2013 TAKING PRECAUTIONS: SECURITY
GENERAL INFORMATION ON THE UNIVERSITY OF TENNESSEE, KNOXVILLE CAMPUS

PRESENTED BY THE UNIVERSITY OF TENNESSEE
RESOURCES

UT Police Department
1101 Cumberland Ave.
utpolice@utk.edu
http://utpolice.utk.edu
Emergency: 911 or 865-974-3111
General Inquiries: 865-974-3114
Community Relations Unit: 865-974-4674

Dean of Students
413 Student Services Building
http://dos.utk.edu/
865-974-3179

Student Health Service
1800 Volunteer Blvd.
studenthealth@utk.edu
http://web.utk.edu/~shs
General Information: 865-974-3135
Appointment Desk: 865-974-3648

UT Counseling Center
1800 Volunteer Blvd.
counselingcenter@utk.edu
www.utk.edu/counselingcenter
865-974-2196

VolAware (Distressed Student Protocol)
http://dos.utk.edu/volaware/
Call 865-974-HELP (4357)

Student Judicial Affairs
409 Student Services Building
http://judicialaffairs.utk.edu/
865-974-3171

Title IX Coordinator
1840 Melrose Ave.
http://oed.utk.edu
865-974-2498

University Housing
405 Student Services Building
housing@utk.edu
http://uthousing.utk.edu
865-974-2571

Employee Assistance Program
www.state.tn.us/finance/ins/eap/eap.html
877-237-8574
A MESSAGE FROM
CHIEF OF POLICE TROY LANE

On behalf of the University of Tennessee Police Department, welcome to our great university. We hope you will find the information contained herein informative and helpful and that your experience will be safe and rewarding. While we enjoy one of the lowest crime rates amongst major universities, no campus is immune to crime. Though it is our department’s mission to minimize crime and the opportunity for it to occur, safety is a shared responsibility. We ask you to be an active member in your personal safety and that of the community.

We encourage you to begin by considering the following:

• Report crime and situations that seem suspicious to our office immediately.
• Don’t leave property unattended/unsecured. Theft is the most common crime reported, and unattended items are an easy target.
• Lock your residence & car – ALWAYS! Don’t leave valuables, including GPS units visible.
• Avoid walking alone at night.

UT POLICE MISSION

The mission of the University of Tennessee Police Department is to provide professional police services, while working with faculty, staff and students to reduce criminal opportunity and community anxiety.

Our department is committed to treating all people fairly while supporting an environment where diverse social, cultural, and academic values are allowed to develop. We embrace the core values of professionalism, respect, integrity, dedication, and excellence.
NUMBER OF STUDENTS ENROLLED

UT KNOXVILLE CAMPUS

Headcount

Undergraduate 20,829
Graduate 6,189
Total 27,018
(Headcount, Fall 2012—Office of Institutional Research)

HOUSING OCCUPANCY

<table>
<thead>
<tr>
<th></th>
<th>Capacity</th>
<th>Occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Halls</td>
<td>7,534</td>
<td>7,285</td>
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<tr>
<td>Fraternity Park</td>
<td>446</td>
<td>310</td>
</tr>
<tr>
<td>Sorority Village</td>
<td>307</td>
<td>307</td>
</tr>
</tbody>
</table>

(Fall 2012 headcount data from Office of University Housing)

NUMBER OF NON-STUDENT EMPLOYEES

The University of Tennessee employs the following regular full-time and regular part-time faculty and staff at Knoxville:

Headcount

Faculty 1,458
Staff 8,418
Total 9,876
(Headcount, Fall 2012—Office of Institutional Research)
The University of Tennessee Police Department provides basic police services to Tennessee’s largest university. The department’s main objective is to provide a safe campus for students, staff, faculty, and visitors. UT Police officers perform a variety of tasks that include investigation of criminal activity, apprehension of criminals, accident and fire response, traffic enforcement, and security for special events. Through the Community Relations Unit (CRU), the police department offers services such as property engraving and educational programs to ensure the safety of members of the UT community and their belongings. The CRU also offers campus safety statistical information, as well as posters, brochures, and seminars on a variety of safety topics.

The UT Police Department reports to the Senior Associate Vice Chancellor for Finance and Administration, 523 Andy Holt Tower, Knoxville, TN 37996, 865-974-3061. The address of the UT Police Department is:

UT Police Department
1101 Cumberland Ave.
Knoxville, TN 37996
utpolice.utk.edu
E-mail: utpolice@utk.edu
Telephone: 865-974-3111
Emergency: 911

Officers & Training
The UT Police Department employs 52 certified police officers on the Knoxville campus.

Police Officers receive 420 hours of basic police training through a Tennessee Peace Officer Standards and Training-certified (POST) training academy, within their first six months of employment. Upon completion of the basic academy, officers are assigned to field training officers and must complete 320 hours of additional field training. UT Police officers complete a minimum of 80 hours of in-service training each year. Additional training may include such topics as:

- Cultural Diversity
- Racial Profiling
- Crime Prevention
- Crime Scene Protection
- Evidence Handling
- Mental Health
- Child Abuse
- Officer Stress Training
- Fire Safety
- Investigations
- Firearms
- Forensic Anthropology
- Crisis Intervention Training
- Drug Recognition Expert
- Statute Law/Legal Updates
- Rape Crisis
- Basic First Aid
- Cardiopulmonary Resuscitation (CPR)
- Aerosol Control Options
- Active Shooter Response

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http://facebook.com/utkpd
http://twitter.com/utpolice
Community Service Officer (CSO)
The UT Police Department employs non-sworn officers who serve as additional patrol units. These officers perform vehicle unlocks and vehicle boosts for students, faculty and staff. They also assist with traffic control, building unlocks, and other duties as assigned.

Campus Protection Specialist (CPS)
The UT Police Department also employs a supplemental staff of non-sworn officers who serve as additional protection during special events (for example, sporting events, construction areas, concerts, etc.).

Accreditation
In August 2009, UTPD earned national accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). As of August 2012, UTPD is one of two university police agencies in the state to hold national accreditation.

CALEA accreditation means that UTPD has met national and international standards for law enforcement policies and procedures. These policies strengthen the department’s level of accountability to the community. The accreditation promotes best practices for administrative decision-making.

In July 2012, UTPD was awarded re-accreditation through CALEA. Representatives from CALEA assessed UTPD’s policies, procedures, management, operations, and support services. They specifically examined the department’s ability to prevent and respond to crime, deliver services, build a rapport with the campus community, cooperate with other law enforcement agencies, and continue in its efforts to improve its practices and procedures.

To be accredited, UTPD successfully demonstrated the following:

- A comprehensive set of formal goals and directives;
- A solid structure for providing information and analysis to the chief of police and the management team;
- An emergency preparedness program in place;
- Developing or improving the agency’s relations with the community;
- Adherence to stringent standards that promote strong lines of accountability, both within the agency and with the community, and reduce liability and risk exposure to the agency; and
- Facilitation of the agency’s pursuit of professional excellence.

On January 13, 2010, UTPD received accreditation through the International Association of Campus Law Enforcement Administrators (IACLEA). UTPD was the first agency in the
state to be dually accredited through IACLEA and CALEA. This is a testament to UTPD’s commitment to excellence and professionalism.

**Authority & Jurisdiction**

UTPD officers are duly commissioned by the State of Tennessee. As such, UT Police officers have full police powers in the City of Knoxville, Knox County, and on any other property contiguous to property of the University of Tennessee, Knoxville.

