Committee Minutes

BUILDINGS AND GROUNDS COMMITTEE

November 17, 2019

Open Session

Board Members Present: Edward Bane, Shelly Barlow, Greta Harris, C.T. Hill, Anna James, Tish Long, Sharon Martin, Melissa Nelson, Chris Peterson, Mehul Sanghani, Dennis Treacy, Horacio Valeiras, Jeff Veatch, Preston White

Board Representatives: John Ferris, Ryan King, Tamarah Smith, Madelynn Todd

Virginia Tech Staff: Kim Akers, Bob Broyden, Cyril Clarke, Van Coble, Denny Cochrane, Al Cooper, Joe Crane, John Cusimano, Karen DePauw, Jon Deskins, John Dooley, Alisha Ebert, Kevin Foust, Lance Franklin, Ron Fricker, Elaine Gall, Bryan Garey, Mark Gess, Alan Grant, Rebekah Gunn, Kay Heidbreder, Pat Hilt, Tim Hodge, Nathan King, Chris Kiwus, Brian Kubecki, Sharon Kurek, Jamie Lau, Rob Mann, Steve McKnight, Nancy Mecham, Scott Midkiff, Ken Miller, Liza Morris, Sally Morton, Saied Mostaghimi, Heidi Myers, April Myers, Justin Noble, Kim O'Rourke, Mark Owczarski, Patty Perillo, Charlie Phlegar, Dwayne Pinkney, Ellen Plummer, Menah Pratt-Clarke, Chris Rahmes, Tim Sands, Frank Shushok, Kayla Smith, Ken Smith, Don Taylor, Dwyn Taylor, Jon Clark Teglas, Tracy Vosburgh, Lisa Wilkes, Paul Winistorfer

1. **Welcome**

2. **Consent Agenda:** The Committee approved and accepted the items listed on the Consent Agenda:

    a. **Approval of the Minutes from the August 26, 2019 Meeting:** The Committee approved the minutes from the August 26, 2019 meeting.

    * b. **Resolution on Appointment to the NRV Emergency Communications Regional Authority:** The Committee approved an appointment to the NRV Emergency Communications Regional Authority

    * c. **Resolution on Appointment to the Virginia Tech/Montgomery Regional Airport Authority:** The Committee approved an appointment to the Virginia Tech/Montgomery Regional Airport Authority.

    * d. **Resolution on Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority:** The Committee approved two joint

reappointments and a university representative appointment to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority.

* e. **Resolution on Appointment to the New River Valley Regional Water Authority:** The Committee approved an appointment to the New River Valley Regional Water Authority.

* f. **Resolution on Authority for Campus Parking Regulations Procedures:** The Committee approved the university's request to authorize the Senior Vice President and Chief Business Officer or designee to approve changes to the Parking and Traffic operating procedures.

* g. **Resolution for Demolition of a Cattle Feed Shed and Equipment Storage Facility at the Shenandoah Valley AREC:** The Committee approved the university's request to demolish building number 0857. The building is a 4,320 gross square foot metal and wooden structure located at the Shenandoah Valley Agricultural Research and Extension Center in Steele's Tavern and has reached the end of its useful life.

h. **Acceptance of the Sustainability Annual Report:** The Committee accepted the sustainability annual report. Virginia Tech serves as a model community for a sustainable society and is committed to advancing sustainability in academics (curriculum & research), engagement, operations, planning, and administration. The university maintains a Gold rating from the Association for Advancement of Sustainability in Higher Education (AASHE) using the Sustainability Tracking, Assessment, and Rating System (STARS). At the time of the most recent reassessment, the university received the highest STARS score achieved for all institutions in the Commonwealth of Virginia and the Atlantic Coast Conference.

i. **Acceptance of the Capital Project Status Report:** The Committee accepted the quarterly capital project status report.

3. **Presentation on Construction & Renovation Budgeting Processes:** The Committee received a briefing on the university's approach to construction and renovation budgeting.

4. **Update on Agricultural Facilities Planning & Construction:** The Committee received an update from Chris Kiwus, Associate Vice President and Chief Facilities Officer, and Alan Grant, Dean of the College of Agriculture and Life Sciences, on agricultural facilities planning and construction.

5. **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistic Act Report:** The Committee received the annual campus security and fire safety report for Virginia Tech that is compiled and published by the Virginia Tech Police Department. This annual report is required by the Higher Education

Opportunity Act and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act. The purpose of the report is to provide information about security on campus, to include: campus and community crime statistics, fire statistics and safety information, policy information, safety tips, resource phone numbers, and a brief overview of the many services the university provides.

6. **Design Review for Dietrick Hall Enclosure and Spirit Plaza:** The Committee approved the design review for Dietrick Hall Enclosure and Spirit Plaza project.

7. **Update on the PPEA for the Northern Virginia Academic Center Redevelopment:** An unsolicited PPEA (Public-Private Education Facilities and Infrastructure Act of 2002) proposal, which envisions a mixed-use style redevelopment of the existing Northern Virginia Center property in Falls Church, was submitted to the university in August 2018 from a team led by HITT Contracting. The vision of the proposal is to create a national research and training center for the design and construction industries with a focus on transitioning the industry into new technological, economic, and environmental futures. This initiative would build on existing university strengths and is supported by Dean Blythe in the College of Architecture and Urban Studies

   Since late July, university leadership has been working with the submitting team to craft and negotiate a comprehensive agreement. If a comprehensive agreement is reached, it must receive approval from the Board of Visitors before the project can proceed. Leadership remains optimistic of this proposed partnership's trajectory and intent, and anticipates bringing a comprehensive agreement to the Board of Visitors for review as soon as March 2020.

8. **Future Agenda Items and Closing Remarks:** The Committee discussed potential topics for inclusion on future meeting agendas.

Joint Open Session with the Finance and Resource Management Committee

Board Members Present: Ed Baine, Shelley Barlow, Sharon Brickhouse Martin, John Ferris – Faculty Representative, Greta Harris, C.T. Hill, Anna James, Ryan King – Graduate Student Representative, Tish Long, Melissa Nelson, Chris Petersen, Mehul Sanghani, Tamarah Smith – Staff Representative, Dennis Treacy, Horacio Valeiras, Jeff Veatch, Preston White

Virginia Tech Staff: Kim Akers, Bob Broyden, Cyril Clarke, Van Coble, Denny Cochrane, Al Cooper, Joe Crane, John Cusimano, Karen DePauw, Jon Deskins, John Dooley, Alisha Ebert, Kevin Foust, Lance Franklin, Ron Fricker, Elaine Gall, Bryan Garey, Mark Gess, Alan Grant, Rebekah Gunn, Kay Heidbreder, Pat Hilt, Tim Hodge, Nathan King, Chris Kiwus, Brian Kubecki, Sharon Kurek, Jamie Lau, Rob Mann, Steve McKnight, Nancy

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* 1. **Approval of Resolution for the Athletics Weight Room Renovation and Expansion:** The Committees reviewed for approval a Resolution for the Athletics Weight Room Renovation and Expansion. This project is an important element for student-athlete recruitment and enhancement of the student-athlete experience with state-of-the-art spaces for weight training, team meeting space, and an updated graphics package. The project scope includes approximately 22,520 gross square feet with a 17,640 gross square foot renovation of the first two floors of the Merryman Center and a 4,880 gross square foot expansion of the second floor team meeting rooms.

The estimated construction value is $3.31 million plus associated soft costs for design, administration, and inspection. The total project budget is $4.5 million. A funding plan has been developed to support the entire expected cost of the project which calls for private gifts restricted or designated for the project. Athletics has obtained commitments sufficient to cover the entire expected costs of the project.

The university is ready to move forward with this project, with expected construction bids occurring in December 2019 and occupancy expected in August 2020.

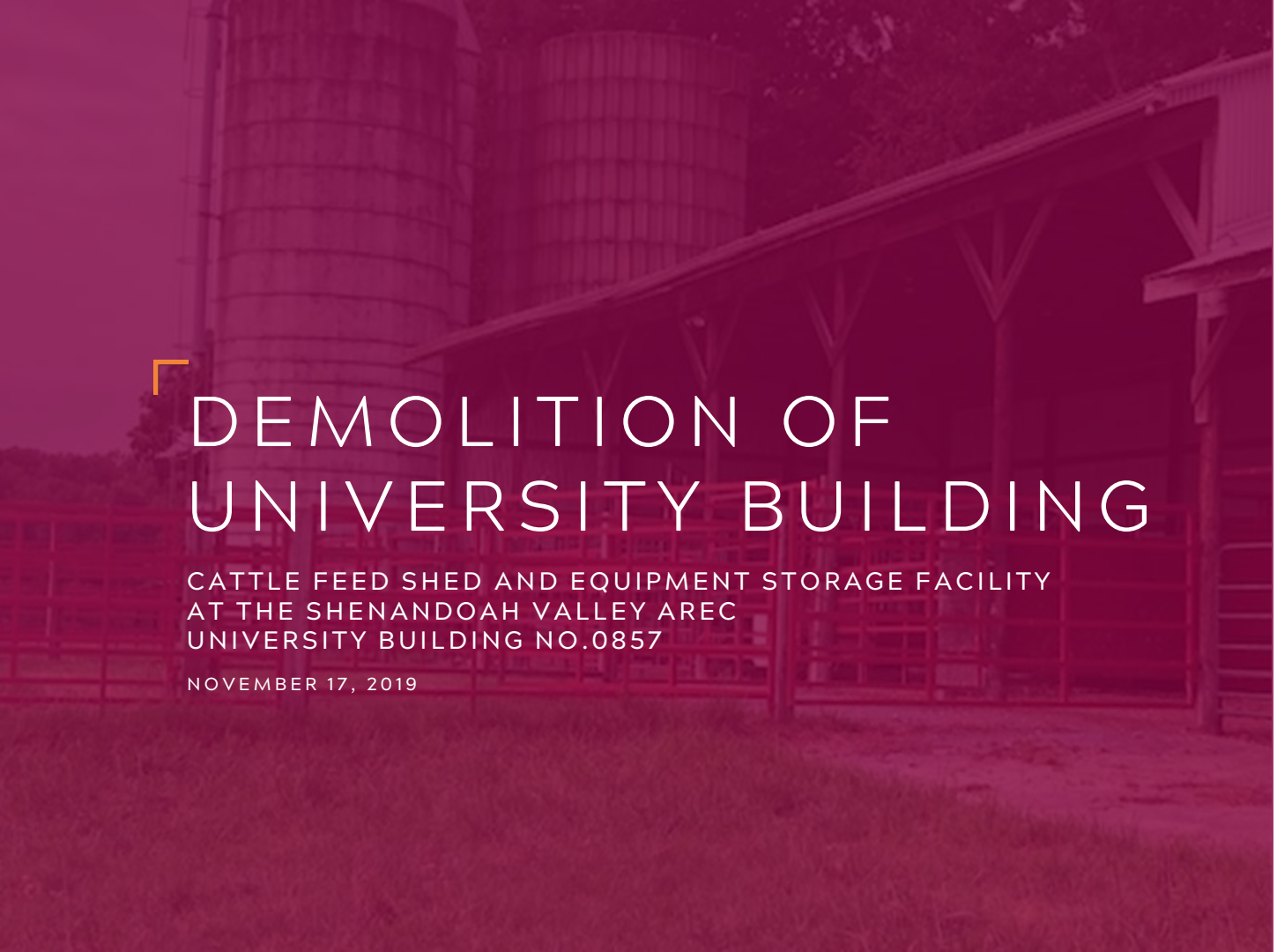
This request is for authorization to move forward with the Athletics Weight Room Renovation and Expansion project with an expected construction value of $3.31 million renovation and expansion plus associated soft costs, including existing design expenditures, for a total project budget not to exceed $4.5 million.

The Committees recommended the Resolution for the Athletics Weight Room Renovation and Expansion to the full Board for approval.

There being no further business, the meeting adjourned at 5:29 p.m.

*** Requires full Board approval.**

Attachment D



DEMOLITION OF UNIVERSITY BUILDING

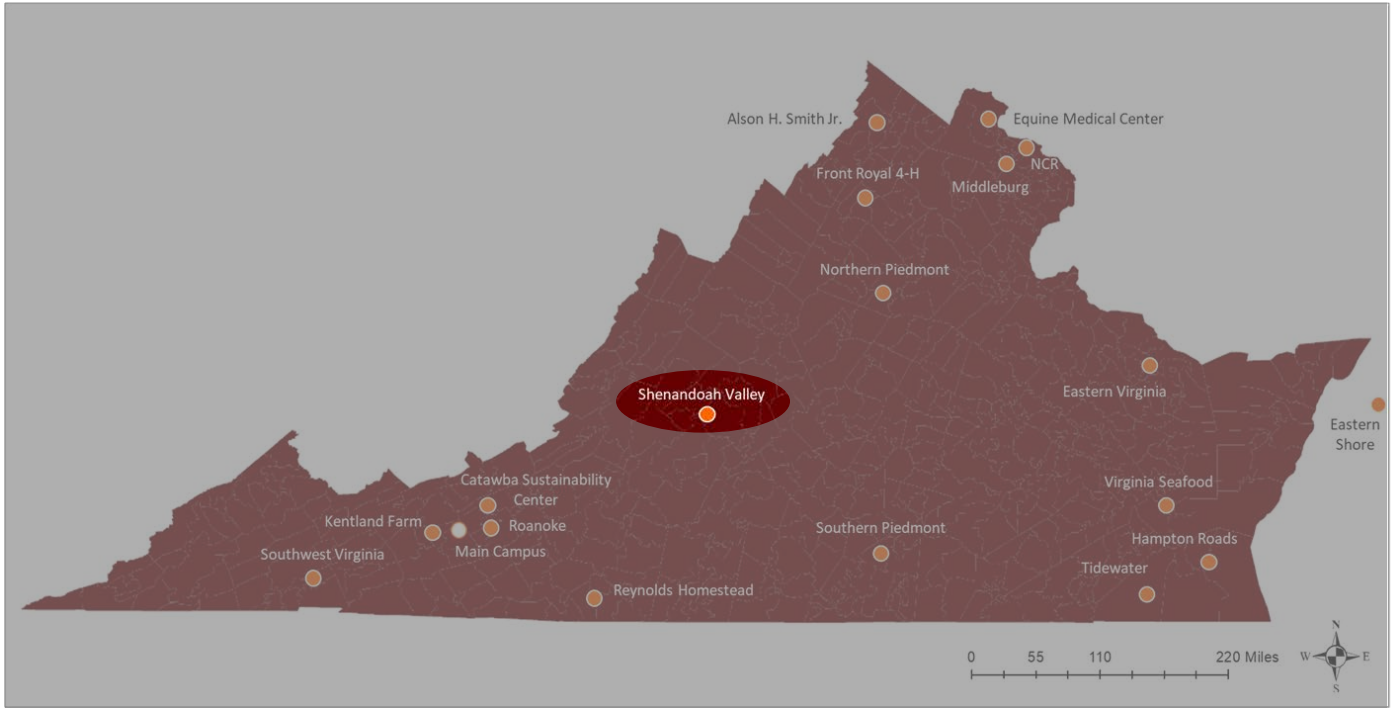
CATTLE FEED SHED AND EQUIPMENT STORAGE FACILITY AT THE SHENANDOAH VALLEY AREC UNIVERSITY BUILDING NO.0857

NOVEMBER 17, 2019

VIRGINIA TECH

BUILDING LOCATION – SHENANDOAH VALLEY AREC

Attachment D



N

/ DEMOLITION OF BUILDING NO. 0857

SITE

Attachment D

N

SITE - RELATION TO HISTORIC PROPERTY

Attachment D

View from McCormick National Historic Landmark (toward Bld. 0857)

N

View from Bld. 0857 (toward McCormick National Historic Landmark)

N

/ DEMOLITION OF BUILDING NO. 0857

EXISTING CONDITION

Attachment D

N

N

/ DEMOLITION OF BUILDING NO. 0857

EXISTING CONDITION - STRUCTURAL

Attachment D

Structural issues

Reinforcement attempts

Reinforcement attempts

RESOLUTION

Attachment D

That the resolution authorizing the demolition of building number 0857 be approved.

Attachment D

SUSTAINABILITY

2018-19 Annual Report

November 17, 2019

FACILITIES
VIRGINIA TECH

CONTENT

3 EXECUTIVE SUMMARY
4 Overview
4 Energy & Sustainability Committee
4 Virginia Tech Climate Action Commitment
5 Virginia Tech Sustainability Plan
5 Office of Sustainability
6 Our Partners

7 2018-19 SUSTAINABILITY PROGRESS

33 CONCLUSION

35 APPENDIX

EXECUTIVE SUMMARY

Virginia Tech serves as a model community for a sustainable society. Sustainability is an integral part of the fabric of the university as it pursues enhanced economic stability and affordability, diversity and inclusion, environmental stewardship, expansion of knowledge, and education of future leaders. The university's new strategic plan intentionally includes references to these expectations and efforts.

