

**Challenging Minds, Changing Lives** 

# 2014 ANNUAL SECURITY REPORT



## Department of Public Safety

This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned and controlled by JSU; and on public property within, or immediately adjacent to and accessible from, the campus. This report also includes institutional policies concerning campus security, such as alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

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# 2014 Annual SECURITY Report Published Annually by the Department of Public Safety

## "Everyone Has A Right To Know"

### A Message from the Chief

Providing Jackson State
University students, faculty,
staff, and visitors with a safe and
secure environment is priority
for the Department of Public
Safety. We will continue in our
efforts to provide the level of
professionalism that is
conducive for a safe campus
community.

The Department of Public Safety has developed an appreciation for the community oriented policing concept and practice. This practice provides guidance by which the department. can strengthen its many positive attributes. With input from the campus community, departmental personnel, community oriented policing lays the foundation for substantive improvements in all the aspects of the department's operations and serves as a public statement by the department on its goals and objectives for improvement.

It is important that the Department of Public Safety have a philosophy that is consistent with contemporary policing standards and campus expectations. For this reason, the department is committed to providing service throughout the campus in a manner that is responsive to campus community concerns. This commitment is clearly evident in our department's mission statement and values. It is and will be the responsibility of all members of the department to carry out their duties and responsibilities in a manner that is consistent with this mission. The department s values will incorporate and reflect the expectations, desires preferences from campus community. We will continue in our crime prevention efforts to ensure that the campus is a safe place for students and visitors conducting business on campus.

As the Director of Public Safety for Jackson State University, and on behalf of the men and women of the department, we look forward to being of service to members of the

Jackson State University community and continue to provide a safe and secure

environment for each member on a daily basis.

Thanks must be given for the cooperative effort of everyone at Jackson State University. As a result of the cooperative efforts on behalf of the University Community and the Department of Public Safety, we have been able to establish an excellent record of safety. We must remember, if we work as a community, we can all be safe.



Chief Thomas E.

Albright, Director of Public
Safety

### Campus Security Act, Legal Requirements

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 security policy statements;
- disclose crime statistics for the campus, public area immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or 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

The JSUPD is part of the Division of Business and Finance Dept.,

and pose an ongoing "threat to students and employees;" and disclose in a public crime log "any crime that occurred on campus ... or within the patrol jurisdiction of the campus police department and is reported to the campus police or security department."

The Jackson State University
Department of Public Safety is
responsible for preparing and
distributing this report. We make every
effort to work with other departments
and agencies, such as the Division of
Student Life, Housing Dept., and the
Jackson Police Department, to
compile information.
The Department of Public Safety

The Department of Public Safety encourages members of the Jackson State University community to use this report as a guide for safe practices on and off the campus. It is available on the web at <a href="www.jsums.edu">www.jsums.edu</a>, go to "Campus Life" and then click "Public Safety." For a paper copy of the report, contact the Department of Public Safety at 601-979-2580.

The Jackson State University Department of Public Safety is Located on the main campus of Jackson State University behind the JSU Student Center. We are open 24 hours a day, 365 days a year. The Number for the department is 601-979-2580 or J-911(5911).

#### The Department of Public Safety: Who We Are...

reports to the Associate Vice President. The Director of Public Safety is responsible for the management of the JSUPD. All other public safety services are conducted with key university and local officials. The JSUPD consists of 34 sworn officers, who are certified through The Mississippi law Enforcement Officers Training Academy and have constable powers under authority of state statute. The JSUPD consists of 25 security officers. They are responsible for enforcement of university rules regulations and the laws of the state of Mississippi on the Jackson State campus. Police jurisdiction includes all university-owned, rented, or leased property. The JSUPD stresses staff education in the form of in-service

training and participation in local and

state training seminars.

JSUPD radio dispatches operate the department's telephone and two way radios on a 24-hour basis to provide information and respond to emergencies. All emergency calls should be made to the campus J911 (5911) system. Dispatchers can contact the fire department, other area law Enforcement agencies, or emergency medical services by direct phone line or radio. Personnel also monitor the National Weather Service radio network. A county-wide alerting system warns of threatening weather conditions. The Jackson State University Police Department is comprised of profissional commissioned police officers and support JSUPD officers receive the same level of training as municipal and county law enforcement officers. Officers are required to complete a minimum of 400 hours of training at a regional police academy to become certified as a police officer in the state of Mississippi.

JSUPD officers are authorized to carry firearms and to enforce laws and make arrests on University property and adjacent roadways. JSUPD works closely with the Hinds County Sheriff's Department, and the Mississippi Highway Patrol to enhance the safety and security of members of the university community and the surrounding area. The Department also works Closely with the Dean of Students and the Housing Department in Enforcing the Student Code of conduct. The Department is also responsible for enforcement of parking rules and regulations.

#### WHO WE ARE .... (continued)

The department consists of professional and trained police and security officers dedicated to providing customer friendly services to the campus community. Officers patrol the campus on by foot, bicvcles and in vehicles. Several officers and supervisors are on duty 24 hours a day. The Communications Unit is staffed with well trained and certified dispatchers who answer calls for service. Dispatchers are responsible for dispatching officers and other emergency personnel to incidents. Members of the University, and visitors entering the campus should be aware of the array of services available to them from the Department of Public Safety. The following is a list of some of the services offered by the Department:

- A full service police department with criminal investigators who review all incidents affecting faculty, staff, students, and visitors on the campus of Jackson State University.
- Provide escorts in emergency situations.
- Respond to all calls for service requested by the campus community.

- File official incident reports on offenses that occur on the campus. --Assist outside law enforcement agencies with investigations involving University members.
- Provide law enforcement personnel for events occurring on and off campus.
- -Crime Prevention Officer provides safety information to campus groups and organizations, conducts classroom presentations, and issues safety surveys
- -Police/security officers perform routine patrols of the campus buildings, parking lots, and grounds.
- -DPS Command Staff formulates policies and procedures to enhance the safety and security of the campus community
- -Manages campus parking.
- -Works cooperatively with the camp community and other law enforcement agencies. The Department of Public Safety was organized under legislative authority granted by Senate Bill No. 1710, approved 1962. The Department of Public Safety's powers and responsibilities are described in the

Higher Education Laws of the State of Mississippi which assert:

#### **OUR MISSION...**

The mission of the Department of Public Safety is to enhance the quality of life on the campus of Jackson State University by working cooperatively with members of the University and within the framework of the United States Constitution to enforce laws, preserve the peace, reduce fear, and provide for a safe environment. The DPS is committed to allowing input from the campus community in the development of its policies which directly impact the University. The Department of Public Safety will adhere to fundamental principles and will deliver its services in a manner that preserves and advances democratic values and protects the rights of all members of the University as guaranteed by the United States Constitution. The DPS is committed to maintaining the highest levels of integrity and professionalism in all its operations. Professionalism, in this sense, means adherence to

impeccable integrity and careful protection of the lights of those we are sworn to serve. Additionally, the DPS will accept nothing less than total accountability from those authorized to enforce the law.