An agreement between the Knoxville Police Department and the University of Tennessee regarding exercise of jurisdiction has been adopted and is assessed on a case-by-case basis. The Knoxville Police have primary investigative responsibility when the following crimes occur on university property:

- b. Aggravated assault and vehicular assault, as defined in T.C.A. Sections 39-13-102 and -106
- c. Criminal homicide, first-degree murder, second-degree murder, voluntary manslaughter, criminally negligent homicide, vehicular homicide, and viable fetus as victim, as defined in T.C.A. Sections 39-13-201, -202, -210, -211, -212, -213, and -214
- d. Kidnapping, aggravated kidnapping, and especially aggravated kidnapping, as defined in T.C.A. Sections 39-13-303, -304, and -305
- e. Aggravated robbery and especially aggravated robbery, as defined in T.C.A. Sections 39-13-402 and -403
- f. Aggravated rape, rape, aggravated sexual battery, sexual battery, statutory rape, and limited spousal exclusion, as defined in T.C.A. Sections 39-13-501 through -507. However, TCA-49-7-129 establishes that higher education law enforcement agencies are mandated to lead rape investigations.
- g. Arson, aggravated arson, and related crimes, as defined in T.C.A. Sections 39-14-301 through -306
- h. Especially aggravated burglary, as defined in T.C.A. Sections 39-14-404

Serious crimes and other incidents that are deemed to be of interest to state and/or local agencies are reported to those agencies. Crimes by university student groups at off-campus locations are reported to UT Police by local police authorities. All crimes that occur on campus are reported on a monthly basis to the Tennessee Bureau of Investigation (TBI) and to the Federal Bureau of Investigation (FBI) headquarters for publication in the annual Uniform Crime Report: www.fbi.gov/about-us/cjis/ucr/ucr.

As duly commissioned officers, UT Police carry service weapons. In general, each officer of the department shall, in all cases, use only the minimum amount of force that is consistent with the accomplishment of his/her mission, and shall exhaust every other reasonable means of apprehension of defense before considering the use of a firearm. As duly commissioned officers, UT Police have arrest authority.
TO REPORT A CRIME

Students, faculty, and staff are encouraged to report all crimes committed against them, or any crimes they might witness, to the UT Police Department. This may be done by telephone or in person, and may be done anonymously. The UT Police Department operates on a 24-hour basis and a police dispatcher is always available to take information.

The university operates a telephone system that provides expanded emergency service to the university community. All 911 calls placed on campus telephones are routed to the Knoxville E-911 emergency center. The call is dispatched to UT Police and/or Knoxville Police for response. On campus emergency calls may be placed directly through 911 or UTPD 865-974-3111. All police calls that are not of an emergency nature should be made directly to UTPD by calling 865-974-3114.

Blue light emergency telephones are located across campus and the 16th Street corridor in the Fort Sanders neighborhood. The phones not only provide direct access to the emergency dispatch center but also allow callers to connect with T:Link when in need of a ride.

Individuals may report crime anonymously through Tip411. Tip411 is an internet based tool that enables the public to text message an anonymous tip to police, and lets the police respond back creating a two way anonymous “chat.” To send an anonymous tip via text message to the University of Tennessee Police Department, text the keyword UTPD and your message to 847411 (tip411).

UT Police encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. UT Police cannot ensure that a report will remain confidential because police reports relating to closed cases are subject to inspection by any citizen of Tennessee under the Tennessee Public Records Act. However, the University’s annual crime statistics do not include any personally identifiable information relating to a victim, suspect, or witness.

CRIME STATISTICS REPORTING POLICIES

The annual disclosure of the University of Tennessee’s crime statistics is a responsibility of the UT Police Department and is assigned to Commander of the Records section or designee. The commander or designee meets periodically with the UT Chief of Police to review the methodology used for data collecting and reporting procedures. Each Fall, crime statistics from the previous year are made available in this handbook, which is available online at http://utpolice.utk.edu/crime-statistics/.

The annual publication of data includes statistics on cases referred to UT Police by Knoxville Police, Knox County Sheriff’s Office, and other sources.

CAMPUS SECURITY AUTHORITIES

The Clery Act mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to Campus Security Authorities (CSA’s). The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals, and students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals. The Clery Act regulations define a campus security authority (CSA) as:
• A member of a campus police department or a campus security department of an institution.
• Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property)
• Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
• An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of an institution.

At the University of Tennessee, Knoxville, the following positions are considered Campus Security Authorities:
• Vice & Associate Vice Chancellors for Student Life
• Dean & Associate Deans of Students
• Graduate Assistant - Student Organizations
• Judicial Affairs Director & Associate Director
• Housing Executive & Associate Director
• Housing Resident Assistants
• Housing Desk Workers
• Multicultural Student Life Director & Assistant Director
• Multicultural Student Life Graduate Assistants
• Safety, Environment, & Education Director & Assistant Director
• Counseling Center Director
• Student Health Administrator
• Director & Associate Director Career Services
• University Center Director & Assistant Director
• Disability Services Director & Assistant Directors
• Sorority & Fraternity Life Advisors
• Student Orientation Director
• RecSports Director, Assistant Director, Outdoor Rec Director, & Desk Assistants
• Student Activities Director & Assistant Director
• Center for Leadership & Service Director & Coordinator
• Student Publications Director
• Arts & Sciences Advising Director
• Business Administration Advising Director
• Education, Health, & Human Sciences Advising Director
• Engineering Advising Director
• Nursing Advising Director
• Graduate School Assistant Deans
• Parking & Transit Director & Assistant Director
• Environmental Health & Safety Director
• Vice Chancellor for Finance & Administration
• Associate Provost and Director, Center for International Education
• Assistant Director, Center for International Education
• Associate Director, Center for International Education
ACCESS TO THE CAMPUS
The student handbook, Hilltopics, states that “The university’s campuses and facilities shall be restricted to students, faculty, staff, administrators, guests, visitors and invitees except on such occasions when all or part of the campuses, buildings, stadiums, or other facilities are open to the general public.”
The policy in its entirety may be found in Hilltopics, viewable at http://hilltopics.utk.edu

SEXUAL OFFENSES
Policy & Educational Programs
When a rape/sexual offense is reported, the university will make every effort to see that the victim is offered both medical and psychological care as well as information about prosecuting the suspect through both criminal and university disciplinary channels.

The university provides a variety of programs that are intended to promote awareness among students regarding the prevalence of rape and other sex offenses on the campus and in the Knoxville community. Among these are the following:

Sexual Assault Awareness This one-hour course offers rape awareness and prevention and provides students with information regarding counseling availability.

Personal Safety Seminar This general seminar covers many safety topics including rape and sexual assault.
**Rape Aggression Defense** This 12-hour course provides information on rape awareness and prevention and offers some physical defense training. Participants receive a book with prevention information as part of the program.

**Advanced Rape Aggression Defense** This 16-hour course takes participants beyond the topics of physical defense training offered in the course listed above.

**R.A.D. Keychain Defense** This eight-hour course provides information about using a small keychain or flashlight for self defense.

**Aerosol Defense Option** This four-hour course provides information about the various aerosol defense products available and their effects. The course does not endorse particular products.

**Additional Programs** UT Police and residence hall staff provide a variety of other programs dealing with sexual assault as a result of specific staff member interest and requests by students. Any person who desires to have such programs may request them through resident assistants or other staff by contacting the UT Police Community Relations Unit.

**SEXUAL HARASSMENT**

The University of Tennessee is committed to providing an environment free of sexual harassment, including sexual assault and other sexual misconduct. Sexual harassment is a violation of law, including Title IX of the Education Amendments of 1972, and University policy. The University will not tolerate sexual harassment. More information about sexual harassment and resources for victims of sexual harassment can be found below.

**Title IX**

The University of Tennessee is a recipient of federal financial assistance for education activities, and in accordance with the provisions of the Education Amendments Act of 1972, all of its education programs and activities are subject to the prohibition against discrimination on the basis of sex. University policy prohibits discrimination on the basis of sex in any education program or activity.

The University’s Title IX Coordinator monitors the University’s compliance with Title IX. Individuals with questions or concerns about Title IX, and/or those who wish to file a complaint of non-compliance with Title IX, may contact the University’s Title IX Coordinator, Office of Equity and Diversity, 1840 Melrose Avenue, Knoxville, TN 37996, Phone: 865-974-2498, Fax: 865-974-0943.

More information about Title IX and the University’s policy against sex discrimination can be found by visiting the website of the Office of Equity and Diversity, http://oed.utk.edu.

**Examples of Standards of Conduct for Students Relating to Sexual Harassment**

The following is a non-exhaustive list of the University’s Standards of Conduct that relate to sexual harassment as referenced on page 14 in the 2013-2014 Student handbook, *Hilltopics*.

5. Causing physical harm to any person; endangering the health or safety of any person; engaging in conduct that causes a reasonable person to fear harm to his/her health or
safety; or making an oral or written statement (including electronically) that an objectively reasonable person hearing or reading the statement would interpret as a serious expression of an intent to commit an act of unlawful violence to a particular individual or group of individuals, although the speaker need not mean to carry out the act of unlawful violence in order to constitute a violation of this rule.

