



2014
ANNUAL SECURITY REPORT
(includes crime statistics for 2011, 2012, and 2013)

In compliance with federal and state guidelines
www.tntech.edu/police

*This report was produced under the leadership of the Division of Student Affairs
and was penned by TTU's Clery Compliance Coordinator and the University Police Department
in consultation with several on- and off-campus departments.*

FIRST,

SOME FAST LINKS FOR READERS WHO NEED CERTAIN INFORMATION NOW

If you accessed this Annual Security Report (ASR) because you need help now, your welfare is at risk, or you simply have an academic project due, the links below will lead you directly to the information you need in this ASR.

NOTE: If you are in immediate danger, please call 911 now.

When you get to a safer place or finish your project, please consider reading more, if not the rest, of this ASR. It was created and distributed for your benefit. Please make good use of it.

QUICK LINKS For campus crime statistics:

<http://www.ope.ed.gov/security/>

For the current Annual Fire Safety Report & Fire Log:

The TTU Fire Safety Report and TTU Fire Log are maintained on the TTU Environmental Health and Safety Services website. To go directly to the Annual Fire Safety Report, click on [** link pending **] .

For national and state sex offender registry sites:

<https://www.tntech.edu/studentaffairs/police/campuscrime/sexualoffender>

<http://www.nsopw.gov/>

<http://www.tbi.state.tn.us/sorint/SOMainpg.aspx>

For survivors of sexual assault, dating violence, domestic abuse, or stalking:

NOTE: In compliance with the new federal Campus SaVE/VAWA Act, TTU is nearing completion of a newly structured one-stop policy regarding sexual assault, dating violence, domestic abuse, and stalking. Pending approval, this policy is expected to be ready for distribution during the 2014 Fall semester. In the meantime, students and employees:

- should refer to the links below to access facts, advice, and current policies;
- are encouraged to consult one of the Title IX Team members housed in Student Affairs, HR, or the University Police;

- are encouraged to utilize the resources available on and off campus (see the link for the resource directory in this section of the ASR) – Any of these resources may be used in addition or in lieu of contacting a Title IX Team member. Although some resources are required by law to notify a Title IX Team member, a survivor's request for confidentiality will be seriously considered and adhered to the extent permitted by state and federal law. Please note that professional counselors (mental health counselors, victim advocates, etc.) and pastoral counselors (ministers, rabbi, imams, priests, etc.) are exempt from the Clery mandate to report.

Student policies:

<https://www.tntech.edu/studentaffairs/counsel/assault>

<https://www.tntech.edu/studentaffairs/police/campuscrime/sexualassault>

<https://www.tntech.edu/handbooks/ttustudenthandbook/sexualassault>

<https://www.tntech.edu/handbooks/ttustudenthandbook/discrimination-and-harassment-complaint-and-investigation-procedure>

<https://www.tntech.edu/handbooks/ttustudenthandbook/studentconducts>

<https://www.tntech.edu/handbooks/ttustudenthandbook/disciplinaryprocess>

Employee policies:

<https://www.tntech.edu/studentaffairs/counsel/assault>

<https://www.tntech.edu/studentaffairs/police/campuscrime/sexualassault>

<https://policies.tbr.edu/guidelines/workplace-violence-prevention>

https://www.tntech.edu/files/adminpandp/Human_Resource_Services/Human_Resources_Policies_Procedures_Rev_F_12_02_11.pdf

https://www.tntech.edu/files/aa/FAQ_-_edited.pdf

<https://www.tntech.edu/aa/postersbrochuresfact-sheets>

WHY HAVE AN ANNUAL SECURITY REPORT (ASR)?

We at Tennessee Technological University (TTU) are excited about beginning yet another academic year that brings positive experiences to our University Community and neighbors. Perhaps you, the reader, are already one of our campus members or are thinking about becoming one. If so, this ASR is intended for you.

Call it Tech Pride ... We care about our awesome University Community — students, employees, parents, alumni, visitors. We also take our role seriously as an institutional citizen and leader of Cookeville and Putnam, our home city and county.

In addition to our desire to make TTU a safer place for you and others, we have compiled this ASR in compliance with the federal Jeanne Clery Act (also known as the “Right to Know” Act of 1990) and the Tennessee College and University Security Information Act.

If you want to learn about campus crime and how to reduce your risk of becoming a victim, this ASR is a great place to start. Whether you study, work, or live at TTU, your participation as a responsible community member is vital to making and keeping TTU and its adjacent areas safe.

Perhaps you are a victim of crime or maybe you are a parent or friend trying to help a victim. Again, this ASR should be an excellent resource. In many cases, you can use one or more options for help with residential and academic issues, medical and emotional care, safety planning, or filing complaints for disciplinary and/or criminal charges.

Over the past 12-18 months, TTU has taken several steps to improve and maintain quality resources for crime prevention, intervention, and victim assistance by:

- Being among the first in our region to hire a full-time Clery compliance coordinator
- Having our new Clery compliance coordinator personally reach out to primary Campus Security Authorities (CSAs), which include University Police as well as other key campus members (for more information on CSAs, see the section on definitions)
- Encouraging our primary CSAs and inviting victim advocates from Genesis House to attend the excellent webinars offered by the Clery Center throughout National Campus Safety Awareness Month (September)
- Expanding our Title IX Team so students and employees can find a team member at the University Police, Student Affairs, or Human Resources (HR) to provide training, investigative responses, and/or victim assistance for dating/domestic violence and sexual misconduct (harassment, discrimination, or assault)
- Training all faculty on federally requirements regarding disability access and services

- Providing new support groups for sexual assault survivors, alcohol and other drug misuse or abuse, depression, student self-care, military veterans, and learning disabilities through our Counseling Center
- Reassessing and improving our TTU Alert process for emergency notifications and timely warnings
- Creating a multidisciplinary committee to structure a more comprehensive policy on sexual assault, dating/domestic violence, and stalking, which complies with the new Campus SaVE/VAWA Act and provides victims and others with an improved explanation of on- and off-campus processes and resources
- Continuing to provide formally trained SANE (Sexual Assault Nurse Examiner) faculty members from the Nursing School for sensitive medical exams and victim assistance
- Confirming state law for mutual aid between TTU Police and Cookeville Police in case either agency needs emergency assistance
- Adding the national sex offender registry link to the long established state level link on TTU’s website (under the University Police section) and in this ASR
- Continuing mandatory online Title IX awareness training for new students and employees

Over the next 12-18 months, you will see at the very least:

- Continuation and expansion of several of the aforementioned measures, including identifying and reaching out to more CSAs who can contribute to individual and community safety
- New Clery training for CSAs
- New Title IX training for both students and employees
- Completed rewriting and implementation of the aforementioned policy on sexual assault, dating/domestic violence, and stalking
- Increased partnerships between victim advocates at Genesis House and campus departments in cases of intimate partner violence
- Additional staff assistance for meeting and going beyond the basic requirements of Clery
- More innovative avenues to educate campus members about safety and security at TTU

Do you have any ideas on how to improve TTU’s safety and security services, programs, and outreach? Would you like to learn more or take on a more active role to keep our Tech Community safe?

If your answer is “yes,” contact one of our many resources listed in the directory of this ASR.

If you have suggestions for increasing community awareness or for adding information you would like to see in future ASRs, feel free to contact our Clery Compliance Coordinator, Marlene Hall, at 931-372-3234 or MHall@tntech.edu.

Here's to a great and safe year!

ABOUT OUR UNIVERSITY AND THE TBR

TTU is a constituent university of the Tennessee Board of Regents (TBR). The TBR is the sixth largest system of higher education in the nation and governs 45 institutions: 6 universities, 13 community colleges and 26 area technology centers. The TBR provides programs to more than 190,000 students in 90 of Tennessee's 95 counties.

TTU is located in the Upper Cumberland region of Middle Tennessee and within the city limits of Cookeville. Accredited by the Commission of the Southern Association of Colleges and Schools, the University offers associate's, bachelor's, master's, specialist and doctoral degrees through its more than 40 undergraduate and 20 graduate majors. The main campus is comprised of 87 buildings across more than 280 acres through which municipal and state roads and a railroad traverse.

More than 11,300 undergraduate and graduate (both full- and part-time) students are enrolled. More than 2,250 students live on campus in its 15 residence halls and apartment complexes.

As for employees, on average, TTU employs 1,200 full- and part-time staff and faculty.

With President Philip B. Oldham at the helm since 2012 TTU takes its Clery and other safety responsibilities seriously. The following are some of the committees TTU has joined or formed in order to assess, recommend, and/or take actions on the safety and security of our campus members:

- Clery Compliance Committee
- Clery Warnings Committee
- Campus SaVE/VAWA Policy Committee
- Behavioral Intervention Team (BIT)
- RADAR (Rallying Against Domestic Abuse & Rape)
- University Safety and Environment Committee

TTU is an AA/EEO employer and does not discriminate on the basis of race, color, national origin, sex, disability or age in its program and activities. Recently the number of Title IX coordinators and investigators, who handle training and complaints associated with sexual harassment, discrimination, and misconduct, was expanded. Currently, a campus member can enlist the help of one of three (3) Title IX Team members:

- HR: John Brooks
- Student Affairs: Ed Boucher
- University Police Department: Marlene Hall

For more information about TTU, please visit www.tntech.edu.

TTU requires any student whose permanent address is over 50 miles away to reside on campus for four semesters. To obtain an exception in order to live with a family member who does not attend TTU, permission must be formally granted by the University. Currently

TTU COMMUNITY VALUES

TTU is committed to developing and nurturing a community devoted to learning, growth and service. Each person who joins or associates with the community does so freely. Campus members and affiliates agree to accept and practice the following core values and expectations:

Honesty and Integrity

The notions of personal and academic honesty and integrity are central to the existence of the TTU community. All members of the community will strive to achieve and maintain the highest standards of academic achievement in the classroom and personal and social responsibility on and off campus.

Respect for Diversity

The TTU community is composed of individuals representing different races, ethnicities, sexual orientations, cultures, and ways of thinking. We respect individual differences and unique perspectives and acknowledge our commonalities.

Engagement in the Community

All members of the community are encouraged to participate in educationally purposeful activities that support and enhance the TTU experience. Active involvement and personal investment in the classroom and throughout the community are hallmarks of an engaged citizen.