# Reporting Criminal Incidents and Other Emergencies:

All students. employees, and guests should promptly report criminal incidents, accidents and other emergencies to the Department of Public Safety by dialing 601-979-2580 or J911 if calling from a campus phone, simply dial #2580. Please stay on the line so that the dispatcher can secure all needed information and an officer will be dispatched quickly. Individuals may also report incidents in person at the department's headquarters located behind the Student Center. The University also has emergency call boxes (Blue Light Phones) throughout the campus for use during emergencies. By pressing the button on the station, users can communicate directly with our Communications Center Dispatcher. The origination of the call is displayed to the communications dispatcher.

#### NO WEAPONS/FIREARMS

## On the campus of

## Jackson state university



The use, storage, possession, consumption, or display of weapons, firearms, self-defense devices, or explosives is strictly prohibited on the premises of the University. Weapons include, but are not limited to the following: mace, pepper spray, rifles, shotguns, tazers, stun guns, ammunition, handguns, air guns, BB guns, bowie knives, daggers switchblade knives, butcher knives, metallic or brass knuckles, explosives (including dangerous chemicals), water guns, play guns, firecrackers, propelled missiles, fireworks. The possession or use of items that resemble guns, knives, or other weapons are also strictly prohibited. A concealed weapons permit does not constitute authorization. When course content and classroom assignments require the use of such items, the President, the Provost, Associate Vice President for Student Affairs or designee, and the Department of Public Safety should give prior written approval.

## NO DRUGS/ALLOWED

on the campus of

# Jackson state university



#### PARAPHANELIA/DRUGS:

The consumption, sale, distribution, manufacturing, purchase, passing of, or being in the presence of or the vicinity of illegal drugs, narcotics, the accessory to, or aiding and abetting of any controlled substances, are strictly prohibited from all locations of the university, and beyond the premises according to all local, state, and federal laws. Illegal drugs also include all prescription drugs without a valid medical prescription. Drug paraphernalia is strictly prohibited at the University. Paraphernalia is defined as all equipment, products, and materials of any kind used to facilitate planting, propagating, cultivating, growing, manufacturing, converting, processing, preparing, packaging, storing, concealing, playing with, injecting, ingesting, inhaling, or otherwise introducing a controlled substance into the body. The scope of this prohibition includes drugs or paraphernalia that is on the person or in the possession of a student on property owned or controlled by the university and/ or at events and activities sponsored by the university, and involves related incidents that are subject to prosecution under local, state, and federal laws. The illegal possession of and/or use of drugs, or drug paraphernalia includes, but is not limited to roach clips, bongs, hookah, masks, scales, balances, sandwich bags or plastic bags and their corners, sifters, syringes, spoons, chamber pipes, homemade pipes, film canisters, diluents, spray cans, carburetor pipes, paint, pipes, using screens, water pipes, and any other equipment, products and materials that can be directly linked to the usage of controlled substances. Evidence of use of marijuana includes but is not limited to: smell, smoke, seeds, or residue. The presence of the odor of marijuana will be considered evidence that a drug violation has occurred. Improper behavior or conduct on the campus which is a result of the use of illegal drugs which means that one who, having consumed or used drugs, experiences a loss of the normal use of his/her mental and/or physical faculties is restricted.

#### ALCOHOL FREE WORKPLACE AND WORKFORCE POLICY:

This policy statement is intended to express the commitment of IHL and Jackson State University to maintaining a drug-free workplace and workforce in conformity with state and federal laws as set forth in the Uniform Controlled Substances Law of the State of Mississippi, the Drug-Free Workplace Act of 1988, and any other mandated legislation.

The University's group health insurance may cover part of the cost of certain drug related treatment programs. Employees are advised to contact the Department of Human Resources for more information concerning benefits. Treatment costs not covered by the University group health plan or other agencies must be paid for by the individual.

#### **Policy Statement:**

Jackson State University acknowledges and supports the laws of the State of Mississippi as set forth in Section 41-29-101-185 of the Mississippi Code of 1972, as supplemented, which statute prohibits the sale, distribution, manufacture, possession or use of a controlled substance in this state. As a result of this law and of the policy of the University, to be a drug-free workplace and workforce, staff members (as well as faculty) are specifically prohibited from using, selling, distribution or in any other way involving themselves with controlled substances, except as permitted in the relevant legislation. The term "controlled substances" shall mean those drugs and substances set forth in Schedule I through V of Section 2102 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 C.F.R. 1300.11 through 1300.15. For purposes of this policy, the term "personnel" shall specifically include all personnel employed by the University, whether full or part-time, faculty, staff, or administrative.

The term "workplace" is any location where a staff member is functioning within his or her job capacity. The University will make available to all staff members a copy of this policy and will notify staff members that, as a condition of employment, the employee must abide by the requirements of this policy.

- A. Staff members are reminded that confidential assistance with substance abuse problems is available through several centers for alcohol and drug education in the greater Jackson area.
- B. Supervisors must confidentially refer for counseling any person under their supervision who appears to be having difficulty with substance abuse.
- C. Any staff member who has been convicted of a criminal drug statute violation occurring in the workplace must notify his/her immediate supervisor no later than five (5) days after the conviction.
- D. Upon notification of such a conviction, the University will initiate appropriate personnel action (See "JSU Sanctions" next page) within thirty (30) days of such notification.
- E. Upon notification of such conviction, the University is required by law to notify the applicable funding agency(ies) within ten (10) days if the staff member is working in a position that is funded by federal monies.

## Alcohol and Drug Awareness Program:

The University has established an Alcohol and Drug-Free Awareness Program which is administered through the Department of Human Resources by the Interdisciplinary Alcohol and Drug Studies Center.

#### Sanctions:

Depending upon the facts relating to any drug conviction or use, the employee may be suspended pending further investigation, required to participate in a drug abuse assistance or rehabilitation program, issued a written warning, terminated, or allowed to continue in a work status. Any action will be initiated within thirty (30) days after the facts become known to the University. If a staff member employed on a federal contract or grant fails to notify his/her immediate supervisor of any criminal drug statute conviction for a violation occurring in the workplace within five (5) days after such conviction, he/she will be suspended pending investigation with termination possible. If an employee is suspected of violating any criminal drug statute in the workplace, the Department of Public Safety will be called to begin investigation of the case.

### Drug and Alcohol Abuse Policy Statement:

Jackson State University recognizes that alcoholism is a chronic, progressive illness, which if untreated is potentially fatal. The University offers assistance to help resolve such employee problems in an effective and confidential manner.