6. Harassment, which is defined as unwelcome conduct that is so severe or pervasive, and objectively offensive, that it substantially interferes with the ability of a person to work, learn, live, or participate in or benefit from the services, activities, or privileges provided by the University. In no event shall this rule be construed to discipline a student for speech protected by the First Amendment to the United States Constitution (e.g., mere insulting or offensive speech).

7. Sexual assault or misconduct. “Sexual assault” is defined as any sexual act or attempt to engage in any sexual act with another person without the consent of the other person, or in circumstances in which the person is unable to give consent due to age, disability, or an alcohol/chemical or other impairment. “Sexual misconduct” is defined as any intimate touching of another person, or forcing a person to engage in intimate touching of another, without the consent of the other person, or in circumstances in which the person is unable to give consent due to age, disability, or an alcohol/chemical or other impairment. It is the responsibility of the person initiating sexual activity to ensure the other person is capable of consenting to that activity. Consent is given by an affirmative verbal response or acts that are unmistakable in their meaning. Consent to one form of sexual activity does not mean consent is given to another type of sexual activity.

8. Invasion of another person’s privacy when that person has a reasonable expectation of privacy, including, but not limited to, using electronic or other means to make a video or photographic record of any person in a location in which the person has a reasonable expectation of privacy, without the person’s knowledge or consent. This includes, but is not limited to, making a video or photographic record of a person in shower/locker rooms or restrooms. The storing, sharing, and/or distributing of such unauthorized recordings by any means is also prohibited.

27. Violation of a University policy, such as the prohibition on discrimination on the basis of sex in any education program or activity.

28. Committing an act that is prohibited by local, state, or federal law. This Standard of Conduct would include but not be limited to Tennessee criminal law relating to sexual offenses (T.C.A. § 39-13-501 et seq.) and Title IX).

How to File a Complaint Against a Student

In addition to or in lieu of initiating criminal prosecution, a student who feels he/she has been the victim of sexual harassment, including sexual assault, has the right to file a complaint with the University. Conduct may violate the University’s Standards of Conduct or Title IX even if the police conclude they do not have sufficient evidence of a criminal violation. Penalties for sexual harassment could include suspension or permanent dismissal from the University.

A complaint of sexual harassment against another student will be treated as a complaint of sex discrimination in violation of Title IX and may be filed with the Office of Student
Judicial Affairs, 409 Student Services Building, 974-3171 or the University’s Title IX Coordinator, Office of Equity and Diversity, 1840 Melrose Avenue, Knoxville, TN 37996, Phone: 865-974-2498, Fax: 865-974-0943. The Title IX Coordinator and/or an employee in the Office of Student Judicial Affairs will meet with the complainant, explain the University’s grievance procedures, listen to the complainant’s allegations, provide the complainant with an opportunity to ask questions, and refer the complainant to the S.E.E. Center or to the Office of the Dean of Students, who can assist the complainant with obtaining medical and/or psychological care, reporting the incident to the police, and exploring interim and remedial measures.

Following the initial meeting with the complainant, the Office of Student Judicial Affairs will investigate the complaint to determine if the University’s Standards of Conduct have been violated. Investigations usually will include interviews of the complainant, the student against whom the complaint was filed, and other witnesses, as well as an analysis of documents and other relevant information. University investigations of sexual harassment complaints will be prompt, thorough, impartial, and independent of any criminal investigation or case that may be ongoing. The Office of Student Judicial Affairs uses a “preponderance of the evidence” standard in reaching its conclusions. If the Office of Student Judicial Affairs determines that a Standard of Conduct has been violated, then the case will be processed in accordance with the University’s student disciplinary regulations and procedures. The Office of Equity and Diversity may participate in an investigation involving students. In a case involving a complaint against another student of sexual harassment, the alleged victim shall have the rights described below.

Mediation will not be used to resolve complaints of sexual harassment.

**Standards of Conduct for University Employees**
Federal regulations define sexual harassment in employment to include unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting that individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment. The University’s sexual harassment policy relating to employment, including student employees, can be found at [http://hr.utk.edu/policies](http://hr.utk.edu/policies) or [http://oed.utk.edu](http://oed.utk.edu).

The University’s policy on consenting romantic or sexual relationships between faculty and students can be found in Appendix 7 of the UTK Faculty Handbook, which can be found at [http://provost.utk.edu](http://provost.utk.edu).

**How to File a Complaint against a University Employee**
A complaint of sexual harassment against a University employee, including a student employee, or a third party unaffiliated with the University should be filed with University’s Title IX Coordinator, Office of Equity and Diversity, 1840 Melrose Avenue, Knoxville, TN 37996, Phone: 865-974-2498, Fax: 865-974-0943, and will be handled in accordance with the University’s discrimination complaint procedures, which can be found at [http://oed.utk.edu/complaints/](http://oed.utk.edu/complaints/).
How to Initiate Criminal Prosecution
Victims of sexual assault or misconduct have the right to initiate criminal prosecution by contacting the University of Tennessee Police Department, 1101 Cumberland Avenue, 974-3114, or the Knoxville Police Department, 800 Howard Baker Jr. Avenue, 215-7000. Victims may file a criminal complaint before, during, or after the University’s investigation of sexual assault or misconduct.

Confidentiality
University employees other than licensed psychologists (e.g., licensed psychologists in the Student Counseling Center) and licensed psychiatrists (e.g., licensed psychiatrists in the Student Health Clinic) cannot guarantee confidentiality, although the University attempts to protect the identity of a student who reports sexual harassment to the maximum extent possible under the circumstances. Information about the report may need to be disclosed to other University officials who have a need to know the information. An individual’s request regarding the confidentiality of a report of sexual harassment will be considered in light of the University’s legal obligation to the campus community to investigate complaints of sexual harassment and the due process rights of an accused student or employee to be informed of the allegations and their source. A request that the victim’s identity not be disclosed to the alleged harasser may limit the University’s ability to respond fully to a report of harassment. The University is required by federal law to report the occurrence on campus of certain crimes, including sex offenses, in an annual report of crime statistics, but the report does not contain any personally identifiable information. The University also is required by federal law to issue a timely warning for certain crimes that represent a serious or continuing threat to the safety of students or employees, but such a warning would not contain any personally identifiable information.

Incident reports prepared by law enforcement for a law enforcement purpose generally are considered public records under the Tennessee Public Records Act and are not protected by the Family Educational Rights and Privacy Act of 1974, which means they would be made available to any Tennessee citizen upon request.

Retaliation
Retaliation against anyone who files a complaint of sex discrimination or participates in an investigation of sex discrimination is strictly prohibited by University policy and federal law. Anyone responsible for retaliation will be subject to disciplinary action by the University. Students who are subject to retaliation should contact the University’s Title IX Coordinator, Office of Equity and Diversity, 1840 Melrose Avenue, Knoxville, TN 37996, Phone: 865-974-2498, Fax: 865-974-0943.

No Contact Directives
In cases involving allegations of sexual harassment, the Vice Chancellor for Student Life, or his/her designee, may require that a student accused of harassing another student not have verbal, physical, or written contact with the alleged victim for a definite or indefinite period of time. The accused student will receive written notice of the no contact directive. In addition to an internal University no contact directive, victims are advised that other similar options exist and can be obtained from law enforcement and civil and criminal courts.
Procedures for reporting a sex offense

What to do if you are a victim of sexual assault:

1. **Go to a safe place.**

2. **Talk to someone you trust.** As soon as you are in a safe place, tell someone you can trust about the incident - a roommate, friend, resident advisor or resident director, minister, or counselor - someone who can provide emotional support and objectively help you to make a plan.

3. **Preserve all physical evidence.** Do not change your clothing, bathe, shower, douche, use the bathroom, brush your teeth, drink liquids, wash your hands, or comb your hair. If you change clothes, you should place all of your clothing that was worn at the time of the incident in a paper (not plastic) bag.

4. **Seek medical attention.** *You may seek medical care at any time after unwanted sexual activity without reporting a crime or notifying the police.* If you think you might want to prosecute, you are strongly encouraged to have a medical examination for the collection of evidence within 72 hours. A medical professional will examine you, provide appropriate medical treatment, and talk with you about prevention of venereal disease and pregnancy. UT Police are available to take you to the hospital or the Sexual Assault Center of East Tennessee for a medical examination. Receiving a medical examination does not mean that you must make a formal report to the University or law enforcement.

