

# **2009 REMINGTON COLLEGE – MEMPHIS CAMPUS CRIME & SECURITY REPORT**

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## **Introduction**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at 20 U.S.C. § 1092(f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private post-secondary educational institutions participating in federal student aid programs are subject to the Act.

The Clery Act requires colleges and universities to publish an annual report every year by October 1<sup>st</sup> that contains three years worth of crime statistics and certain security policy statements, including sexual assault policies, which assure basic victims' rights, the law enforcement authority of campus security, and where the students should go to report crimes.

The complete text of the Clery Act along with the implementing regulations published by the U.S. Department of Education is available at the Security On Campus, Inc. website located at [www.securityoncampus.org](http://www.securityoncampus.org).

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## **Reporting Crime and Other Emergencies on Campus**

Remington College – Memphis Campus is committed to providing an environment that provides security for persons and property without the need for unduly burdensome policies and practices. No absolute guarantee of individual safety or security of property is possible, but with the cooperation of students, faculty, staff and visitors, it is possible to provide a level of security that is reasonable, effective, and relatively unobtrusive. All members of the Remington College – Memphis Campus community are expected to familiarize themselves with Campus security policies and procedures, adhere to these policies and procedures, and immediately report violations.

If you witness any non-emergency criminal incidents or safety concerns and/or are the victim of criminal behavior on property owned or controlled by Remington College – Memphis Campus, promptly report it to the Memphis Police Department by dialing (901) 545-2677 (Please dial nine (9) first if calling from a Campus phone). In the case of an emergency, calls should be made to 911 (Please dial nine (9) first if calling from a Campus phone). Immediately after reporting the incident to the Memphis Police Department, please report the incident to the Campus President or any other school official. Remington College – Memphis Campus has no pastoral and/or professional counselors working with the students and/or employees.

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## **Campus and Community Notification of Criminal Activity (Timely Warnings)**

Remington College – Memphis Campus places a high priority on the safety and security of all members of the Campus community. It is the policy of Remington College – Memphis Campus to notify members of the Campus community of any reported crime(s) that are determined to pose an imminent threat to the safety of students or employees. Anyone with information warranting a potential timely warning should report the circumstances to the Memphis Police Department, by phone on-campus by dialing “9” to get an outside line then dial 911, or off-campus at 911. The Campus President is responsible for determining the need for and implementing timely campus notification. If the Campus President deems it necessary to notify the Campus community of an imminent threat, Public Safety Bulletins will be published and posted on bulletin boards throughout the Campus. The bulletins will allow members of the Campus community to know what concerns currently exist so they can better protect themselves.

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## **Access to Campus Facilities**

Remington College – Memphis Campus is a private institution, and as such reserves the right to limit the use of its grounds and facilities as it deems appropriate. Access to any Remington College – Memphis Campus facility by any person or persons is strictly limited to those having legitimate business in that area or facility. Most Campus buildings and facilities are accessible to students, parents, employees, contractors, guests and invitees during normal hours of business, Monday-Thursday 7:30 a.m. to 10:00 p.m., Friday 8:00 a.m. to 5:00 p.m., and Saturday from 9:00 a.m. to 1:00 p.m. Between 12:30 p.m. and 5:00 p.m. and after 6:30 p.m. on Monday through Thursday, access doors are limited to the student break room and the front office. On official make-up days that fall on Fridays, access to the building is the same as on Monday through Thursday. Access times will vary depending upon the nature of the building and its activity. Except for those students, faculty, and staff with keys or appropriately authorized access codes, access is generally restricted to Campus-affiliated personnel during recognized holidays. Outside of normal business hours, in some locations, alarms are also provided to sound if doors are opened or compromised. Many building high-risk areas are also equipped with intrusion alarms and/or duress alarm systems for the protection of staff. Remington College – Memphis Campus does not maintain any campus residences.