It is the official position of the University that:

- A. Employees having substance abuse problems which may affect work performance are encouraged to seek assistance voluntarily on a confidential basis by contacting their unit head:
- B. Employees are assured that their job, future, and reputation will not be jeopardized by utilizing any of the treatment options;
- C. The employee has the right to accept or refuse help as he/she chooses; however, individual work performance must meet acceptable standards or be subject to existing personnel policies for below standard performance; and
- D. Implementation of this policy will not interfere with, or negate, any other University practices, policies, or procedures.

## Drug and Alcohol Testing Policy Statement:

It is the purpose of the Jackson State University Alcohol and Drug Testing Policy to promote a drug-free workplace in order that Jackson State University (hereinafter "University"), a Mississippi Institution of Higher Learning, will maximize the level of employee productivity and reach the desired level of success without experiencing the costs, delays, and tragedies associated with work-related accidents resulting from substance abuse by employees.

#### Existence of Legislation:

Alcohol and Drug testing is governed by statute under Miss. Code Ann. § 71-7-1, et seq. Groups Included. This policy applies to all Jackson State University employees, applicants, and institutional divisions made up of these persons. The complete policy is available through the Department of Human Resources or the General Counsel's Office during normal business hours.

#### **Reasonable Suspicion Testing**

. Reasonable suspicion testing applies to every employee when the University has objective reason(s) to suspect that individual may be using drugs or alcohol.

#### **Neutral Selection Testing**

. Neutral selection testing applies to individuals with specific duties or within specific groups such as law enforcement, or any individual or group that monitors access to sensitive information or affects public health or safety. While neutral selection testing does not single out individuals, it can be applied either randomly or to every employee in an institutional unit.

#### **Follow Up Testing**

. If an employee has previously entered a drug or alcohol abuse program while in the course of his employment with the University or if a confirmed positive test resulted for an employee within the prior twelve (12) months, a follow up alcohol and/or drug test may be required.

#### **Prohibited Substances**

. The University may test for drugs or metabolites including the following: marijuana, cocaine, opiates, amphetamines, phencyclidine, alcohol, and other controlled substances. Testing for controlled substances not specifically named above can only be done if an appropriate federal agency has established an approved protocol and positive thresholds for each substance.

#### **Posted Notice**

. This "Alcohol and Drug Testing Policy Statement," must be posted in an appropriate and conspicuous location on the University's premises and copies of the policy will be made available for inspection during regular business hours. This statement consists of approximately two pages.

## Drug and Alcohol Testing Policy Statement: cont...

#### **Notice to Employees**

. All employees, as distinct from applicants, must have been provided a written copy of the policy, or this "Alcohol and Drug Testing Policy Statement," prior to 30 days before submission to a test under this policy. Receiving the above-stated notice as an applicant will also satisfy this requirement as long as the notice was received over 30 days before the testing.

#### **Notice For Applicants**

. Upon application and prior to collection, an applicant shall be notified by the University in writing that such applicant may be tested for drugs or their metabolites.

#### **Release of Information Form**

. A release of information form, which conforms with the confidentiality provisions under the policy must be signed by the employee or applicant. The form allows the disclosure of information to the employer. Refusal to sign the form may result in discharge or discipline by the University.

#### **Confidentiality**

. All information received by the University through its drug and alcohol testing program are confidential communications and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceeding, except in accordance with state law regulations. Any information obtained by University pursuant to this policy shall be the property of University, and shall be kept confidential to the extent required by law. If an employee refuses to sign a written consent form for release of drug testing information to University, University shall not be barred from discharging or disciplining the employee.

#### **Opportunity to Self-Report**

. Prior to testing, the employee will have the opportunity to confidentially report prescription or non-prescription medications. Please ask for the "Medication Disclosure Form" from the university or similar form from the alcohol and drug test administrator.

#### **Consequences of Refusal**

. A person who is required under the University Alcohol and Drug Testing Policy to submit to a particular type of drug or alcohol test may be subject to discipline and/or discharge for refusing to submit to the drug or alcohol test. Refusal under these circumstances will constitute insubordination and intentional non-compliance with University policy. Refusal to submit for applicants may be used as grounds for not hiring that individual.

## Drug and Alcohol Testing Policy Statement: cont...

#### **Positive and Confirmed Positive Test Results**

. The University may temporarily suspend or transfer an employee to another position after obtaining the results of a positive initial test. The University may discharge an employee after obtaining the results of a positive confirmed test.

#### **Right to Contest Accuracy**

. An employee who receives a positive confirmed alcohol or drug test may contest the accuracy of or explain that result. The initial and confirmation tests will be at the University's expense, but any additional costs for testing will be borne by the employee or applicant.

#### Discharge or Discipline

. The discharge or disciplining of an employee on the basis of a positive, confirmed drug and alcohol test shall be considered both "for cause" as well as "willful misconduct."

#### **Rehabilitation Information**

. If the University determines that discipline or discharge is not necessary or appropriate following a positive confirmed test result, information on opportunities for assessment and rehabilitation will be made available to the employees.

#### SEXUAL MISCONDUCT/ASSAULT RESPONSE TEAM (S.M.A.R.T.)

**SEXUAL ASSAULT-** the forcing of, or attempting to force, another person regardless of sexual gender, personal affiliation, and/or affiliation with the University, to participate in sexual intercourse and /or other sexual activities against his/her will is prohibited. Such misconduct includes verbal coercion, threats and physical restraint, and will not be tolerated. Violators also are subject to criminal prosecution.

**SEXUAL BATTERY-**the forcing or forceful intention of engaging in sexual misconduct by physical contact and/or excessive Force (with or without a weapon) which leads to physical pain, toward another person regardless of sexual gender, personal affiliation, and/or affiliation with the University, without his/her consent or when such sexual contact is deemed offensive to the victim, will not be tolerated by the University.

SEXUAL HARASSMENT- regardless of sexual gender, personal affiliation, and/or affiliation with the University Sexual harassment is defined as unwelcome and unsolicited sexual advances, requests for sexual favors or other verbal, visual or physical conduct or communication with sexual overtones that the victim deems offensive. Sexual harassment includes, but is not limited to unsolicited, deliberate, or repeated sexual flirtation, advances or propositions; verbal abuse of a sexual nature; display of sexually suggestive pictures or objects; and/or offensive or abusive physical contact of a sexual nature.

Professional staff members who serve on this team are Campus Resource Advocates. There are Campus Resource Advocates within the Divisions of Academic Affairs and Student Affairs, as well as within The Division of Athletics. Jackson State University expects that all members of the University community-students, faculty, staff, and friends-should be able to pursue their work and education in a safe environment, free from sexual coercion, violence, and intimidation of any kind. While sexual assault can occur at any time of the day or night to any individual of any age, national studies indicate that students aged 24 and under are particularly vulnerable to being assaulted (Bureau of Justice Statistics, 2013). The University views this fact with great concern, and is committed to meeting its ethical and moral obligation to try to prevent sexual assault; to provide support for assault survivors; and to educate the campus community about sexual assault and rape.