The University encourages you to seek medical attention by contacting one of the following:

- **Emergency**
  - 911
- **University of Tennessee Police Department**
  - 865-974-3111
- **Sexual Assault Center of East Tennessee 24 Hour Hotline**
  - 865-522-7273
- **Student Health Center**
  - 865-974-3155
- **Student Counseling Center**
  - 865-974-2196

5. **Seek counseling.** Victims who wish to speak confidentially with someone about the incident may call a licensed psychologist in the Student Counseling Center at 865-974-2196, any time during business hours on a normal weekday; a licensed psychiatrist in the Student Health Service at 865-974-3648, any time during business hours on a normal weekday; or the Sexual Assault Center of East Tennessee’s 24 Hour Hotline at 865-522-7273. A licensed University counselor or Sexual Assault Center staff member can help a victim explore options, provide information, and provide emotional support. Whether you seek immediate assistance or choose to wait for a period of time after the assault, counseling can help you deal with the psychological residue and begin the healing process.

6. **Report the Incident.** The University strongly encourages individuals to report sexual assault to appropriate officials because it is the only way that action can be taken against an alleged violator of law and University policy. Timely reporting and a medical examination within 72 hours are critical in preserving evidence and responding effectively, but an individual may report an incident at any time.
Reporting an incident to the University allows the University to take steps to prevent the recurrence of harassment and correct its discriminatory effects, if appropriate. 

**You may report the incident to the University regardless of whether you choose to press formal criminal charges.**

There are multiple ways to report an incident to an appropriate University official:

7. Report to the University of Tennessee Police Department (UTPD). You may report the incident to the UTPD by calling 974-3111. If the incident occurred off campus, then call 911.

8. Report to the Office of the Dean of Students or the Office of Student Judicial Affairs. The Office of the Dean of Students, 865-974-3179, and the Office of Student Judicial Affairs, 865-974-3171, can assist you in:
   - Obtaining medical and/or psychological care;
   - Reporting the incident to the police;
   - Contacting off-campus resources such as rape crisis centers or support groups;
   - Addressing academic concerns; and
   - Exploring interim and remedial measures, such as obtaining a no-contact directive, making alternative housing arrangements, modifying academic schedules, and addressing other academic concerns such as absences, missed assignments, grades, incompletes, and withdrawals.

9. Report to the University’s Title IX Coordinator. You may report the incident to the University’s Title IX Coordinator, Office of Equity and Diversity, 1840 Melrose Avenue, Knoxville, TN 37996, Phone: 865-974-2498, Fax: 865-974-0943,

**Reporting an incident to UTPD helps:**

10. apprehend the alleged assailant;
11. preserve future options regarding criminal prosecution, University disciplinary action, and/or civil action against the perpetrator;
12. protect you and others from future sexual assaults or misconduct by the same person.

When an incident is reported to UTPD, a UTPD officer will inform you about University and external resources that are available to you, including information concerning the preservation of evidence, obtaining medical care, and contacting the University’s Title IX Coordinator, the Office of the Dean of Students, and/or the Office of Student Judicial Affairs. The officer will also complete an incident report. Primary responsibility for the investigation of sexual offense cases rests with UTPD. The report will be important to you in case you wish to bring charges, immediately or at a later date. You may be asked questions about the scene of the crime, witnesses, and what happened before and after the incident. It is always your option whether to notify UTPD or the Knoxville Police Department.
Other Points of Contact and Support:


Student Counseling Center – 1800 Volunteer Blvd., 865-974-2196, http://counselingcenter.utk.edu/

Student Health Service (Monday-Friday) – 1800 Volunteer Blvd., 865-974-3135, http://studenthealth.utk.edu/

UT Commission for Women, 1840 Melrose Avenue, 865-974-2498, http://cfw.utk.edu/

Other University Sex Offense Responses

The university seeks to be supportive of victims of sexual assault in as many ways as possible. In order to demonstrate this support, the university will change a victim’s living and/or academic situation(s) when such changes are reasonably available and are requested by the victim. Such requests should be made to the staff in the Dean of Students Office, where staff members will assist the victim in making these adjustments.

In compliance with the Campus Sex Crimes Prevention Act the University of Tennessee has made information on sex offenders available at http://www.tbi.state.tn.us/sorint/SOMainpg.aspx

As of August 1, 2004, Tennessee State Law 40-39-201 requires that all out-of-state sexual offenders who will be working or attending the University of Tennessee must register with the UT Police Department within 48 hours of arriving on campus.

All in-state sexual offenders must register with the law enforcement agency that has jurisdiction in their residential area.

STUDENT JUDICIAL PROCEDURES

“Sexual assault” is defined as any sexual act or attempt to engage in any sexual act with another person without the consent of the other person, or in circumstances in which the person is unable to give consent due to age, disability, or an alcohol/chemical or other impairment. “Sexual misconduct” is defined as any intimate touching of another person, or forcing a person to engage in intimate touching of another, without the consent of the other person, or in circumstances in which the person is unable to give consent due to age, disability, or an alcohol/chemical or other impairment. It is the responsibility of the person initiating sexual activity to ensure the other person is capable of consenting to that activity. Consent is given by an affirmative verbal response or acts that are unmistakable in their meaning. Consent to one form of sexual activity does not mean consent is given to another type of sexual activity.
Special rights pertain to the victim if a suspect is charged with violating Standard of Conduct #7.

The procedures for adjudicating such violations are described in detail in the 2013-2014 Student Handbook, *Hilltopics*. These procedures include the following:

**Victim’s Rights**

1. Notice concerning the process by which the University will handle the complaint and an opportunity to ask questions about the process;

2. A prompt, thorough, and impartial investigation of the complaint;

3. The same opportunity as the accused student to present his/her explanation of the facts during the University’s investigation;

4. Have the investigation of the complaint concluded within sixty (60) days of the University’s receipt of a complaint, unless circumstances make it impracticable for the University to complete its investigation within that timeframe;

5. Notice of the outcome of the University’s investigation;

6. Have a disciplinary hearing conducted within thirty (30) days of a University charge that the accused student committed sexual assault or misconduct, unless circumstances make it impracticable for the University to conduct a hearing within that timeframe;

7. Notice of the date, time, and location of the disciplinary hearing, the right to have the disciplinary hearing closed to the public, and the right to request rescheduling of the hearing for good cause;

8. The same access as the accused student to any information or documents that will be used by the University during the disciplinary hearing, unless prohibited by law;

9. Challenge the seating of any disciplinary board member for good cause, which will be determined at the discretion of the chairperson of the hearing board, or, if the seating of the chairperson is challenged, then at the discretion of the majority of the hearing board;

10. Be accompanied by a person, other than a Student Judicial Advisor, of his/her choosing during the University’s investigation or a disciplinary hearing, but the person shall not be permitted to speak for the victim during a disciplinary hearing;

11. The same opportunity as the accused student to be present during the hearing, present witnesses and other evidence through a Student Judicial Advisor, challenge the admissibility of evidence through a Student Judicial Advisor, and cross-examine adverse witnesses through a Student Judicial Advisor during the disciplinary hearing;

12. Testify or remain silent in a hearing at his/her option;

13. Not to be questioned directly by the accused student during the disciplinary hearing;
14. Submit a written impact statement to the Student Disciplinary Board for consideration of the sanctioning phase of the disciplinary hearing, if the accused student is found guilty of the charges against him/her, or to the Office of Student Judicial Affairs for consideration during the sanctioning phase of the administrative hearing, if the accused student pleads guilty to the charges against him/her;

15. Notice of the decision of the Student Disciplinary Board or the outcome of an administrative hearing within three (3) business days of the hearing; and

16. Appeal the decision of a University disciplinary board in accordance with “Appeal and Scope of Review” for sexual assault or misconduct cases as detailed in *Hilltopics*. 
   
   • Persons accused of violations of Standards of Conduct are entitled to written notice of the alleged violation, including an account of the alleged misconduct, witnesses to the alleged misconduct, notice of the scheduled hearing delivered 72 hours before the hearing, and notice of the maximum allowable penalty (i.e., permanent dismissal). The accused may schedule an appointment with the staff, appointed by the Office of Student Judicial Affairs, who will assist him/her in defending such charges, or the accused has the right to assistance of his/her choice. At the hearing, the accused may testify or remain silent at his/her option, present witnesses, have his/her case heard only on the misconduct specified in the written notice, challenge the admissibility of evidence, remain silent, or confront or cross-examine all available adverse witnesses and/or challenge the seating of any board member for good cause. At the hearing, determinations are made as to guilt or innocence and penalty, if appropriate. The accused has the right to have in writing a decision specifying the rule violated, the penalty assessed, and the right to appeal.