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## **Maintenance and Security of Campus Facilities**

Motor vehicle parking lots, pedestrian walkways, and building exteriors are well lighted and the Campus’s design criteria calls for a high level of illumination on all new buildings and surroundings. Members of the Campus community are encouraged to report any exterior lighting deficiencies to the Campus President or other member of Campus Management. Exterior doors on Campus buildings are locked each evening by the Campus President, other members of Campus Management, or by the night-time Maintenance Worker. Door and security hardware operating deficiencies should also be

reported to the Campus President. Parking lots and areas are actively patrolled by Campus security.

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## **Security Awareness and Crime Prevention Programs**

All students are required to attend the Campus's Orientation at which time they are cautioned to avoid loss of property and/or injury to self or others by reading and observing the safety and Campus security information that is posted in the student lounge, the corridor bulletin boards, as well as disseminated at Orientation or provided in the Financial Aid packet.

In addition to the Annual Campus Security Report which is made available in the Registrar's office and the Director of Education's Office, Remington College – Memphis Campus makes literature available that is provided by community and government agencies which describes various programs and help numbers for personal safety, health, and emergency counseling. Literature is displayed in the various offices on the first floor. Crime prevention information updates are requested by the Campus administration and posted every six months.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

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## **Criminal Activity by Students at Off-Campus Locations**

Remington College – Memphis Campus does not have any recognized off-campus facilities.

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## **Drug and Alcohol Policy**

Remington College – Memphis Campus is committed to having a Campus that is free of the illegal or abusive use of drugs and alcohol. In keeping with this commitment, it is the policy of Remington College – Memphis Campus that the possession, sale, use or distribution of illicit drugs, alcohol, or other intoxicants in Campus buildings and facilities and at official Campus functions held on Campus is prohibited. Any violation of state or federal drug, alcohol, or underage drinking laws or the violation of the Campus's policies regarding alcoholic beverages or illegal drugs by students, staff, or faculty shall be subject to disciplinary action up to and including termination and/or expulsion. It is unlawful in Tennessee to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal.

Excessive use of alcohol and other drugs is a serious health problem in itself, but alcohol and drug abuse can also contribute to a host of other physical and mental health problems such as unwanted pregnancy, violent behavior, HIV infection and other sexually transmitted diseases, and psychological depression.

Remington College – Memphis Campus encourages students and employees who are experiencing substance abuse problems to seek assistance from resources available to them on Campus, as well as from agencies and self-help groups available in the community. A list of these resources is available below and from the Career Services Department:

Alcohol and Chemical Abuse Rehab Center: (901) 527-3100

Alcoholics Anonymous: (901) 458-7845

Drug Abuse Action Addiction Hotline: (901) 726-9392

Mid-South Alcohol and Drug Education Center: (901) 458-4707

Tennessee Comprehensive Drug Rehab Hotline: (866) 845-8975

Please see either the employee or student Remington College Drug and Alcohol Abuse policy for more detailed information.

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## **Sex Offender Registry and Access to Related Information**

In accordance with the “Campus Sex Crimes Prevention Act” of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Remington College – Memphis Campus is providing a link to the Tennessee Sex Offender Registry. The Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained.

The Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification, and Tracking Act of 2004 was established in T.C.A. 40-39—201 et. seq. and became effective August 1, 2004. According to the Act, all persons who meet the definition of sexual offender or violent sexual offender and live or work or attend school in Tennessee must register with the appropriate registering agencies as defined by Tennessee law. The registry website is:

[http://www.ticic.state.tn.us/SEX\\_ofndr/search\\_short.asp](http://www.ticic.state.tn.us/SEX_ofndr/search_short.asp)

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## **Sexual Harassment Policy**

It is the policy of Remington College – Memphis Campus to prohibit sexual harassment of its students, faculty, and staff and to make every effort to eliminate sexual harassment on the Campus. The Remington College - Memphis Campus policy prohibits sexual harassment between or among students, faculty, staff, and others visiting or conducting official business on Campus, and in all areas of the Campus’s work and educational environments. Those who engage in sexual harassment may be subject to legal consequences, including civil and criminal penalties and monetary damages. The full text of the Campus’s policy and complaint procedure regarding sexual harassment may

be found in the Remington College – Memphis Campus Catalog, the Employee Handbook, and should be posted on all bulletin boards on the Campus.