The University is committed to providing sexual violence prevention education to its campus community each year. To this end ,Orientation Programs, in partnership with the Division of Student Affairs provides mandatory sexual violence prevention education for all undergraduate students who attend new student orientation. Additionally, the Division provides programming on request for the prevention of not only sexual assault, but also domestic violence, stalking and sexual harassment. The nature of sexual assault when perpetrated by an acquaintance, date, or partner, makes it difficult for many survivors to report their experience. For this reason, the Latasha Norman Center for Counseling & Disability Services and Student Health Center has been designated as a place where individuals may seek assistance confidentially.

Other University offices have differing obligations, however, with regard to reporting requirements. While the University recognizes that a survivor may wish to preserve his or her privacy after a traumatic experience, it should also be understood that the University has a responsibility to maintain the integrity and safety of the campus as a whole. Where circumstances exist that are deemed a danger to the University community at large, pertinent details about a sexual assault will immediately be publicly released. Further, the Student Right-to-Know and Campus Security Act (the Clery Act) of 1990 mandates the annual disclosure of statistics of sexual assaults known to have occurred within the University's jurisdiction. Incidents reported only to the Latasha Norman Center for Counseling & Disability Services and Student Health Center are included in these statistics, along with statistics from the Department of Public Safety and Campus Security Authorities. The survivor's identity is not disclosed, however, in any such statistical reporting.

Other inappropriate conduct may also be reported confidentially to the Latasha Norman Center for Counseling & Disability Services and Student Health Center or reported formally without confidentiality to the Department of Public Safety and/or the Jackson Police Department. Other such inappropriate conduct may include: repeated unwanted telephone, social media, and/or email contacts of a lewd or obscene nature, personal threats, stalking, domestic violence and sexual harassment.

#### SEXUAL MISCONDUCT/ASSAULT RESPONSE TEAM (S.M.A.R.T.) cont.

#### What to do if you are sexually assaulted (on or off campus):

- Go to a safe location.
- To report the crime or request services, notify the Department of Public Safety (DPS) at (601) 979-2580(24 hours).
- If the perpetrator is affiliated with JSU, you can file a formal report with the Department of Public Safety.
- If the perpetrator is not affiliated with JSU, the Department of Public Safety will assist with filing a report with the appropriate law enforcement agencies.
- Preserve all physical evidence of the assault, even if you are unsure whether you want to report the crime. Do not shower, bathe, douche, eat, drink, wash your hands or brush your teeth until after you have had a medical examination. Save all the clothing you were wearing at the time of the assault and bring them and any other potential evidence to the medical exam. Place each item of clothing in a separate paper bag (do not use plastic bags). Do not clean or disturb the area where the assault occurred.
- Call a trusted friend, family member, or someone who can provide support.
- Get medical care as soon as possible. Go to a hospital, emergency room or a specialized forensic clinic that works with sexual assault survivors. Some options in Jackson include the Rape Crisis Center, (601) 982-7273 (24 hours) and the Domestic Violence Program, (601)948-4495(24 hours). Both locations provide medical care and the collection of forensic evidence. You may also request medications for the prevention of sexually transmitted infections, including HIV, and emergency contraception. If more than one week has passed since the assault, or if you are certain that you do not want the collection of forensic evidence,
- Student Health Center, (601-979-2260), provides medical care, including contraception, morning after pill, and testing for sexually transmitted infections. Hours of operation are Monday-Friday 8:00AM-5:00PM.
- If you think you may have been given a rape drug, request that the hospital or clinic take a urine and blood sample.
- Talk to a counselor for emotional support and advocacy. You can speak with a Campus Resource Advocate on Campus confidentially at the Latasha Norman Center for Counseling & Disability Services, (601)979-0374 or the South Health Center, (601)979-2260. If you prefer to seek counseling off campus, call Rape Crisis Center at Catholic Charities, Inc., (601)355-8634 (24 hours).

#### Confidentiality:

Students who have been sexually assaulted or are survivors of other gender-based abuse or harm should be reminded that they may receive confidential assistance from the Latasha Norman Center for Counseling & Disability Services and from the Student Health Center. All other University personnel who have been deemed Campus Resource Advocates are required to notify the Department of Public Safety upon receiving a report of sexual assault.



## ABSOLUTELY NO STALKING:

#### STALKING:

A course of conduct, whether electronic or physical, directed at a specific person that would cause a reasonable person fear. This conduct includes, but is not limited to, electronic communication, third party communication and/or an individual's behaviors.

# Fire Code Safety:

#### **UNIVERSITY SAFETY PRACTICES:**

The University takes reasonable actions to protect each employee on the job, but safety must also be observed by each employee. Employees are requested to cooperate with administrative personnel by observing safety rules, by working carefully, and by promoting safety among fellow workers. It is the responsibility of employees of the University to see that they are not contributing to the creation of an unsafe condition and to remove or report to the supervisor any condition that they feel might be unreasonably dangerous. Employees who are involved in preventable accidents or other safety violations will be subject to disciplinary actions.

#### **Emergencies**

Campus emergency operations will be conducted within the framework of the University guidelines. Any exception to these procedures will be conducted by, or with the approval of the University administrator directing and/or coordinating the emergency operations. Emergencies are any situations that cause or threaten to cause loss of life or physical property, or other significant risk that threaten the general safety and welfare of individuals working in and around Jackson State University (e.g. severe weather, fires, explosions, accidents, or vehicular mishaps). In case of a campus emergency, call Campus Police at 601979-2580.

# University Declared Leave (Disaster, Emergency, or Extreme Weather Conditions)

In the regular operation of every institution, it is inevitable that there will be occasions when routine operations are interrupted, and in extreme instances suspended altogether. These occasions may be due to weather, fires, strikes, or organized student demonstrations. In all such situations, it is important for staff, faculty, and students of the University to see

that all functions and service go on insofar as possible. In case of a disturbance, all employees and students of the University should generally report to their classes and posts of duty. The University's basic expectation of the employee is that the employee will carry out official assigned responsibility. This also includes student employees. All employees and students should keep information updated in the University's Emergency Notification System and monitor all media systems for updates.

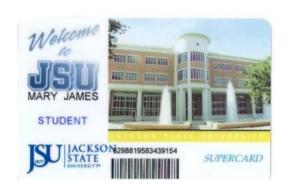
#### Fire Prevention

Every University employee should be fire conscious at all times. An employee should investigate any suspicion of a fire, pull the fire alarm to alert all occupants of the immediate area and/or building at once, and contact Campus Police immediately. For more information, please refer to the University's Fire Protection Manual or www.jsums.edu/fcm. Employees are to keep places clean and tidy, using the containers provided for scrap and refuse. Highly flammable materials should be placed in metal containers only. Entrances, aisles, stairways, fire extinguishers, valves and electrical control boxes or rooms should be kept clear of any obstructions.