   • The disciplinary action of any board may be appealed to the next higher board. Appeals from the Student Disciplinary Boards may be made to the Student Tribunal or Student Affairs Council. In all cases the request for appeal must be submitted in writing to the Dean of Students within seven calendar days of written notice of the board decision. If the seventh day falls on a weekend or holiday, the time is extended to the next regular workday. All appeals (except those to the Student Affairs Council, which may elect to hear the case de novo) must be taken upon the record made before the original board. Pending the outcome of an appeal, the penalty specified in the original decision shall not be imposed.

   • Both the accuser and the accused are entitled to the same opportunities to have other persons present during a campus disciplinary proceeding. The victim, therefore, has the right to have counsel of his/her choice present during a Student Disciplinary Board hearing. In the event a student defendant elects to have a public hearing, both the accuser and the accused have the right to have counsel, as well as others, present. In addition, both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought as a result of the allegation of a sex offense. This information may be shared with both the accuser and accused in accord with the Family Education Rights and Privacy Act (FERPA) and the Tennessee Public Records Act. The final results of disciplinary proceedings will be disclosed to third parties in accord with the limited exceptions set forth in the Family Education Rights and Privacy Act and the Tennessee Public Records Act.
Sanctions
Sanctions for the violation of any student Standard of Conduct may include any of the following:

1. Loss of privileges
2. Disciplinary reprimand
3. Disciplinary probation
4. Suspension for a specified period of time
5. Indefinite suspension
6. Permanent dismissal

Illegal Drug Policy

“It is the policy of the University of Tennessee to maintain a safe and healthful environment for its students and employees.” Therefore, university policy prohibits the unlawful use, manufacture, possession, distribution, or dispensing of drugs (“controlled substances” as defined in the Controlled Substances Act 21, U.S.C. 812) and alcohol on university property or during university activities. These acts are violations of the Standards of Conduct as defined in Hilltopics.

Violation of this policy is grounds for disciplinary action—up to and including immediate discharge for an employee and permanent dismissal for a student. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment (21 U.S.C. 841 et seq.; T.C.A. 39-17-401 et seq.). Local ordinances also specify various penalties for drug- and alcohol-related offenses. The university is bound to take all appropriate actions against violators, which may include referral for legal prosecution or requiring the individual to participate satisfactorily in an approved drug use/alcohol abuse assistance or rehabilitation program.

Aside from any university policy considerations, the use of illicit drugs and/or the abuse of alcohol may be harmful to your health. Some of the health risks associated with such use/abuse are described at the end of this section.

Individuals who are paid by UT through federal grants or contracts must abide by this policy and notify the university in writing of any criminal drug statute conviction which includes a finding of guilt, a plea of nolo contendere, or a sentence by any state or federal judicial body for a violation occurring in the workplace within five days after such conviction. The university is, in turn, required to inform the granting or contracting agency of such a violation within 10 days of the university’s receipt of notification.

Employees and their families needing treatment information should call their local Human Resources Office or the State of Tennessee Employee Assistance Program http://www.here4tn.com/ (1-855-437-3486). Students seeking treatment information should contact their campus Student Life Office, student health center, or counseling center.
Alcohol-abuse health risks. Liver damage—cirrhosis, alcoholic hepatitis; heart disease—enlarged heart, congestive heart failure; ulcers and gastritis; malnutrition; cancer—of the mouth, esophagus, stomach, liver; brain damage—memory loss, hallucinations, psychosis; damage to fetus if pregnant mother drinks; death—50 percent of fatal auto accidents involve alcohol, 31 percent of suicides are committed by alcoholics.

Drug-use health risks. Overdosing—psychosis, convulsions, coma, death; long-term use—organ damage, mental illness, malnutrition, death; casual use—heart attack, stroke, brain damage, death; needles— infections, hepatitis, AIDS, death; if a pregnant mother uses drugs, her baby can be stillborn or born addicted.

**Alcoholic Beverage Policy**

“Drinking or being under the influence of alcohol or illegal drugs while on the job” or “the use, possession, or distribution of alcohol on university property” is a violation of the university work rules, as stated in the UT Personnel Policies and Procedures Manual. Violation of work rules may be cause for disciplinary action including possible termination of employment.

As stated in the 2013-2014 Student Handbook, *Hilltopics*, university regulations prohibit “all student organizations from serving or permitting the consumption, possession or display of any alcoholic beverage or containers at any time, or by anyone on university premises.” Consuming, manufacturing, possessing, distributing, dispensing, selling, or being under the influence of alcoholic beverages, if prohibited by federal, state, or local law, is a violation of the Standards of Conduct as defined in *Hilltopics*.

UT Police and campus officials are raising students’ awareness of state laws concerning underage drinking. The law prohibits any resident, owner, or occupant of property from allowing an underage adult to consume alcohol on their property. “Underage adults” is defined as individuals who are at least 18 years old, but younger than 21.

A resident may face criminal prosecution and university sanction if an underage adult consumes alcohol on his or her property which includes, but is not limited to, a residence hall room or apartment, fraternity- or sorority-affiliated housing, an off-campus house or apartment, or any other property owned or occupied by the individual. Students are encouraged to learn more about campus rules and regulations at http://hilltopics.utk.edu.

**Weapons Policy**

As explained in *Hilltopics*, the student handbook, UT policy prohibits “possessing, using, storing, or manufacturing any weapon or any facsimile of a weapon on University-controlled property or in connection with a University-affiliated activity, unless authorized in writing by the Chief of Police or his/her designee.”

Weapons that are brought to campus by students for sporting purposes must be checked in and stored at the UT Police Department.

As referenced in *Hilltopics* 2013-2014 (p.14), the university’s Standards of Conduct prohibits students from “possessing, using, storing, or manufacturing any weapon or facsimile of a weapon on University-controlled property or in connection with a University-affiliated activity, unless authorized in writing by the Chief of Police or his/her designee.”
INCIDENTS OF BIAS
Students should report incidents of bias to the proper university authority, i.e., UT Police, residence hall director, or other staff members. Students may also report an incident via email at bias@utk.edu, or the Web at bias.utk.edu. The report will then be forwarded to the Dean of Students Office. Students may contact the office at 865-974-3179 with any questions or concerns.

ENVIRONMENTAL SECURITY CONSIDERATIONS ON CAMPUS
Every effort is made by the university’s grounds staff to ensure that campus facilities, grounds, and landscaping are maintained in such a way as to eliminate natural obstructions that could become safety concerns. Periodically, a lighting survey is performed by a group of campus representatives in conjunction with the UT Police Department. Based on results of past surveys, significant improvements in outdoor lighting and placement of emergency blue-light telephones have been made. Additionally, UTPD conducts C.P.T.E.D. (Crime Prevention Through Environmental Design) surveys upon request or when a serious or continuous facility security problem is noted.

EVENING AND SPECIAL TRANSPORTATION
The T, provided by First Transit, offers the T:Link, a free on-demand shuttle service for individuals. During the academic year, students, faculty, and staff can call 865-974-4080 between 6 p.m. and 7 a.m. to get a ride.

The T:Late Nite is also available to students. T:Late Nite is a bus route that runs on campus and in Fort Sanders from 6 p.m. to 2 a.m. Sunday through Thursday, and from 6 p.m. to 4 a.m. Friday and Saturday. Schedules vary when classes are out of session. For more information and schedules, visit http://ridethet.utk.edu/.