The pursuit of sustainability is achieved through Virginia Tech's administration; physical environment and operations; student life and experience; campus culture and behavior; and academic learning, discovery, and engagement.

The university is rated by the Association for the Advancement of Sustainability in Higher Education (AASHE) using the Sustainability Tracking, Assessment, and Rating System (STARS) every three years. In 2017, Virginia Tech earned a second STARS Gold Rating, with the highest score achieved to date for all institutions in the Commonwealth of Virginia and the Atlantic Coast Conference. Virginia Tech's STARS Gold Rating is a solid demonstration of the university's commitment to advancing sustainability in academics (curriculum and research), engagement, operations, planning, and administration.

Virginia Tech continues to demonstrate its commitment to being a leader in campus sustainability by making significant progress in every component of a university-wide climate action commitment.

Overview

Virginia Tech's Climate Action Commitment defines sustainability as the simultaneous pursuit of environmental quality, economic prosperity, and social justice and equity, through action, education, and engagement to address current needs without compromising the capacity and needs of future generations.

Virginia Tech's sustainability vision is to serve as a model community for a sustainable society. Sustainability is an integral part of the fabric of the university as it pursues enhanced economic stability and affordability, diversity and inclusion, environmental stewardship, expansion of knowledge, and education of future leaders. The university's new strategic plan includes references to these expectations and efforts. The pursuit of sustainability is achieved through Virginia Tech's administration; physical environment and operations; student life and experience; campus culture and behavior; and academic learning, discovery, and engagement.

Virginia Tech is a member of the Association for the Advancement of Sustainability in Higher Education (AASHE). AASHE is an association of colleges and universities that are working to create a sustainable future. AASHE's mission is to empower higher education to lead the sustainability transformation. It provides resources, professional development and a network of support to enable institutions of higher education to model and advance sustainability in everything they do, from governance and operations to education and research.

Virginia Tech is also a member of the Virginia Association for the Advancement of Sustainability in Higher Education (VASHE). VASHE is a consortium of colleges and universities that work collaboratively to advance sustainability within the Commonwealth of Virginia, and its mission is similar and compliments AASHE.

Energy & Sustainability Committee

The university established the Energy and Sustainability Committee (E&SC) on April 30, 2007. It is one of 14 committees within the university governance system. The E&SC charge is "to review and provide advice to the University Administration on broad policy issues relating to the university's pursuit of environmental quality through action, education, and engagement to address current needs without compromising the capacity and needs of future generations."

The E&SC has 19 members and includes faculty, staff, and student representation. It is unique in that it is the only committee in the university governance system that has four student representatives (two graduate students and two undergraduate students). The other committees have a total of two student representatives. Please refer to **https://governance.vt.edu/assets/esc-roster.pdf** for more information.

The E&SC reports to the Commission on University Support who reports to the University Council. Please refer to **https://governance.vt.edu/ccc.html** for more information.

Virginia Tech Climate Action Commitment

During Earth Week in April 2008, former university President Charles W. Steger charged the E&SC "to develop a climate commitment and accompanying sustainability plan that was unique to Virginia Tech, and to have the commitment placed in resolution format for review and action by the University Council in the 2009 spring semester." The E&SC developed the draft Virginia Tech Climate Action Commitment and Sustainability Plan (VTCAC&SP) and spearheaded the review process.

On April 22, 2009 (Earth Day) the University Council voted to recommend approval of the Virginia Tech Climate Action Commitment (VTCAC) and accepted the accompanying Sustainability Plan. On June 1, 2009, at their regularly scheduled meeting, the Virginia Tech Board of Visitors unanimously approved the Virginia Tech Climate Action Commitment and it became Presidential Policy Memorandum 262. Containing 14 points, the VTCAC includes sustainability goals, objectives, and aspirations. In academic year 2012-13, the E&SC revised the VTCAC and added a Sustainability Definition, Vision, and Mission. On May 6, 2013, the University Council approved the revision. Please refer to **https://www.facilities.vt.edu/content/dam/facilities_vt_edu/sustainability/climate-action-commitment.pdf**. See Appendix A.

Sustainability Plan

The initial Sustainability Plan was developed in-house utilizing the expertise of over 75 key stakeholders. It contained a series of actions and measures for each of the sustainability goals, objectives, and aspirations in the VTCAC. The Sustainability Plan was organized into three time horizons or phases: near-term phase (three years), mid-term phase (12 years), and long-term phase (25 years). The team tracked over 80 separate actions and measures.

Subsequent to developing the Sustainability Plan, the Association for the Advancement of Sustainability in Higher Education (AASHE) created the Sustainability Tracking, Assessment & Rating System (STARS) for use as a sustainability management tool to assess sustainability progress. More than 400 institutions have earned a STARS rating, making the program the most widely-recognized framework in the world for publicly reporting comprehensive information related to a college or university's sustainability performance.

Participants report achievements in five overall areas: academics, engagement, operations, planning and administration, and innovation and leadership. Unlike other rating or ranking systems, this program is open to all institutions of higher education, and the criteria that determine a STARS rating are transparent and accessible to anyone. Because STARS is a program based on credits earned, it allows for both internal comparisons as well as comparisons among similar institutions.

Virginia Tech has adopted the AASHE STARS protocol as the foundation of the Sustainability Plan. The STARS protocol consists of over 60 topical areas (called credits) that are placed in one of four categories: Academics, Engagement, Operations, and Planning and Administration. Additional credit is earned for unique initiatives implemented that are not covered in STARS. Data and information submitted is measured against a national standard. Points are earned for each credit. Total points (score) yields an overall rating, Platinum, Gold, Silver, or Bronze.

Virginia Tech has received 4 STARS ratings (2011: Silver; 2013: Silver; 2014: Gold; and 2017: Gold). For the 2017 Gold rating, Virginia Tech earned 71.94 points which at that time represented the highest achieved for any college or university in the Commonwealth of Virginia, and the highest achieved by peer institutions in the Atlantic Coast Conference. The STARS Gold Rating is good for three years. Virginia Tech's STARS report is publicly available on the STARS website at **https://stars.aashe.org/institutions/virginia-tech-va/report/2017-12-19/**.

Office of Sustainability

On June 1, 2009, following the approval of the Virginia Tech Climate Action Commitment (VTCAC) by the Virginia Tech Board of Visitors, the university established the Office of Sustainability. Recognized as the university clearing house for sustainability matters, the Office of Sustainability has the following duties and responsibilities:

a. Coordinate programs for campus sustainability;
b. Oversee the implementation of the VTCAC&SP;
c. Monitor annual electricity and other energy use and GHG emissions;
d. Manage a campus-wide student internship and undergraduate research program using the campus as a sustainability laboratory; and
e. Coordinate communication regarding campus sustainability initiatives and programs to the university community and external audiences.

Office of Sustainability Partners

University Colleges, Departments, and Units

The Office of Sustainability collaborates with faculty and staff in virtually all of the colleges at Virginia Tech to include: College of Agriculture and Life Sciences, College of Architecture and Urban Studies, College of Business, College of Engineering, College of Liberal Arts and Human Sciences, College of Natural Resources and Environment, College of Science, and the College of Veterinary Medicine.

The Office of Sustainability collaborates with nearly all administration departments and auxiliary units to include: Division of Student Affairs (Dining Services, Housing and Residence Life, Residential Leadership Community, Student Engagement and Campus Life, Virginia Tech Corps of Cadets), the Alternative Transportation Department, Athletics Department, Recreational Sports, and YMCA at Virginia Tech.

Student Groups

The Office of Sustainability works with many student groups to include the Student Government Association, Residence Hall Federation, Environmental Coalition, Environmental Student Organization, Food Justice at Virginia Tech, Galileo Living Learning Community, Hypatia Living Learning Community, Society of Renewable Resources, Stroubles Creek Restoration Initiative, Student Chapter of the American Water Resources Association, Students for Sustainable Practice, Sustainable Food Corps, Campus Kitchen at Virginia Tech, and The Green Program - Study Abroad at Virginia Tech.

Community Groups

The Office of Sustainability collaborates often with the Town of Blacksburg, the local citizens group Sustainable Blacksburg, and the Blacksburg Farmers Market.

SUSTAINABILITY PROGRESS 2018-19

The 2018-19 Sustainability Annual Report presents the Office's sustainability progress by showcasing the 14 points of Virginia Tech Climate Action Commitment and a list of accomplishments.

Point 1: Leader in Campus Sustainability

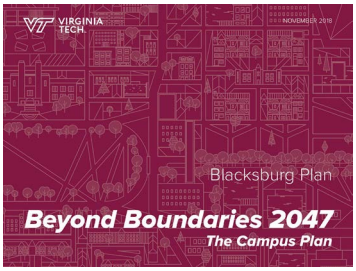
"Virginia Tech will be a Leader in Campus Sustainability. Sustainability is an integral part of the fabric of the university as it pursues enhanced economic stability and affordability, diversity and inclusion, environmental stewardship, expansion of knowledge, and education of future leaders."

Virginia Tech continues to demonstrate its commitment to being a leader in campus sustainability by making significant progress in every component of a university-wide climate action commitment. Infrastructure upgrades, highlighted by the conversion to natural gas as the unviersity's primary fuel source, has resulted in a measurable increase in energy efficiency and a decrease in greenhouse gas emissions (GHG). A Five-year Energy Action Plan is well underway.

Awards and Recognition

Virginia Tech has consistently demonstrated its commitment to being a leader in campus sustainability and has received awards and recognition at both the state and national levels.

- **2019 APPA Sustainability Innovation Award for Facilities Management:** The Office of Sustainability received national recognition for the Green RFP Program from APPA, Leadership in Educational Facilities, earning the 2019 Sustainability Innovation Award for Facilities Management.



- **2019 Campus Master Plan Beyond Boundaries 2047 received the SCUP "Excellence in Planning for an Existing Campus" Merit Award:** The Campus Master Plan provides the first major update of physical planning at Virginia Tech (VT) in over 30 years. The plan integrates the facilities and infrastructure required to support VT's strategic plan. These include a network of amenities and services designed to improve the student experience; provide an integrated approach to accessibility and mobility; and create a series of mixed-use districts featuring new cross-disciplinary academic, research, and partnership facilities. The plan reinforces the academic, research, and outreach mission across VT's three campuses and numerous agricultural stations. In doing so, it responds to five overarching goals: (1) enhance learning and research environments; (2) expand strategic partnerships; (3) protect the land grant legacy; (4) facilitate accessibility and mobility; and (5) foster an inclusive campus experience." View the Campus Master Plan at **https://www.facilities.vt.edu/planning-construction/campus-master-plan.html**.

TREE CAMPUS USA
An Arbor Day Foundation Program

- **2019 Tree Campus USA Reaccreditation:** For the eleventh consecutive year Virginia Tech has been recognized for its best practices in campus community forestry through the Arbor Day Foundation's Tree Campus USA program. Launched in 2008, Tree Campus USA is a national program that honors colleges and universities for effective campus forest management and for engaging students, faculty, and staff in conservation goals. Virginia Tech achieved Tree Campus USA recognition by meeting five national standards, which include maintaining a tree advisory committee, operating a campus tree-care plan, dedicating annual expenditures toward trees, organizing an Arbor Day observance, and executing student service-learning projects. More than 650 trees have been planted across campus since 2008. Trees are among the most visible representations of Virginia Tech's commitment to environmental stewardship, as demonstrated by two recent projects.

- **2019 Governor's Environmental Excellence Award:** The Office of Sustainability Internship Program received the 2019 Governor's Environmental Excellence Award Honorable Mention for its sustainability achievements at the 30th annual Environment Virginia Symposium held in March. Administered annually by the Department of Environmental Quality, in partnership with the Department of Conservation and Recreation, the Governor's Environmental Excellence Awards recognize public, private, and nonprofit organizations for successful and innovative efforts to improve Virginia's environment. Going into its ninth year, the Office of Sustainability Internship Program provides students with invaluable opportunities to gain real-world insights and professional skills in sustainability and university operations. Approximately 20 interns participate in the academic year-long internship program every year. The university has received a total of nine Governor's Environmental Excellence Awards. See Appendix B.

- **Association for the Advancement of Sustainability in Higher Education 2018 "Sustainable Campus Index":** The Association for the Advancement of Sustainability in Higher Education (AASHE) developed the STARS Protocol. This self-reporting and transparent program is nationally recognized as the most effective way to determine the effectiveness of the Virginia Tech Sustainability Program. Each year AASHE publishes their "Sustainable Campus Index" to reflect best practices. The Sustainability Boot Camp was featured in the 2018 Edition.

THE PRINCETON REVIEW
2018
GUIDE TO GREEN SCHOOLS

- **Princeton Review Guide to Green Colleges, 2018 Edition:** The Guide to Green Colleges 2018 Edition profiles colleges with the most exceptional commitments to sustainability based on their academics and career preparation for students, campus policies, initiatives, and activities. The Guide uses the STARS protocol. Virginia Tech has been selected every year since 2008.

- **Featured in the Sierra Club "Cool Schools for 2019":** The Sierra Club's Cool Schools for 2019 ranked Virginia Tech No. 73 (top 25 percent) out of a total list of 282 select institutions. This marks the first time for the university to be featured in this publication. Cool Schools uses data and information from the most recent STARS rating for its publication.

- **Virginia Tech Dining Services Awards:** Dining Services boasts a tradition of award-winning programming, venues, and service. Dining Services is committed to being the leader of college and university food service and a leader in sustainability, and has received numerous awards for their efforts.

    - No. 1, The Best College Dining Program in Each State, FoodService Director
    - Reusable To-Go Program - Honorable Mention for the 2018 Governor's Environmental Excellence Awards
    - Best of Show - 2018 Best Concept Award, Food Management
    - College Food Truck of the Year, Mobile Cuisine
    - No. 2, Best Campus Food, Niche
    - No. 9, Best Colleges for Food in America, The Daily Meal
    - No. 2, 50 Best Colleges with the Best Food 2017-18, Best Value Schools
    - No. 3, 2018 College Power Players, Food Management
    - No. 3, The Ten Colleges with the Best Dining Halls, College Magazine
    - No. 6, Best Campus Food, "Best of 382 Colleges: 2018 Edition," The Princeton Review
    - Top 15 Best Universities for Healthy Eaters, Healthline
    - Top 25 Best College Dining Halls - The College Consensus Best Campus Dining Halls, College Consensus
    - The 30 Colleges with The Best Campus Food You've Ever Seen, Delish
    - A Report Card for Vegan Offerings, for going above & beyond to provide all students with exceptional vegan food, Peta2

Point 2: VTCAC&SP represented in the Strategic Plan

"Virginia Tech will represent the VTCAC&SP in the university's Strategic Plan."

The new Virginia Tech Strategic plan, "The Virginia Tech Difference: Advancing Beyond Boundaries" was approved by the Board of Visitors on June 2, 2019. The Strategic Plan can be viewed at: **https://strategicaffairs.vt.edu/StrategicPlanning/the-vt-difference-advancing-beyond-boundaries.html**).

Strategic Priority 4 (Ensure Institutional Excellence) highlights the Virginia Tech Climate Action Commitment by stating the following:

> "Approved by the Board of Visitors on June 1, 2009, the Virginia Tech Climate Action Commitment envisions Virginia Tech as a model community for a sustainable society. The Virginia Tech Climate Action Commitment affirms that Virginia Tech will be a leader in campus sustainability and outlines several goals and milestones for improving sustainability. Areas of focus include reducing emissions, improving sustainability of the built environment, minimizing waste, and improving electricity, heating, and transportation efficiency. Virginia Tech engages and involves the university community in these efforts through multiple activities including the development and implementation of sustainability-related academic programs and innovative strategies for efficient and sustainable use of energy, water, and materials in all university-owned facilities."

The 2018 Campus Master Plan Beyond Boundaries 2047, approved by the VT Board of Visitors in November 2018, integrates the facilities and infrastructure required to support Virginia Tech's new strategic plan. It includes a network of amenities and services designed to improve the student experience; an integrated approach to accessibility and mobility; and a series of mixed-use districts featuring new cross-disciplinary academic, research, and partnership facilities. The plan reinforces the academic, research, and outreach mission across VT's three campuses and numerous agricultural stations. In doing so, it responds to five overarching goals: (1) enhance learning and research environments; (2) expand strategic partnerships; (3) protect the land grant legacy; (4) facilitate accessibility and mobility; and (5) foster an inclusive campus experience."