Commitment to Nonviolence

TTU is committed to the principles of nonviolence and peaceful conflict resolution. Community members will freely express their ideas and resolve differences using reason and persuasion.

THE CLERY ACT AND ITS REQUIREMENTS

Since 1992, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act - more commonly known as the Clery Act - has required all two- and four-year colleges and universities that receive federal funding to comply with specific annual and year round mandates. In 2008, amendments were added by the Higher Education Opportunity Act (HEOA).

According to The Handbook for Campus Safety and Security Reporting, which was published in 2011 by the US Department of Education (Office of Postsecondary Education, Washington, DC), every institution of higher education, except distance education only schools and foreign institutions (unless owned or controlled by a US school), must:

- Collect, classify, and count certain types of crime reports and crime statistics; this also includes certain types of incidents related to hate crimes
- Issue and have policies for campus alerts and, if needed, evacuations; alerts include:
 - “timely warnings” for any Clery Act crime that represents an ongoing threat to the safety of its students or employees
 - “emergency notifications” to alert the campus community about crimes that pose a serious or continuing threat to safety
- Publish by Oct. 1 an annual security report (ASR) containing the university’s safety and security policies and the aforementioned crime statistics (The ASR must be distributed to all current students and employees, and prospective students and employees must be informed about the ASR’s availability.)
- Annually submit crime collected from CSAs to the website of the US Department of Education by Oct. 1
- Request crime statistics from local law enforcement in the jurisdiction where the university is located
- Issue a policy statement that reflects what the university does to prevent sex offenses and the procedures it follows when a sex offense or alleged sex offense occurs
- Advise the campus community on how to access law enforcement agency information about registered sex offenders (information that has been provided by the state)
- If the university has a campus police or security department, it must keep a daily crime log of alleged criminal incidents that is open to public inspection
- If the university has on-campus student housing, it must:
 - Disclose its missing student notification procedures pertaining to students residing on campus
 - Disclose fire safety information related to on-campus housing by:
 - Keeping a fire log that is open to public inspection
 - Publishing by Oct. 1 an annual fire safety report containing policies and statistics related to each on-campus housing facility
 - Annually submitting fire statistics to the US Department of Education’s website by Oct. 1
- In 2013, legislators approved another set of amendments, the Campus SaVE/VAWA Act. Starting in 2014, universities must begin “good faith efforts” to implement the following requirements:
 - Add dating violence, domestic abuse, and stalking to the annually collected and submitted crime statistics (Due to variances among state laws and how statistics are compiled by different on- and off-campus departments, it is understood that many institutions may have to build up to full compliance by 2016.)
 - Expand hate crimes categories so they now include gender identity and national origin
 - Issue a statement on the institution’s prohibition of sexual assault, dating violence, domestic abuse, and stalking
 - Issue a more detailed policy regarding resources, reporting (including confidentiality), processes (including evidentiary standard and possible sanctions), victims’ rights, and programming (educational and preventative) on sexual assault, dating violence, domestic abuse, and stalking
- Conduct initial training on sexual assault, dating violence, domestic abuse, and stalking for new students and employees
- Conduct ongoing training on sexual assault, dating violence, domestic abuse, and stalking for current students and employees
- Conduct bystander intervention training related to sexual assault, dating violence, domestic abuse, and stalking

- Provide initial and ongoing training for campus personnel who investigate or adjudicate disciplinary processes/hearings

TTU is committed to disseminating relevant and pertinent information regarding reported criminal activities in a reasonable manner to the University Community and to other interested parties. To that end, TTU is implementing and maintaining policies and procedures in compliance with the aforementioned reporting requirements. Because these federal mandates encompass several areas of campus responsibility, TTU recently hired a full-time Clery Compliance Coordinator to assist departments across campus in their efforts to compile and submit information and statistics. Though the University Police receive, compile, and submit much of such information, substantial data also originate from other departments, such as Student Affairs, HR, and the Provost's Office, all of whom handle complaints involving misconduct.

Policies for Preparing the Annual Disclosure of Crime Statistics

Crime statistics provided in this ASR are based upon incidents reported by Campus Security Authorities (CSAs) and local police departments. Per Clery, TTU annually reports crime statistics for the three (3) most recent calendar years. These incidents must have occurred:

- on campus (with a subset showing crime statistics in on-campus residence halls);
- in or on non-campus buildings or property; and
- on public property

The statistics should include certain crimes that have been reported to the campus police, deans, HR officials, and other CSAs. Only numbers and geographic information are required to report, which prevents revealing the names of and specific circumstances experienced by victims. The crimes that must be reported under Clery include:

- murder and non-negligent manslaughter
- negligent manslaughter
- sexual assault
- robbery
- arson
- aggravated assault
- burglary
- motor vehicle theft

Statistics on hate crimes associated with the aforementioned crimes/incidents must also be published. Additional types of incidents that must be reported if associated with hate crimes include:

- Larceny-theft
- Simple assault
- Intimidation
- Destruction/damage/vandalism of property

Clery also requires dissemination of other types of misconduct that often are classified as crimes in the criminal justice system, such as:

- arrests for liquor law and drug abuse violations
- disciplinary referrals for liquor law and drug abuse violations
- arrests for weapons violations (carrying, possessing, etc.);
- disciplinary referrals for weapons violations

For the statistics in this year's ASR, the TTU Police and/or the Clery Compliance Coordinator made the determination as to whether a reportable Clery offense occurred. These reports were compiled for submission to the US Department of Education, Office of Postsecondary Education. Each year the report will be made available to the public by Oct. 1 and will be posted at www.tntech.edu/police.

Daily Crime Log

A daily summary of all criminal activity reported to TTU Police is made available to the general public at <http://tntech.edu/police>. A printed crime log listing the crimes reported to TTU Police within the last 60-day period is also available at the TTU Police Office. Logs can be accessed during regular business office hours of Monday through Friday, 7:30 a.m. to 4:00 p.m. Crime logs older than 60 days are open to inspection within two business days of the request. All crimes reported to the TTU Police Department are posted to the crime log within two business days of the report, unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim. The TTU Police Department may also legally withhold information from the crime log when there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence.

LAW ENFORCEMENT ON CAMPUS

Law enforcement authority of the TTU Police

Located on the first floor of Foundation Hall at 242 E. 10th Street, the TTU Police Department is an independent and fully certified police agency, which enables officers and dispatchers to professionally and courteously serve the University Community. Its police powers for response and investigations are recognized

by the FBI, the State of Tennessee, and other state and federal agencies.

The department currently employs 14 full-time officers, four full-time dispatchers, one part-time security officer, a secretary, and a technical clerk. Recently added was a full-time Clery Compliance Coordinator, who also holds Title IX coordinator responsibilities.

The department is open and on duty 24 hours a day throughout the year, even during holidays and university breaks. Officers and dispatchers respond to a wide array of criminal, accident, traffic, and other calls. They also work both routine and special events, provide community services and programs, and are available to attend meetings and conduct presentations upon request.

TTU Police officers carry full authority on all properties and facilities owned, leased, or operated by the University and TBR, including any public roads and rights of way contiguous to or within the perimeter of such facilities and properties.

Based on state law governing mutual aid responses between police agencies (re: TCA 58-8-101), the TTU Police may assist or request assistance from the Cookeville City Police, Putnam County Sheriff's Department, and other law enforcement agencies.

If you have any questions about any of the TTU Police Department services or programs, please feel free to stop by the office or call 931-372-3234. More information is located at www.tntech.edu/police.

Law Enforcement and Other Training of TTU Police

TTU Police Officers are commissioned pursuant to Tennessee Code Annotated, 49-7-118, and to Tennessee Board of Regents Policy No. 5:01:07:00. Commissioned TTU Police Officers, pursuant to Tennessee Board of Regents policy, have all of the police powers necessary to enforce all state laws as well as rules and regulations of TTU and the TBR.

All officers have graduated from a fully accredited law enforcement training academy and are required to meet all minimum standards, including initial and annual training, set forth for police officers by the State of Tennessee. The department also provides continuing education for its officers in excess of what is required by these minimum standards.

Pursuant to TBR Guideline No. P-100, officer training meets the requirements of the Tennessee P.O.S.T. (Peace Officer Standards and Training) Commission. The Tennessee P.O.S.T. Commission rules mandate a Basic Police Course (Chapter 1110-2-.03, Candidate Certification Requirements) and an approved 40-hour in-service training session (Chapter 1110-4, In-service Training Requirement) each calendar year.

Use of weapons by security personnel and any other person

TTU Police officers are authorized to carry firearms, pursuant to Tennessee Code Annotated 49-7-118(c). TTU Police officers are authorized to use necessary force, including deadly force, to protect themselves or other persons from death or serious bodily harm. TTU Police Officers are specifically not authorized to shoot a fleeing felon unless the above conditions apply. Officers' duty weapons are issued by the TTU Police Department. All TTU Police officers meet the firearms proficiency standards required by the Tennessee P.O.S.T. Commission.

Non-law enforcement personnel are strictly prohibited from carrying weapons on campus

Lethal weapons of any kind, most notably firearms and knives, are prohibited on the TTU campus. The penalty for possession of deadly weapons is enhanced by state law to a FELONY if that possession takes place on campus. Possession of firearms (or other statutorily defined weapons) on campus is prohibited pursuant to TCA 39-17-1309 and subject to the exceptions contained therein and to the affirmative defenses enumerated in TCA 39-17-1310. Similarly, the General Regulations on Student Conduct and Disciplinary sanctions prohibit the possession or use of any unauthorized firearm or dangerous weapon of any kind. The possession and use of firearms by anyone other than TTU Police Officers is prohibited except for those exceptions specified by the TCA 39-17-1310. All instances of use of a police firearm (including violation of policy, accidental discharge, as well as any authorized discharge) shall be reported immediately to the director of TTU Police. All instances of firearm use will be investigated.