UT ALERT EMERGENCY RESPONSE NOTIFICATIONS & OTHER SECURITY COMMUNICATION
The University of Tennessee utilizes multiple methods to notify the campus community of emergency situations. These notifications methods are provided under the title of UT Alert. The notifications may use some or all of the notification methods available based upon the situation. UT Alert notifications are based upon situations where a continuing threat to campus safety is present. Some examples of situations where an alert would be issued are a building fire, a hazardous material spill/leak impacting a large area, severe weather related threat, or an active shooter. Students, staff, and faculty can register for UT Alert at http://www.utk.edu/utalert/

UT Alert Notification Methods:
1. SMS text messages
2. E-mail notifications
3. Department/Unit Phones
4. Public address utilizing blue light phones (blue emergency phones), over 100 units
5. Internal building public address, where available
6. Public address system in all police patrol vehicles
7. Social media- Facebook & Twitter
8. Local media- television and radio
UT Alert Goal
The goal for issuing an alert is to provide accurate information as quickly as possible so that the campus community can take precautions in the case of a dangerous situation. Not every individual will be reached. The campus community is asked to spread UTAlerts to others. The decision to issue an alert is based upon several factors. Information provided by witnesses, first responders, and others directly familiar with the circumstances may all be considered before an alert is issued. Verification of a threat to health and safety of the campus community will be based on the best information available so as not to result in an undue notification delay.

Dissemination Areas and Responsibility for Issuing
Alerts will reach subscribers regardless of their actual location when the notification system is activated. However; we have the capability to send alerts to blue light and campus phones based on location should the incident be specific to one area of campus. The campus is divided into zones to assist in determining if notification will be specific to a geographic area of campus. In addition to alerting UT Alert subscribers, email can be used to notify every member of the campus community with a utk.edu address. The incident dictates the appropriate area(s) to be notified. A building fire would generally only impact one zone while a severe weather event would potentially impact the entire campus.

Messages for the most likely campus emergencies are scripted and ready to be immediately sent. Operators with message release authority also have the ability to draft an instant message in the event none of the prescribed messages are sufficient or more specific details are appropriate. Text messages are generally short and very direct due to character limitations. The initial UT Alert is primarily designed to notify quickly of a dangerous situation. The campus community is encouraged to seek additional information after becoming aware of an emergency. The campus notification system uses various communication methods that vary in delivery speed and more details can be provided in email and on the web.

When an emergency is reported and the incident verified, the University of Tennessee Police Department Shift Supervisor is the primary person with the authority to send messages. Alerts may also be activated by the UT police command staff and the Director of Emergency Management. There is no delay or layered approval process that must occur before an alert may be sent. Providing for a safe campus and taking necessary steps to mitigate the emergency will always be the top priority.

Information pertaining to an emergency that exceeds the boundaries of the University of Tennessee would be provided through UT Media Relations to local media outlets. This information may also be provided directly by the City of Knoxville. This type of notification would be provided to various television and radio sources.

UT Alert Testing
The UT Alert system checked during the Spring and Fall semesters through a published announcement and full activation. Each test is proceeded by a sign-up campaign to encourage the campus community to register for alerts. The blue light phones’ public address system is activated quarterly to test each unit.
Emergency Response and evacuation testing procedures
The university’s Emergency Management Plan (EMP) is updated annually and available on Sharepoint for viewing for anyone with at UT NetID and password at http://utk.edu/go/dj. The plan provides information on how the campus will prepare and organize to respond to emergencies. It provides detailed guidance on roles and responsibilities for emergency response personnel and guidance for colleges and departments continuity and emergency action planning. The Emergency Management program administered by the Office of Emergency Management follows the principles of the National Incident Management System.

The university EMP establishes a three year exercise cycle to test and evaluate the plan and to improve the skills of the university personnel assigned emergency management responsibilities. The training includes an annual exercise that is designed to progress from training and workshops to a table top exercise and culminate in a full scale exercise in the third year. This year’s exercise activity is available on the web at http://utk.edu/go/dk.

In addition to making the entire plan available on Sharepoint, campus specific information and procedures are published at safety.utk.edu and in an emergency preparedness training module available on Blackboard. The office of emergency management, UT Police and Media Relations conduct regular awareness efforts to encourage community members to review the website and take the Blackboard training. At a minimum, this is done during safety day at the beginning of the fall semester and during emergency preparedness week in February. University buildings are equipped with emergency posters that indicate best shelter locations, assembly areas, and an emergency coordinator point of contact.

Documentation of university building evacuation/fire drills is maintained by Environmental Health and Safety and is maintained in accordance with the Records Retention for Safety, Health and Environmental Protection procedure (GS 43) found in the safety manual. Key performance measures are established, evaluated and feedback is provided to the building occupants. A record of this year’s drills can be reviewed at http://utk.edu/go/p7.

Safety Notices
Safety Notices differ from UT Alerts in that these incidents that have already occurred but may represent an ongoing threat to our community. Safety Notices are not timely warnings or emergency notices like UT Alerts. Safety Notices will generally be issued for serious crimes against persons such as robbery, rape or aggravated assaults. Safety Notices serve as a method of notifying the community about general details of an incident as well as provide safety information that may aid in the prevention of a future similar incident. Safety Notices are distributed to all UT netid accounts through the Office of Information Technology in cooperation with UTPD and the Office of Media Relations. Each incident will be reviewed for the appropriateness of issuing a Safety Notice by the Chief of Police or his/her designee.

If an incident occurs on UT owned or controlled property, the Safety Notice may also be distributed through a flyer on buildings adjacent to the incident area.

Safety Notices will generally accompany a UT Alert after further details have been gained about an incident.

General Crime Information & Crime Log
The UT Police Department releases general crime information to local media outlets including print media, radio, and television stations. A daily listing of criminal activities
reported to the UT Police Department is printed, at the discretion of their staff, in the Crime Log section of the campus newspaper, *The Daily Beacon*. A crime log of reported incidences occurring on the UT campus is available online at http://utpolice.utk.edu/crime-log-2/.

**BLUE LIGHT PHONES**
The university has upgraded the emergency blue light phone system across campus. There are currently more than 100 blue light phones throughout campus that provide a direct link to Knox County E-911. The blue phones now have the capability of broadcasting UT Alert messages through the public address speaks. The location of blue light phones is available online at http://www.utk.edu/maps/. Additionally, blue phone locations are noted on UT Campus Parking Maps.

**SECURITY CAMERAS**
UT has more than 500 security cameras throughout the campus, which includes residence halls. Non-commuter garages currently have security cameras in place. Several cameras are in place for large venue locations such as Neyland Stadium and Thompson Boling Arena. These cameras are beneficial to law enforcement on game days and to the entire campus throughout the year.

University Housing has upgraded the existing video surveillance systems in North Carrick, South Carrick, Clement, Humes, Massey, Laurel, Reese, and Volunteer Halls from analog tape storage to digital hard drive storage with enhanced capabilities. Plans are currently underway to complete the Apartment Residence Hall, Hess Hall and Morrill Hall facilities during spring semester of 2014.

**COMMUNITY RELATIONS UNIT (CRU)**
The UT Police Department facilitates crime prevention programs in which UT Police staff explain and demonstrate how students, staff, and faculty can protect themselves and their property. UT Police staff speak to students and parents at orientation sessions, hall representatives in residence halls, students in the Panhellenic Building and employees who work in the UT residence halls.

A few of the programs taught through UTPD include:

- S.A.F.E.* (Self-defense Awareness & Familiarization Exchange): A crime-victim prevention program that encompasses strategies and techniques that introduce participants to the physical aspects of self-defense.
• Personal Safety: A simple approach with realistic safety tips. Optional overview of self-defense devices can be included.

• Alcohol Awareness: Alcohol awareness program in which “Fatal Vision” goggles are used in conjunction with the Wii gaming system to demonstrate vision and coordination impairment.

• Basic R.A.D.*: (Rape Aggression Defense) Self-defense program that offers risk reduction and avoidance information. This course incorporates physical defense skills in a realistic training environment. In addition to the basic program, UT Police offers other R.A.D. programs targeted to children and men.

• Operation ID: Register and engrave your personal property to assist in theft prevention and recovery. You may also begin the Operation ID registration process at http://web.utk.edu/~utpolice/Operation_Identification.html

• Sexual Assault Awareness: Discussions of awareness, prevention, avoidance, and effective communication regarding date/acquaintance rape.

• Substance Abuse: Information about alcohol and other common abused drugs.

• Spring Break Information: Safety program geared towards common threats faced while vacationing.

• Workplace Violence: Information regarding the escalating problem of violence in the workplace. Identification of characteristics of potentially violent individuals, as well as prevention and avoidance strategies.