Beyond Boundaries 2047 can be viewed at **https://www.facilities.vt.edu/content/dam/facilities_vt_edu/planning-construction/campus-master-plan/BGO3_ii_Campus%20Master%20Plan_November%202018_UPDATE.pdf**

Sustainability Outcomes are featured on pages 322-331. The intent is to:

- Minimize consumption of natural land, and reduce vehicular emissions, via a land use strategy focusing on infill development rather than sprawl (including a growth boundary established by the proposed Western Perimeter Road);
- Reduce vehicular emissions via an alternative transportation-focused mobility system (e.g. transit, walking, bicycles), the relocation of parking to the perimeter of campus, and the construction of a transit hub at the academic core;
- Advance green stormwater and carbon sequestration efforts through strategic reforestation along major campus corridors and the integration of substantial landscape elements into the proposed accessible pathway system (particularly the Green Links);
- Conserve energy by promoting energy-efficient building siting and design, as well as conversion to alternative energy sources (in keeping with the university's climate action commitment).

Point 3: Reduction of Campus GHG Emissions

"Virginia Tech will establish a target for reduction of campus GHG emissions to 80% below 1990 emission level of 188,000 tons by 2050. Interim targets from 2006 emissions of 316,000 tons will be: for 2012, 295,000 tons (on path to 2025 target); for 2025, 255,000 tons (2000 emission level); and for 2050, 38,000 tons (80% below 1990 emission level)."

Virginia Tech has achieved steady progress in reducing GHG emissions while at the same time having a robust construction program. Much of that reduction is attributable to the increased use of natural gas as the university's primary fuel source and the introduction of Boiler Pollution Reduction initiatives, and many energy conservation measures. Figures 1 and 2 show the decline in GHGs both from a calendar year and fiscal year perspective. FY 19 shows a 5 percent decrease in total emission compared to FY 18.

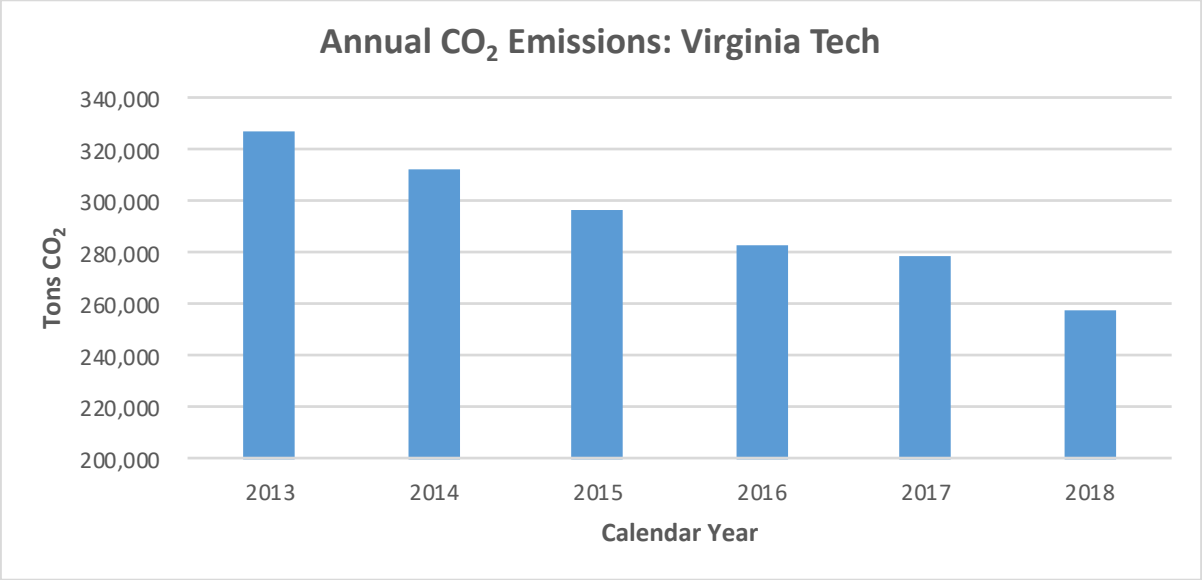


Figure 1

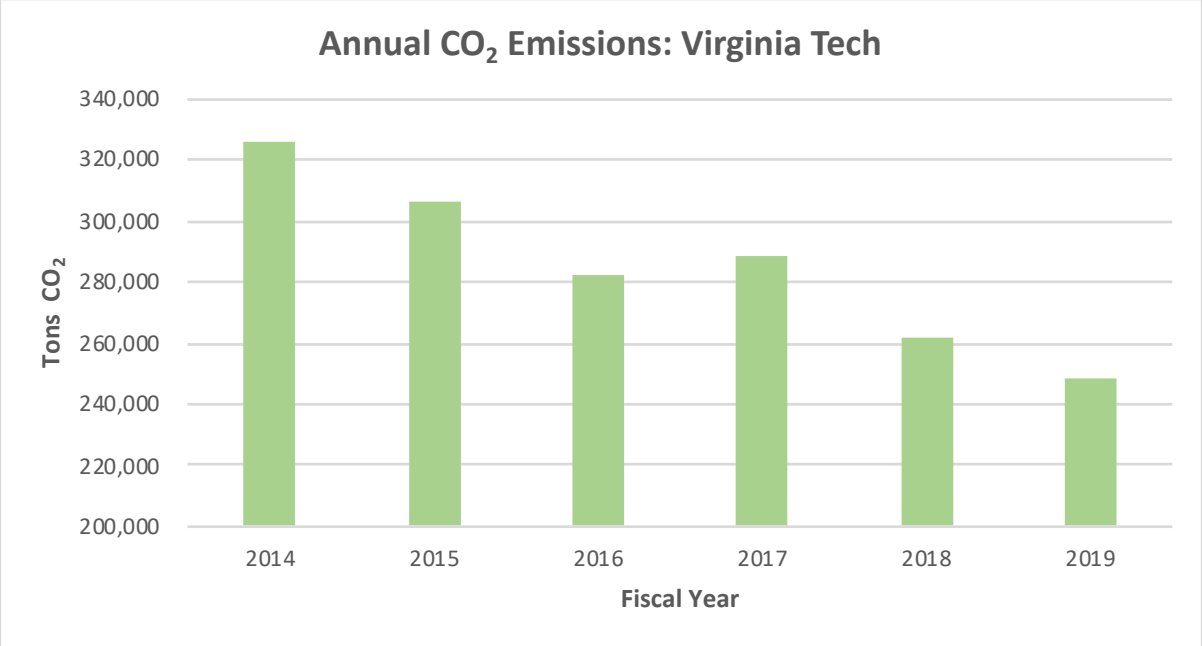


Figure 2

The graph below shows the university's GHG emissions from 1990 to 2006. At that point, if the university had taken a business as usual (BAU) approach the GHG emission would have continued on an upward trajectory as shown in the blue dotted line. However, at that point, Virginia Tech began to introduce its Boiler Pollution Reduction initiatives and energy conservation measures. The university established reduction targets for 2025 (dark green line) and 2050 (dashed light green line). The red dotted line depicts the university's actual GHG emissions which is on a downward trend line. The Office of Sustainability projects the university is on pace to reach its interim goal in 2025. Reaching the 2050 goal will require a considerable investment in renewable energy.

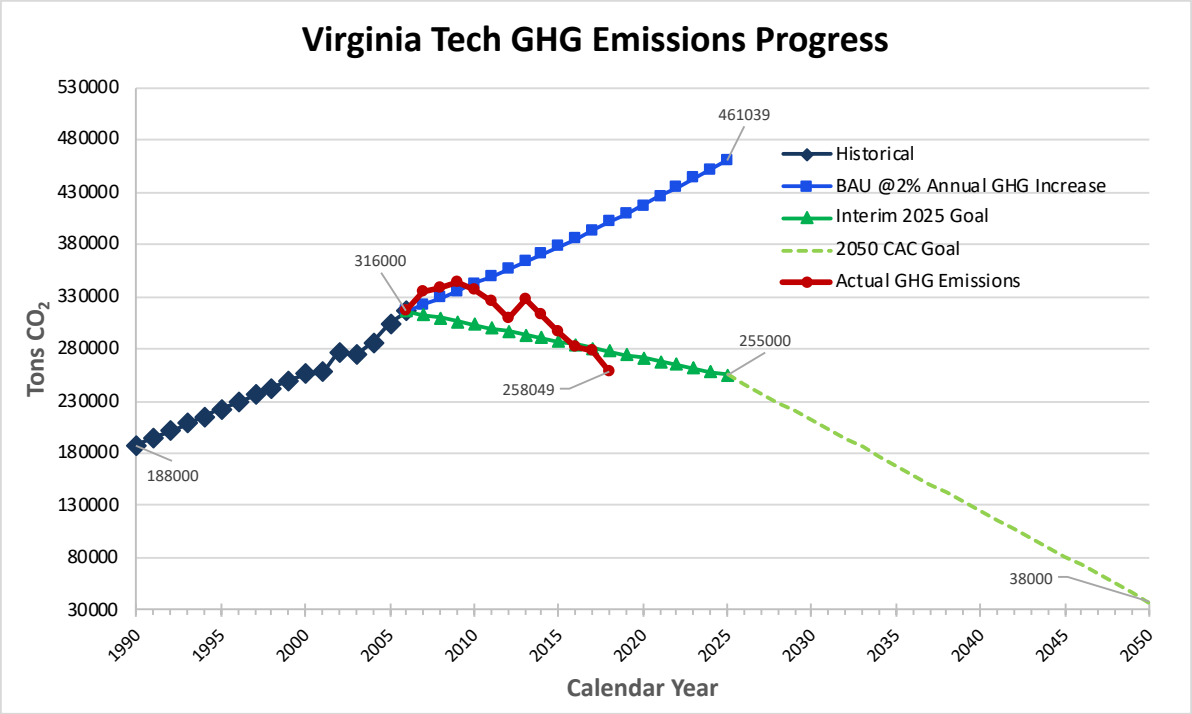


Figure 3

The pie chart below shows the distribution of GHG emissions by source for the 2019 fiscal year. The largest sources of GHG emissions are purchased electricity (51.9 percent) followed by natural gas (23.7 percent) used in the co-generation steam plant.

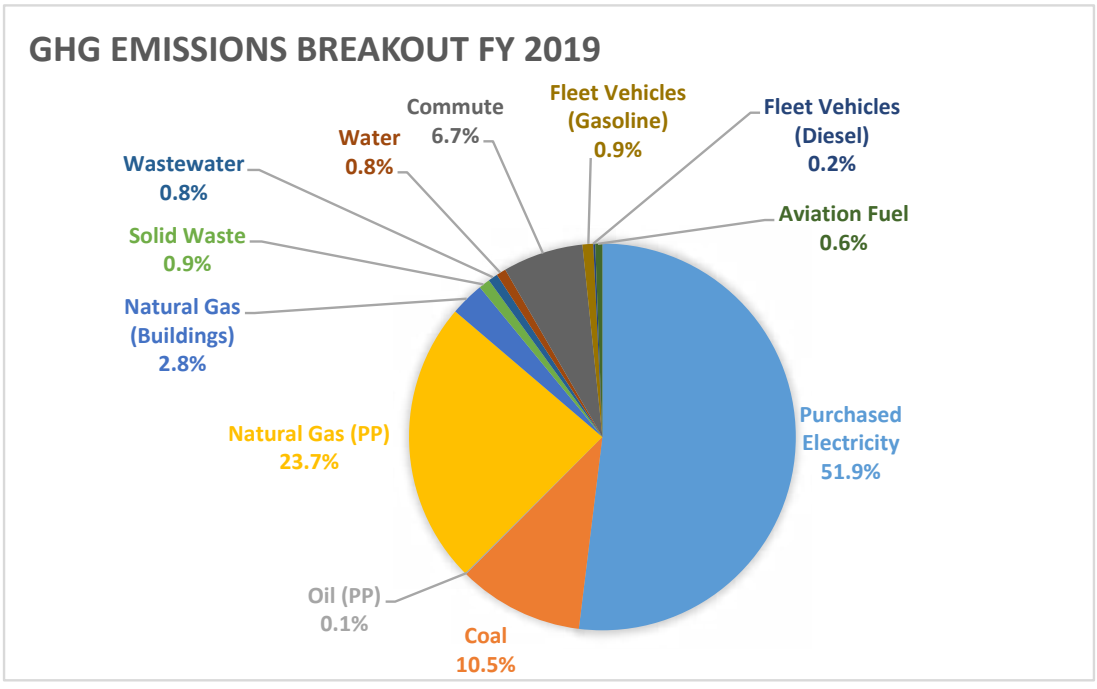


Figure 4

Figures 5, 6, and 7 below show power plant fuel consumption, usage, and GHG emissions between FY2010 and FY 2019. The main point to note is that power plant fuel consumption has remained relatively steady with a 75 percent decrease in coal use as Virginia Tech has switched to cleaner burning natural gas. Power plant GHG emissions have been reduced over the past 5 years due to this change in fuel source.