Weapons are not allowed on property owned or operated by Tennessee Tech. State law prescribes a maximum penalty of six (6) years imprisonment and a fine not to exceed \$3,000 for having weapons on school property. Violation of this law is a felony. Individuals with valid handgun permits may bring handguns on property owned or operated by Tennessee Tech and must keep the weapons locked in their personal vehicle and out of public view at all times;

The following items are prohibited in residence hall rooms or single student apartments:
personal air conditioners, ice boxes, unauthorized refrigerators, exterior aerials or antennas, heavy electrical appliances, personal stoves, extension cords, halogen lamps, candles, incense, firearms, explosives, fireworks, flammable fluids, slingshots, paint ball guns, "super-soakers," dangerous chemical mixtures, pellet guns, B.B. guns, ammunition (which include but is not limited to bullets, paint balls, pellets, and B.B.s) propelled missiles, alcoholic beverages, and illegal drugs or paraphernalia. For further details, see <http://www.tntech.edu/ttustudenthandbook/studentconducts/>.

The working relationship of campus police with state and local law enforcement agencies, including whether the institution has agreements with such agencies

TTU Police has a close working relationship with local, state, and federal law enforcement agencies, including the Cookeville Police Department and the Putnam County Sheriff's Department. Through TCA 58-8-101, the state law governing mutual aid responses between police agencies, TTU Police can provide assistance to or requests assistance from the Cookeville City Police Department, the Putnam County Sheriff's Department, and other law enforcement agencies when needed..



Firearms are prohibited

The only people are authorized to carry firearms on Tennessee Tech's campus are TTU Police officers. Non-law enforcement personnel and students are strictly prohibited from carrying weapons on campus.

Reporting criminal incidents to state and local law enforcement agencies

TTU Police will actively investigate any crime information it receives concerning or involving a member of the campus community, or it will supply information regarding the incident as needed or required to local, state, or federal law enforcement authorities. In addition to the requirements of the Clery Act, TTU forwards a monthly report to the Tennessee Bureau of Investigation of crimes that occur within our campus community. Each year the Bureau takes these monthly reports and publishes a compilation from all institutions of higher education in Tennessee.

The monitoring and recording, through local police agencies, of criminal activity in which students engaged at off-campus locations of student organizations officially recognized by the institution, including student organizations with off-campus housing facilities

Any monitoring of crime off campus is done by the agency of jurisdiction where the crime occurred. Local law enforcement agencies have been requested to forward to TTU Police copies of their reports of all criminal activity occurring on off-campus properties belonging to campus affiliated organizations recognized by TTU.

Monitoring and recording criminal activity at off-campus organizations

The University relies on its working relationships with local law enforcement agencies to receive information about incidents involving students off campus. TTU Police will cooperate with local law enforcement to investigate any crime information received concerning or involving a member of the campus community or it will supply information regarding the incident as needed or required to local, state or federal law enforcement authorities.

Off-Campus Housing, Fraternities and Sororities

Neither Residential Life nor TTU provides supervision for off-campus housing, apartments, and individual homes. Sororities and fraternities educate their members on safety and security in their houses and on campus. All students receive crime awareness information. Students, whether they live on or off campus, are encouraged to report all crimes to the appropriate police agency. If community members report crimes or serious incidents to other University administrators, those administrators should notify TTU Police or the appropriate local police agency. Representatives of these offices will promptly notify and collaborate with TTU Police to issue an Emergency Notification or a Timely Warning, if one is appropriate.

WHAT RIGHTS DO VICTIMS HAVE?

Crimes of Violence Notification

The University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary proceeding conducted by TTU against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or

offense, the next of kin of such victim shall be treated as the alleged victim for notification purposes. Resources for victims of crimes of violence can be obtained at the Putnam County District Attorney's Office at 931-528-5015.

Victims of sex crimes are afforded specific rights. Please see the Sex Offense Section of this report for more information on students' rights.



Emergency?

TTU intends to notify all members of its community of threatening or dangerous incidents and situations on or near campus property.

Students or employees with criminal records

TTU does not collect information on criminal records on applications for admission of students to the University. The application for employment of all employees except faculty requires that the applicant state whether he/she has been convicted of a misdemeanor or a felony. Human Resources performs background checks for all positions. Acknowledged conviction of any crime results in an evaluation of the applicant's fitness for employment. TTU requires that employees notify the institution of any drug convictions resulting from a violation in the workplace no later than five days after the conviction. Current University students convicted of a violation of a law or ordinance off campus, whose violation also adversely affects the University's pursuit of its educational objectives, will become subject to judicial sanction by the Office of Student Affairs. Students committing a crime on campus are subject to arrest and prosecution and are subject to judicial sanction by the Office of Student Affairs.

Timely Warnings and Emergency Notifications

NOTE: Recently a multidisciplinary TTU committee reassessed the University's policy and procedures on timely warnings and emergency notification. Pending final approval, an updated policy is expected to be implemented during this fall semester. The following policy and procedures are in place until the new policy is approved.

Timely warning reports to members of the campus community regarding the occurrence of Clery Act crimes

An Emergency Notification or a Timely Warning will be distributed campus-wide by TTU Police when it could be reasonably believed that a reported violent crime may endanger additional campus citizens, i.e., employees, students, and guests.

Internal Emergency Procedures

TTU is committed to notifying persons regarding significant types of threatening events or situations that may occur on or near its campus properties. TTU defines emergency notification as the attempt to properly and immediately notify affected persons of events, incidents, or situations that potentially threaten or endanger lives or significant property, and in such cases that the information contained within the notification may substantially reduce the likelihood of individuals or groups being victimized.

"Properly" is defined as the reasonable issuance of information given the capabilities of the University and its notification systems.

"Immediately" is defined as the release of information as soon as verifiable or credible information can be reasonably received, understood, formatted, and delivered via usable mass notification systems. This definition takes into account that everything cannot happen at once: information must be received by decision-makers, a determination must be made that the information should be released, the material must be put together in an understandable manner, and the information must be released and received by viable stakeholders.

"Affected persons" includes members of the campus community (i.e., TTU employees and TTU students) and visitors while on the TTU campus. For this designation, members of the TTU campus community include any current TTU employee and any currently enrolled TTU student. It is the intent of TTU to immediately notify all members of its community of incidents and situations on or near TTU campus property that have the potential to immediately threaten or endanger lives or that threaten severe bodily injury or extensive loss of property.

These incidents and situations will typically be characterized as:

1. Ongoing in nature in that they continue to pose a real or likely threat;
2. They may be mitigated by the quick release of information to the campus community; or
3. The release of information regarding the possible threats in a more immediate fashion may significantly reduce the chances of individuals or groups becoming victims. It is the intent of TTU to make timely warnings to all members of its community of incidents and situations that pose a potential on-going threat or risk in which the threat or risk is not likely to require immediate notification in order to greatly reduce the victimization risk to individuals or groups.

Notification for those previously described incidents that pose a grave and immediate threat to people and/or property will be made using any number of notification systems currently employed by Tennessee Technological University. Currently, the notification systems utilized by TTU include:

- Fire Alarm Notification System
- Pre-recorded messages broadcast over fire alarm system; initialized by the TTU Police Department.
- Text Messaging Service
- Contracted through Rave Mobile Safety to send messages to TTU faculty, staff and students who have signed up for notification; initialized by the TTU Police, Communications & Marketing or Telecommunications.
- Email
- Messages sent to all current email accounts; initialized by Communications & Marketing.
- Outdoor Warning System
- Tornado warning tones initialized by Putnam County Emergency Management or the TTU Police and voice broadcast messaging initialized by Police.
- Automated Phone Call Messaging
- Messages composed by Communications & Marketing and/or the TTU Police; initialized by Telecommunications.
- Public Address Systems
- Broadcast messages via the public address systems and/or the TTU Police patrol vehicles.
- Web Pages
- Messages composed by Communications & Marketing and/or the TTU Police; initialized by Communications & Marketing.
- Social Media
- Messages composed by Communications &

Marketing and/or the TTU Police; initialized by Communications & Marketing.

- Voice Mailbox

Messages composed by Communications & Marketing and/or the TTU Police; initialized by Telecommunications.

TTU utilizes a private vendor (Rave Mobile Safety) to send emergency notifications to all TTU employees and TTU students via their Rave Mobile Safety accounts. These accounts are established by visiting www.tntech.edu/ttualert and registering for the service. The Rave Mobile Safety accounts may be utilized in sending each TTU employee and each TTU student an email in the event the campus community is notified of a situation or an event. TTU employees and TTU students may personalize their Rave Mobile Safety accounts in order to personally and individually choose their own most appropriate notification methods. Everyone is strongly encouraged to opt in for the Rave Mobile Safety account.

TTU employees and TTU students cannot opt out of receiving emails via the Rave Mobile Safety accounts, but they can choose whether or not to receive text messages. They can also add additional phone numbers and email addresses for notification purposes.

The decision to immediately notify the TTU campus community will be made on a case-by-case basis by either the President of the University (or designee) or the TTU Police Department. These decision-makers may also determine that a particular building or structure on campus, an area of TTU campus, the entire TTU campus, or other TTU property should be immediately evacuated in order to create or maintain a safer situation for persons inhabiting those areas. In these instances, the aforementioned authorities may require evacuated persons to temporarily refrain from remaining or entering specified areas of campus or TTU property for safety purposes. In those cases, TTU employees, TTU students and visitors may be informed as to how to leave the TTU campus or TTU property. They may also be informed as to where they should assemble or disperse.

In making the decision about whether or not to activate emergency notification systems or to order an evacuation of the campus and/or property, a decision-maker should consider:

- Does the event pose a significant or likely threat to the general campus community?

- Is the threat from the event likely to still exist?
- Is there evidence that the threat has subsided or moved away thereby no longer posing a danger or a hazard?
- Has there been a significant amount of time transpired from the time of the incident to the present that would reasonably lead one to presume that the threat or the danger is no longer in the area?
- Will notification about the incident provide persons with knowledge that, if utilized, would likely reduce or reasonably eliminate the possibility that they would be victimized by the threat?

Each situation requires that decisions regarding the public's safety be measured and determined on a case-by-case basis.

INSTITUTION'S EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The procedures the institution will use to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus:

The methods of communication include network emails, emergency text messages that can be sent to a phone or PDA (individuals can sign up for this service on the University's TTU Alert website), audible tones/ alerts from outside siren towers and from inside building fire alarm systems, outside public address speakers, and building fire alarm speaker systems.