*For women only

UTPD offers many educational programs relating to sexual assault awareness, defense, and prevention (see page 10). All programs and courses are free to UT students and employees. In 2012, UTPD instructed 337 programs making contact with 18,627 individuals. All programs are taught throughout the year upon request. Literature and brochures are distributed at most programs. UT Police C.R.U. staff members have extensive training in a variety of areas and in many cases can adapt programs to meet a group’s specific needs. For scheduling, please contact the C.R.U. at 865.974.4674 or utpolice@utk.edu.

• UT Alert Registration: Police set up kiosk/table displays to promote and encourage UT staff, students, and faculty to register for this service to be notified via text or email message in the event of an emergency or campus closure. UT ALERT messaging is designed to enhance and improve communication so that all members of the University of Tennessee campus community can stay informed in the event of an emergency. Members of the campus community can sign up to receive UT ALERT notifications at www.utk.edu/utalert.

• Crime Prevention through Environmental Design: Several UT Police officers are certified to assist with the design of built structures and environmental conditions and their effective use, which may lead to a reduction in criminal activity and create
a safer community. Security surveys are completed upon request through the Community Relations Unit.

• Liaison Program: The Community Relations Unit takes the initiative in bridging the gap between the community and the police department. Officers are assigned to UT housing, sorority and fraternity organizations, men’s and women’s athletics, the Office of Minority Student Affairs, Historic Fort Sanders Neighborhood, and other various groups. Through these partnerships, the UT Police Department organizes and participates in social events (for example, softball games, 3-on-3 basketball games) and open forums on campus.

The Community Relations Unit offers instruction through Employee and Organizational Development at UT. These courses allow faculty and staff to sharpen skills and knowledge about subject matters regarding safety. Courses include Personal Safety, Workplace Violence, and Rape Aggression Defense (RAD).

UNIVERSITY HOUSING
Two departments within the division of Student Life are responsible for housing at UT Knoxville. The Department of University Housing has responsibility for the on-campus, traditional housing needs of students. The Office of Sorority and Fraternity Life coordinates the activities of the house corporations that supervise housing in each fraternity house.

Residence Halls
UT Knoxville has a residence hall capacity of 7,523 students. There are eight traditional halls and three apartment-style halls. Of the traditional halls, two (Hess, Massey) offer double room accommodations with a common bath on each floor. The remaining six traditional halls (Clement, North Carrick, South Carrick, Humes, Morrill, Reese) offer suite accommodations with four persons in two rooms sharing a bath. Six halls (Apartment Residence Hall, Clement, Hess, Massey, Morrill and Volunteer Hall) provide housing for men and women in different sections of the building. Three halls, (Apartment Residence Hall, Volunteer Hall and Laurel Hall) offer apartment style accommodations featuring a commons area and private bedrooms.

Housing Assignments
Residence hall assignments are based on the date the new student pays their confirmation fee. Current residents are allowed to re-apply for space before new applicants are assigned. If a student wants to move to another room or hall, the student may request a reassignment. Reassignments to another room or another hall are made throughout the year on a space-available basis except for the first two weeks of the academic term. After that, requests are reviewed by the Hall Directors and approved on a space-available basis.

Security
Each residence hall lobby desk is staffed 24 hours a day by housing department personnel. During periods of visitation, all members of the opposite sex must be escorted by their hosts at all times in nonpublic areas of the halls. All maintenance and service personnel are required to sign-in at the main desk and to wear identification badges while in the hall. Whenever possible, escorts are provided for such personnel. Deliveries may not be made directly to student rooms.
Each residence hall staff consists of one full-time, live-in hall director, at least one live-in assistant hall director, plus one resident assistant per floor. The university currently employs 12 hall directors, 17 assistant hall directors, and 159 resident assistants. Formal training is conducted by the Department of University Housing in conjunction with various offices on campus prior to fall semester. Training includes a safety component for head staff that is taught by the university’s Environmental Health and Safety office. In addition, in-service training is planned throughout the year for hall directors and assistant hall directors. All new resident assistants attend a 5 week training class during the spring term before they begin working as resident assistants.

In the nine traditional halls, and the three apartment-style halls, all exterior doors, excluding the lobby entrance, are locked so that entrance to the building is by the 24-hour staffed main desk. During nightly hall walks, all exit doors are checked to ensure that they are secure. In addition, security cameras have been installed in all of the residence halls, allowing the desk staff to monitor the exterior doors. The nine traditional halls and the three apartment-style halls have a security camera system that monitors all exterior doors. Door access card readers have been installed in all halls. In Apartment Resident Hall Clement, Massey, Hess, Reese, Morrill, North Carrick, South Carrick, Laurel, Volunteer, and Humes, the card readers control access from the lobbies to the living areas. Students use their university IDs to gain access to the building or living area. Access is restricted to the residents of the building and residence halls staff.

All residence hall rooms are equipped with smoke detectors approved by Underwriters Laboratory (UL), and all halls have fire alarm systems installed in accordance with the National Fire Protection Association (NFPA). All buildings are wired to sound an alarm in a central monitoring station. The nine traditional residence halls and the three apartment-style halls are equipped with sprinkler heads in each room and common area. Evacuation drills are conducted each term.

All room doors have deadbolt locks. If a key is lost or misplaced, the room’s lock is re-coded, and new keys are issued. Residents are urged to keep their doors locked at all times. Periodic inspections by the residence hall staff remind students to lock their doors. All windows are equipped with locking devices. Door viewers have been installed in all student room doors.

At the beginning of each semester, floor meetings are held to discuss safety and security issues. Educational programs are presented periodically in the halls to increase residents’ awareness of safety and the steps they may take to improve their personal safety. Such program topics include self-defense, operation ID, and sexual assault.

The Apartment Residence Hall and Volunteer Residence Hall are the only campus residences that remain open over university breaks. All other halls are closed. Lobby desks are staffed 24 hours a day whenever halls are open, including during university breaks. Staff members conduct regular tours and inspections of these halls.

**Overnight Guest Policy**

Residence hall students may have overnight guests of the same sex only if prior arrangements have been made with the roommate(s). The maximum length of any visit is three days and three nights. All guests are governed by university and Residence Hall regulations, and it is
the host’s responsibility to make guests aware of these rules. In cases where the guest is in violation of university regulations, disciplinary action may be brought against the host.

During the course of their stay, guests may be asked to provide identification.

OFFICE OF SORORITY & FRATERNITY LIFE

Types of Housing
The UT greek community is composed of 41 national fraternal organizations. Of those, 28 are housed on campus—13 in Fraternity Park, 13 in Sorority Village, 1 fraternity on Melrose Avenue and 1 fraternity on Terrace Avenue. The 13 fraternity houses located in Fraternity Park have a combined capacity of 480 beds, the 13 houses in Sorority Village have a capacity of 590 beds. All of the houses offer both single and double rooms, with varying bathroom and shower facilities.

Housing Assignments
All Fraternity Park and Sorority Village housing assignments are made by the individual chapters. Residents must be members of the chapter and enrolled in the university. New housing agreements, information cards, and contracting process guidelines are distributed in early March to the president of each chapter. They are completed and returned to the Office of Sorority and Fraternity Life no later than the third week of April.

Security
Each fraternity and sorority has a Housing Corporation that elects a Housing Corporation Spokesperson (HCS). This HCS is an alumni member of the fraternity or sorority and is ultimately responsible for the security of the house.

All areas except individuals rooms and chapter rooms are considered public areas. For the non-public areas, each chapter has their own security policies. All maintenance personnel are admitted to the houses by the president of the chapter or his designee. Maintenance personnel wear identification badges while in the house. Deliveries are made to the individual resident’s rooms in Fraternity Park or the chapter facility in Sorority Village.

The exterior doors of the houses are secured with a lock device (mostly punch-code locks or swipe card access). In a few cases in Fraternity Park, student room keys will unlock certain exterior doors so that students may gain access to the building at these locations. All houses are equipped with proper fire and safety equipment, and are inspected by the UT Office of Environmental Health and Safety once per semester. Fire evacuation drills are held monthly.

All room doors have key locks. If a key is lost or stolen, new keys are issued by the HCS or his designee. Residents are urged to keep their doors locked at all times.

The fraternities and sororities have the option of keeping their houses open during breaks.

HAZING POLICY
Participation of students in hazing activities is prohibited. Hazing means any intentional or reckless act, on or off university property, by one student, acting alone or with others, which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger his or her mental or...
physical health or safety, and includes treatment of a violent, abusive, shameful, insulting, or humiliating nature. Such action is prohibited when connected with initiation into or affiliation with an organization and does not include participation in customary athletic events or similar competition. A student or student organization involved in an act of hazing is subject to disciplinary action in accordance with the Code of Student Conduct.