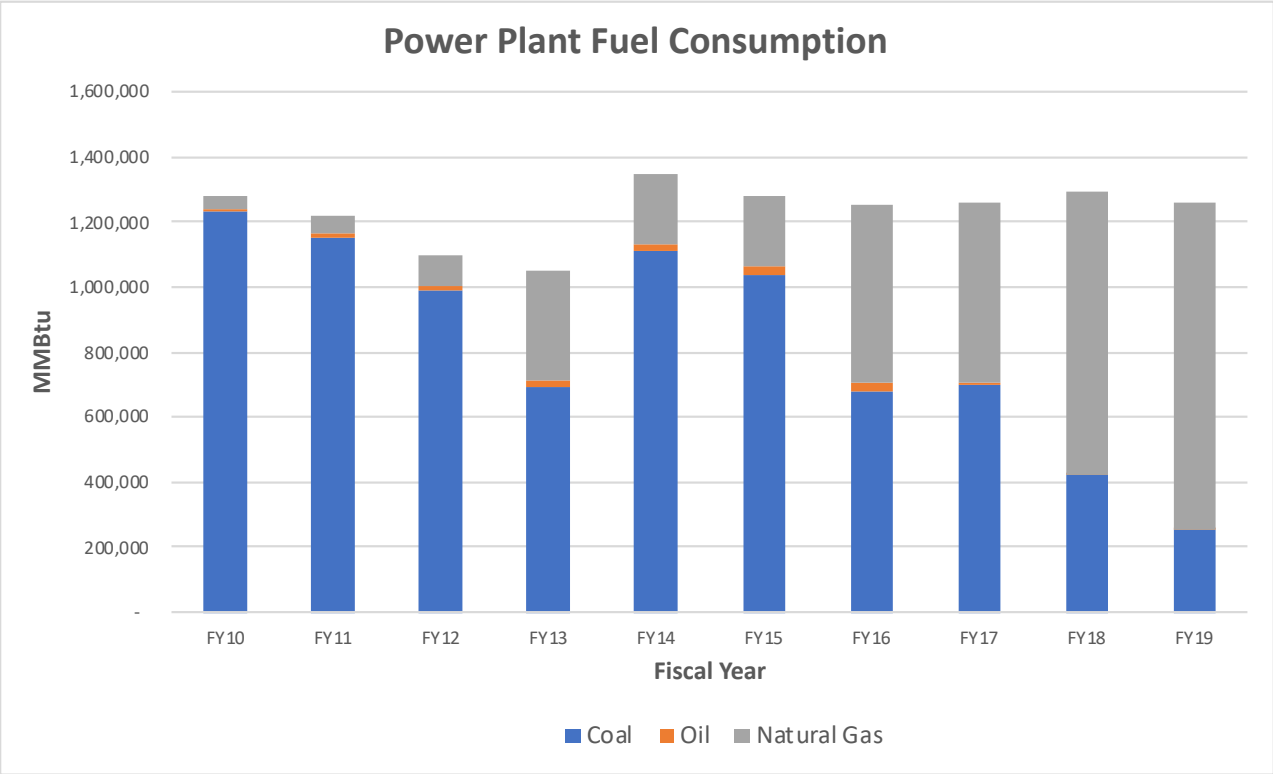


Figure 5

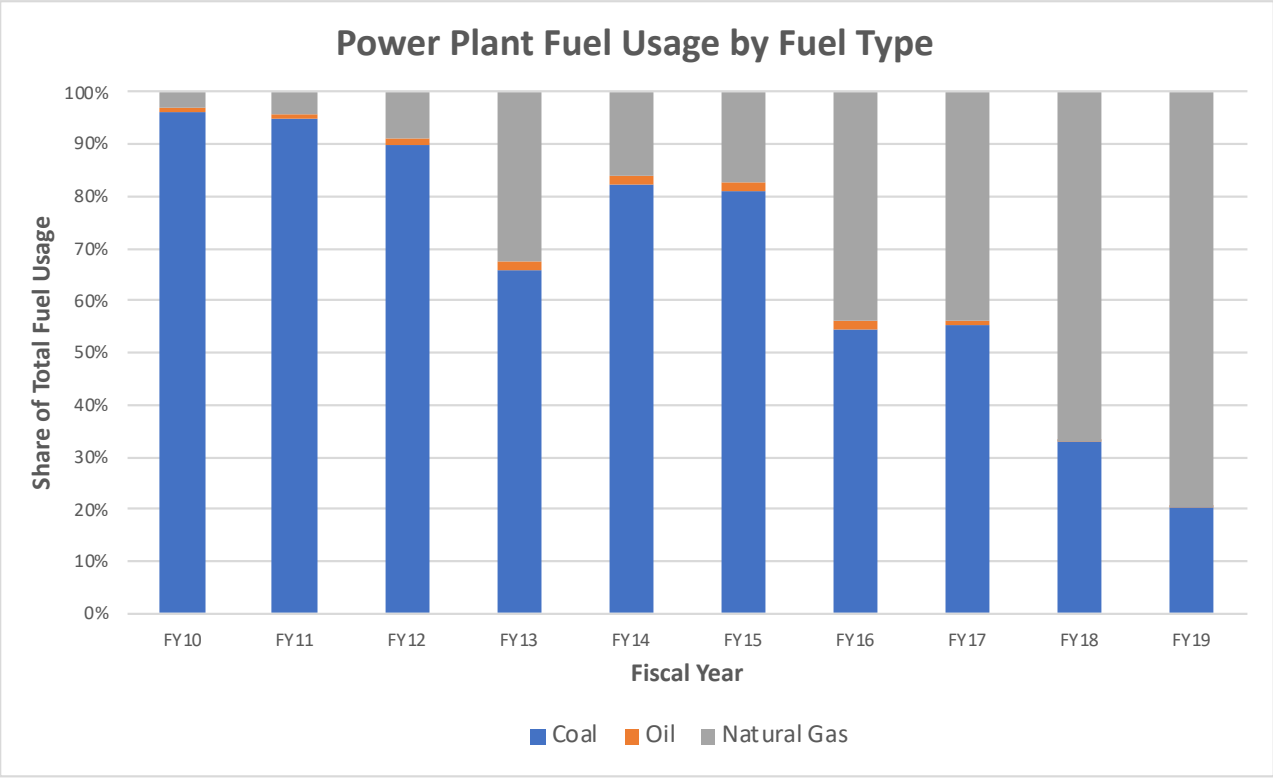


Figure 6

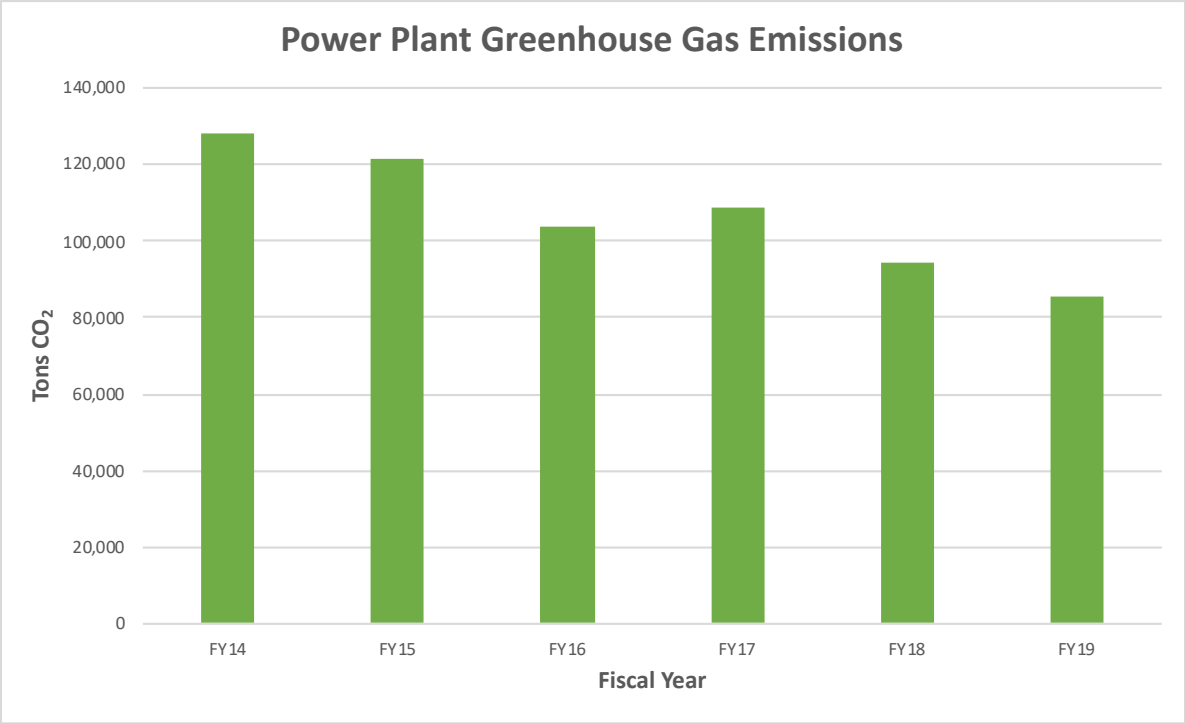


Figure 7

Point 4: Improved Energy Efficiency

"Virginia Tech will work toward these emission reduction targets through improved energy efficiency, reduction of energy waste, replacement of high-carbon fuels, and other measures identified in the VTCAC&SP."

The Office of Energy Management within the Facilities Department guides the operations of the university to achieve tangible reduction in energy consumption on campus through the development and implementation of various Demand Side Management (DSM) policies, initiatives, and projects.

DSM promotes energy efficiency by means of upgrading, retrofitting, and commissioning mechanical, lighting, building automation and electrical systems in university buildings. The Office of Energy Management launched a Five-Year Energy Action Plan in 2016 to address the energy efficiency improvements within a group of the 50 most energy-intensive buildings on campus. Additionally, numerous other ongoing projects are in effect to successfully manage energy consumption on campus.

While DSM is primarily concerned with reducing on-site energy consumption and related costs, it has the potential to support the university's commitment to sustainability. The benefits gained from the program include carbon footprint reduction, improvement of indoor air quality, and conservation of resources. The DSM program will help the university to be less vulnerable to sudden changes in the energy market and set its way towards a net zero energy future.

Virginia Tech Guidelines for Energy Efficient Design

The Facilities Department is in the process of formalizing standards to ensure that the design and construction of buildings at Virginia Tech comply with the Virginia Energy Conservation code. The purpose of Virginia Tech Guidelines for Energy Efficient Design (**https://www.facilities.vt.edu/energy-utilities/energy-reduction-efforts/energy-efficiency-design-guidelines.html**) is to formulate additional requirements which go beyond the applicable Energy Code and are specific to the university. This document presents recommended design elements in ten sections each representing a vital interrelated component of an energy-efficient design and includes running a building energy simulation, efficient building shell design, windows and daylight harvesting, efficient use of lighting and power, heating and cooling, ventilation, local service water heating, building automation, renewable energy systems, and energy metering.

Design and Construction Standards

The university's Design and Construction Standards (**https://www.facilities.vt.edu/planning-construction/principles-and-standards/construction-standards.html**) outline the philosophy, standards, recommendations, and requirements for the design and construction of campus buildings. As a component of the Design and Construction Standards, Guidelines for Energy Efficient Design address the energy-efficiency and on-campus renewable energy utilization requirements. These standards apply to all new construction, addition, and renovation projects on campus.

Energy Star®

Energy Star® provides labels for appliances and other products that are superior in energy efficiency. Virginia Tech's goal is to set a minimum standard for all energy consuming equipment to be Energy Star® rated or better, assuming that the performance criteria are met.

Five-Year Energy Action Plan

When the Virginia Tech Office of Energy Management conducted an energy benchmarking analysis of buildings on the main Blacksburg campus in 2015-16, it discovered just 50 buildings accounted for over 70 percent of overall university energy costs. That is only 35 percent of all buildings on campus. This discovery was the catalyst for the Five-Year Energy Action Plan, a comprehensive blueprint to improve energy efficiency and reduce energy costs within five years in the 50 most energy-intensive, "energy hog" buildings.

Managed by the Office of Energy Management within the Facilities Department, the Energy Action Plan combines energy data analysis with a range of retrofitting projects to achieve significant energy cost reductions. Since 2016, four phases of the Five-Year Energy Action Plan have been implemented, with 10 new energy-intensive buildings incorporated into each phase. Under the Energy Action Plan and its first four phases, the university has already reduced its carbon emissions by about 23,000 tons per year and saved over $3 million in energy costs; full integration of the plan is expected to yield more than $6 million in overall energy cost savings.

- FY 2016: 3,819 tons CO_2
- FY 2017: 6,852 tons CO_2
- FY 2018: 6,280 tons CO_2
- FY 2019: 5,844 tons CO_2

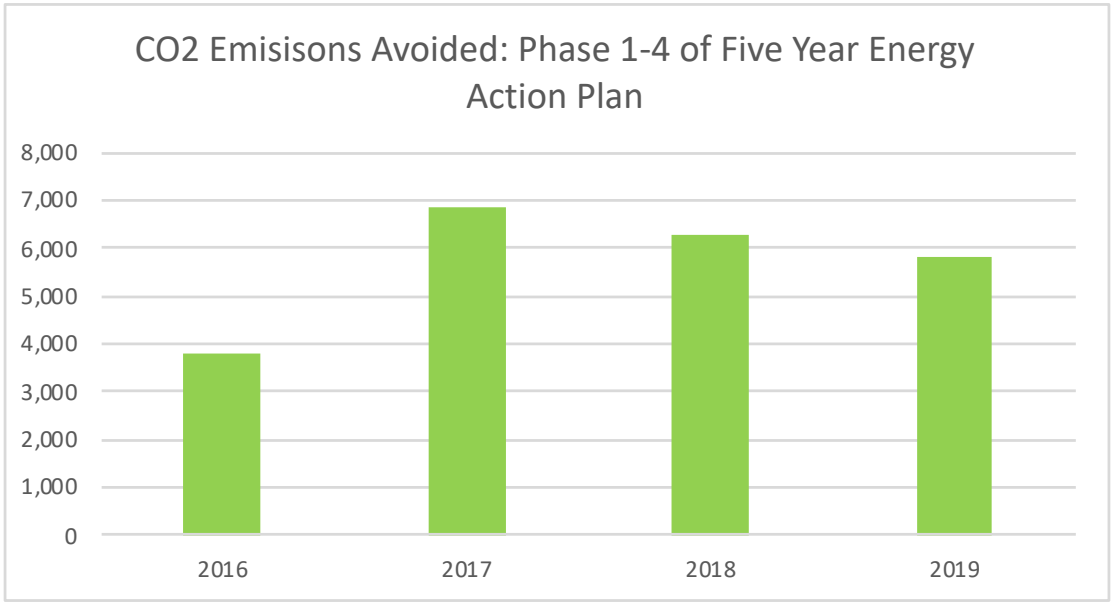


Figure 8

Optimizing Energy Usage with Data

Using data to guide decisions and achieve energy efficiency at scale is at the core of the Energy Action Plan. The Office of Energy Management utilizes a central energy management platform to monitor energy usage in real-time. Ten new buildings are added to the platform during each project phase.

Through newly-installed smart meter and sub-meter infrastructure and ongoing energy audits in the field, energy data is collected in the platform. Practitioners can then identify energy consumption patterns to optimize lighting, ventilation, heating, and air based on demand. Data visualization can also help detect irregular spikes in energy usage. Coupled with thermal imaging, this data can help direct repairs in specific fault areas.

Addressing Operational Inefficiencies

Under the Energy Action Plan, ongoing retrofitting projects help to improve energy efficiency in energy hog buildings. Retrofitting projects implemented under the plan so far include LED lighting replacement, smart meter and sub-meter installation, building automation improvements, insulation upgrades, HVAC upgrades, and more. Addressing energy inefficiencies in laboratories, large-scale energy usage contributors on campus, are also included under the Energy Action Plan.

Phase 4: Looking to the Future of Energy Efficiency on Campus

More than $3.5 million in funding approved in October 2018 helped propel the Energy Action Plan into its fourth phase and deepen the university's energy conservation efforts. Phase 4 looked to the future of energy efficiency by diversifying the university's energy portfolio with a new solar project. In addition, retrofitting and energy accounting projects under Phase 4 helped ensure the longevity of mechanical and lighting systems for years to come. Projects under Phase 4 included implementation of energy retrofit projects identified in Phase 3: LED lighting overhaul, lab ventilation optimization, steam pipe insulation, and building envelope improvements; integration of 10 additional energy-intensive buildings into energy management platform; and implementation of a rooftop solar project (one building). Phase 5 to be completed durning 2019-20.

FY2018-19 DSM efforts included new initiatives including a pilot control banding study, rooftop photovoltaic (solar energy) project study, and energy reduction projects on the campus compressed air supply-side system. The pilot control banding study is a laboratory risk assessment to determine minimum laboratory ventilation rates based on the chemicals used, and other lab control measures. Often minimum laboratory ventilation rates can be lowered from conservative levels, saving energy while still maintaining all established lab safety standards and limits.

Retro-Commissioning (RCx)

Commissioning of existing buildings or "retro-commissioning," is a systematic process applied to existing buildings for identifying and implementing operational and maintenance improvements and for ensuring their continued performance over time. Beginning in 2018, the Office of Energy Management increased this effort significantly in Phase 4 buildings, as well as those buildings in previous plan years. Phase 4 results are conservatively estimated at $225,000 per year at an investment of approximately $75,000 dollars. Over 250 RCx measures have been proposed in Phase IV with almost an equal amount of other RCx measures in study or development.

The Five-Year Energy Action Plan supports the Virginia Tech Climate Action Commitment, which serves as a cornerstone for guiding the university toward a greener, more sustainable future. It touches on all aspects of university sustainability and energy efficiency, including campus operations, facilities, curriculum, and research. While the Energy Action Plan addresses energy efficiency in existing buildings, the Climate Action Commitment ensures all new construction and renovation projects meet Silver LEED (Leadership in Energy and Environmental Design) certification standards. LEED is the most widely used green building rating system and provides a framework to create healthy, highly efficient, and cost-saving green buildings.

Point 5: VT will Maintain a Sustainability Office

"Virginia Tech will maintain a sustainability office to:

a. ***Coordinate programs for campus sustainability,***
b. ***Oversee implementation of the VTCAC&SP,***
c. ***Monitor annual electricity and other energy use and GHG emissions,***
d. ***Working with faculty and departments, manage a campus-wide student internship and undergraduate research program using the campus as a sustainability laboratory,***
e. ***Coordinate communication regarding campus sustainability initiatives and programs to the university community and external audiences."***

The Office of Sustainability was established within the Facilities Department and acts as a central hub to connect the many sustainability champions and efforts taking place all across campus. Creating positive change requires the input and cooperation of the entire university community. The office routinely coordinates with other departments to bring about sustainable change and partners with students to educate the Virginia Tech community about how to live a more sustainable and low-impact lifestyle through behavior change and an understanding of the impacts one's personal actions can have on a global scale. The office works with the understanding that even the smallest behavior changes can create a more sustainable world.
The Office of Sustainability houses or partners with the following programs:

- Undergraduate Student Internship Program (see Point 10)
- Green Graduates (see Point 12)
- Green Day Green Tailgate (see Point 8)
- Green Request for Proposals Program (see Point 14)
- Y-Toss (see Point 8)
- Sustainability Week (see Point 12)
- Earth Week (see Point 10)

Point 6: LEED Standards for New Construction, Major Renovations, and Existing Buildings

"Virginia Tech will improve the sustainability of its built environment by:

a. Achieving LEED Silver certification or better for all eligible and applicable new buildings and major renovations.

b. Evaluating the feasibility of LEED for Existing Buildings certification for its existing buildings."

The U.S. Green Building Council provides a green building certification program known as LEED®, or Leadership in Energy and Environmental Design. This program scores buildings on their level of energy efficiency based on a point system. Currently, the university has 32 LEED Registered Buildings totaling nearly 2.5 million gross square feet (16 Certified, 4 occupied and pending Certification, 5 under construction, and 7 in design). The university has specified that all new buildings entering the design phase of construction that are greater than 5,000 gross square feet in area, or the renovation of such buildings where the cost of renovation exceeds 50 percent of the value of the building, shall conform to LEED® Silver standards. See Appendix C.