Members of the campus community can enroll in the campus emergency notification system at www.tntech.edu/ttualert which is maintained by a private company, Rave Mobile Safety. Those who are interested in receiving information about emergencies on campus via text messaging should sign up for these emergency notifications message options. The University will post updates during a critical incident on TTU Alert System.

TTU maintains three tornado siren warning towers that are equipped with Public Address Systems; these towers are strategically placed throughout the campus to facilitate communication through the PA system.

Process used

- Confirm that there is a significant emergency or dangerous situation as described above;
- Determine the appropriate segment or segments of the campus community to receive a notification;
- Determine the content of the notification; and
- Initiate the notification system. TTU Police typically receives information from individuals and various offices/departments on campus regarding suspicious activity and criminal incidents. If TTU Police confirms there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the TTU community, TTU Police and TTU Communications & Marketing will collaborate to determine the content of an emergency notification message and will use some or all of the systems described below to communicate the threat to the TTU community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

Roles of TTU Police and Communications & Marketing

Communications & Marketing will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to TTU Police, Cookeville City Police, Putnam County Sheriff's Office and/or the Putnam County Fire and Emergency Medical Services), compromise the efforts to assist a victim, to conduct an adequate and competent criminal investigation or to contain, respond to, or otherwise mitigate the emergency.

TTU Police and TTU Communications & Marketing are responsible for carrying out the actions described above.

Procedures for disseminating emergency information to the larger community

Critical incidents on campus may have an impact on the larger community. In order to disseminate emergency information, the University will post updates during critical incidents on the TTU Alert.

The Office of Communications & Marketing will begin disseminating information to the campus community via:

- University website homepage

- Broadcast email to University faculty, students and staff
- Text alert
- Appropriate social media outlets, including University's official Facebook page
- An announcement on the University's main switchboard phone line
- An announcement on WTTU, the campus radio station
- WWW site (ITS Office)

Local Agency Cooperation

The TTU Chief of Police has met with the Cookeville Police Chief requesting cooperation in informing the University about situations reported to them that may warrant an emergency response. The University's procedures to test the emergency response and evacuation procedures on at least an annual basis include:

IMMEDIATE NOTIFICATION/ EMERGENCY EVACUATION

In an effort to better prepare for emergencies, all residence halls participate in monthly fire drills. The purpose of these drills is to prepare building occupants for an organized evacuation in case of fire or other emergencies. Information about fire drills is published in the TTU Residential Life "Guide to Successful Living", Section 2 (<http://www.tntech.edu/reslife/gslsection2>) and the Safety and Environmental Services "Fire" section (<http://www.tntech.edu/safety/fireemer>). Tornado drills are conducted on an annual basis or more frequently if exercises indicate a need for programmatic improvements. These drills are typically announced with simulation warnings requiring students, faculty and staff to take shelter in their designated "safe place."

TTU Police has also implemented a series of training sessions to discuss "active shooter" situations, severe weather, pandemic outbreak on campus, and a host of other emergency planning scenarios and measures. These sessions discuss the police response, sheltering in place, and the survival mindset needed in this type of encounter, along with logistical considerations, chain of command, communications, and other critical needs that may arise.

RESPONDING TO SPECIFIC EMERGENCY SITUATIONS ON CAMPUS

Fires or Fire Alarms:

Persons should activate the building alarm system upon detecting a fire or visible smoke and immediately evacuate the building. Persons should REPORT ALL FIRES – regardless of size (even if extinguished) – smoke or fire alarms on campus to the Fire Department by dialing 911. Be prepared to state your location if safe to do so.

Medical Emergencies:

Request an ambulance and immediate medical assistance on campus by dialing 911. Be prepared to state your location. TTU Student Health Services (931-372-3320) is only available for non-emergency medical issues. Student Health Services is typically open Mondays–Fridays at varying hours; however, the office may be closed on some days. Please call ahead for operating days and/or hours.

Bomb Threats:

Report bomb threats or the discovery of suspicious objects or devices on campus by dialing 911. Be prepared to state your location if safe to do so.

Tornadoes:

Alert other building occupants and move to the safest place in your building and/or complex. DO NOT PULL A FIRE ALARM. Do not leave the safety of the building unless it is to seek shelter in a designated "tornado shelter" in a nearby structure or building. If a tornado-designated shelter is unavailable, seek shelter in the middle of the building. Take cover next to heavy furniture or in an interior hallway against a strong, inside wall on the lowest floor. Do not leave a relatively safe place or get in a vehicle and attempt to drive. Follow the instructions of emergency response personnel or remain in your area until TTU Police or other emergency response personnel give the all-clear signal.

Other Emergencies:

All other emergencies on campus may also be reported by dialing 911. Be prepared to state your location.

INDIVIDUALS WITH DISABILITIES EMERGENCY NOTICE:

If you have a disability and are concerned about emergency evacuation procedures you should notify the Office of Disability Services each semester, so that they may assist the instructors for each of your classes with evacuation plans in advance. Employees should report to HR and their immediate supervisors regarding the need for a disability evacuation plan and if they will require assistance in case of an emergency.

Instructors or supervisors are responsible for notifying emergency response personnel, either police or fire department, or any persons with disabilities in their classes or area of responsibility.

For more information, see the TTU Campus Safety and Environmental Services website: ntech.edu/safety.

REPORTING CRIMES AND OTHER EMERGENCIES ON CAMPUS

You Are Encouraged to Report All Crimes to TTU Police

In addition to all faculty, staff, commuter students, and general visitors, all residents of the University community as well as residents' guests are urged to report crime and suspicious activity to the TTU Police as soon as possible. This allows law enforcement officers and/or the appropriate personnel to respond and assist. TTU Police may be reached 24 hours a day at 931-372-3234 (3234 from campus telephones). All emergency calls for fire, medical, or police assistance should be made to this number. All "911 Emergency" calls made from campus telephones are monitored by TTU Police.

TTU Police personnel respond to all calls for assistance that involve potential criminal incidents, medical injuries, or other emergencies that occur on campus. Occasionally complainants may be referred to other TTU departments or to agencies outside TTU for appropriate assistance or guidance, depending on the particular incident.

Anonymous Reporting

TTU Police encourages anyone who is the victim of or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, TTU Police cannot hold reports of

crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other TTU campus security authorities as identified in a following section which lists Campus Security Authorities.

TTU Police are active supporters of Crime Stoppers of TTU, Cookeville and Putnam County. You are urged to contact Crime Stoppers at 520-STOP (7867) if you have information about a crime that has occurred and wish to remain anonymous. If the information leads to an arrest and prosecution, you may receive a cash reward up to \$1,000.

To report a crime

Contact TTU Police at 931-372-3234 or dial 911. Using any campus telephone you may dial just the last four digits of TTU Police (3234). Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings, or around the residential halls should be reported to the TTU Police. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other TTU campus security authorities as identified below.

- Individuals having responsibility for campus security who are not part of TTU Police, such as those responsible for monitoring access to University facilities or property.
- All employees, including student employees, who work in a position where they control or monitor access to some part of campus.
- Any person or organization specified in the TTU Police Campus Security Policy as one to which student and employees should report criminal offenses.
- All University officials who have significant responsibility for student and campus activities, except professional counselors when functioning as such.

Campus Security Authorities (CSAs)

Students may report incidents to the CSAs listed below. Incidents reported to these organizations or individuals will be included in the Clery Statistics, even if no criminal action can be taken.

Student Affairs 372-3411

Provost

Vice Presidents

Associate Vice Presidents

Dean of Students 372-3237

Campus Recreation Director 372-6213
Counseling Services 372-3331
Disabled Student Services 372-6119
Health Services 372-3320
Housing and Residential Life 372-3414
Area Coordinator, Pinkerton Quad 372-6313
Area Coordinator, Capital Quad 372-6312
Assistant Coordinator, New Hall South 372-6316
Assistant Coordinator, New Hall North 372-6370
Assistant Coordinator, MS Cooper/Pinkerton & Jobe/Murphy 372-6308
Assistant Coordinator, Crawford 372-6401
Assistant Coordinator, Cooper/Dunn & Maddux/McCord 372-6310
Assistant Coordinator, Browning/Evins & Ellington/Warf 372-6360
Judicial Affairs (Dean of Students) 372-3237
Family Programs (Student Orientation & Success) 372-3245
Greek Affairs 372-6434
Safety and Environmental Health 372-3524
Employment Office (Human Resources) 372-3034
Financial Aid 372-3073
Athletics 372-3940
Athletic Director 372-3940
Assistant Athletic Directors 372-3940
All Head Coaches 372-3940
All Assistant Coaches 372-3940
Sports Medicine 372-3934
Cheerleading 372-3721
Diversity & Legal Affairs 372-3016
Counseling Center 372-3331
Women's Center 372-3850

Professional and Pastoral Counselors

Professional counselors (mental health counselors, victim advocates, etc.) and pastoral counselors (ministers, rabbi, imams, priests, etc.) are exempt from the Clery mandate to report.

Crimes disclosed to a mental health counselor, serving in that capacity at the time of disclosure, are not subject to mandatory reporting.

The term "mental health counselor" is defined as a fully qualified and/or licensed professional whose official responsibilities include providing mental health counseling to members of the University community and is functioning within the scope of his/her license or certification. This exemption does not relieve counselors of the duty to exercise reasonable care to protect a foreseeable victim from danger posed by the person being counseled. When speaking to a victim or witness to a crime, counselors are encouraged to inform the individual of voluntary disclosure procedures.

The above also applies to pastoral counselors.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Security of and access to campus facilities, including campus residences

The campus and facilities of the University are restricted to students, faculty, staff, guests, and invitees of the University, except when part or all of the campus, buildings, or facilities are open to the general public for an approved and designated time and purpose. All persons on the campus of the University, including faculty, staff, guests, and invitees, shall be subject to all rules and regulations of the University and the Tennessee Board of Regents, which are applicable to the conduct of students on campus, and to all applicable federal and state laws and regulations.

For security reasons, not all TTU buildings are open to the public. The campus and facilities of TTU are governed by the Tennessee Board of Regents (Policy No. 3:02:02:00). TTU student housing facilities are private residences, and a person must be a guest of a resident in order to enter any area of student housing. Furthermore, most buildings open to the public are closed and locked after regular business hours.

