco product whether in the form of cigarettes, cigars, pipes, dipping/snuff, smokeless cigarettes or chewing tobacco. It is the policy of the University that tobacco products will not be allowed anywhere on University owned or leased property (including buildings, parking lots, personal vehicles, etc.).

10. **Violation of campus fire policies including, but not limited to:** a) failure to evacuate a Bethune-Cookman University controlled building or area during a fire or fire alarm, b) improper use of fire safety equipment, intentionally or carelessly causing a sprinkler system to engage when no threat of fire exists, or c) tampering with or improperly engaging a fire alarm or fire detection/control equipment while on Bethune-Cookman University controlled property.

11. Residence hall staff may recommend removal from campus housing any student who is destructive, non-cooperative, insubordinate, disruptive, or persistent in violating residence hall policies and practices, including disrespecting the rights of others. The student will be given a minimum notice of twenty-four (24) hours to move off campus. Parents will be notified as soon as possible by a telephone call or a letter, of any such decisions or actions.

12. **Circuit Breakers** *If an electrical circuit is overloaded, it will trip the circuit. This is a safety feature to prevent electrical fires. If a circuit is tripped, electrical appliances should be unplugged and relocated to different outlets. The resident should then notify the RA. Do not attempt to reset breaker on your own.*



FIRES AND EMERGENCY EVACUATION

In the Event of Fire: If a fire or suspicious smoke is observed, activate the nearest pull station to sound the building alarm, call 911/call the Department of Campus Safety, and proceed to the building's evacuation location. Staff will respond to the sounding alarm and will direct residents accordingly. Always follow the direction of the B-CU staff and the Police or Fire Department.

Evacuation Procedures: When an alarm sounds, all residents and their guests must immediately evacuate the building using the nearest exit, closing doors behind you, and proceed to the building's evacuation location. Use stairwells where available instead of elevators. Do not rush out into the hallway. If the door to evacuate is closed, first, feel the door by gently applying the back of your hand. If it is hot, use another way out. If the door is cool, you may leave through that door and locate the nearest exit. All residents and their guests are required to evacuate the building, whether it is a drill, an active fire, or other threat-related incident. Failure to evacuate a building when an alarm has sounded or when directed by B-CU staff, the Police and/or

Fire Department is strictly prohibited and may result in student conduct action and/or other disciplinary action and/or termination of the resident's housing agreement. Each housing community has a Safe Area of Refuge where they will go to pre-designated areas and meet RAs, RLCs and/or BCU Staff.

If You Are Not Able to Evacuate: Smoke rises, so the cleanest air is near the floor. If the planned escape route becomes smoky, crawl out of the building on your hands and knees. If escaping the room is not possible, stuff wet towels, sheets and/or clothes around the door and vents to keep smoke out. Call 911 and give them your location. If no smoke is coming into the room, slightly open a window if possible. Stay low, yell and wave a bright cloth, towel, or sheet out a window to signal your location.

Evacuation Locations:

Each building has a designated evacuation location. Resident Assistants (RA) will inform residents of this location during their first residence hall meeting.

Each evacuation location will be at least 300 feet from the building. If you think someone is missing or trapped inside the building,

report this to the staff and emergency personnel on site.

Re-entry to the Building:

Do not re-enter the building until you are instructed to do so. This order will be given by B-CU staff or affiliated housing management, or by the Department of Campus Safety or Campus Safety Officials. Failure to comply may result in student conduct action and/or termination of the resident's housing agreement.

Reporting: All fire incidents must be reported to the RA, affiliated housing management, Department of Campus Safety, and Facilities Management. In the event, evidence of a fire is found that has been extinguished, and the person is not sure if it has been reported and the Department of Campus Safety should be immediately notified to investigate and document the incident.

Fire Drills: The Director of Emergency Management and Residential Life Staff conducts fire drills each semester/year. Residents will be notified in advance but actual drill dates/times will vary to encourage simulated emergency response.

Fire, Health, and Safety

Inspections: For the safety of all community residents, room inspections are completed throughout the year to conduct specific fire, health and safety checks. Any violations found during these checks will need to be corrected in a specified time period (as directed by Housing Management). Failure to correct violations may result in housing and student conduct sanctions and a review of the resident's housing agreement. Some violations are subject to immediate contract review.

Training: All Residential Life Management, Staff and those affiliated with housing management receive training by the Local Fire Department and/or Emergency Management on fire safety. Topics include fire extinguisher use, evacuation procedures, and general fire prevention topics. The Residential Life Management relay information to the residents through the RLC and RAs.

In the Event of Fire: If a fire or suspicious smoke is observed, activate the nearest pull station to sound the building alarm, call 911/call the Department of Campus Safety, and proceed

to the building's evacuation location. Staff will respond to the sounding alarm and will direct residents accordingly. Always follow the direction of the B-CU staff and the Police or Fire Department.