MISSING STUDENT PROTOCOL
Individuals who wish to report a missing student should contact the University of Tennessee Police Department. Pursuant to the Higher Education Opportunity Act, students living on-campus have the option to register a confidential contact person to be notified if the student is determined to be missing. Access to information regarding a student’s confidential contact will only be provided to authorized campus officials and law enforcement personnel. If a student fails to register a contact person, local law enforcement will be notified that the student is missing. If a student reported missing is less than 18 years of age and not emancipated, the parent or legal guardian of that student will be notified. For additional information on the missing student protocol, please go to http://uthousing.utk.edu/tnliving/missingprotocol.shtml

FIRE SAFETY REPORT
Campus Environmental Health and Safety (EHS) reports to the Vice Chancellor for Finance and Administration. Major program areas for EHS include fire safety, environmental compliance, training, occupational safety, industrial hygiene, laboratory safety and support for emergency management. The website can be found at: http://web.utk.edu. A link to the campus fire report, including fire statistics, is on the EHS home page. Questions about this report or other campus safety matters should be directed to EHS at 865 974-5084.

The University of Tennessee’s Annual Fire Safety Report is available at:

http://web.utk.edu/~ehss/annual%20fire%20safety%20report/afsr.html
ADDITIONAL SAFETY INFORMATION AND
CRIME STATISTICS

Additional useful information concerning safety on the Knoxville campus can be found online at http://safety.utk.edu.

For the Department of Education Reports, the column for Student Resident Facilities and Crimes of Prejudice are not in addition to, but rather subsets of the number reported in the Campus column.

Regulations associated with the Department of Education Crime Report require that the University report “occurrences,” as distinguished from “offenses” reported in the preceding tables. It is also important to note that occurrences on non-university property contiguous to the campus also must be reported.

This publication is printed in accordance with the requirements of the Federal Student Right-To-Know and Campus Security Act, Public Law 101-542, as amended by the Higher Education Technical Amendments of 1991, Public Law 102-26; and the Tennessee College and University Security Information Act, T.C.A. 49-7-220l.
<table>
<thead>
<tr>
<th></th>
<th>All On-Campus Property</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
<th>GRAND TOTAL</th>
<th>On-Campus Residential Only</th>
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<tr>
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<td>Reported to UTPD</td>
<td>Reported to KPD</td>
<td>Reported to Non-Police</td>
<td>SUB-TOTAL</td>
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<td>Robbery</td>
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"On-Campus" numbers reflect Student Resident Facilities
## DEPARTMENT OF EDUCATION REPORT—HATE CRIME TOTALS 2010

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OC=On Campus       PP=Public Property
NC=Non-Campus      RF=Residential Facility

*Statistics under Residential Facility (RF) are also counted under the On-Campus (OC) crime category. The law requires institutions to break out the number of On Campus crimes that occur in Residential Facilities.*
<table>
<thead>
<tr>
<th>Security on the UT Knoxville Campus</th>
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**DEPARTMENT OF EDUCATION REPORT—YEARLY TOTALS 2011**

### On-Campus Property

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<tr>
<th>Category</th>
<th>Reported to UTPD</th>
<th>Reported to KPD</th>
<th>Reported to Non-Police</th>
<th>SUB-TOTAL</th>
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</thead>
<tbody>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
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<td>Robbery</td>
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<td>Aggravated Assault</td>
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<td>Motor Vehicle Theft</td>
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<td>Arson</td>
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**BURGLARY TOTAL**

<table>
<thead>
<tr>
<th>Category</th>
<th>Reported to UTPD</th>
<th>Reported to KPD</th>
<th>Reported to Non-Police</th>
<th>SUB-TOTAL</th>
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</thead>
<tbody>
<tr>
<td>Forcible Burglary</td>
<td>8</td>
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<td>0</td>
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<tr>
<td>Non-forcible Burglary</td>
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<tr>
<td>Attempted Burglary</td>
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**SEX OFFENSES, FORCIBLE (TOTAL)**

<table>
<thead>
<tr>
<th>Category</th>
<th>Reported to UTPD</th>
<th>Reported to KPD</th>
<th>Reported to Non-Police</th>
<th>SUB-TOTAL</th>
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<tbody>
<tr>
<td>Forcible Rape</td>
<td>2</td>
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<td>2</td>
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<tr>
<td>Forcible Sodomy</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sexual Assault with Object</td>
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<tr>
<td>Forcible Fondling</td>
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**SEX OFFENSES, NON-FORCIBLE (TOTAL)**

<table>
<thead>
<tr>
<th>Category</th>
<th>Reported to UTPD</th>
<th>Reported to KPD</th>
<th>Reported to Non-Police</th>
<th>SUB-TOTAL</th>
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<tbody>
<tr>
<td>Incest</td>
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<tr>
<td>Statutory Rape</td>
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<td>Liquor Law Violations for Disciplinary Action</td>
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<td>544</td>
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**Grand Total**

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<td>Aggravated Assault</td>
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**BURGLARY TOTAL**

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<th>Category</th>
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<th>Reported to KPD</th>
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<tr>
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<tr>
<td>Attempted Burglary</td>
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**SEX OFFENSES, FORCIBLE (TOTAL)**

<table>
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<td>Forcible Sodomy</td>
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<td>Sexual Assault with Object</td>
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**SEX OFFENSES, NON-FORCIBLE (TOTAL)**

<table>
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<tr>
<th>Category</th>
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<td>Illegal Weapons Possession Arrests</td>
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**On-Campus Residential Only**

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<th>Reported to KPD</th>
<th>Reported to Non-Police</th>
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<tr>
<td>Robbery</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>Aggravated Assault</td>
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**GRAND TOTAL**

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**Notes:**

- "On-Campus" numbers reflect Student Resident Facilities.
### DEPARTMENT OF EDUCATION REPORT—HATE CRIME TOTALS 2011

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OC=On Campus  PP=Public Property  
NC=Non-Campus  RF=Residential Facility

*Statistics under Residential Facility (RF) are also counted under the On-Campus (OC) crime category. The law requires institutions to break out the number of On Campus crimes that occur in Residential Facilities.*
**On-Campus** numbers reflect Student Resident Facilities

**Three (3) non-police reports of forcible rape in 2012 (2 on campus and 1 on campus residence hall) inadvertently were not included in the 2012 Crime Statistics published in the 2013 ASR. The University has submitted the revised statistics to the U. S. Department of Education.
### Department of Education Report

**Hate Crime**

**2012 Totals**

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NOTES:
The University of Tennessee, Knoxville, does not discriminate on the basis of race, sex, color, religion, national origin, age, disability, or veteran status in provision of educational programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the University.

The University does not discriminate on the basis of race, sex, or disability in the education programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990.

Inquiries and charges of violations concerning Title VI, Title IX, Section 504, ADA or the Age Discrimination in Employment Act (ADEA) or any of the other above referenced policies should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone 865-974-2498 (V/TTY available) or 865-974-2440. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity, (OED), 1840 Melrose Ave., Knoxville, TN 37996-3560.

The University of Tennessee is an EEO/AA/Title IX/section 504/AD/ADEA institution in the provision of its education and employment programs and services.

The University of Tennessee, Knoxville, in its efforts to ensure a welcoming environment for all persons, does not discriminate on the basis of sexual orientation in its campus-based programs, services, and activities. Inquiries and complaints should be directed to the Office of Equity and Diversity.

E01-0208-005-13
RESOURCES

Human Resources
224 Conference Center Building
http://hr.utk.edu
865-946-8847

General Safety Information
http://safety.utk.edu

Student Handbook
http://hilltopics.utk.edu

Safety, Environment & Education (SEE) Center
http://web.utk.edu/~seeweb/

Bus Schedule
http://www.ridethet.com/

Employee Policies
http://www.utk.edu/go/ly

Disability Services
http://ods.utk.edu/

Blue Light Phone Map
http://www.utk.edu/maps/

U.S. Department of Education Campus Crime Data
http://ope.ed.gov/security/

Federal Rights and Education Act
http://registrar.tennessee.edu/records/privacy.shtml

Tennessee Open Records Act
http://www.state.tn.us/comptroller/openrecords/law.htm