All persons on the campus of the University shall provide adequate identification upon request to appropriate officials and security personnel of the University. All students, faculty and staff are issued a TTU Identification Card (Eagle Card) and are required to carry it while on campus.

Personnel and students of the University who refuse to provide such identification may be subject to disciplinary action; other persons who refuse to provide such identification shall be requested to leave campus, and if they refuse, may be subject to lawful removal and prosecution.

Residence Halls

A residence hall is a densely populated community composed of students with many different interests, habits, and tastes. The University is committed to the concept that residence halls should provide an atmosphere conducive to both living and learning, where, in a spirit of cooperation and consideration for others, students may live, study and relax together.

Full-time students enrolled at the University for the fall or spring semester shall be eligible to reside in the residence halls during their period of enrollment. Part-time students shall be eligible to reside in residence halls on a space-available basis and with permission only. All students are expected to carry and swipe their own student identification (ID) cards to enter residence hall buildings with an installed card access system. As a security precaution, students who lose their ID cards should report the loss to the residence hall front desk and the Eagle Card Office.

Residents are not permitted to share or loan their ID cards to other persons. Residents' rooms may be inspected periodically by residence hall staff to determine compliance with safety, health, and maintenance standards. Notice will be given prior to these inspections. Residents who fail to comply with the safety, health, and maintenance standards may be subject to disciplinary action.

Residents must share responsibility for maintaining a safe and secure residential community. Residents should keep their doors and windows locked any time they are out of the room, even for short periods of time. Residents who prop open wing or building doors may be subject to disciplinary action. All visitors to residence halls must enter/exit only from the main entrance/door of the building, unless special permission has been secured from the area coordinator. Residents leaving the building through locked security doors are responsible for ensuring that the doors close to the locked position. During holiday periods, doors and windows should be securely locked. Items of value should not be left in a room over a holiday period. Any theft or loss should be reported to TTU Police. Residential Life is not responsible for loss, damage or theft of personal property. Residents and/or their parents are strongly encouraged to carry appropriate insurance to cover the potential theft, loss, or damage of personal property.

All main entrances are locked from midnight until 7 a.m. and can be accessed using the resident's ID Card. These doors should not be propped open. The TTU Eagle

Card identifies students, faculty and staff for access to campus services and privileges. Students use TTU Eagle Card to receive health services; attend campus events; gain entry into the Recreation Center, Residence Halls, and residence hall computer labs; check out books and access available services from the TTU Library; and purchase extra tickets to campus events. The TTU Eagle Card also serves as a meal ticket.

If a TTU Eagle Card is lost, it will be invalidated as soon as the loss is reported. The TTU Eagle Card office can be called during regular business hours or TTU Police can be called after hours. Replacement cards are made for lost or stolen TTU Eagle Cards. Students are required to carry a valid TTU Eagle Card with a magnetic strip on the back.

Types of student housing available

TTU houses more than 2,500 residents in the residence halls, including about 1,600 in traditional halls with common-area bathrooms, and about 700 in double and single rooms with private bathrooms. In addition, approximately 300 students are annually housed in Tech Village in traditional - style one- and two-bedroom apartments.

Housing assignments and requests by students for assignment changes

Room assignments are prioritized to allow current residents to have preference in assignments for the coming year. New applicants are then assigned to available spaces based upon their date of application. Room changes are on a first-come, first-served basis for as long as Residential Life has available space.

Identification and admission of visitors in student housing facilities and the measures to secure entrances to student housing facilities

Guests of the same sex may visit overnight with a resident after registering with the area coordinator. Guests for more than two nights must receive written permission from the Director of Residential Life. Residents must be present during their guests' visit and must accept responsibility for their guests' behavior. Guests of the opposite sex may only visit during posted visitation times and must adhere to the policies governing that activity. Other visitors in residence halls are required to enter and exit only by the main entrance to the hall, unless specific permission has been secured from the area coordinator. Staff members are trained to challenge unrecognized individuals in the building.

Room or apartment keys are the property of the University and students may not have duplicate keys made. Violation will result in disciplinary action.

Standard security features used to secure doors and windows in student rooms

Fire exit only doors are equipped with an alarm system. This alarm system is sounded if contact is broken on the door seal. Staff members check the exits at regularly scheduled intervals. Industrial framing and locking devices are used on the windows and doors.

All students are expected to carry and swipe their own student identification Eagle Card to enter residence hall buildings with an installed card access system. Students who experience difficulty using their Eagle Card to gain entry to a building should contact the residence hall front desk. As a security precaution, students who lose their Eagle Card should report the loss to the residence hall front desk and the Eagle Card Office. Residents are not permitted to share or loan Eagle Card to other persons.

Type and number of employees, including security personnel, assigned to the student housing facilities and a description of their training

Each residence hall is managed by a professional area coordinator and assistant coordinator. Each assistant coordinator supervises the residence hall staff. The assistant coordinator resides in the area in which they work, and resident assistants reside on each floor of the buildings to which they are assigned. Each resident assistant undergoes a week of intensive training. RAs are required periodically to attend scheduled in-service training throughout the year.

There are four hall desks that are open between 7 a.m. and midnight each day (two on each side of the campus). Desk assistants provide information and emergency assistance and monitor the registration of visitors to the building. TTU Police patrol within and around the residence halls and residence hall parking lots when the residence halls are open and during breaks and holidays.

Type and frequency of programs designed to inform student housing residents about housing security and enforcement procedures

Emergency procedures are posted throughout the halls. Residents are strongly encouraged to attend all floor and hall meetings where safety and emergency procedures are discussed and reviewed. All emergency procedures are available at <http://www.tntech.edu/>

[reslife/universityprocedures and http://www.tntech.edu/reslife/gslsection2](http://www.tntech.edu/reslife/gslsection2) .

Immediately following check-in, each resident is strongly encouraged to attend a residence hall meeting in which the staff verbally communicates these security procedures.

Policy and special security procedures for housing students during low-occupancy periods such as holidays and vacation periods

The halls are closed between semesters; however, some break housing is available at an additional cost. Students may/will be required to move to the assigned break area during this period. The Residential Life Office must approve an exception for any who must remain in residence halls, and each resident is required to sign in on a seasonal roster. The seasonal rosters are provided to TTU Police, area coordinators and security staff.

Security considerations used in the maintenance of campus facilities

TTU Police or Facilities Services report all hazardous or unsafe campus conditions found to exist, including such things as overgrown trees or landscaping, a lack of outdoor lighting, inoperable lights, etc. These reports are sent directly to each respective department or to a central work order management system to ensure expeditious corrective measures are taken.

Safety inspections will be conducted on a monthly basis in all apartments according to an announced schedule. Maintenance inspections will be conducted by University personnel during reasonable hours.

Facilities Services process all work orders and coordinates campus work requests. They strive to ensure that all buildings and structures are properly maintained to meet fire, safety, health and other required codes and regulations. This includes providing climate-controlled, clean, properly supplied facilities, so that faculty, staff and students have comfortable surroundings in which to live, work, and receive training and education.

The Director of Safety and Environmental Services reviews existing campus occupancies and conditions, the design and construction of new buildings, remodeling of existing buildings, and additions to existing buildings to determine the acceptability of technologies, processes, products, facilities, materials and uses attending the design, operation or use of a building or premises under applicable codes. The

Director of Safety and Environmental Services shall have the authority to require plans and specifications to ensure compliance with applicable codes and standards.

For more information, see the TTU Fire Safety Report at www.tntech.edu/safety/firesafety.

CRIME PREVENTION

Type and Frequency of Programs to Inform Students /Employees about Campus Security Procedures

In addition to the information in this report, programs designed to inform students and employees about security procedures are available. These programs include SOAR (Student Orientation and Registration), and Residential Life programming and class room lectures. These programs are offered throughout the semester or upon request. The SOAR program is offered during the Summer New/Transfer Student Orientation. TTU Human Resource Services offers a new employee orientation to all new employees. The orientation is an overview of the TTU campus and the many services available to its employees. The TTU Police website includes crime prevention safety tips, description of police services, crime statistics and other useful information.

Programs designed to inform students and employees about the prevention of crimes

An important segment of residence hall programming goals is providing safety and security programs for residents. Typical programs include:

- Operation ID, an engraving and inventory of all property for students in residence halls
- TTU Police Safety Program, a program designed to heighten student awareness of safety on campus
- Safety Walk, where University administration and students identify areas of concern for resident students being on campus after dark
- Prevent Sexual Assault Week, which is comprised of self-defense workshops, date rape videos, distribution of prevention-oriented sexual assault literature, guest speakers
- National Collegiate Alcohol Awareness Week, which hosts programs and literature designed to heighten student awareness and increase student education relative to issues concerning alcohol
- University 1010 classes (for crime prevention) are also available as well as other programs as requested.

To request an officer to present a program to a class, sorority, fraternity, department or other organized group, please contact the TTU Police Department. Crime Prevention Programs include:

- DUI Awareness
- Crime Prevention
- Rape Awareness
- Operation ID
- Bicycle Registration
- Bicycle Safety
- Crime Stoppers
- University 1010 classes (for crime prevention)
- other programs as requested

Additional educational programs take place within the residence halls and for student organizations upon request. Call 931-372-3234 for more information.

Officers build rapport with the residents through various programming methods, such as implementing crime prevention measures like Operation ID and bicycle registration. They conduct educational safety programs at least once a semester and assist in maintaining the physical security of the buildings (just to name a few). Officers attend Residential Life staff meetings and provide updated crime statistics for their residence halls; they then follow up with appropriate crime prevention methods with the students and staff.

A New Employee Orientation is offered to all new employees by TTU Human Resources.

The orientation is an overview of the TTU campus and the many services available to its employees.

SEXUAL ASSAULT OFFENSES

NOTE: Per the new Campus SaVE/VAWA Act, a multidisciplinary TTU committee is nearly complete with reassessing and restructuring a more comprehensive policy on sexual assault, dating violence, domestic abuse, and stalking. Pending final approval, an updated policy is expected to be implemented during this fall semester. The following policy and procedures are in place until the new policy is approved.

- Procedures concerning who should be contacted:
- The importance of preserving evidence for the proof of a criminal offense:
- To whom the alleged offense should be reported:

Any student who has experienced sexual assault or attempted assault is well aware of the trauma associated with such an act. Sexual assault can range from stranger rape to being emotionally coerced for sex by someone the victim knows.