#### Report of Injury

Any injury while on the job, no matter how minor, should be reported promptly to the employee's immediate supervisor or the department head. Aside from the desirability of reporting an injury so that it may be properly treated, it is important that the Department of Human Resources be furnished immediately with a Report of Injury Form with complete information regarding the employee's injury. Employees are required to report all injuries to the Department of Human Resources as soon as is reasonably practicable. Although it is the employee's responsibility to complete a Report of Injury Form, the Department of Human Resources will coordinate with the employee so that required forms are completed as soon as possible.

#### ID CENTER



## CS Gold:

The CS Gold is the heartbeat of the Campus Card System. All card accounts, meal plans, access accounts, laundry accounts, and vending accounts are maintained and monitored with this system.

# Dining Services:

faculty, and staff with meal plans or point plans may use their ID card to purchase meals at any dining location on campus. The ID Center was established under the auspice of Dining Services in 1987. In 1995 it was designated as a separate department. The purpose of the ID Center is to administer Production of ID cards for students, faculty, staff and guest of the university. The ID Center also

administers the laundry, vending, and access Students, control programs with the CBORD CS Gold Campus Card System.



# Vending:

Brown Bottling Group is the local Pepsi distributor. They provide the machines and maintain them. Machines are equipped with card readers for card purchases and coin and bill accepters for cash sales. Card readers are networked to CS Gold for validate card sales.

### Parking:

There are 41 emergency phones and call boxes strategically placed on campus. In case of emergency, one can contact the police by depressing the button which will automatically dial the campus police department. If possible, the caller should state their name, location, and the nature of the emergency.

The locations of the phone are as follows:

North Side of Rose E. McCoy Athletic Assembly Center-SW Athletic Assembly Center-NW John A Peoples Building-West John A Peoples Building-South School of Education Lot-South Blackburn Language Arts/Just Science/J.Y. Woodard Lot Aver Hall/B.F. Roberts Lot Main Campus Lawn Charles F. Moore Buildings- S Administration Tower-East Dollye M.E. Robinson Liberal T.B. Ellis Lot Dining Hall Lawn Transitional Dorm-Call Box Tiger Word Parking Lot McAllister Whiteside Dorm Stewart Hall-CB Dixon Hall-East Dixon Hall-West Jones Sampson Hall Alexander East Hall-NS Alexander East Hall-SS Alexander West Hall Campbell College-North Campbell College-South Student Center Lot-North Student Center-West Engineering Building-North Poindexter Parking Lot Band Practice Field College of Business-NE Walter Payton Center-NW Weight Room H.T. Sampson Library Sally Barksdale Center Alexander North Hall Parking Lot Alexander Hall Center-NW Faculty Apartments **Botanicals Laboratory** 

On the campus of Jackson State University, parking is a major consideration for students, faculty, staff and visitors to the campus. Jackson State University has the responsibility and the legal authority to staff, and visitors enforce traffic and parking regulations. The DPS considers the use of a with a safe and sevehicle on campus as a convenience and does not assume the obligation cure environment. of providing a parking space for all automobiles. The University is, however, designed to accommodate most persons desiring to use campus parking facilities. Every person operating a motor vehicle on campus property is responsible for obeying all traffic and parking regulations, as well as, all state parking and traffic regulations. All vehicles operated on campus property must display a valid parking decal.

Construction on campus is ongoing and must be considered where parking is concerned. Most construction projects call for the closing of some lots until the project is completed. As one lot is reopened after construction, another may be closed for the next project. The Department of Public Safety attempts to accommodate displaced parking when this occurs. The alternate parking will be placed as close as possible to the original lot.

Some lots or a portion of a lot may occasionally be blocked to allow visitor parking for special events. The Department respectfully requests that anyone displaced by the reserving of these parking spaces be tolerant of the situation for the short time the spaces will be used by visitors. The term "visitor" is interpreted to mean an individual with no official connections with JSU as either a student, faculty, or staff member. Visitors should obtain a visitor parking decal from the DPS. Visitors are required to show a valid driver's license to obtain a visitor's decal. The DPS does not provide transportation to or from off ~campus locations, which includes transporting individuals to the doctor's appointments. Individuals may request an ambulance during an emergency by calling (601) 979-2580.

If a vehicle becomes temporarily disabled and cannot be parked in its assigned area, the owner of the vehicle must report the situation to the DPS. The fact that the vehicle is temporarily disabled will be recorded and an officer will either render assistance or authorize temporary parking. Temporary parking will only be authorized for 24 hours or less. If parking for a longer period is necessary, it must be renewed at 24 hour intervals not to exceed 72 hours. Temporary parking will not be authorized in areas that are not parking spaces (tow away or no parking zones, etc.) or handicap parking. A permit may be obtained from the DPS for display on a disabled vehicle. For these purposes, a disabled vehicle is a vehicle that has been disabled for more than one day.

Services such as jump starts are offered by the DPS as time permits. The DPS does not change flats, push cars, unlock vehicles, or perform any automotive services.

Parking in gated/reserved lots is exclusive for faculty, staff, and visitors. The parking areas are all reserved except where it is designated visitors. No students or visitors are allowed to park in those reserved parking spaces except during the times posted. If you wish to park on campus, the DPS request that drivers follow all traffic rules and regulations for the campus. Please be aware that parking fines range from \$50 to \$150 per violation. The Mississippi Legislature has also granted JSU Dept. of Public Safety authority to ticket and tow illegally parked vehicles on streets bordering the campus. ALL fees incurred from towing will be the responsibility of the owner.

JSU strives to provide Its students, faculty To enhance the safety and security of the campus community, faculty, staff, and students will be required to Obtain a University issued photo ID card. JSU issues photo ID card will serve as the official means of ID for JSU.

JSU considers the University issued photo ID card an important component in developing and maintaining A secure campus environment. In conjunction with the measures implemented by the JSU Dept. of Public Safety campus security system, the University mandate that all faculty. staff, & students display his /her ID card, visibly & clearly at all times, while on campus property. It is every faculty, staff, and students obligation to help keep the campus safe for everyone. The JSU card is a multipurpose card. Its primary function is to serve as an ID card for all faculty, staff, and students.

# Jackson State University 2014 Faculty, Staff, & Student Parking Decals

Fall/Spring Semesters (Aug. 1, 2014-1,2014-July 31, May 31, 2015)

Summer Sessions (June 2014)

#### Resident Students (part-time/full-time):

- Resident Student Parking Decal -\$40.00.
- Decals must be purchased to park on any JSU property (Athletic Assembly Center Parking Lots, Short St. Lot, Poindexter Parking Lot, and East-view Parking Lot).
- Decals must be properly affixed to the front left windshield.
- Vehicles displaying or not displaying a decal that are improperly parked will be towed at the owner's expense.
- Replacement decals (lost or stolen w/police report) can be purchased for \$10.00.