Virginia Tech's campus physical footprint will continue to expand over the 2019-20 fiscal year as the following projects are scheduled to move from the design phase to construction phase:

- Multi-Modal Transit Facility
- Holden Hall Renovation
- Student Athlete Performance Center
- Student Wellness Improvements
- Undergraduate Science Laboratories

For a complete list of LEED certified buildings separated by LEED Gold, Silver, and Certified along with gross square footage (GSF) and completion status, see the table below:

VT LEED PROJECT SUMMARY

LEED GOLD PROJECTS	GSF	STATUS
Henderson Hall Renovation & Theater 101 Addition	38,750	Complete
Institute for Critical Technology & Applied Science Ph.II (ICTAS II)	42,190	Complete
Ambler Johnston Hall	269,463	Complete
Moss Arts Center	147,382	Complete
Human & Ag Biosciences Building I (HABBI)	93,860	Complete
Goodwin Hall	154,935	Complete
	746,580 GSF	

LEED SILVER PROJECTS	GSF	STATUS
Football Locker Room Addition	42,145	Complete
Lavery Hall	77,301	Complete
Vet Med Addition	24,600	Complete
Chiller Plant Phase I	16,655	Complete
Indoor Athletic Training Facility	91,600	Complete
Pearson Hall	111,191	Complete
Oak Lane Phase IV	20,508	Complete
New Cadet Hall	108,765	Complete
New Classroom Building	72,275	Complete
O'Shaughnessy Hall Renovation	69,200	Complete
Rector Field House	43,949	Complete
Baseball Facilities	49,872	Complete
Sandy Hall	19,889	Construction
Liberal Arts Building	15,394	Construction
Davidson Hall	25,151	Construction
Undergrad Science Labs - Renovation (Derring Hall)	13,127	Construction
VT Carillon	139,586	Construction
Corps Leadership & Military Science Building	60,500	Design
Multi-Modal Transit Facility	13,606	Design
Holden Hall Renovation	101,240	Design
Student Athletic Performance Center	25,800	Design
Student Wellness Improvements	263,000	Design
Undergrad Science Labs - New Construction	102,000	Design
Creativity & Innovation District Living Learning Community (CID-LLC)	224,500	Design
	1,731,854 GSF	

LEED CERTIFIED PROJECTS	GSF	STATUS
Visitors & Undergraduate Admissions Center	18,155	Complete
Renovate Davidson Hall	44,845	Complete
	63,000 GSF	

Figure 9

Point 7: Electricity and Heating Efficiency

"Virginia Tech will improve electricity and heating efficiency of campus facilities and their operations by:

- ***a. Exceeding the most current version of ASHRAE 90.1 energy performance by 10% for all new buildings and major renovations. Capital budgets should account for future energy price, life cycle cost of building operation, and environmental benefits of achieving this level of performance.***
- ***b. Improving the heating and cooling infrastructure and operation, lighting efficiency, equipment efficiency, and metering and controls of its existing buildings."***

The Facilities Department operates and maintains an electric distribution utility, a Co-Generation steam plant, two central chilled water plants, and the associated distribution systems required to transport these services. Few universities serve the electrical needs of their surrounding communities - none to the extent of Virginia Tech and the Virginia Tech Electric Service (VTES). VTES has been in the business of providing primary electrical distribution service to the campus and other customers for more than 100 years. VTES is the electric utility provider for the Blacksburg campus and about 6,000 residential and commercial customers in the Town of Blacksburg. Over 1,300 "Hokie" lights and 650 street lights on the Blacksburg campus are maintained by VTES as well as more than 1,000 street lights and 370 dusk to dawn lights within the Town of Blacksburg.

The Central Steam Plant is a Co-Generation asset that produces centralized steam and simultaneously uses some of that steam as a by-product to generate up to 6.25 mega-watts of electricity. That electricity production offsets the electricity purchased by the university for distribution across campus and within Blacksburg. Co-generation continues to gain importance in United States energy planning because it helps to increase thermal efficiency of the Central Steam Plant; reduce greenhouse gases and other harmful emissions; consume no cooling water in generating electricity; and refocuses infrastructure investments on distributed generation and smart energy options. The university is in the process of installing a nearly $7 million, 100,000 pound-per-hour gas-fired boiler in place of the decommissioned boiler. Beyond the long-term financial benefits, a new gas boiler will result in a reduction of carbon dioxide emissions and increase the plant's overall capacity to meet future campus growth. Project completion is anticipated during spring 2020.

Virginia Tech also has two districts served by chilled water plants that leverage a complex system of water cooling that is then pumped to nearby buildings to help reduce room temperatures and cool research equipment. In general, a chilled water plant is 50 percent more efficient than cooling systems in individual buildings. Long-range plans call for building more centralized chilled water plants in various parts of campus. This will improve energy efficiency, reduce costs, and allow for additional growth. A project to upgrade existing chiller plant equipment is underway and should be complete in summer 2021.

Point 8: Minimize Waste; 50 Percent Recycling Rate

"Virginia Tech will minimize waste and achieve a 50% recycle rate by 2020."

Virginia Tech, the Town of Blacksburg, the Town of Christiansburg, and Montgomery County are the four jurisdictional members of the Montgomery Regional Solid Waste Authority (MRSWA). Located in Christiansburg, MRSWA operates a transfer facility that receives the majority of the university's principal recyclable materials (PRMs), and all of municipal solid waste (MSW).

Virginia Tech transitioned to a "Single Stream Recycling System" on July 1, 2015. Recyclable materials are transported from the university to MRSWA, weighed, and further transported to "Recycling & Disposal Solutions (RDS) in Roanoke, Va. RDS serves as the recycling hub for the region receiving materials from both the New River and Roanoke Valleys. Food waste is collected from 11 on-campus dining facilities and stored temporarily at a consolidated campus location in a 10-ton sledge container (see photo). When the sledge container is full, composting company Royal Oak Farm (ROF) delivers an empty container and transports the full container to their location in Lynchburg, Va.

Royal Oak Farm's 10-ton sledge container for food waste

Solid waste materials are transported from the university to MRSWA, weighed, and further transported to the local landfill operated by the New River Resource Authority (NRRA) in Pulaski County in Dublin, Va.

MRSWA prepares a consolidated recycling rate report for the region to include the four jurisdictional members and submits it to the Department of Environmental Quality (DEQ). Virginia Tech uses the DEQ format and formula to calculate its recycling rate and waste diversion rate. The waste diversion rate includes all additional materials diverted from the local landfill. For calendar year 2018, the university's recycling rate was 40.8 percent and the waste diversion rate was close to 70 percent. The 40.8 percent recycling rate was made possible by simultaneously decreasing campus waste going to the landfill while increasing campus recycling and composting. In comparison to 10 years ago in 2008, Virginia Tech has decreased MSW by 746 tons and increased recycling by 716 tons. See Appendix D.

The graph below gives a historical perspective of Virginia Tech's recycling progress since 2004. The university has increased recycling by over 20 percent during this time period. The dip in recycling rate during the period 2015 -2017 was due to the unexpected closing of nearby composting facility Poplar Manor Enterprises (PME) located in Riner, Va in April 2015.Royal Oak Farm is the only permitted composting facility within 100 miles of Virginia Tech and for various reasons it took nearly two years to establish a contract with them. In calendar year 2018, the university composted 679 tons of food waste from campus dining facilities which represents nearly 25 percent of the total PRMs.

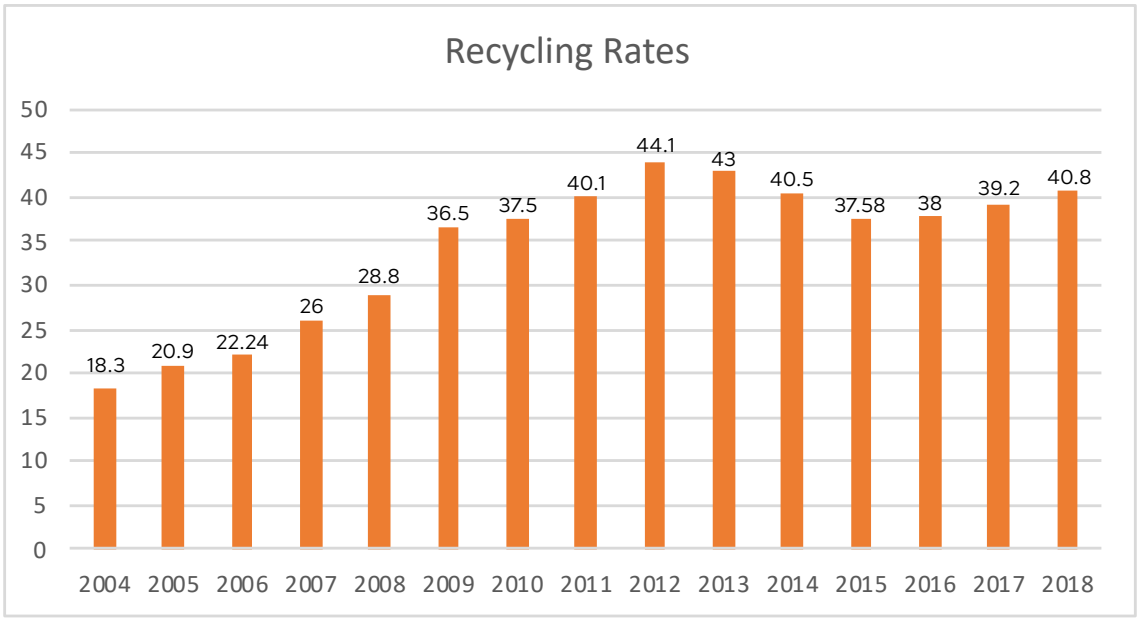


Figure 10

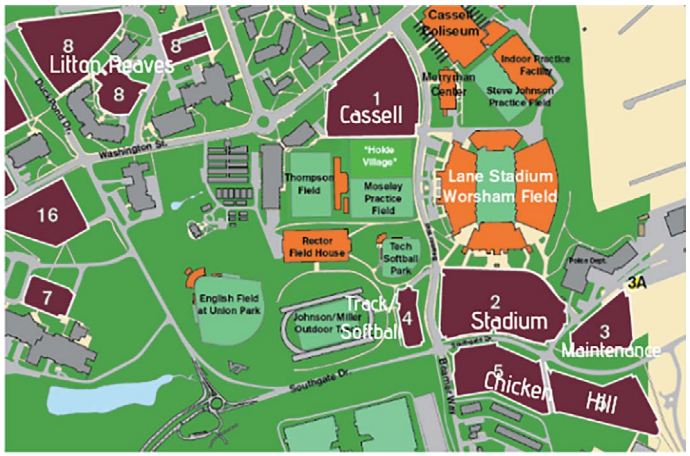
Game Day Green Tailgate

The Game Day Green Team promotes tailgate recycling during home football games by passing out blue recycling bags to tailgaters in the six highest impact parking lots surrounding Lane Stadium, including the Coliseum, Stadium, Maintenance, Track and Field, Chicken Hill, and Litton-Reaves Parking Lots. See map below. The Green Team educates tailgaters on what can and can't be recycled, and how to green their game day experience.

Ways to green your game day:

1. Carpool to the game.
2. Use propane to grill.
3. Bring reusable plates/cups/utensils/grocery bags.
4. Recycle bottles, cans, and glass in bags provided by volunteers.
5. Buy in bulk - not single serving snacks (reduces packaging waste).
6. Buy local from the Blacksburg Farmers Market.

High Impact Parking Lots:



Y-Toss Program

The YMCA at Virginia Tech facilitates one of the largest student-run waste diversion projects on campus called Y-Toss. Y-Toss is the YMCA at Virginia Tech's largest sustainability initiative. At the end of each academic year, collection pods are placed strategically around campus to collect gently used household items from residence halls, academic buildings, and the surrounding community. Then, at the start of the following academic year, items are re-sold during move-in week at Cassell Coliseum. The Y-Toss program successfully diverted 10.7 tons of materials from the landfill in 2018-19, which is three tons more than the previous academic year. In past years, the Green RFP program has provided support through signage and marketing materials to ensure the collection was a success. Thanks to continued support from the Green RFP program, Y-Toss has expanded to add in-hall collection bins so that collections can occur year-round in select residence halls. This will help facilitate a new Y-Toss "Pop-up Thrift Shop" where students can go to buy the used items that are collected.

Dining Services

Dining Services offers a free reusable to-go program which reduces waste to landfill and allows for a sustainable way to eat on the go. The program follows three simple steps of eat, return, repeat! Over 250,000 meals have been served in reusable to-go containers since 2014! This program has also kept 4,700 pounds of packaging out of the landfill since its inception. Dining Services also works with Campus Kitchens at Virginia Tech to recover unused food to give to those in need within the New River Valley. Since 2015, the program has recovered over 125,626 pounds of food. In the winter of 2018, Virginia Tech banned styrofoam within Dining Services. This included getting rid of styrofoam at the campus Chick-fil-A and Dunkin Donuts. Only compostable and reusable containers are used on campus now. See Appendix E.

Point 9: Energy Star Equipment; Product Life Cycle Analysis

"Virginia Tech will:

a. Require purchase or lease of Energy Star rated equipment and maximum practicable recycled content paper, in accordance with University Policy 5505, with exceptions for special uses.

b. Consider a product's life cycle cost and impact when making purchasing decisions."

University Policy 5505 Campus Energy, Water and Waste Reduction (**https://policies.vt.edu/5505.pdf**) is an integral part of Virginia Tech's procurement process. This ensures that the university minimizes waste at the front-end of the process and not just the back-end which typically only promotes the recycling part of the 3R's of waste reduction (reduce, reuse, recycle).

Policy 5505 states in section 3.3 Operations and Maintenance, "the university shall purchase or lease Energy Star® rated appliances and equipment for all classification when designation is available, provided performance criteria are met." Section 3.5 Waste Reduction states, "purchase only recycled paper except where equipment limitations or the nature of the document preclude the use of recycled paper." Section 3.2 Building and Construction states, "a new building entering the design phase of construction that is greater than 5,000 gross square feet in size, or the renovation of such a building where the cost of renovation exceeds 50 percent of the value of the building, shall meet the Virginia Department of General Services (DGS), Division of Engineering and Buildings, Virginia Energy Conservation and Environmental Standards for energy performance and water conservation. All such buildings shall conform to U.S. Green Building Council Leadership in Energy & Environmental Design (LEED) Silver standards, consistent with the Virginia Tech Climate Action Commitment."

These protocols ensure the consideration of a product's life cycle cost and impact when making purchasing decisions. The current Virginia Tech Design and Construction Standards are being revised and updated to reflect the use of Life Cycle Analysis when appropriate." Also, Policy 5505 is currently being reviewed by the Energy and Sustainability Committee in order to recommend revisions during the 2019-20 academic year in order to make the policy more robust.

Point 10: Engage Students, Faculty, and Staff

"Virginia Tech will engage students, faculty, and staff through education and involvement to develop and implement innovative strategies for efficient and sustainable use of energy, water, and materials in all university-owned facilities."

Undergraduate Student Internship Program

The internship program's reach extends to both the campus and the surrounding community. The Office of Sustainability's vision is to create a sustainability network of student and community leaders throughout Virginia Tech, Blacksburg, and the greater New River Valley. The program utilizes campus as a sustainability living-learning laboratory; providing students with experiential learning opportunities to explore real-world problems and lead in the development of innovative solutions. Operations, engagement, and academics are integrated into impactful projects that benefit students and the local community.

The mission of the Student Internship Program is to provide students with valuable opportunities to create lasting, sustainable change at Virginia Tech while developing their professional skills and expanding their knowledge of the inner workings of the university. The program encourages ownership, creativity, and collaboration to solve some of the toughest sustainability problems the world is facing today. The program blends real-world projects with practical, skills-based professional development workshops to prepare students for an ever-changing career in the sustainability field. Karlee Siepierski, previously sustainability planner in the Office of Sustainability, was integral to managing the internship program and developed the 2018-19 Intern Manual. See Appendix F.

The projects the students complete, paired with professional development classes and other trainings, allow students to sharpen and expand their environmental professional skill sets. Intern teams work on a variety of tasks, including:

- **Partner Projects:** Teams partner with various departments such as Energy Management, Stormwater Management, Sustainable Dining, and Housing and Residence Life to complete technical projects.
- **Education and Outreach:** Teams plan and execute outreach events in partnership with community organizations such as The YMCA, Town of Blacksburg, and Blacksburg Farmers Market. Past events include Thrift Swaps, Pop-up Farmers Market, and seed plantings.
- **University-Wide Campaigns:** Teams will assist in executing large-scale campaigns including Earth Week, Sustainability Week, and RecycleMania.

Green Graduates

The Green Graduates of Virginia Tech program asks graduating students to take a personal sustainability pledge that encourages them to think about the environmental impact of their jobs, travel, and other adventures after leaving Virginia Tech. The pledge gives students an opportunity to reflect on the values and lessons they gained during their time on campus and to think about which of those lessons and values they will take with them as they depart.

By pledging, students are committing to foster sustainable behaviors both in their own lives and in the lives of their friends, family, and coworkers. To honor the students who wish to take such a pledge, the Office of Sustainability awards all pledge signers with a free green cord to wear at graduation. All undergraduate and graduate students are eligible to participate.