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## **Sexual Assault Policy**

It is the policy of Remington College – Memphis Campus to prohibit sexual assault and to prevent sex offenses committed against students, employees, visitors to the Campus, and other persons who use the Campus facilities. Sexual assault is not only a criminal act of violence, aggression, or coercion against a single individual, but is also an attack on human dignity, a value essential to our Campus community. For these reasons, Remington College – Memphis Campus encourages individuals who believe they have been sexually assaulted to report sexual assault incidents to appropriate Campus and governmental authorities as outlined in the Sexual Harassment policy. Sexual assault is also an extreme form of sexual harassment. Sexual harassment is prohibited by the Campus's policy and is a form of sex discrimination prohibited by Title VII of the Civil Rights Act of 1964 and by Title IX of the Education Amendments of 1972. If requested by the victim, Remington College – Memphis Campus will reasonably change a victim's academic situation after an alleged sex offense.

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## **Programs to Prevent Sexual Harassment and Sexual Assault**

Several programs and resources are available to members of the Campus community on the topics of sexual harassment and sexual assault. Programs can be arranged through the Campus President, the Career Services Department, the Memphis Sexual Assault Resource Center at (901) 327-0233, or the YWCA Women's Resource Center at (901) 276-0576. Additionally, the U.S. Department of Health and Human Services website (<http://www.4woman.gov/faq/sexualassault.htm>) is a valuable resource for victims and for those who wish to learn about the prevention of sexual assault.

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## **Procedure to Follow if Sexual Assault Occurs:**

**Whom to Contact:** If someone believes they are the victim of a sexual assault the quickest possible way to report it is to contact the Memphis Police Department. A victim should also report the incident directly to the Campus President. A victim of sexual assault may go directly to a hospital and decide at the hospital what other agencies or resources to contact. The Campus President, or any official on campus, will be glad to assist a victim in contacting the proper law enforcement agency.

**Preservation of Evidence:** After contacting the necessary law enforcement authorities as soon as possible, it is important that a victim of sexual assault does not shower, wash, brush their teeth, or use the restroom, and that they do not wash their clothes or any bedding on which the incident may have occurred. If they do so, important evidence can be lost and/or destroyed.

**Notification of Counseling and Assistance:** Counseling for victims of sexual harassment or sexual assault can be found through the Campus President, who can direct victims to available services, and through off-campus psychological services provided by local psychologists or community Rape Crisis Centers. Any victim who reports an incident to an on-campus official will be advised of counseling services.

**Campus Disciplinary Procedure:** If the victim of sexual assault so desires, and all parties involved are members of the Campus community, the incident can be referred to the Campus President, Director of Education, or Corporate Vice President of Human Resources to be investigated and adjudicated under the Remington College Sexual Harassment policy. Sanctions that can be imposed upon a final determination of an incident may range from a reprimand up to and including dismissal from school or termination of employment.

Both the accused and the accuser are entitled to the same opportunities to have others present during a disciplinary proceeding. Both participants will be informed of the outcome of any disciplinary proceeding brought alleging a sexual assault.

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## **Reported Crimes/Offenses**

The following statistics, provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, are for your information. Remington College – Memphis Campus prepares this report to comply with the Clery Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our Campus along with information from designated Campus officials.

Campus crime, arrest and referral statistics include those reported to the designated Campus officials and local law enforcement. Each year, written notification that provides the web site address to access this report is distributed to all enrolled students via U.S. Mail. Faculty and staff receive similar written notification. Copies of the report may also be obtained at the Registrar's Office and the Director of Education's Office.

On-campus property includes all property owned, leased or controlled by Remington College – Memphis Campus, and property that is within or reasonably contiguous to such property that is owned by the Campus and controlled by another person that is frequently used by students and that supports institutional purposes such as food or other retail vendors.

Non-campus property includes all property owned, leased or controlled by a student organization recognized by the Campus, and all property owned, leased or controlled by Remington College – Memphis Campus that is used in direct support of, or in relation to, the Campus's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the Campus.