- -Resident/commuter student parking decal \$20
- -Decals must be purchased to park on any JSU property (Athletic Assembly Center Parking Lots, Short St. Lot, Poindexter Parking Lot, and East-view Parking Lot).
- -Decals must be properly affixed to the front left windshield.
- -Vehicles displaying or not displaying a decal that are improperly parked will be towed at the owner's expense.
- -Replacement decals (lost or stolen w/police report) can be purchased for \$5.00

#### Commuter Students (part-time/full-time):

- Resident Student Parking Decal -\$40.00
- Decals must be purchased to park on any JSU property (Athletic Assembly Center Parking Lots, Short St. Lot, Poindexter Parking Lot, and East-view Parking Lot).
- Decals must be properly affixed to the front left windshield.
- Vehicles displaying or not displaying a decal that are improperly parked will be towed at the owner's expense.
- Replacement decals (lost or stolen w/police report) can be purchased for \$10.00.

-Graduate Student Parking Decal -\$40.00

Graduate Student (part-time)

- -Decals must be purchased to park on any JSU property (Athletic Assembly Center Parking Lots, Short St. Lot, Poindexter Parking Lot, and East-view Parking Lot).
- -Decals must be properly affixed to the from left windshield.
- -Vehicles displaying or not displaying a decal that are improperly parked will be towed at the owners expense.



# Jackson State University 2014 Faculty, Staff, & Student Parking Decals

Fall/Spring Semesters (Aug. 1, 2014-May 31, 2015 (Main Campus)

General Parking Decal- \$50, additional vehicle \$25; Reserved Parking Decal (numbered stall/no gate access)-\$100.00, additional vehicle \$25.00; Gated Parking Decal (gate access only)-\$150.00 additional vehicle \$25.00

ADJUNCT: General Parking Decal--\$25.00, additional vehicle \$15.00; Reserved Parking Decal (numbered stall/no gate access)-\$50.00, additional vehicle \$15.00; Gated Parking Decal (gate access only)-\$75.00, additional vehicle \$15.00; Gated Parking Decal (numbered stall w/gate access)-\$100.00, additional vehicle \$15.00

#### Satellite Campus:

General Parking Decal-\$20.00; Replacement Decals (lost or stolen w/police report)\$10.00;

Summer Session (June 1,2015-July 31,2015) (Main Campus)

*General Parking Decal*-\$25.00; additional vehicle \$15; Reserved Parking Decal (numbered stall/no gate access)-\$50.00; additional vehicle \$15.00; Gated Parking Decal (gate access only)-\$75.00; additional vehicle \$15.00; Gated Parking Decal (numbered stall w/gate access)-\$100.00, additional vehicle \$15.00

ADJUNCT: General Parking Decal-\$12.50, additional vehicle \$10.00; Reserved Parking Decal (numbered stall/no gate access)-\$25.00, additional vehicle \$10.00; Gated Parking Decal (gate access only)-\$37.50, additional vehicle \$10.00; Gated Parking Decal (numbered stall w/gate access)-\$50.00, additional vehicle \$10.00.

#### Satellite Campus:

General Parking Decal- \$10.00; Replacement Decals (lost or stolen w/police report)-\$5.00.

All JSU faculty/staff members must renew their gated/reserved parking spaces. You will have 3 weeks to renew. Gated/reserved parking spaces that have not been renewed by 9/3/2015 will be assigned on a first come first served basis. Faculty/staff members who have been placed on a waiting list in an assigned area will be contacted when a space becomes available.

## Risk management:

# Safety Considerations in the Maintenance of Campus Property & Facilities

Jackson State University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. The Risk Manager along with representatives from various departments continually conduct safety surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. DPS officers conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or too dim, officers will initiate an immediate work order which is acted upon by the Department of Facilities and Construction Management. When members of the campus community notice any concerns with the physical safety or security in general, they should contact the Department of Facilities and Construction Management at 601-979-2522 or the Department of Public Safety at 601-979-2580. The Office of Risk Management is responsible for reducing risks, preventing loss, and saving lives on the campus of Jackson State University. The following guidelines are intended to make our campus as safe as possible:

#### The Importance of Seatbelts

The job of seatbelts is to hold the passenger in place so the passenger is almost part of the car which prevents tile passenger from flying forward as the car stops abruptly in the case of collision.

#### Occupant restraint systems are designed to reduce injury to occupants and help to do so five different ways. Safety belts, air bags, and child restraints are designed to:

- I. Prevent ejection People thrown from a vehicle are four times more likely to be killed than those who remain inside. Ejected occupants are also 14 times as likely to sustain cervical spine injury than those who remain within the vehicle.
- 2. Load crash forces on the strongest parts of the body For an older child or adult, these parts are the hips and shoulders. For an infant and young child, there is really no part strong enough, so the restraint supports the entire body to avoid stress on any one part.

- 3. Spread crash forces over a wide area of the body-This puts less stress on any one part of the body. Lap and shoulder combination safety belts and child restraint harnesses spread the crash forces across a large area of the body. A rear-facing infant restraint spreads the force along the entire back, neck, and head.
- 4. Allow the body to slow down gradually-Vehicles are engineered to crush in a controlled manner. Occupants can take advantage of the vehicle ride down only if they become a "part" of the vehicle using a snug safety belt or CRS.
- 5. Protect the head, neck, and spinal column- A shoulder belt or CRS harness helps to keep the head and upper body away from the hard interior surfaces of the vehicle. A Rear facing child restraint supports head and neck to avoid stress on the neck and trauma to the head and spinal cord.

#### Distracted Driving:

Any activity while driving-including texting, cell phone use, reading, eating etc. –that takes a driver's attention away from the road is considered distracted driving. Of those, texting is one of the most dangerous distractions.

An estimated 24 percent of crashes, or more than 1.2 million crashes per year, can be attributed to cell phone use while driving.

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# Drivers face many distractions behind the wheel. Share these tips with family and friends.

- Cell phones Turn off cell phones, or place them out of reach to avoid the urge to dial or answer. If a passenger is present, ask them to handle calls/texts.
- Music and other controls pre-program favorite radio stations for easy access and arrange music (mp3 player/CDs/tapes) in an easy-to-access spot. Adjust mirrors and heat/AC before traveling, or ask a passenger to assist.
- Navigation designate a passenger to serve as a copilot to help with directions. If driving alone, map out destinations in advance, and pull over to study a map.
- Eating and drinking try to avoid food/beverage, at least messy foods, and be sure food and drinks are secured.
- Children -teach children the importance of good behavior in a vehicle; do not underestimate how distracting it can be to tend to children while driving.
- Passengers -speak up to stop drivers from distracted driving behavior.
- When making/receiving a call, ask if the person is driving. If so, ask them to call back at a safer time.