In 2018-19, over 250 graduates participated in the program.

Sustainable Dining

Homefield Farm is a partnership between Dining Services and the College of Agriculture and Life Sciences. This six-acre farm grows fruits, vegetables, and herbs for Virginia Tech Dining Services, and serves as a site of experiential student learning, interdisciplinary research, and community outreach. Over 196,545 pounds of produce were produced at Homefield Farm. In Fall 2018, Dining Services held the first ever Homefield Farm Pop-up Farm Stand. Students were able to purchase fresh, local campus-grown veggies from Virginia Tech's very own Homefield Farm.

Dining Services is also making composting in the dining halls more efficient by removing 90 percent of water from compost waste at Turner Place in Lavery Hall through the use of their waste reduction technology. Nearly 5,000 tons of organic waste have been sent from Virginia Tech dining facilities for composting since 2009.

Virginia Tech is increasingly using products that promote a sustainable dining program and food systems. Local products are considered to be products sourced from within 250 miles of Blacksburg or within the Commonwealth. Produce, beef, lamb, pork, eggs, milk, herbs, fruits, and vegetables are all campus-sourced products. See Appendix E.

Earth Week

With the mission to "build a more just and sustainable community through education, action, and appreciation for our world," Virginia Tech's annual Earth Week events are led by The Environmental Coalition at Virginia Tech, with support from nearly a dozen other groups, including:

- Virginia Tech Office of Sustainability
- Virginia Tech Students for Sustainable Practice
- Virginia Tech Environmental Student Organization
- Food Justice at Virginia Tech
- Sustainable Dining at Virginia Tech
- Virginia Tech Office of Alternative Transportation
- YMCA at Virginia Tech
- Student Government Association
- Hokie Bike Hub
- Blacksburg Farmers Market

Each day of Earth Week is themed around an important sustainability topic, such as clean energy, waste and recycling, local food, social justice, and community. The particular events change each year, but the basic mission to take action for and celebrate a sustainable campus and beyond is carried through year to year. 2018-19 events included:

- SolarFest at Glade Road Growing
- Campus Tree Planting at the Grove (see photo below)
- Duck Pond and Stroubles Creek Clean-Up
- Smart Cycling Class with the Alternative Transportation Department
- YMCA Thrift Pop-Up Shop
- Drive Electric Event
- Stadium Woods Walk
- Moonlight Yoga
- Campus Kitchen Dry Meal Pack
- TimeBank Repair Cafe with Sustainable Blacksburg

The Grove is the President's Residence on campus.

Point 11: Transportation Energy Efficiency

"Virginia Tech will improve transportation energy efficiency on campus through parking, fleet, and alternative transportation policies and practices. The university will continue to implement programs that encourage the use of alternative transportation methods and will continue to implement programs and services that promote eco-responsible fleet management."

The Alternative Transportation Department is housed within the Office of Parking and Transportation and coordinates the university's alternative transportation efforts. The following programs are offered by the Alternative Transportation Department:

Commuter Alternatives Program

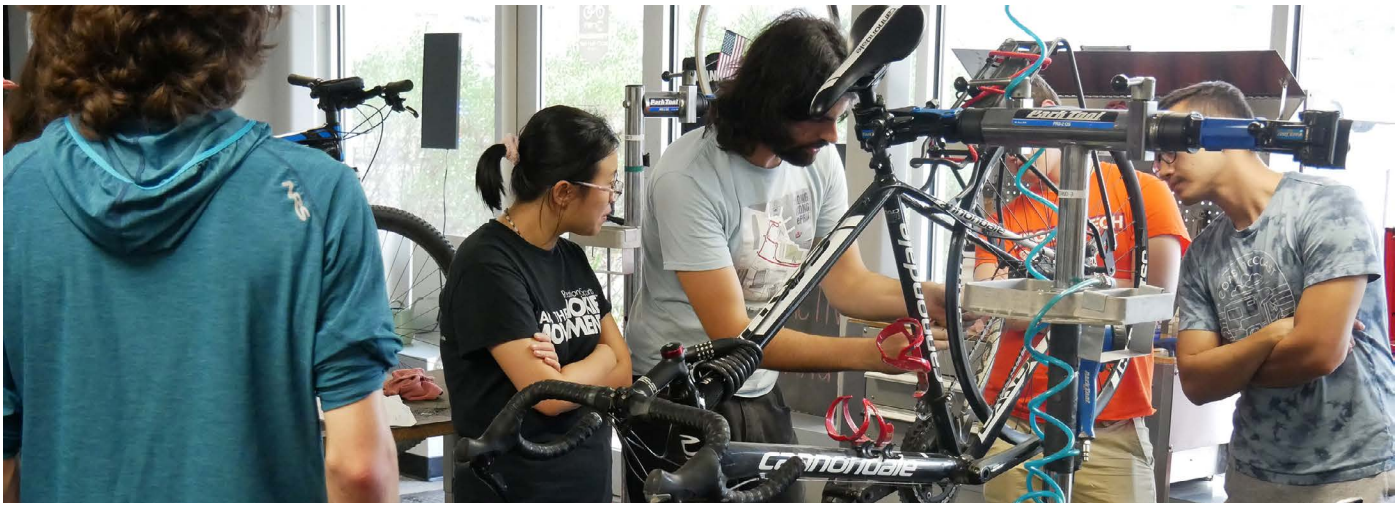
The Commuter Alternatives Program, provided by Parking Services, offers two permit programs to meet employee and student commuting needs and encourage the use of alternative modes of transportation.

The first is a carpool permit which two or more people have to register together to receive. Participants are allowed to park in reserved carpool spaces in preferred areas across campus.

The second is the Bike, Bus & Walk permit, which gives participants 16 discounted daily parking permits per semester (6 per summer session). This acknowledges that it might not always be feasible to commute using alternative modes and allows for some flexibility for people who do.

BEST Workplaces for Commuters℠

Virginia Tech has been designated as a Gold Level Best Workplaces for Commuters.



The Hokie Bike Hub had 3,073 visits during Fiscal Year 2018

Hokie Bike Hub

BICYCLE FRIENDLY UNIVERSITY 2017-2021 BRONZE THE LEAGUE OF AMERICAN BICYCLISTS

The Hokie Bike Hub is a free, self-service bike repair and maintenance facility for Virginia Tech affiliates. Cyclists have access to tools and one-on-one help for self-service bike repair. They can also attend bike maintenance workshops and Smart Cycling classes. The Hokie Bike Hub has become the home of bicycling on campus and serves as a social space for cyclists to interact with and learn from one another. Additionally, Virginia Tech is designated a Bronze Level Bicycle Friendly University.

Public Transportation

Several transit partners provide service locally (Blacksburg Transit and Radford Transit), regionally (Smart Way and Smart Way Express), and long distance (Campus Connect, Virginia Breeze, CollegeTransit, Abbott HomeRide, and Amtrak) from Virginia Tech's campus.

> Blacksburg Transit's ridership increased by 14.6 percent during Fiscal year 2019, with a 44 percent growth over the last four years.

Roam New River Valley bike share launched in July of 2018 through a regional partnership with Virginia Tech, the Town of Blacksburg, the Town of Christiansburg, and Montgomery County. There are 75 bikes distributed across 12 bike hubs, and eight of the hubs are on campus.

Statistics from Roam's first year in operation

- 8,337 trips taken
- 20,163.36 miles biked
- 806,534 calories burned
- 17,780.42 pounds of CO_2 emissions prevented
- $11,694 saved (when comparing the cost associated with driving a car the same distance)

Rideshare and Carshare

RIDE Solutions provides ride matching for the New River Valley. Their platform allows users to instantly find and communicate with potential carpool partners, join vanpools, and find transit or bike buddies to help them navigate their transportation choices, all via their smartphone or the web. Users can log their trips and earn rewards at over 2,000 local and national businesses.

RIDE Solutions' Guaranteed Ride Home Program provides any registered member a free ride home in the event of an emergency. This commuting "insurance policy" is your assurance that you will not get stranded at work.

Zipcar provides car sharing service to Virginia Tech affiliates, a greener alternative to car ownership. Membership gets you access to their national fleet for on-demand hourly and daily rentals. The service covers gas, insurance, parking and maintenance.

> Virginia Tech has over 2,000 Zipcar members who share just 3-4 vehicles

The Alternative Transportation Department reports on the use of each alternative transportation mode in the biennial Commuter Survey. The most recent survey was completed in 2018. It found that 49 percent of Virginia Tech affiliates use an alternative mode of transportation to get around. For students, Blacksburg Transit is the most popular alternative mode, and for faculty/staff, biking is the most popular.

> Only 29 percent of Virginia Tech students listed single-occupancy vehicles as their primary mode of transportation.

Point 12: Sustainability-Related Academic Programs

"Virginia Tech will continue to develop and implement innovative sustainability-related academic programs in instruction, research, and outreach, and will coordinate and communicate these programs to the university community and external audiences."

Sustainability Offerings

Virginia Tech's STARS report (**https://reports.aashe.org/institutions/virginia-tech-va/report/2017-12-19/**) notes that the university offers 525 sustainability courses and an additional 341 courses that include sustainability in class topics. Over 68 percent are engaged in sustainability research. A total of 83 percent of students adopt at least one sustainability learning outcome prior to graduation and new student orientation continues to be a focus of the Office of Sustainability. Every July, the Office of Sustainability staff help train orientation leaders to equip them with the most accurate information on sustainability programs and offerings. The Office of Sustainability also sets up an informational table at "Gobblerfest", the premier festival to introduce students to community, clubs, and other organizations on campus in the fall.

Green Engineering Program

The Charles Edward Via, Jr. Department of Civil and Environmental Engineering offers an undergraduate and graduate program that facilitates development of critical analytical abilities and the necessary core of knowledge and skills for entry into the environmental engineering profession or graduate studies. This body of knowledge includes the scientific procedures for formulating and testing theories and the procedures for applying theory to enhance welfare through engineering analysis, synthesis, and design. The engineer plays a key role in the design, construction, maintenance, and management of society's physical infrastructure, including transportation and communication systems, structural facilities for housing human activities, water resource management systems, natural resource development systems, and facilities and programs for environmental protection. A 2018 U.S. News & World Report gave the department a #9 national ranking in Environmental Engineering (**https://vtnews.vt.edu/articles/2018/10/eng-usnews-undergrad-ranking18.html**) .

Students are progressively exposed to civil engineering design, culminating in a focused design course experience. The projects assigned in design courses are open-ended, incorporate appropriate engineering standards, and require the application of knowledge from earlier courses in the curriculum. Projects apply technical knowledge to design appropriate physical facilities, but also include consideration of non-technical constraints that confront real-world projects. These additional considerations include such interdisciplinary issues as economics, environmental impact, and sustainability.

Undergraduate Student Intern Program

As mentioned previously, the Office of Sustainability continues to develop and refine an award-winning student internship program that has been operating for nine years. The program offers 20 students the opportunity to research, coordinate, and implement various sustainability projects that range from outreach to operational changes on campus. Students partner with Virginia Tech Career Services to take part in a Cooperative Education and Internship Program (CEIP 3084) where they receive professional development with a mentor on a sustainability topic. The class is reflected on the student's official transcript and they learn valuable skills to give them a headstart in their chosen career. Some examples of projects that interns have worked on from the academic year include Sustainability Week, Stormwater Days, hot water recirculation retrofits for select residence halls, and a Green Lab initiative.

Campus as a Living Learning Community

All of the items mentioned above, including Dining Services/Residence Life programming around sustainable living, help to create a Living Learning Community (LLC) or "laboratory" for students to experience while they attend Virginia Tech. Students are given the opportunity to see and experience how sustainability is woven into every aspect of their life on campus including buildings, energy, air, dining, waste, water, transportation, and many more. Some specific examples include:

- Tours of the campus co-generation steam plant.
- Class tours of building mechanical systems in LEED buildings.
- Alternative Transportation tours and bike maintenance workshops.

- The Dining Services Farm allows students hands-on experience growing food for campus.
- Multiple presentations by Office of Sustainability staff to classes and the broader campus community on sustainability programs.
- On-campus recycling and composting programs.
- Dining Services' "Pop-up Stands" in dining halls throughout the academic year.

Sustainability Week - Flagship Outreach Program

In 2007, Virginia Tech, the Town of Blacksburg, local citizen group Sustainable Blacksburg formed a "Green Partnership" and launched what has become the flagship sustainability outreach program, "Sustainability Week." The goal was to plan a program to help the community life a more sustainable lifestyle through practical applications, workshops, presentations, tours, fairs, and guest speakers. Sustainability Week 2007 far exceeded expectations and received a 2008 Governor's Environmental Excellence Bronze" Award. Sustainability Week has been held during the third week in September consistently for the past 13 years.

Point 13: Virginia Tech will Monitor Energy Use and GHG Emissions

"Virginia Tech will monitor energy use and GHG emissions as well as changing internal and external conditions, prepare an annual 'report card' showing progress towards targets, and periodically re-evaluate targets, making adjustments to targets as appropriate based on changing internal and external conditions and evolving technologies."

The Office of Energy Management and the Office of Sustainability monitor and report campus emissions data through this publication each year. Please refer to VTCAC Point #3 for detailed energy use and GHG emissions data. Also, the Office of Sustainability updates their campus STARS report every three years in order to evaluate sustainability in all areas of the university setting. Please refer the following link to view and access previous annual reports at **https://www.facilities.vt.edu/sustainability/sustainability-reports.html**.

The Office of Sustainability prepares a sustainability annual report for presentation to the Virginia Tech Board of Visitors.

Point 14: Virginia Tech will Fund Sustainability Programs

"Virginia Tech will work to provide funding to support sustainability programs. With regard to all the items in this resolution, major personnel and investment decisions, including capital projects, associated with implementing the VTCAC&SP will be based on a joint review of costs and benefits by university financial and facilities staff and be subject to availability of funds."

Green Request for Proposals Program

Since 2010, student-generated campus sustainability projects have spurred over $1 million in energy-efficient upgrades across the Virginia Tech campus. Each fall, through the award-winning Green RFP Program, the Office of Sustainability seeks proposals from student groups for campus sustainability projects that support Virginia Tech's Climate Action Commitment. Submitted proposals are reviewed by the Office of Sustainability and submitted to the university Energy and Sustainability Committee for consideration. The committee prioritizes the proposals and forwards their recommendations to the Office of Budget and Financial Planning for further review, approval, and funding consideration.

Nine years after launch, momentum doesn't seem to be slowing for the Green RFP program. In fact, the Office of Sustainability received a record 66 proposals in fall 2018. Of those proposals, 18 were selected to receive funding. For more information on the Green RFP or to see projects funded prior to 2018, please refer to **https://www.facilities.vt.edu/sustainability/sustainability-programs/green-rfp-program.html**.
See Appendix G.

A list of all the projects funded during the 2018-19 academic year are as follows:

2018-19 GREEN RFP RESULTS

	Title (In Priority Order)	Student Organization	Cost
1	Indoor LED Lights - Math Emporium	Office of Energy Management - Student Interns	$194,300
2	HVAC Upgrade - Math Emporium	Office of Energy Management - Student Interns	$8,000
3	Hallway LED Lights - Payne Hall	Environmental Coalition	$10,700
4	Newman Library & University Bookstore Outdoor LED Lights	Environmental Coalition	$14,300
5	Cassell Coliseum Parking Lot LED's	UAP 3354	$16,700
6	Green Lab Initiative	Office of Sustainability - Student Intern Waste Team	$3,700
7	Indoor Sink LED Lights for 10 Residence Halls	Environmental Innovation	$103,600
8	Stroubles Creek Watershed Restoration	Stroubles Creek Coalition, VT StREAM Lab, Environmental Coalition, and American Water Resource Association (VT Chapter)	$5,500
9	Mixed Paper Recycling Bins - Cowgill & Burchard Hall (16)	UAP 3354	$2,000
10	Reusable To-Go Containers	UAP 3354 & REAL 3024	$16,100
11	Rainwater Catchment System Hahn Horticulture Garden	UAP 3354	$2,200
12	Water Bottle Refill Stations - Kelly Hall (2)	Biomedical Engineering Society - VT Student Chapter	$5,000
13	Hot Water Recirculation - Several Residence Halls	Office of Sustainability - Student Intern Water Team	$150,000
14	Electronic Waste Recycling Bins (2)	UAP 3354	$400
15	Bat Boxes - Duck Pond Area	UAP 3354	$200
16	Battery Powered Blower - Hahn Horticulture Garden	Hahn Horticulture Garden - Student Maintenance Staff	$200
17	Solar Power Charging Table - Bishop-Favrao Hall	Department of Building Construction - BioBuild Studio Course	$9,700
18	Outdoor Dog Run - VetMed	Virginia-Maryland College of Veterinary Medicine Classes of 2019 & 2020	$10,000
		Total Amount	**$552,600**

Figure 11

CONCLUSION

Virginia Tech continues to demonstrate its commitment to being a leader in campus sustainability by making significant progress in every component of a university-wide climate action commitment. Infrastructure upgrades, highlighted by the conversion to natural gas as the university's primary fuel source, has resulted in a measurable increase in energy efficiency and a decrease in greenhouse gas emissions. The university has completed the fourth year of its Five-Year Energy Action Plan, and is experiencing a measurable decrease in energy consumption as well as greenhouse gas emissions.