Evacuation Procedures:

When an alarm sounds, all Faculty, Staff and students and their guests must immediately evacuate the building using the nearest exit, closing doors behind you, and proceed to the building's evacuation location. Use stairwells where available instead of elevators. Do not rush out into the hallway. If the door to evacuate is closed, first, feel the door by gently applying the back of your hand. If it is hot, use another way out. If the door is cool, you may leave through that door and locate the nearest exit. All residents and their guests are required to evacuate the building, whether it is a drill, an active fire, or other threat-related incident. Failure to evacuate a building when an alarm has sounded or when directed by B-CU staff, the Police and/or Fire Department is strictly prohibited and may result in student conduct action and/or other disciplinary action and/or termination of the resident's housing agreement. Each housing community has a Safe Area

of Refuge. The Safe Area of Refuge is a pre-designated area which students report to when their building is evacuated; this area is where the student will where they will meet RAs, RLCs and/or B-CU Security Staff.

All fire incidents must be reported to:

- **RA,**
- **affiliated housing management**
- **Department of Campus Safety**
- **Facilities Management**
- **Fire Department**

In the event, evidence of a fire is found to have been extinguished, and the person is not sure if it has been reported they should immediately contact the Department of Campus Safety to investigate and document the incident.

The Fire Safety Program at Bethune-Cookman University includes continued Fire Safety education through technology and practical training. Future improvements also include establishing Fire Safety placards.

All fire incidents must be reported to:

- RA,
- affiliated housing management
- Department of Campus Safety
- Facilities Management

Fire Department

In the event, evidence of a fire is found to have been extinguished, and the person is not sure if it has been reported they should immediately contact the Department of Campus Safety to investigate and document the incident.

The Fire Safety Program at Bethune-Cookman University includes continued Fire Safety education through technology and practical training. Future improvements also include establishing Fire Safety placards.

FIRE SAFETY EQUIPMENT

Fire Alarm Systems (Monitored Fire Alarm): B-CU Residential facilities are equipped with fire alarm systems to provide emergency occupant notification throughout the facility. In addition to automatic detection in hazardous areas, manual pull stations are provided for occupant use. (See Fire Safety System Chart)

Fire Extinguishers: Residents are encouraged to familiarize themselves with the location of the fire extinguisher closest to they're living area and throughout the facilities. If a resident does not know how to use one and wants to learn, he or she should contact a RA, RLC, Housing Management or Emergency Management.

Smoke Detectors: All B-CU residential facilities are equipped with smoke detectors. Some of these detectors are connected to the main alarm system.

Fire Sprinklers System: Most B-CU residential facilities are equipped with sprinklers. Sprinklers are there to protect both residents and their personal effects, and are not to be tampered with or used to hang items on.



Fire Safety Systems in Residential Halls

Name of Facility	Monitored Fire Alarm	Fire Sprinkler System	Fire Alarm System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plan Placards	# of Fire Drills Annually
Bronson Hall 204 Dr. MLK Jr. Blvd		X	X	X	X	X	2
Bronson Annex 206 Dr. MLK Jr. Blvd.		X	X	X	X		2
JaFlo Davis Hall 303 N. Lincoln Street	X			X	X	X	2
Joyner Hall 303 N. Lincoln Street	X			X	X	X	2
Lee Hall (LLC) 361 N. Dr. MLK Jr. Blvd.		X	X	X	X	X	2
Lee Rhyant Honors 381 N. Dr. MLK Jr. Blvd.		X	X	X	X		2
LeFevre Hall 645 Dr. MMB Blvd.		X	X	X	X	X	0
Moore Hall (LLC) 361 N. Dr. MLK Jr. Blvd.		X	X	X	X	X	2
Moorehead A 550 McLeod Ave.	X	X	X	X	X	X	2
Moorehead B 580 McLeod Ave.		X	X	X	X	X	2
Phase II C 643 Dr. MMD Blvd.	X	X	X	X	X	X	2
Phase II D 675 Dr. MMB Blvd.	X	X	X	X	X	X	2
Pugh House 359 N. Dr. MLK Jr. Blvd.		X	X	X	X		2
Thompson Hall (LLC) 361 N. Dr. MLK Jr. Blvd.		X	X	X	X	X	2
Wesley House 353 N. Dr. MLK Jr. Blvd.				X	X		0
145 S. Lincoln St.	X			X	X		0
Zimmerman House 357 N. Dr. MLK Jr. Blvd.	X	X	X	X	X	X	2

CAMPUS MAP



1. Nursing Building
2. Center for Civic Engagement
3. Athletic Training Center
4. Performing Arts Center
5. McClaney Fine Arts Building
6. Business Building
7. Physical Plant
8. Mailroom
9. Bronson Hall
10. Moore Gymnasium
11. Robinson Music Building & Annex
12. Lefevre Residence Hall
13. Phase 2 Residence Hall
14. Wilson Liberal Arts Building
15. Science Building
16. Judson/McPhillips Building
17. Financial Aid Building
18. Registrar/Bursars Office
19. Black Box Theatre
20. General Studies Building
21. Faith Hall
22. White Hall
23. Curtis Residence Hall
24. Joyner Residence Hall
25. JaFlo Residence Hall
26. Cafeteria/Parlin Center
27. Kettle Building
28. Library
29. Ranslow Hall
30. Bethune-Foundation/Dr. Bethune's Home
31. Black Male Initiatives Building
32. Wesley Scholarship House
33. Pugh Scholarship House
34. Zimmerman Scholarship House
35. Lee Rhyant Residence Hall
36. LLC Residence Hall
37. Phase 1 Residence Hall

Definitions

Reportable Crimes *(by federal definition)*

Murder/Manslaughter – the willful killing of one human being by another.