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Missing Student Notification Policy

This policy was established in compliance with the Higher Education Opportunity Act of 2008, to provide students with procedures and information for reporting a missing person. The policy applies specifically to residential students.

**A**. Residential Student: a student who resides in on-campus housing under a housing contract/lease and is currently enrolled at the University.

**B.** Missing: A residential student may be considered missing if she or he is overdue in reaching home, campus or another specific location past the expected arrival, additional factors lead University staff to believe he or she is missing, and a check of the student's residence hall assignment supports that determination.

#### **Confidential Contact Person:**

Residential students who are 18 years of age or older or who are emancipated minors have the option, upon moving into the residence hall, to identify a specific contact person who will be notified within 24 hours if that student has been reported missing. The identity of that contact person will remain confidential with the exception of law enforcement and staff designated to respond to missing person reports. For residential students under the age of 18 and not emancipated, the University is required to notify a custodial parent or guardian within 24 hours of the time a student is reported missing.

#### **Notification Procedures for Missing Persons:**

If a residential student is believed to be missing, a report should be made to one of the following:

- Residence Life Coordinator
- ♣Department of Public Safety

#### When reporting a missing person, be prepared to provide the following information:

- ♣Your name & contact information
- ♣Name of missing student
- ♣Any/all contact information for the student
- ♣Time & date last seen
- ♣Location last seen
- ♣Last known destination
- ♣Names of acquaintances
- ♣Any additional information that may be important in helping to locate the missing person

# When a report is made to the residence hall staff, The Department of Public Safety will be contacted immediately and cooperative efforts will be made. Cooperative efforts may include:

- ♣Welfare check of the missing student's residence hall room
- ♣Contact attempts via cell phone, email, social media, or other means
- Identification of and contact with other individuals who may have knowledge of the missing student's whereabouts.

The Department of Public Safety will gather all essential information related to the missing student and conduct a thorough investigation. No later than 24 hours after the missing person report is first received, the Department of Public Safety, in conjunction with Student Affairs personnel, will notify the student's designated contact or (for persons under 18 years of age and not emancipated) the student's parent or guardian to inform them that the resident student is believed to be missing. Regardless of the student's age, emancipation status or whether the student has designated a contact person, University police will within 24 hours of the report, notify the local law enforcement agency with jurisdiction in the area where the student is missing. All inquiries by the media or the general public regarding missing persons will be referred to University Communications. All public statements will be coordinated through that office.

#### Notification Procedures for Missing Persons Living Off Campus:

Upon notification from any person that a Jackson State University student may be missing, the university staff member receiving the information should refer the matter immediately to the Department of Public Safety at (601) 979-2580. Officers will respond to reports of missing students in a timely manner. It is the policy of the Jackson State University Department of Public Safety to thoroughly investigate reports of all missing persons. If a student is not located, the Department of Public Safety will file a Missing Persons Report with the state of Mississippi and contact any emergency contact persons listed. This information would be disseminated through Jackson State University's emergency response system. The Department of Public Safety will continue an open investigation and advise local law enforcement. For questions or inquiries, please contact Public Safety at (601) 979-2580 or the Associate Vice President for Student Life/Dean of Students at (601) 979-2241.

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# Definitions of Reportable Crimes:

- <u>Murder-</u> is defined as the killing of a human being without the authority of law by any means or in any manner.
  - *Non-Negligent Manslaughter* is the willful killing of one human being by another.
- <u>Negligent Manslaughter</u> is the killing of one human being by another through gross negligence.
- <u>Rape-</u> is defined as forced (non-consenting) sexual intercourse and includes vaginal, anal, or oral penetration. The penetration may be by a body part or by an object, and the intercourse may be forced through threats or physical means.
- <u>Sexual Battery</u>- a person is guilty of sexual battery if he or she engages in sexual penetration with another person without his or her consent, a mentally defective, mentally incapacitated or physically helpless person, or a child under the age of fourteen(14) years.
- <u>Robbery-</u> is the taking of or attempting to take anything of value from the care, custody, or control of a person or persons by force or violence and/or by putting the victim in fear.
- <u>Aggravated Assault-</u> is an unlawful attack by one person upon another for the purpose of inflicting severe of 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.
- <u>Burglary</u>- is the unlawful entry or attempted entry of a structure to commit a felony or theft.
  - <u>Auto Theft-</u> is the theft or attempted theft of a motor vehicle.
- <u>Arson</u>- is an 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.

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This information is provided to all students and employees each year in compliance with the Federal Student Right To Know and Campus Police Act. Questions about this report or Campus Police in general may be directed to the Department of Public Safety or the office of the Chief of Staff.

INCIDENT:	2011	2012	2013
Murder	0	0	0
On Campus	0	0	0
Residence Halls	0	0	0
Non-campus buildings	0	0	0
Public Property	0	0	0
Negligent/Manslaughter	0	0	0
On Campus	0	0	0
Residence Halls	0	0	0
Non-campus buildings	0	0	0
Public Property	0	0	0
Rape/Sexual Battery	0	1	0
On Campus	0	0	0
Residence Halls	0	1	0
Non-campus buildings	0	0	0
Public Property	0	0	0
Robbery	25	28	23
On Campus	12	24	19
Residence Halls	2	3	2
Non-campus buildings	11	0	0
Public Property	0	1	4

# Jackson State University Summary of Reported Crimes 2011-2013: cont...

INCIDENT:	2011	2012	2013
Aggravated Assault	39	2	3
On Campus	20	2	0
Residence Halls	13	0	0
Non-campus buildings	6	0	0
Domestic Violence	NA	NA	7
On Campus	NA	NA	3
Residence Halls	NA	NA	4
Stalking	NA	NA	8
Cyber	NA	NA	6
Other	NA	NA	2
Burglary	27	55	54
On Campus	13	26	37
Residence Halls	13	28	17
Non-campus buildings	1	1	0
Public Property	0	0	0
Auto Theft	5	5	7
On Campus	5	5	0
Residence Halls	0	0	0
Non-campus buildings	0	0	0
Public Property	0	0	7

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# Jackson State University Summary of Reported Crimes 2011-2013: cont...

INCIDENT:	2011	2012	2013
Arson	0	1	0
On Campus	0	0	0
Residence Halls	0	1	0
Non-campus buildings	0	0	0
Non-campus buildings	0	0	0
Public Property	0	0	0
Alcohol	5	7	1
Arrested	0	0	1
Referred to campus Judicial	5	7	11
Possession Controlled Substance	14	21	6
Arrested	0	2	6
Referred to campus Judicial	14	19	31
INCIDENT:	2011	2012	2013
Possession Weapon	3	3	2
Arrested	3	3	2
Referred to campus Judicial	0	0	0

# Jackson State University Emergency Management

The Emergency Manager is responsible for planning and directing the University's disaster response or crisis management activities. The Emergency Manager provides disaster preparedness training and also prepares emergency plans and procedures for natural (e.g. hurricanes, floods, earthquakes), wartime, and technological (e.g., nuclear power plant emergencies or hazardous materials spills) disasters or hostage situations. The Emergency manager works cooperatively and collectively with local, state, and federal officials to ensure that the University meets all regulations.