During 2018-19, Virginia Tech received numerous awards and recognition at the national and state levels. The university received a 2019 Sustainability Innovation Award in Facilities Management from APPA (Leadership in Educational Facilities) for our student Green RFP Program. The university received 2019 "Tree Campus USA Reaccreditation" from the National Arbor Day Foundation which marks our 11th consecutive year. The university's Sustainability Tracking, Assessment, and Rating System (STARS) Gold Rating from the Association for the Advancement of Sustainability in Higher Education rates the university near the top of all institutions in the Commonwealth of Virginia and the Atlantic Coast Conference, and directly contributed to our being featured in the 2018 Princeton Review's Guide to Green Colleges and top 25 percent ranking in the 2019 Sierra Club's list of Cool Schools. The Office of Sustainability's Student Internship Program received an Honorable Mention for the 2019 Governor's Environmental Excellence Award Program. Since 2008, the university has received nine GEEA awards. Dining Services has consistently been recognized as having one of the best food programs (if not the best) in the country, and they continue to strive to be one of the best sustainable dining programs too. Virginia Tech is nationally recognized as a bike friendly campus and best workplace for commuters.

Our new strategic plan The Virginia Tech Difference: Advancing Beyond Boundaries, features the Virginia Tech Climate Action Commitment. The Campus Master Plan, Beyond Boundaries 2047, integrates the facilities and infrastructure required to support the new strategic plan, and it received a 2019 SCUP "Excellence in Planning for an Existing Campus" Merit award.

The conversion to natural gas and improved energy efficiency has resulted in a significant reduction in greenhouse gas emissions, and the university is on target to achieve our 2025 target of 255,000 tons of CO_2. To continue this downward trend the university will pursue renewal energy options and opportunities.

Virginia Tech continues to expand its robust new construction and major renovation program. There are 32 LEED (Leadership in Energy and Environmental Design) registered projects with the U.S. Green Building Council which represents nearly 2.5 million Gross Square Feet (nearly 20 percent) of the built environment.

The university has a single stream recycling system and the goal is to achieve a 50 percent recycle rate as soon as possible. For calendar year 2018, the university achieved a 40.8 percent recycling rate and a 70 percent waste diversion rate (waste kept out of the local landfill). The recycling rate trend line continues upward due in large measure to the strong food waste composting partnership with Royal Oak Farm (ROF). ROF has the only DEQ-permitted composting facility west of Charlottesville, Virginia. Last year the university composted 679 tons of food waste - a quarter of the university's principal recycling material total.

Sustainable procurement is a primary component of university policy 5505: Campus Energy, Water and Waste Reduction. The Director of Procurement and the Energy and Sustainability Committee (university governance system) are collaborating to develop a sustainable Procurement Policy.

The Facilities Department has maintained its commitment of having the university infrastructure serve as a learning laboratory platform for our students, faculty and staff so as to enhance learning and research. Student internship opportunities are numerous and appreciated for the value they have for all involved. The Office of Sustainability's award winning Student Internship Program had 20 participants organized into four teams (Energy, Water, Food, and Waste Management) with five students per team assigned working on real-world campus issues.

Sustainability at Virginia Tech is a partnership among colleges, departments, auxiliary units, students and the Blacksburg community. It represents a Town-Gown model for the Commonwealth of Virginia and the Nation. At the end of the day, all members of the university are sustainability Champions with a goal of making Blacksburg a "Special Sustainable Place."

2018-19 Sustainability Annual Report Prepared by the Office of Sustainability:

Jon Clark Teglas
Chief of Staff to the Associate Vice President and Chief Facilities Officer

Denny Cochrane
Director of Sustainability

Nathan King
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APPENDIX

Appendix A - The Virginia Tech Climate Action Commitment
Appendix B - 2019 Governor's Environmental Excellence Award
Appendix C - Virginia Tech LEED Program Summary
Appendix D - Calendar Year 2018 Recycling Rate Report for Virginia Tech
Appendix E - Office of Sustainability Student Intern Manual
Appendix F - Sustainable Dining
Appendix G - 2018-19 Green RFP Program Results

Charles W. Steger, President Attachment D

VirginiaTech

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www.president.vt.edu president@vt.edu

Presidential Policy Memorandum No. 262
Revision 1

TO: All Virginia Tech Employees and Students

FROM: Charles Steger

DATE: May 9, 2013

SUBJECT: Update to the Virginia Tech Climate Action Commitment

Approved by the Commission on University Support:	**April 18, 2013**
Approved by the University Council:	**May 6, 2013**
Approved by the President:	**May 6, 2013**
Effective Date:	**Upon Approval by the President**

University Council approved a resolution regarding an update to the Virginia Tech Climate Action Commitment

Following is the text of the resolution.

WHEREAS, the Virginia Tech Climate Action Commitment (VTCAC) was approved by the Board of Visitors on June 1, 2009; and

WHEREAS, the initial phase (2009-2012) of the VTCAC implementation plan has elapsed; and

WHEREAS, the Energy & Sustainability Committee (E&SC) established a subcommittee in the spring of 2012 to review the language of the VTCAC and recommend changes; and

WHEREAS, the E&SC subcommittee recommended several updates, as outlined in the attached; and

WHEREAS, the full E&SC has reviewed and recommended the proposed changes to the VTCAC for University Council approval;

THEREFORE LET IT BE RESOLVED, that the Virginia Tech Climate Action Commitment be amended as follows:

1. Virginia Tech will be a Leader in Campus Sustainability. Sustainability is an integral part of the fabric of the university as it pursues enhanced economic stability and affordability, diversity and inclusion, environmental stewardship, expansion of knowledge, and education of future leaders.

2. Virginia Tech will represent the VTCAC&SP in the university's Strategic Plan.

3. Virginia Tech will establish a target for reduction of campus GHG emissions to 80% below 1990 emission level of 188,000 tons by 2050. Interim targets from 2006 emissions of 316,000 tons will be: for 2012, 295,000 tons (on path to 2025 target); for 2025, 255,000 tons (2000 emission level); and for 2050, 38,000 tons (80% below 1990 emission level).

4. Virginia Tech will work toward these emission reduction targets through improved energy efficiency, reduction of energy waste, replacement of high-carbon fuels, and other measures identified in the VTCAC&SP.

5. Virginia Tech will maintain a sustainability office to:
   a. Coordinate programs for campus sustainability,
   b. Oversee implementation of the VTCAC&SP,
   c. Monitor annual electricity and other energy use and GHG emissions, and
   d. Working with faculty and departments, manage a campus-wide student internship and undergraduate research program using the campus as a sustainability laboratory, and
   e. Coordinate communication regarding campus sustainability initiatives and programs to the university community and external audiences.

6. Virginia Tech will improve the sustainability of its built environment by:
   a. Achieving LEED Silver certification or better for all eligible and applicable new buildings and major renovations.
   b. Evaluating the feasibility of LEED for Existing Buildings certification for its existing buildings.

7. Virginia Tech will improve electricity and heating efficiency of campus facilities and their operations by:
   a. Exceeding the most current version of ASHRAE 90.1 energy performance by 10% for all new buildings and major renovations. Capital budgets should account for future energy price, life cycle cost of building operation, and environmental benefits of achieving this level of performance.
   b. Improving the heating and cooling infrastructure and operation, lighting efficiency, equipment efficiency, and metering and controls of its existing buildings.

8. Virginia Tech will minimize waste and achieve a 50% recycle rate by 2020.

9. Virginia Tech will:
   a. Require purchase or lease of Energy Star rated equipment and maximum practicable recycled content paper, in accordance with University Policy 5505, with exceptions for special uses.
   b. Consider a product's life cycle cost and impact when making purchasing decisions.

10. Virginia Tech will engage students, faculty, and staff through education and involvement to develop and implement innovative strategies for efficient and sustainable use of energy, water, and materials in all university-owned facilities.

11. Virginia Tech will improve transportation energy efficiency on campus through parking, fleet, and alternative transportation policies and practices. The university will continue to implement programs that encourage the use of alternative transportation methods and will continue to implement programs and services that promote eco-responsible fleet management.

12. Virginia Tech will continue to develop and implement innovative sustainability-related academic programs in instruction, research, and outreach, and will coordinate and communicate these programs to the university community and external audiences.

13. Virginia Tech will monitor energy use and GHG emissions as well as changing internal and external conditions, prepare an annual 'report card' showing progress towards targets, and periodically re-evaluate targets, making adjustments to targets as appropriate based on changing internal and external conditions and evolving technologies.

14. Virginia Tech will work to provide funding to support sustainability programs. With regard to all the items in this resolution, major personnel and investment decisions, including capital projects, associated with implementing the VTCAC&SP will be based on a joint review of costs and benefits by university financial and facilities staff and be subject to availability of funds.

Virginia Tech Sustainability Definition, Vision, & Mission:

Sustainability Definition:

Sustainability is the simultaneous pursuit of environmental quality, economic prosperity, and social justice and equity, through action, education, and engagement to address current needs without compromising the capacity and needs of future generations.

Sustainability Vision:

Virginia Tech serves as a model community for a sustainable society. Sustainability is an integral part of the fabric of the university as it pursues enhanced economic stability and affordability, diversity and inclusion, environmental stewardship, expansion of knowledge, and education of future leaders.

Sustainability Mission:

The pursuit of sustainability is achieved through Virginia Tech's administration; physical environment and operations; student life and experience; campus culture and behavior; and academic learning, discovery, and engagement.

Acronyms:

ASHRAE – American Society of Heating, Refrigerating and Air Conditioning Engineers
GHG – Greenhouse Gas
LEED – Leadership in Energy and Environmental Design
VTCAC&SP - Virginia Tech Climate Action Commitment & Sustainability Plan

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Attachment D

2019 GOVERNOR'S ENVIRONMENTAL EXCELLENCE AWARD

Virginia Tech - Office of Sustainability

WHEREAS, Article XI of the Constitution of Virginia states that "it shall be the Commonwealth's policy to protect its atmosphere, lands, and waters from pollution, impairment, or destruction, for the benefit, enjoyment, and general welfare of the people of the Commonwealth;" and

WHEREAS, the Commonwealth seeks to recognize those who have demonstrated leadership, innovation, and commitment to implement pollution prevention practices to reduce environmental impacts and improve our natural environment; and

WHEREAS, pollution prevention is a cost-effective and environmentally sound approach to environmental management that strives to eliminate or reduce pollution at its source by minimizing the use of energy, water, and other natural resources through increased efficiency and conservation;

NOW, THEREFORE, I, Ralph S. Northam, Governor, do recognize the Virginia Tech, Office of Sustainability, as an Honorable Mention recipient of the 2019 Governor's Environmental Excellence Award for its demonstrated commitment to the stewardship of Virginia's natural resources through its Student Internship Program.

Governor

Secretary of Natural Resources

Attachment D

MARK R. WARNER
VIRGINIA

UNITED STATES SENATOR
WASHINGTON, D.C.

March 28, 2019

Ms. Karlee Siepierski
University Sustainability Manager
Virginia Tech Office of Sustainability
230 Sterrett Drive
Blacksburg, VA 24061-1031

Dear Ms. Siepierski,

I am pleased to extend my warmest congratulations to the Virginia Tech Office of Sustainability upon receiving the 2019 Governor's Environmental Excellence Award Honorable Mention in the Sustainability Program category.

This honor recognizes that your commitment to environmental sustainability has made a lasting impact on the Commonwealth. We are at a decision point and must act now to promote environmental conservation. This award is a testament to the Virginia Tech Office of Sustainability's work in this area; you have exemplified your dedication to protecting the Commonwealth's natural resources through the conservation focus of your student internship program. I commend all those who work with your institution to promote sustainability efforts in Virginia.

On this important occasion, I am very pleased to join with your families, friends, and community in saluting the Virginia Tech Office of Sustainability's accomplishments and wishing you continued success.

Sincerely,

Mark R Warner

MARK R. WARNER
United States Senator

Attachment D

2019 Governor's Environmental Excellence Awards

Environment Virginia Symposium, Lexington • March 28, 2019

The Governor's Environmental Excellence Awards recognize successful and innovative efforts that improve Virginia's environment. The annual awards program is run as a partnership between the Department of Environmental Quality and the Department of Conservation and Recreation.

Capital Region Land Conservancy
Malvern Hill Farm

CAPITAL REGION LAND CONSERVANCY

LAND CONSERVATION **GOLD**

In August 2016, the 871-acre Malvern Hill Farm, which is listed on the Virginia Landmarks Registry and the National Register of Historic Places, was listed for sale for a 515 home residential development project. While many conservation groups had an interest in Malvern Hill, the Capital Region Land Conservancy (CRLC) stepped into a leadership role and ratified a purchase agreement for $6.6 million. As the local land trust for the Richmond region, CRLC coordinated with many partners to finalize a complex arrangement to finance acquisition of the property, secure protections through conservation easements and transfer portions of the land to long-term holders who will manage and make it available for future public access. Preserving Malvern Hill Farm allows the land to continue to be actively farmed and provides the opportunity for cultural tourism and outdoor recreation.

Carilion Clinic
Efficiency and Sustainability Program

CARILION CLINIC

SUSTAINABILITY PROGRAM **GOLD**

Carilion Clinic's Efficiency and Sustainability Program is led by its Environmental Stewardship Council and over 100 Sustainability Champions from various departments who recognize that the health of our environment directly impacts the health of our communities. Carilion Clinic is committed to creating a comprehensive environmental sustainability program and working with its community partners in Southwest Virginia. Through the Efficiency and Sustainability Program, Carilion Clinic has expanded recycling efforts, increased funding to purchase food from local farmers, installed 4,000 solar panels and upgraded lighting. Carilion Clinic has donated over 40 tons of excess medical supplies to support medical education and international missions, sponsored a community bike share program and funded an urban farm which offers produce to anyone who tends the garden or attends on-site health education events.

SPONSORED BY

DEQ Virginia Department of Environmental Quality

DCR Virginia Department of Conservation & Recreation

Chesterfield County Parks and Recreation
Dutch Gap Relic River Trail and Water Access

IMPLEMENTATION OF THE VIRGINIA OUTDOORS PLAN **GOLD**

The Dutch Gap Relic River Trail and Water Access project includes a 430-foot floating boardwalk and launch dock. It is Chesterfield's first interpretive boardwalk featuring a unique portion of the James River that has been separated from the main channel by elimination of oxbows in the river route. The boardwalk's dock includes a fully accessible canoe and kayak launch. This new water access offers a way to reach the non-tidal marsh and, via a wooden portage boardwalk, access the main James River channel. The marsh has a rich history and is unique to the region for the way it was formed and for the fish and wildlife habitat it supports. A need for water access was documented by both the Chesterfield Parks and Recreation Comprehensive Master Plan and the 2017 Virginia Outdoors Demand Survey. Prior to the boardwalk, the non-tidal marsh at Dutch Gap was not accessible to the public.

Hampton Roads Sanitation District (HRSD)
SWIFT Research Center

ENVIRONMENTAL PROJECT **GOLD**

HRSD's Sustainable Water Initiative for Tomorrow (SWIFT) fundamentally changes the way water is managed in eastern Virginia, providing a sustainable source of groundwater to the Potomac aquifer; reducing nutrients discharged to the Chesapeake Bay watershed; protecting the Potomac aquifer from salt water intrusion; and, potentially slowing, stopping or reversing land subsidence related to groundwater withdrawal. The SWIFT Research Center is a multipurpose facility recharging the Potomac aquifer with one million gallons of SWIFT Water daily. SWIFT Water is produced by adding additional advanced water treatment processes to already highly treated wastewater resulting in water that meets safe drinking water standards. Beyond producing SWIFT Water and recharging the aquifer, the SWIFT Research Center is a public education facility, a water treatment and groundwater research facility and an operator training center. Data from the SWIFT Research Center will inform the full-scale implementation of SWIFT at five HRSD facilities over the next 12 years, ultimately recharging the Potomac aquifer with more than 100 million gallons of SWIFT Water daily.