According to the “It’s On Us” campaign organizing toolkit,

- 1 in 5 women and 1 in 16 men are sexually assaulted in college
- 40 percent of survivors fear reprisal by their attacker
- Only 2 percent of incapacitated rape survivors report assault
- Only 13 percent of rape survivors report assault
- 8 in 10 victims knew their attacker (friend, significant other, etc.)
- It is estimated that between 2-7 percent of sexual assault reports are false

Students should be aware that any sexual intercourse without the consent of their partner is rape. Furthermore, sexual intercourse with a partner who is unconscious or unable to consent for any reason is rape.

Past Abuse

Many individuals experience sexual assault and never tell anyone about it at the time of the incident. If you were victimized weeks or years ago, assistance is still available to you. Talking with someone now may help you cope better with abuse from the past, whether it was rape, child sexual abuse, incest or sexual harassment.

As a victim of sexual assault, you are encouraged to report the assault and seek medical treatment. You may report this crime by calling TTU Police at 931-372-3234 (if you are on campus, dial 3234) or the Cookeville Police Department at 931-526-2125. You may request assistance in reporting the crime by contacting any of the offices in Student Affairs or contacting your resident assistant, hall director or area coordinator. It is important to report the assault so that evidence may be preserved to provide proof of criminal sexual assault if and when the victim chooses to make a criminal complaint.

Complaints of alleged sexual assault may be made to any Campus Security Authority, or to the Title IX Coordinator or one of the Title IX Deputy Coordinators. See the Title IX web page for information on reporting sexual discrimination, harassment and assault:

<http://www.tntech.edu/files/aa/harassment/TITLEIXFACTSHEET.pdf>

Option to Notify Appropriate Law Enforcement

A student’s option to notify law enforcement authorities, including on-campus and local police

You may report this crime by calling:

- TTU Police 931-372-3234 (if you call from a campus phone, simply dial 3234);
- Cookeville Police Department 931-526-2125; or
- Putnam County Sheriff’s Office 931-528-8484.

Nottingham Act under Tennessee Law

TCA 49-7-129 - TCA Title 49, Chapter 7, Part 1, has been amended to add section 49-7-129 which states in essence “... the chief security officer or chief law enforcement officer of such institution shall immediately notify the local law enforcement agency with territorial jurisdiction over the institution if the medically unattended death of a person occurs on the property of such institution or if such officer or any other official of the institution is in receipt of a report alleging that any degree of rape has occurred on the property of such institution. Upon notification pursuant to subsection (b), it shall be the duty of each agency to participate in a joint investigation of the death or alleged rape. In case of a medically unattended death, the local law enforcement agency shall lead the investigation. In the case of an alleged rape, the institution’s law enforcement agency shall lead the investigation.”

The University will assist victims in notifying the appropriate legal authorities should the victim wish to do so. The University will also assist victims in finding alternate on-campus housing accommodations, if requested, and in making any additional accommodations to remedy the effects of the misconduct.

Existing on- and off-campus counseling, mental health or other services for victim of sex offenses

It is important that victims understand the value of obtaining and/or receiving help in dealing with the crime. Existing counseling, mental health or student services for victims of sexual assault:

- TTU Counseling and Testing Services 931-372-3331
- TTU Women Center 931-372-3850

- Crisis Pregnancy Support Center 931-526-5525
- Rape Recovery and Prevention Center 615-259-9055
- The Guidance Center 615-893-0770
- Emergency Counseling 1-800-704-2651
- Suicide Prevention and Crisis Prevention 1-800-281-4943

STUDENT RIGHTS

Change Academic and Living Situations

The Clery Act requires notification to students that the institution will change a victim's academic and living situations after an alleged sex offense, and the options for those changes if those changes are requested by the victim and are reasonably available: Assistance is available in changing academic and living situations after an alleged sexual assault if requested by the victim and if such changes are reasonably available. The Dean of Students will assist the victim in making these changes.

Accuser and Accused Entitled To Have Others at Hearing

The Clery Act requires that the accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding: In cases of sexual assault, both the accuser and the accused shall be informed that both are entitled to the same opportunity to have others present during a disciplinary proceeding.

The accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense:

Both the accuser and the accused shall be informed of the outcome of any on-campus disciplinary proceeding and of any right to appeal the outcome.

Sanctions the institution may impose following a final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape or other forcible or non-forcible sex offense

Any student found responsible for a sexual assault shall be appropriately sanctioned. A range of sanctions, up to and including suspension or expulsion from the University, are possible depending upon individual circumstances. See www.tntech.edu/ttustudenthandbook/studentconducts.

Educational programs to promote the awareness of rape, acquaintance rape and other forcible and non-forcible sex offenses

Additional Crime Prevention Programs, which include Assault Awareness, i.e., "Date/Stranger Rape," Alcohol Awareness, Individual Security and Operation ID, are presented throughout the academic year upon request. Crime Prevention Programs including Crime Prevention, Rape Awareness, Operation ID, Crime Stoppers, University 1010 classes (for crime prevention), and other programs are available upon request.

Continuing education programs also address rape, acquaintance rape, and other sex offenses. Programs are also conducted during Sexual Assault Awareness Week. Additional educational programs take place within the residence halls and for student organizations upon request. Call 931-372-3234 for more information.

WHAT TO DO...

If You Are Raped or Sexually Assaulted

1. Get to a safe place as soon as you can.
2. Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing, if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
3. Get medical attention as soon as possible to make sure you are physically well and to permit collection of important evidence in the event you may later wish to take legal action.
4. Contact TTU Police.
5. Talk with an advocate or a counselor who will maintain confidentiality, help explain your options, give
6. you information, and provide emotional support.
7. Contact someone you trust to be with you and support you.

SEX OFFENDER REGISTRATION INFORMATION

The federal Campus Sex Crimes Prevention Act and the Tennessee College and University Campus Sex Crimes Prevention Act of 2002 require that whenever a sex offender becomes employed, enrolls as a student, or volunteers at an institution of higher education in the state of Tennessee, he or she must complete or update the Tennessee Bureau of Investigation (TBI) sexual offender registration/monitoring form and deliver it to TBI headquarters in Nashville, Tenn..

As defined in section 40-39-201 et seq. of the Tennessee Code Annotated, a "sexual offender" means a person

who is, or has been, convicted in this state of committing a sexual offense or who is, or has been, convicted in another state or another county or who is, or has been, convicted in a federal or military court of committing an act that would be constituted a sexual offense if it had been committed in this state. A "sexual offense" means the commission of acts including but not limited to aggravated and statutory rape, sexual battery, sexual exploitation of a minor, aggravated prostitution, and kidnapping.

Both laws designate certain information concerning a registered sexual offender as public information and therefore amend and supersede the Family Educational Rights and Privacy Act (FERPA) and other federal and state laws that previously prohibited the disclosure of such personal information. Since the laws require the publication of information pertaining to sexual offenders employed, enrolled, or volunteering at an educational institution, said publication does not constitute grounds for a grievance or complaint under institutional or TBR policies or procedures.

In compliance with the aforementioned state and federal laws, members of the campus community may obtain the most recent information received from the TBI concerning sex offenders employed, enrolled, or volunteering at this institution at the TTU Police Department. Information is also available at the links listed below.

- National Sexual Offender Registry
<http://www.nsopw.gov/>
- TBI Sexual Offender Registry
<http://www.tbi.state.tn.us/sorint/SOMainpg.aspx>



What to Do...

IF YOU ARE RAPED OR SEXUALLY ASSAULTED

1. Get to a safe place as soon as you can.
2. Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing, if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
3. Get medical attention as soon as possible to make sure you are physically well and to permit collection of important evidence in the event you may later wish to take legal action.
4. Contact TTU Police.
5. Talk with an advocate or a counselor who will maintain confidentiality, help explain your options, give you information, and provide emotional support.
6. Contact someone you trust to be with you and support you.

ALCOHOL AND DRUGS

Use and sale of alcoholic beverages and enforcement of state underage drinking laws

The following information is presented in compliance with the Drug-Free Schools and Communities Act Amendment of 1989:

TTU prohibits the possession, use or distribution of illegal drugs and alcohol on campus, or on University-owned, leased or otherwise controlled property.

Various federal and state statutes make it unlawful to manufacture, distribute, dispense, deliver, sell or possess with intent to manufacture, distribute, dispense, deliver, or sell controlled substances. The penalty imposed depends upon many factors which include the type and amount of controlled substance involved, the number of prior offenses, if any, and whether any other crimes were committed in connection with the use of the controlled substance. Possible sanctions include incarceration up to and including life imprisonment and imposition of substantial monetary fines. Tennessee statutes provide that it is unlawful for any person under the age of 21 to buy, possess, transport (unless in the course of employment) or consume alcoholic beverages, wine or beer, such offense being classified a Class A misdemeanor punishable by imprisonment for not more than 11 months, 29 days or a fine of not more than \$2,500 or both. The receipt, possession or transportation of alcoholic beverages without the required revenue stamp is also a misdemeanor punishable by imprisonment of not more than 30 days or a fine of not more than \$50 or both.

Information about how use of drugs and/or alcohol affects health is available at Health Services and the Counseling Center.

TTU does not currently provide drug/alcohol counseling, treatment or rehabilitation programs for students. Referral to community treatment facilities may be made in appropriate cases.

TTU will impose sanctions against individuals who are determined to have violated policies prohibiting the use, possession or distribution of alcohol.

Sanctions for students using or possessing illegal drugs or alcohol include disciplinary probation and, in appropriate cases, suspension from the University. In

addition, residence hall students will be removed from the housing system for the use or possession of illegal drugs or drug paraphernalia. Referral for criminal prosecution may be made in appropriate cases.

Individuals involved in the sale or distribution of illegal drugs will be suspended from the University and referred to the appropriate authorities for criminal prosecution. All employees, including students, agree as a condition of employment to abide by this policy. Sanctions against employees for use or possession of illegal drugs or alcohol in the workplace include termination of employment. Additionally, employees are required to notify the University of any drug convictions resulting from a violation in the workplace no later than five days after the conviction.