#### Emergency Tips:

#### **Tornadoes**

- When a **TORNADO WATCH** is issued by Weather Service, be alert and listen to radio or TV for further information.
- When a **TORNADO W ARNING** is issued or emergency sirens sound during severe weather, take immediate protective actions.
- If you see a revolving, funnel shaped cloud, take cover in the safest place nearest to where you are. If time permits, report sighting to the local EOC by dialing 911.
- Stay away from windows: glass can shatter and fly into people.
- At home, go to inside hallway, closet, or bathroom, away from windows, or get under heavy piece of furniture. If you have a basement, go there and get under a work bench or other heavy furniture. Protect your head

- Downtown- get off street. Go into buildings away from windows or exterior areas. In shopping malls, go to designated areas in stores.
- . If in car, get out and go inside building if possible. If not, get in a ditch or other low area, being Cautious of possible flash flooding, or crouch down near a strong building. Cover head with hands. Do not try to outrun a tornado in a car.
- . In schools, follow Directions issued by authorities. Go to inside halls and crouch down against wall, covering head with hands. Keep away from room with windows or outside doors and big rooms like gyms and auditoriums.
- . If you live in a mobile home, Get out and get to a building or lie in a ditch and cover your head with your hands.

# Winter Storm: (Ice & Snow)

- . Be sure you have battery operated radio and fresh batteries and flashlights or Battery operated lanterns.
- Do not travel streets in Icing conditions unless absolutely necessary.
- . If you must go out, wear several layers of clothing; mittens are warmer than Gloves; wear hat and Cover ears and mouth.

#### Hurricanes:

- . When a hurricane watch is could mean that issued for the Mississippi a tornado is on the ground or Severe thunderstorms and tornadoes are spawned by hurricanes which move inland in this area.

  could mean that a tornado is on the ground or traveling in the air over this area and confirmed By the Weather
- . Listen to weather service Broadcasts on radio or TV for latest advisories.
- . If severe thunderstorms develop, follow directions For actions to take and listen for current information on radio and TV.

• If you plan to visit the Gulf Coast, and a hurricane watch has been posted For that area, delay your visit until the all clear has been issued.

#### REMEMBER...

Warning sirens sound during severe weather conditions, it could mean that a tornado is on the ground or traveling in the air over this area and confirmed By the Weather Service. TAKE COVER AT ONCE and listen to radio or TV additional instructions.

## Jackson State University Emergency Management (continued)

# Cell phone use while driving during an emergency:

If you do not have a hands-free device in your car, stop driving or pull over to the side of the road before making a call. Do not text on a cell phone, talk or "tweet" without a hands free device while driving.

# Streaming videos to watch the news on my smart phone following an emergency and disaster?

Getting information during an emergency is one of the most valuable resources afforded to you from your mobile device. Immediately following a disaster resist using your mobile device to watch streaming videos or perform non-vital services such as downloading music or videos. These can all lead to network congestion and delay emergency response times.

#### Timely Warning Notices Campus Safety Alerts

To help prevent crimes or serious incidents, the Department of Public Safety, in conjunction with the Division of Student Life, issues Campus Safety Alerts in a timely manner to notify campus members about certain crimes or emergencies in and around the campus community. Members of the campus community who know of a crime or other serious incident should report the incident as soon as possible to the

Department of Public Safety so that a Campus Safety Alert can be issued, if warranted

#### Maximizing battery life:

Minimize non-emergency uses of your cell-phone.
Limit non-emergency calls
To conserve battery power and free-up wireless network for vital communications. If you do need to communicate send brief text messages rather Than voice calls- often text messages get through when wireless networks are overwhelmed during a crisis.

For non-emergency Communications use text messaging, e-mail or social media instead of making voice Calls on your cell-phone to avoid typing up voice networks.

If traditional hardwire Internet is available use it as oppose to using your mobile device to check weather and news reports.

#### Use of traditional phone land-lines

If you have a traditional (non-Broadband or VoIP) phone, keep at least one non cordless receiver in your home because it will work even if you lose power. If you are evacuated and have call forwarding on your home phone, forward your

#### Smart Tips....

Keep your calls brief and convey only vital information to emergency personnel and/or family. If you cannot complete a call using your cell phone. Wait ten seconds before redialing. This will increase the likelihood of completing your call. If you lose power on your device consider using a car charger. If you need to start the vehicle, be sure it is in a well ventilated place (remove it from the garage if applicable). Your car radio is also a great way to stay informed as you charge your device. Broadcasters will be Distributing important news alerts.

# Jackson State University Campus Parking:



Campus map:

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## Important Telephone Numbers & Email Addresses:

Jackson State University, along with the Department of Public Safety (DPS), encourages prompt and accurate reporting of all crimes, suspected crimes, suspicious persons and/or activities, and other emergencies. When crimes or emergencies occur, contact the DPS or any of the other University resources listed.

Associate Vice President Lindsey Horton (601)979-1366 Main lindsey.horton@jsums.edu

Director of Public Safety Thomas Albright (601)979-1361 thomas.e.albright@jsums.edu

Associate Director of Public Safety Dee McClendon (601)979-5895 dee.mcclendon@jsums.edu

Deputy Chief of Administration Calvin J. Matthews (601-979-1829 calvin.j.matthews@jsums.edu

Deputy Chief of Patrol Operations James Lyons (601)979-0383 james.lyons@jsums.edu

Captain of Administration Angela K. Butler (601)979-1360 angela.k.butler@jsums.edu

Captain of Patrol Operations Dwayne Thomas (601) 979-5894 <u>dwayne.thomas@jsums.edu</u>

I.D. Center 601-979-6315

Emergency Manager Willie Gray Jr. (601)979-0841 willie.gray@jsums.edu

Risk Management Gean Tucker-Johnson (601)979-1860 gean.e.tucker@jsums.edu

System Information Specialist Darlean Childs-Good (601)979-2407 darlean.childs-good@jsums.edu

University Health Center (601)979-2260 www.jsume.edu/studentlife/university-health-center/

Division Of Student Life (601)979-2241 www.jsums.edu/studentlife

Latasha Norman Counseling Center (601)979-0374 www.jsums.edu/studentlife/center-for-support-service-for students-employees-with disabilities/

Hazardous Materials Officers Lashinda Washington (601)979-4315 <u>lashinda.y.washington@jsums.edu</u>