Public property includes all thoroughfares, streets, sidewalks, and parking facilities that is within the Campus or immediately adjacent to and accessible from the Campus.

## THREE-YEAR DISCLOSURE OF CRIME STATISTICS

<b>ON – CAMPUS STATISTICS</b>			
<b>CRIMINAL OFFENSES</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
<b>Murder &amp; Non-Negligent Manslaughter</b>	0	0	0
<b>Sex Offenses: Forcible</b>	0	0	0
<b>Sex Offenses: Non-Forcible</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary</b>	0	0	1
<b>Motor Vehicle Theft</b>	0	1	1
<b>Negligent Manslaughter</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Larceny-Theft</b>	1	4	5
<b>Hate Crimes Based on Race</b>	0	0	0
<b>Hate Crimes Based on Gender</b>	0	0	0
<b>Hate Crimes Based on Ethnicity</b>	0	0	0
<b>Hate Crimes Based on Religion</b>	0	0	0
<b>Hate Crimes Based on Disability</b>	0	0	0
<b>Hate Crimes Based on Sexual Orientation</b>	0	0	0
<b>Drug Law Arrests</b>	0	0	0
<b>Drug Law Violations Referred for Disciplinary Action</b>	0	0	0
<b>Liquor Law Arrests</b>	0	0	0
<b>Liquor Law Violations Referred for Disciplinary Action</b>	0	0	0
<b>Illegal Weapons Possession Arrests</b>	0	0	0
<b>Illegal Weapons Possession Violations Referred for Disciplinary Action</b>	0	0	0

## NON – CAMPUS STATISTICS

CRIMINAL OFFENSES	2006	2007	2008
<b>Murder &amp; Non-Negligent Manslaughter</b>	0	0	0
<b>Sex Offenses: Forcible</b>	0	0	0
<b>Sex Offenses: Non-Forcible</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	1	0	0
<b>Negligent Manslaughter</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Larceny-Theft</b>	0	0	0
<b>Hate Crimes Based on Race</b>	0	0	0
<b>Hate Crimes Based on Gender</b>	0	0	0
<b>Hate Crimes Based on Ethnicity</b>	0	0	0
<b>Hate Crimes Based on Religion</b>	0	0	0
<b>Hate Crimes Based on Disability</b>	0	0	0
<b>Hate Crimes Based on Sexual Orientation</b>	0	0	0
<b>Drug Law Arrests</b>	0	0	0
<b>Drug Law Violations Referred for Disciplinary Action</b>	0	0	0
<b>Liquor Law Arrests</b>	0	0	0
<b>Liquor Law Violations Referred for Disciplinary Action</b>	0	0	0
<b>Illegal Weapons Possession Arrests</b>	0	0	0
<b>Illegal Weapons Possession Violations Referred for Disciplinary Action</b>	0	0	0

## PUBLIC PROPERTY STATISTICS

CRIMINAL OFFENSES	2006	2007	2008
Murder & Non-Negligent Manslaughter	0	0	0
Sex Offenses: Forcible	0	0	0
Sex Offenses: Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Manslaughter	0	0	0
Arson	0	0	0
Larceny-Theft	0	0	0
Hate Crimes Based on Race	0	0	0
Hate Crimes Based on Gender	0	0	0
Hate Crimes Based on Ethnicity	0	0	0
Hate Crimes Based on Religion	0	0	0
Hate Crimes Based on Disability	0	0	0
Hate Crimes Based on Sexual Orientation	0	0	0
Drug Law Arrests	0	1	0
Drug Law Violations Referred for Disciplinary Action	0	0	0
Liquor Law Arrests	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0
Illegal Weapons Possession Arrests	0	1	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0

## Resource Phone Numbers

<b>Non-emergency police requests</b> - This line should be called for all reports of delayed incidents or non-emergencies.	Memphis Police Department: (901) 545-2677
<b>TTY Number for the Hearing Impaired</b>	(901) 545-2620
<b>Remington College – Memphis Campus</b>	(901) 345-1000
<b>Campus President</b>	(901) 291-4225