No alcoholic beverages, illegal drugs, or drug paraphernalia are permitted on the campus of TTU. Empty alcohol containers (including, but not limited to, bottles, cans and kegs) may not be used for display purposes in any residence hall room or apartment. The use and/or possession of alcoholic beverages on University-owned or controlled property is prohibited (Tennessee Board of Regents Policy No. 3:05:01:01).

Use and sale of illegal drugs and enforcement of federal and state drug laws

The following information is presented in compliance with the Drug-Free Schools and Communities Act Amendment of 1989:

TTU prohibits the possession, use or distribution of illegal drugs and alcohol on the campus proper or on University-owned, leased, or otherwise controlled property. Various federal and state statutes make it unlawful to manufacture, distribute, dispense, deliver or sell or possess with intent to manufacture, distribute, dispense, deliver or sell controlled substances. The penalty imposed depends upon many factors which include the type and amount of controlled substance involved the number of prior offenses, if any, and whether any other crimes were committed in connection with the use of the controlled substance. Possible sanctions include incarceration up to and including life imprisonment and imposition of substantial monetary fines.

Additional information about how use of drugs and/or alcohol affects health is available at Health Services and the Counseling Center.

TTU will impose sanctions against individuals who are determined to have violated policies prohibiting the use, possession or distribution of illegal drugs.

Sanctions for students using or possessing illegal drugs or alcohol include disciplinary probation and, in appropriate cases, suspension from the university. In addition, residence hall students will be removed from the housing system for the use or possession of illegal drugs or drug paraphernalia. Referral for criminal prosecution maybe made in appropriate cases. Individuals involved in the sale or distribution of illegal drugs will be suspended from the university and referred to the appropriate authorities for criminal prosecution. All employees, including students, agree as a condition of employment to abide by this policy.

Sanctions against employees for use or possession of illegal drugs or alcohol in the workplace include termination of employment. Additionally, employees are required to notify the institution of any drug convictions resulting from a violation in the workplace no later than five days after the conviction.

Drug-free workplace

It is the policy of TTU that a drug-free workplace be maintained. The unlawful manufacture, distribution, possession or use of any controlled substance (including prescription drugs) is banned in the workplace. Controlled substances are defined in http://www.tntech.edu/files/adminpandp/Human_Resource_Services/Human_Resources_Policies_Procedures_Rev_E_08_24_11.pdf and include such things as opium, hallucinogens (like marijuana, mescaline, etc.), cocaine, amphetamines, heroin and morphine. This policy does not prohibit the lawful use of prescribed drugs which are taken under a doctor's care.

TTU strives to maintain a workplace environment for all employees that is safe and free of illegal drugs, in compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

Counseling programs available to employees and students

The Employee Assistance Program (EAP) is a short-term counseling service available to you and your immediate family members who may be experiencing personal or workplace problems. The EAP is also a part of the Blue Cross/Blue Shield health insurance plan which provides mental health and substance abuse benefits.

Eligible employees may participate in the statewide EAP to receive consultation and referral for alcoholism or substance abuse. All University employees are eligible for referral assistance through the TTU Employee Assistance Program, coordinated by TTU Human Resources Services. The Office of Human Resources Services maintains a list of campus and community agencies which provide referral information and/or counseling to students and employees.

The TTU Counseling Center, a student services unit within the Division of Student Affairs, offers limited assistance through personal counseling services for students who are experiencing alcohol and drug abuse problems. Counselors utilize community resources through professional referrals when appropriate. Additionally, TTU Police and counselors in the Counseling Center offer educational programs about alcohol and drug abuse for university student organizations and residence hall programming. The TTU Counseling Center is also available to students requiring counseling and referral services.

Drug and Alcohol Abuse Education Programs

A description of any drug or alcohol abuse education programs as required under Section 120(a) through (d) of HEA. For the purpose of meeting this requirement, an institution may cross-reference the materials it uses to comply with Section 120(a) through (d) of HEA.

TTU recognizes that the use of alcohol and drugs can have a negative impact on students and the learning process. In order to inform students of these hazards, information and educational outreach programs are available at the following sites:

- For Health Services' educational outreach programs, see their website at www.tntech.edu/healthservices/.
- For the Counseling Center's drug and alcohol education programs and outreach, check their website at www.tntech.edu/counsel.
- Information is also available in the e-CHUG section of the TTU Counseling website at www.tntech.edu/counsel/echug/.
- Printed information can be obtained at Health Services and the Counseling Center.

TTU does not currently provide drug/alcohol counseling, treatment or rehabilitation programs for students. Referral to community treatment facilities may be made in appropriate cases.



Too Much?

TTU's Health Services and Counseling Center both provide educational outreach programs to inform students about the use of alcohol and over-indulgence.

MISSING PERSONS

Most missing student reports in the university environment are a result of students changing their normal routine and failing to inform roommates, families or friends. At any point in time, if a student cannot be found or others suspect a student is missing, certain higher education mandates must be initiated.

In compliance with Section 488 of the Higher Education Act of 2008, residential students have the option to identify the telephone number of a confidential contact person who will be notified within 24 hours by the University if the student is determined to be missing. Additionally, the University is required to notify students that their custodial parent or guardian will be notified if the student is less than 18 years of age, is not emancipated, and is determined to be missing. Residential students will be expected to enter and update emergency contact information in the Star-Rez Housing Portal. The student will be responsible for entering confidential emergency contact information and ensuring that it is up-to-date and accurate. The University will notify the appropriate law enforcement agency within 24 hours after the time that the residential student is determined to be missing. Individuals who wish to report a missing student should contact TTU Police at 931-372-3234. The TTU missing person policy can be found at <http://tntech.edu/reslife/university-procedures/>.

CAMPUS CRIME STATISTICS

OFFENSE	YEAR	ON-CAMPUS PROPERTY	RESIDENTIAL FACILITIES †	NON-CAMPUS PROPERTY	**PUBLIC PROPERTY	TOTAL
Criminal Homicide: Murder and Non-Negligent Manslaughter	2013	0	0	0	0	0
	2012	0	0	0	0	0
	2011	0	0	0	0	0
Criminal Homicide: Negligent Manslaughter	2013	0	0	0	0	0
	2012	0	0	0	0	0
	2011	0	0	0	0	0
Sex Offenses, Forcible	2013	1	1	2	0	3
	2012	1	1	0	0	1
	2011	1	1	0	0	1
Sex Offenses, Non-Forcible	2013	0	0	0	0	0
	2012	0	0	0	0	0
	2011	0	0	0	0	0
Robbery	2013	1	1	0	0	1
	2012	0	0	0	0	0
	2011	0	0	0	0	0
Aggravated Assault	2013	0	0	0	3	3
	2012	3	2	1	2	6
	2011	2	0	0	1	2
Burglary	2013	21	5	3	0	24
	2012	16	4	0	0	16
	2011	15	10	2	0	17
Motor Vehicle Theft	2013	3	0	1	0	4
	2012	1	0	0	0	1
	2011	1	0	0	0	1
Arson	2013	0	0	0	0	0
	2012	1	1	0	0	1
	2011	1	0	0	0	1
Dating Violence	2013	3	2	0	0	3
	2012	*	*	*	*	*
	2011	*	*	*	*	*
Domestic Violence	2013	6	4	0	0	6
	2012	*	*	*	*	*
	2011	*	*	*	*	*
Stalking	2013	1	0	0	1	1
	2012	*	*	*	*	*
	2011	*	*	*	*	*
Liquor Law Violations-Arrests	2013	9	4	0	1	10
	2012	3	3	0	3	6
	2011	3	2	0	0	3
Liquor Law Violations-Referred for Disciplinary Action	2013	28	28	0	0	28
	2012	16	15	0	0	16
	2011	9	2	0	0	9
Drug Law Violations-Arrests	2013	7	2	2	7	16
	2012	12	8	0	0	12
	2011	1	1	1	0	2
Drug Law Violations-Referred for Disciplinary Action	2013	19	14	1	0	20
	2012	11	9	2	0	13
	2011	12	3	0	0	23
Weapons Law Violations-Arrests	2013	2	0	0	0	2
	2012	0	0	0	0	0
	2011	1	0	0	0	1
Weapons Law Violations-Referred for Disciplinary Action	2013	0	0	0	0	0
	2012	1	0	0	0	1
	2011	1	0	0	0	1

*Beginning this year, 2014, the Campus SaVE/VAWA Act added the classifications for dating violence, domestic violence, and stalking to the annual Clery crime statistics. Therefore, there are no statistics for these new classifications for the two years prior to 2013. Due to the range of laws and data compilations among jurisdictions, federal law encourages institutions to make good faith efforts to collect and present statistics related to these three new classifications. By 2016, all universities and colleges must be in compliance. Thus, TTU has endeavored to compile the related 2013 data as best it can at this time.

**In 2013, the Cookeville Police kindly provided several pages of data. Since the location descriptions for a very few 2013 calls lacked intersecting streets, it was uncertain whether the following violations occurred on public property/streets bordering the campus or happened at sites farther away. Just in case, those 2013 calls include: A) One robbery on W. 8th St; B) One arrest for liquor law violation on W. 7th St; and C) One arrest for weapons violation on N. Willow St.

Hate Crimes	Year	Description
	2013	Two on-campus simple assaults characterized by gender bias; one of the on-campus sites was a residence hall. One on-campus vandalism characterized by gender bias.
	2012	no hate crimes reported
	2011	no hate crimes reported

†Crimes reported in the residential facilities column are included in the on-campus category.

The entire annual report is available at <http://ope.ed.gov/security>.

IMPORTANT CONTACT INFORMATION EMERGENCY NUMBERS FOR TTU AND OFF CAMPUS

Multiple “Blue Light” emergency phones are available throughout the campus grounds. Simply pick up the receiver, and the phone will automatically call the TTU Police. If you cannot speak for some reason, the TTU Police can determine and will respond to the phone location.

The following provide emergency and non-emergency assistance 24 hours a day, 7 days a week, year round, including holidays.