Negligent Manslaughter – the killing of another person through gross negligence.

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

- **Rape** – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling** – The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** – Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** – Nonforcible sexual intercourse with a person who is under the statutory age of consent.

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

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

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

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

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

Hates Crimes: includes all of the crimes listed as reportable Clery crimes that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

Larceny/Theft – includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

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

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.

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

Categories of Prejudice:

- **Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
- **Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- **Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- **Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
- **Ethnicity** – A preformed negative opinion or attitude toward a group of persons of the same race or who share common or similar traits, languages, customs or traditions.
- **National Origin** – A preformed negative opinion or attitude toward a group of persons based on individuals who were born in the same country or based on where their ancestors come from.
- **Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
- **Gender Identity** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender nonconforming individuals.

Dating violence, domestic violence, and stalking (VAWA)

Dating Violence – Violence committed by a person who is or has been in a social relationship of romantic or intimate nature with the victim.

The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship. It is not limited to sexual or physical abuse or the threat of such abuse.

Domestic Violence – A felony or misdemeanor crime of violence committed:

- *By a current or former spouse or intimate partner of the victim;*
- *By a person with whom the victim shares a child in common;*
- *By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;*
- *By a person similarly situated to a spouse of the victim under domestic or family violence laws of the jurisdiction in which the crime of violence occurred;*

- *By any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.*

Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- *Fear for the person's safety or the safety of others;*
or
- *Suffer substantial emotional distress.*

Geography

On-Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and any building or property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

Note: Statistics for university housing facilities are recorded and included in both the all on-campus category and the on-campus residential only category.

Non-Campus Building Or Property: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.



Bethune-Cookman University Daytona Campus 2022-2024 On campus Crime Statistics

	2022	2023	2024
Murder/ Non-negligent manslaughter	0	0	0
Manslaughter by Negligence	0	0	0
Rape	0	2	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	1	1
Aggravated Assault	4	1	1
Burglary	2	3	2
Motor vehicle theft	0	2	0
Arson	0	0	0
Domestic Violence	6	0	0
Dating Violence	8	1	1
Stalking	0	2	1
Weapons: carrying, possessing, etc.- Arrest	1	3	1
Drug abuse violations- Arrest	0	1	1
Liquor law violations- Arrest	0	0	0
Weapons: carrying, possessing, etc.	1	3	2
Drug abuse violations	24	18	20
Liquor law violations	3	0	1
Larceny Theft- Hate Crimes	0	0	0
Simple Assault- Hate Crimes	0	0	0
Intimidation- Hate Crimes	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0
Unfounded Crimes	0	0	0

Bethune-Cookman University John C. Miller (Hastings Campus) 2022-2024 Crime Statistics

	2022	2023	2024
Murder/ Non-negligent manslaughter	0	0	0
Manslaughter by Negligence	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Weapons: carrying, possessing, etc.- Arrest	0	0	0
Drug abuse violations- Arrest	0	0	0
Liquor law violations- Arrest	0	0	0
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
Larceny Theft- Hate Crimes	0	0	0
Simple Assault- Hate Crimes	0	0	0
Intimidation- Hate Crimes	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0
Unfounded Crimes	0	0	0

Bethune-Cookman University Deltona Campus 2022-2024 Crime Statistics

				2022	2023	2024
Murder/ Non-negligent manslaughter				0	0	0
Manslaughter by Negligence				0	0	0
Rape				0	0	0
Fondling				0	0	0
Incest				0	0	0
Statutory rape				0	0	0
Robbery				0	0	0
Aggravated Assault				0	0	0
Burglary				0	0	0
Motor vehicle theft				0	0	0
Arson				0	0	0
Domestic Violence				0	0	0
Dating Violence				0	0	0
Stalking				0	0	0
Weapons: carrying, possessing, etc.- Arrest				0	0	0
Drug abuse violations- Arrest				0	0	0
Liquor law violations- Arrest				0	0	0
Weapons: carrying, possessing, etc.				0	0	0
Drug abuse violations				0	0	0
Liquor law violations				0	0	0
Larceny Theft- Hate Crimes				0	0	0
Simple Assault- Hate Crimes				0	0	0
Intimidation- Hate Crimes				0	0	0
Destruction/ Damage/ Vandalism of Property				0	0	0
Unfounded Crimes				0	0	0

**DEPARTMENT OF
CAMPUS SAFETY**

INTEGRITY

RESPECT



**FLORIDA
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2025

Bethune-Cookman University Annual Security & Fire Safety Report



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