DEPARTMENT	PHONE	LOCATION	WEBSITE
TTU Police	Emergency: 911 Non-emergency: 931-372-3234	TTU, Foundation Hall, Suite 100, 242 E. 10th St, Cookeville, TN 38505	https://www.tntech.edu/ studentaffairs/police
Cookeville Police	Emergency: 911 Non-emergency: 931-526-2125	10 E. Broad St., Cookeville, TN 38501	www.cookevillepolice.com
Putnam County Sheriff's Office	Emergency: 911 Non-emergency: 931-528-8484	421 E. Spring St., Cookeville, TN 38501	www.putnamcountyttn.gov/ ?p=departments&s=sheriff
Cookeville Regional Medical Center	Emergency: 911 Non-emergency: 931-528-2541	1 Medical Center Blvd, Cookeville, TN 38501	www.crmchealth.org
Cookeville Ambulance Service	Emergency: 911 Non-emergency: 931-528-1555	701 County Services Dr., Cookeville, TN 38501	www.putnamems.org
Putnam County Fire Department	Emergency: 911 Non-emergency: 931-526-2121	700 County Services Dr., Cookeville, TN 38501	www.putnamcountyttn. gov/?p=departments&s= firedept

ONLINE REPORTING FOR VICTIMS

The Dean of Students Office established a website (<https://www.tntech.edu/studentaffairs/deanofstudents/stucomplaint/studentcomplaintform>) where student victims can submit information and a request for help at any hour and on any day. This allows the victim to enter information at his/her own pace and, if desired, under anonymity.

In turn, this program informs the dean or his designee of cases of misconduct, potential patterns, and victim assistance needs. This site is typically checked by authorized personnel during regular business hours.

If you need immediate help, call 911.

24-HOUR HOTLINES & VICTIM ASSISTANCE

Many of the following operate hotlines, where victim advocates can provide advice, referrals, safety planning, and other assistance. These resources also offer educational materials. Some also conduct awareness training and programs upon request.

The campus resources listed below typically offer victim assistance and referrals as well as educational materials during business hours. However, in times of emergency, the TTU Police can request their on-call personnel for victim assistance and other urgently needed responses. Some may also train or provide programming upon request.

DEPARTMENT	PHONE	LOCATION	WEBSITE
TTU Dean of Students – Assistance available in times of emergency.	911 – TTU Police will notify dean or his designee of emergency.	TTU, Roaden University Center, Rm. 122 (closed after business hours but can be reached through TTU Police)	https://www.tntech.edu/studentaffairs/deanofstudents/
TTU Counseling Center	Go to nearest hospital ER or ask TTU Police at 911 to contact counselor on call.	TTU, Roaden University Center, Rm. 307 (closed after business hours but can be reached through TTU Police)	https://www.tntech.edu/studentaffairs/counsel/
Americans Overseas Domestic Violence Crisis Center	Hotline: 866-USWOMEN (879-6636)	PO Box 25007 Portland, OR 97298	http://www.866uswomen.org/
Disaster Distress Helpline (for those suffering from stress in reaction to natural or manmade disaster)	Hotline: 800-985-5990	Substance Abuse & Mental Health Services Administration, 1 Choke Cherry Rd, Rockville, MD 20857	http://www.disasterdistress.samhsa.gov/
Genesis House - Has local office and domestic shelter; also on-site victim advocacy for emergencies	Hotline: 931-526-5197 or 800-707 - 5197	PO Box 1180, Cookeville, TN 38503	www.geneshouseinc.com/
GLBTQ Domestic Violence Project	Hotline: 800-832-1901	955 Massachusetts Avenue, PMB 131 Cambridge, MA 02139	http://www.glbtqdv.org/

DEPARTMENT	PHONE	LOCATION	WEBSITE
LGBTQ Trevor Lifeline	Hotline: 866-488-7386	8704 Santa Monica Blvd, Ste #200, West Hollywood, CA 90069	http://www.thetrevorproject.org/
Love Is Respect	Hotline: 866-331-9474 or (TTY) 866-331-8453		http://www.loveisrespect.org/ NOTE: You can also text “campus”, “loveis” or “HELP” to 22522 for support. Msg&Data Rates apply on text for help services.
Mobile Crisis Response Team	National Hotline: 855-CRISIS-1 or 855-274-7471		http://www.recoverywithinreach.org/treatment/consumerrights/mobilecrisis or http://tn.gov/mental/recovery/crisis_serv.shtml
National Domestic Violence Hotline	Hotline: 800-799-SAFE (7233) or (TTY) 800-787-3224	PO Box 161810, Austin, TX 78716	http://www.thehotline.org/
National Sexual Assault Hotline	See RAINN for hotline number.	See contact information for RAINN.	See contact information for RAINN.
National Suicide Prevention Lifeline	Hotline: (English) 800-273-TALK (8255) (Spanish) 888-628-9454) (TTY) 800-799-4889	TN Suicide Prevention Network, 295 Plus Park Blvd, Ste #201, Nashville, TN 37217	http://tspn.org/i-need-help-now or http://www.suicidepreventionlifeline.org/
Overseas Citizens Services	(from US or Canada) 888-407-4747 or (from overseas) +1-202-501-4444	To locate a US consulate or embassy, go to http://www.usembassy.gov/	http://travel.state.gov/content/passports/english/emergencies.html and/or http://travel.state.gov/content/passports/english/emergencies/victims.html
RAINN (Rape, Abuse & Incest National Network)	Hotline: 800) 656-HOPE (4673)	1220 L Street, NW Suite 505 Washington, DC 20005	www.rainn.org
SAMHSA's National Helpline (for mental health issues and/or substance use/abuse)	Hotline: 800-662-HELP (4357) (in English or Spanish) or (TTY) 800-487-4889	Substance Abuse & Mental Health Services Administration, 1 Choke Cherry Rd, Rockville, MD 20857	http://beta.samhsa.gov/find-help
TCADSV (TN Coalition Against Domestic and Sexual Violence)	Statewide Domestic Violence and Child Abuse Hotline: 800-356-6767	2 International Plaza Drive, Suite 425, Nashville, TN 37212	www.tcadsv.org
Veteran's Crisis Line (for veterans in crisis as well as for their families and friends)	Hotline: 800-273-8255 or (TTY) 800-799-4889	Substance Abuse & Mental Health Services Administration, 1 Choke Cherry Rd, Rockville, MD 20857	http://beta.samhsa.gov/find-help

OTHER VICTIM ASSISTANCE & EDUCATIONAL PROGRAMS

Unless listed in the above chart, the following generally are open Monday through Friday during regular business hours. These resources can provide victim assistance/advocacy, make referrals, and/or conduct administrative investigations. Many also provide educational materials, programs, and online and on-site training during business hours; some departments provide educational and training services and sponsor specially themed events after hours.

DEPARTMENT	PHONE	LOCATION	WEBSITE
TTU Health Services	931-372-3320	TTU, Bell Hall/Nursing Bldg, Rm. 100	https://www.tntech.edu/studentaffairs/healthservices/
TTU Clery Compliance Coordinator	931-372-3234	c/o TTU Police, Foundation Hall, Suite 100	https://www.tntech.edu/studentaffairs/police/
TTU Counseling and Testing Center	931-372-3331	TTU, Roaden University Center, Rm. 307	https://www.tntech.edu/studentaffairs/counsel/
EAP for TTU Employees (can call 24/7)	855-HERE4TN (437-3486) or 615-741-1925		https://www.tntech.edu/planning-and-finance/hr/benefits/current-employee/eap/ or http://tennessee.gov/finance/ins/eap.shtml or www.magellanhealth.com
TTU Human Resources	931-372-3784 or 931-372-3034	931-372-3784 or 931-372-3034 TTU, Derryberry Hall, Rm. 146	https://www.tntech.edu/planning-and-finance/hr/
TTU Dean of Students	931-372-3237	TTU, Roaden University Center, Rm. 122	https://www.tntech.edu/studentaffairs/deanofstudents/
TTU Disability Services	931-372-6119 or 931-372-6378	TTU, Roaden University Center, Rm. 112	https://www.tntech.edu/studentaffairs/disability/
TTU International Education Admin	931-372-3634 or 931-372-3674 or 931-372-6189	TTU, Derryberry Hall, Rm. 135	https://www.tntech.edu/international/
TTU Office of Multicultural Affairs	931-372-3392 or 931-372-6405	TTU, Roaden University Center, Rm. 258	https://www.tntech.edu/studentaffairs/bcc/
TTU Office of Residential Life	931-372-3414	TTU, M. S. Cooper Hall, Rm. 203	https://www.tntech.edu/studentaffairs/reslife/
TTU Police	931-372-3234	Foundation Hall, Suite 100	https://www.tntech.edu/studentaffairs/police/
TTU Student Activities	931-372-3123	TTU, Roaden University Center, Rm. 119	https://www.tntech.edu/studentaffairs/studentactivities/
TTU Title IX Coordinator (for students)	931-372-3034	c/o TTU Police, Foundation Hall, Suite 100	https://www.tntech.edu/aa/diversity/
TTU Title IX Officer (for employees)	931-372-3850	Office of Associate Vice President of Human Resources, Derryberry Hall, Rm. 167	https://www.tntech.edu/aa/diversity/
TTU Women's Center	484-580-8754	TTU, Pennebaker Hall, Rm. 203 110 Gallagher Road Wayne, PA 19087	https://www.tntech.edu/women/
The Clery Center for Security on Campus (for preventing violence, substance abuse, and other crimes as well as assisting victims of such crimes at US colleges and universities)	800-421-3481	U.S. Department of Education Office for Civil Rights Lyndon Baines Johnson Department of Education Bldg 400 Maryland Avenue, SW Washington, DC 20202-1100	http://clerycenter.org/ https://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm
Office of Civil Rights (OCR) at ED (US Education Department) Office of Postsecondary Education at ED (US Education Department)	202-502-7750 or 800-872-5327	U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202	http://www2.ed.gov/admins/lead/safety/campus.html or http://www.ed.gov/

EMERGENCY NUMBERS

Calls to the following emergency numbers are answered 24 hours a day, 7 days a week

TTU Police	931-372-3234
Cookeville Police Department	931-526-2125
Putnam County Sheriff's Office	931-528-8484
Cookeville Regional Medical Center	931-528-2541
Cookeville Ambulance Service	931-528-1555
Putnam County Fire Department	931-526-2121

RESOURCES NUMBERS

Calls to the following resources are typically answered during regular business hours, Monday - Friday

TTU Student Health Services	931-372-3320
TTU Counseling and Testing Center	931-372-3331
TTU Women's Center	931-372-3850