Chesterfield County General Services
Energy Management & Sustainability Program

SUSTAINABILITY PROGRAM **SILVER**

For over 15 years, Chesterfield County has been committed to and continually developing an Energy Management and Sustainability Program. The main functions of the program have been to track and monitor energy use, identify facility improvement measures and consistently work toward improved energy efficiency and sustainability. The facility has conducted energy audits, facility condition assessments, benchmarking, lighting retrofits, and HVAC replacements in addition to participation in efficiency programs such as demand response. The program activities have developed over the years to increasingly include community outreach and education through placement of real-time utility educational kiosks in each middle school, the library system's energy monitoring equipment check-out program, and, most recently, an employee behavior-based energy efficiency initiative called Cfield Unplugged. Energy management initiatives over the past five years have saved the County nearly $5 million dollars.

Cfield UNPLUGGED
Don't Be An AMP-Eater

Prince William County - Department of Fire and Rescue Smarter Chemicals Program

ENVIRONMENTAL PROJECT **SILVER**

Prince William County (PWC) Department of Fire and Rescue worked with others in the County to develop a Smarter Chemicals product list. It was found that the average station had over 40 different cleaning products, compared to an average of eight for custodial companies hired by PWC. At the same time, a review of employee injuries revealed that many "slips and falls" were related to inappropriate dilutions of cleaners leaving floors slick and many "strains and sprains" were related to heavy products. The program has reduced employee injuries, decreased damage to facilities due to improper dilutions, limited exposure to potentially hazardous substances, cut excessive purchasing and the resulting disposal costs, and minimized the effort to maintain Safety Data Sheets. On average, 116 cleaning chemicals with safety hazards were eliminated from each fire station.

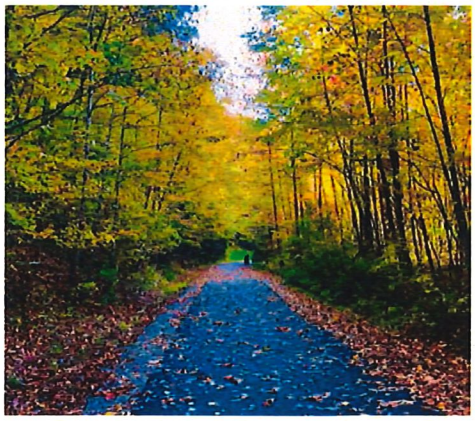
Roanoke County Parks, Recreation & Tourism Jae Valley Park

IMPLEMENTATION OF THE VIRGINIA OUTDOORS PLAN **SILVER**

Jae Valley Park resulted from a partnership between Roanoke County and Roanoke City to develop a canoe and kayak launch facility, opening up five miles of Back Creek, which connects to the Roanoke River Blueway. Jae Valley Park encompasses 10 acres along Jae Valley Road with 2,200 linear feet of natural surface walking trails and 1,400 linear feet of frontage along Back Creek with several launch points. The Chairman of Friends of the Rivers of Virginia noticed the property sitting fallow and worked with both the City and County, leading to the City selling the property to the County for $1 as part of a 2016 land swap agreement. Roanoke County will continue to expand and promote the County's outdoor recreational advantages, like Jae Valley Park, which support watershed management protection by encouraging recreational use, protection and environmental stewardship.

Town of Appalachia Powell River Trail & Trailhead

IMPLEMENTATION OF THE VIRGINIA OUTDOORS PLAN **SILVER**



Completed in October of 2017, the Powell River Trail & Trailhead is a rails-to-trails project in the Town of Appalachia that converted an abandoned Louisville & Nashville Railroad line into a multi-use recreation trail that is wheelchair accessible. The project consists of approximately 1.5 miles of paved trail that follows the scenic Powell River and includes two tunnels and two bridges. Additionally, the trailhead area includes parking and is highlighted by a refurbished Norfolk & Western train caboose. Funded by VDOT and maintained by the Town of Appalachia, the project is an outstanding addition to the regional outdoor recreation initiative which has stimulated recreational and economic growth in the area. To capitalize on the success and interest the project has generated, the Town is developing a Comprehensive Outdoor Recreation Plan.

Virginia State University
Simms Hall Demolition and Site Redevelopment

ENVIRONMENTAL PROJECT BRONZE

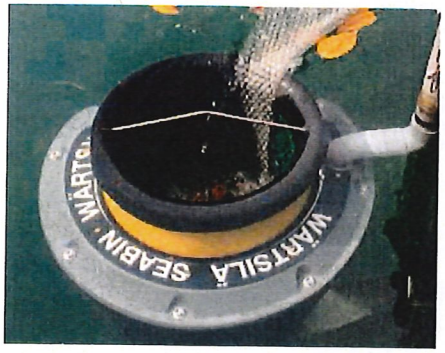
In April 2017, the Virginia State University (VSU) Board of Visitors approved the demolition of Simms Hall following a 2016 fire that caused significant structural damage to the building. VSU contacted the Virginia Department of Corrections (VADOC) about partnering for the project. As part of the Governor's Re-entry Initiative, offenders gain job experience in general construction while also learning about green projects.

VSU and VADOC strove to reduce the amount of material disposed. Due to meticulous separation of building materials, 64 tons of wood and 94 tons of steel were diverted from landfills. The Simms pad site is now being redeveloped as a river overlook area with improved stormwater drainage and safety features such as site lighting and railings.

Wärtsilä Defense, Inc.
WDI Environmental Sustainability Program

SUSTAINABILITY PROGRAM BRONZE

In its work to build and repair propulsion systems, Wärtsilä Defense Inc. (WDI) holds an international, third-party certification for meeting high standards of environmental management system implementation (ISO 14001:2015). The Chesapeake facility touts zero landfill waste and has continually reduced electrical consumption since 2009. Since initiating the phased LED re-lamping, electrical consumption is down 313 MWh, reducing CO2 emissions by about 231 tons and saving the company around $25,000. In 2018 WDI recycled or repurposed over 38 tons of trash. The priority is: repurpose for company use, repurpose by employees, recycle, send to incinerator for energy production. In addition, WDI sponsored the first "Seabin" on the East Coast to collect marine debris at Nauticus.



Virginia Tech - Office of Sustainability
Student Internship Program

SUSTAINABILITY PROGRAM – HONORABLE MENTION

Wild Wolf Brewing
Every Day is Earth Day

SUSTAINABILITY PROGRAM – HONORABLE MENTION

For information about the Governor's Environmental Excellence Awards, visit
www.deq.virginia.gov/Programs/PollutionPrevention/GovernorsEnvironmentalExcellenceAwards.aspx

VIRGINIA TECH
LEED PROGRAM SUMMARY

GOODWIN HALL – LEED GOLD
Academic Building - (GSF 154,935)

MOSS ARTS CENTER – LEED GOLD
Center for the Arts – (GSF 147,382)

	Number of Buildings	Gross Sq. Ft. (GSF)
❑ **Projects Completed:**		
✓ LEED Certification - *Achieved*	16	1,302,345
▪ LEED Certification - *Pending*	4	235,296
❑ **Projects under Construction:**		
▪ LEED *Registered*	5	213,147
❑ **Projects under Design:**		
▪ LEED *Registered*	7	790,646
❑ **Total:**	32	2,541,434

AMBLER JOHNSTON HALL – LEED GOLD
Residence Hall (GSF 269,463)

OFFICE OF SUSTAINABILITY
FACILITIES DEPARTMENT

HUMAN & AGRICULTURAL BIOSCIENCES BUILDING I – LEED GOLD
Research Building (GSF 93,860)

VIRGINIA TECH LEED BUILDINGS STATUS - 2019-07-09

PROJECT	PROJECT #	BUDGET	GSF	CONSTRUCTION START	OCCUPANCY DATE	STATUS	LEED CERTIFICATION ACHIEVED	DATE OF CERTIFICATION
PROJECTS COMPLETED - LEED CERTIFICATION ACHIEVED								
Henderson Hall Renovation & Theater 101 Addition	208-16758-001	$15,838,792	38,750	02/18/08	08/14/09	Project Complete	Gold	02/01/10
Football Locker Room Addition	208-L00016-000	$14,004,621	42,145	07/08/09	06/21/11	Project Complete	Silver	10/01/11
Institute for Critical Technology & Applied Science Ph.II (ICTAS II)	208-17291-000	$34,587,710	42,190	04/08/09	04/06/11	Project Complete	Gold	11/01/11
Visitors & Undergraduate Admissions Center	208-L00012-000	$10,338,192	18,155	03/23/10	08/29/11	Project Complete	Certified	08/01/12
Academic & Student Affairs Building (Lavery Hall)	208-17859-000	$44,302,610	77,301	07/29/10	09/05/12	Project Complete	Silver	04/01/13
Vet Med Instructional Addition	208-19791-000	$12,343,316	24,600	07/26/11	11/05/12	Project Complete	Silver	06/01/13
Ambler Johnston Hall - Improve Residential & Dining Halls	208-17557-000	$66,968,679	269,463	05/26/09	06/25/12	Project Complete	Gold	11/01/13
Chiller Plant Phase I (Southwest Chiller Plant)	208-17657-000	$20,097,729	16,655	03/22/12	06/14/13	Project Complete	Silver	11/01/13
Moss Arts Center (Center for the Arts)	208-16758-002	$100,087,000	147,382	08/10/10	08/21/13	Project Complete	Gold	05/01/14
Human & Agricultural Biosciences Building I (HABBI)	229-17681-000	$53,759,344	93,860	12/22/11	03/10/14	Project Complete	Gold	04/17/15
Indoor Athletic Training Facility	208-17296-000	$21,300,000	91,600	04/23/14	06/25/15	Project Complete	Silver	10/05/15
Goodwin Hall (Signature Engineering Building)	208-17658-000	$95,218,249	154,935	09/13/11	05/29/14	Project Complete	Gold	10/28/15
Renovate Davidson Hall	208-17662-000	$32,003,099	44,845	02/17/12	06/08/14	Project Complete	Certified	03/11/16

VIRGINIA TECH LEED BUILDINGS STATUS - 2019-07-09

PROJECT	PROJECT #	BUDGET	GSF	CONSTRUCTION START	OCCUPANCY DATE	STATUS	LEED CERTIFICATION ACHIEVED	DATE OF CERTIFICATION
PROJECTS COMPLETED - LEED CERTIFICATION ACHIEVED								
Pearson Hall (Upper Quad Residential Facilities)	208-L00031-000	$45,500,000	111,191	10/14/13	01/24/17	Project Complete	Silver	12/16/16
Oak Lane Phase IV	208-L00021-002	$5,132,300	20,508	08/29/11	01/04/13	Project Complete	Silver	10/04/17
New Cadet Hall (Upper Quad Residential Facilities)	208-L00031-000	$45,000,000	108,765	10/14/13	04/27/17	Project Complete	Silver	06/01/18
Total GSF:			1,302,345					

Attachment D

4.

VIRGINIA TECH LEED BUILDINGS STATUS - 2019-07-09

PROJECT	PROJECT #	BUDGET	GSF	CONSTRUCTION START	OCCUPANCY DATE	STATUS	LEED CERTIFICATION PENDING	DATE OF CERTIFICATION
PROJECTS COMPLETED - LEED CERTIFICATION PENDING								
New Classroom Building	208-17995-000	$40,851,740	72,275	01/26/15	08/17/16	Project Complete	Silver	Pending
O'Shaughnessy Hall Renovations	208-L00044-000	$21,593,211	69,200	05/17/17	08/01/18	Construction	Silver	Pending
Rector Field House (Athletic Facilities Improvements)	208-L00037-001	$18,595,000	43,949	12/01/16	02/03/18	Construction	Silver	Pending
Baseball Facilities (Athletic Facilities Improvements)	208-L00037-002	$18,496,000	49,872	02/01/17	02/03/18	Construction	Silver	Pending
Total GSF:			235,296					

VIRGINIA TECH LEED BUILDINGS STATUS - 2019-07-09

PROJECT	PROJECT #	BUDGET	GSF	CONSTRUCTION START	OCCUPANCY DATE	STATUS	LEED CERTIFICATION ANTICIPATED	DATE OF CERTIFICATION
PROJECTS UNDER CONSTRUCTION LEED REGISTERED								
Sandy Hall (Renovate/Renew Academic Bldgs.)	208-18065-000	$30,563,000	19,889	01/04/17	05/01/19	Construction	Silver	-
Liberal Arts Building (Renovate/Renew Academic Bldgs.)	208-18065-000	(see above)	15,394	01/04/17	05/01/19	Construction	Silver	-
Davidson Hall (Renovate/Renew Academic Bldgs.)	208-18065-000	(see above)	25,151	01/04/17	05/01/19	Construction	Silver	-
Undergraduate Science Laboratories - Renovations (Derring Hall)	208-L00046-000	$600,000	13,127	10/15/18	10/14/19	Construction	Silver	-
VT Carilion (VTC Biomedical Research Expansion)	208-18269-000	$85,574,000	139,586	02/05/18	04/20/20	Construction	Silver	-
Total GSF:			213,147					

VIRGINIA TECH LEED BUILDINGS STATUS - 2019-07-09

PROJECT	PROJECT #	BUDGET	GSF	CONSTRUCTION START	OCCUPANCY DATE	STATUS	LEED CERTIFICATION ANTICIPATED	DATE OF CERTIFICATION
PROJECTS UNDER DESIGN - LEED REGISTERED								
Corps Leadership & Military Science Building	208-L00043-000	$40,000,000	60,500	TBD	TBD	Design	Silver	-
Multi-Modal Transit Facility	CP-2029	$38,000,000	13,606	05/18/20	05/23/22	Design	Silver	-
Holden Hall Renovation	208-18267-000	$73,500,000	101,240	08/15/19	10/29/21	Design	Silver	-
Student Athlete Performance Center	208-L00056-000	$16,681,500	25,800	08/08/19	01/31/21	Design	Silver	-
Student Wellness Improvements	208-18357-000	$58,000,000	263,000	12/11/19	08/18/21	Design	Silver	-
Undergraduate Science Laboratories - New Construction	208-18332-000	$74,800,000	102,000	03/27/20	01/17/22	Design	Silver	-
Creativity & Innovation District Living Learning Community (CID-LLC)	208-L00060-000	$105,500,000	224,500	03/04/19	06/15/21	Design	Silver	-
Total GSF:			790,646					

Locality Recycling Rate Report **For Calendar Year 2018**

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

Commonwealth of Virginia Locality Recycling Rate Report For Calendar Year 2018

Contact Information

Reporting Solid Waste Planning Unit: Virginia Tech

Person Completing This Form: Dennis C. Cochrane

Title: Director, Office of Sustainability, Facilities Department

Address: Sterrett Center (Mail Code 0529), 230 Sterrett Drive, Blacksburg, Virginia 24061

Phone #: (540) 231-5184 **Email Address:** denniscc@vt.edu

Summary: Virginia Tech, the Town of Blacksburg, the Town of Christiansburg, and Montgomery County are the four jurisdictional members of the "Montgomery Regional Solid Waste Authority (MRSWA). Located in Christiansburg, MRSWA operates a transfer facility that receives the majority of our principal recyclable materials (PRMs), and all of our municipal solid waste (MSW). Virginia Tech uses a "Single Stream" Recycling System. Recyclable materials are transported from the university to MRSWA, weighed, and further transported to "Recycling & Disposal Solutions (RDS)." RDS serves as the recycling "hub" for our region receiving materials from both the New River and Roanoke Valleys. Food waste is collected from our 11 on-campus dining facilities and stored at a central location in a 10 ton "sledge" container. When the container is full, "Royal Oak Farm (ROF)" transports it to their composting facility located near Lynchburg, Virginia. Solid Waste materials are transported to MRSWA, weighed, and further transported to the local landfill operated by the "New River Resource Authority (NRRA)" in Pulaski County near Dublin, Virginia. MRSWA prepares a consolidated recycling rate report for our region to include the four jurisdictional members, and submits it to the Commonwealth of Virginia Department of Environmental Quality (DEQ). Virginia Tech uses this DEQ format to calculate our base recycling rate, our waste diversion rate, and our final recycling rate. **For Calendar Year 2018 our base recycling rate was 35.5%, our waste diversion rate was 69.9% (percentage of waste kept out of the local landfill), and our final recycling rate was 40.8% (see data and calculations on page 2).**

Data in this report was collected from our recycling and solid waste facilities and campus stakeholders. I certify that I have personally examined, and am familiar with, the information submitted in this form and any attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete.

Dennis C. Cochrane	Director, Office of Sustainability	March 29, 2019
Authorized Signature	Title	Date

Locality Recycling Rate Report — For Calendar Year 2018

PART A: Recycling Rate Calculation - Using the formulae provided below and the information reported on Pages 3, 4 and 5 to calculate your recycling rates.

Step 1: [(PRMs) / (PRMs + MSW Disposed)] X 100 = Base Recycling Rate %

2,242	/	2,242	+	4,018	X 100 =	35.8	%
TONS		TONS		TONS			

Step 2: CREDITS calculation

a. Total Recycling Residue	0 tons
b. Total Solid Waste Reused	17 tons
c. Total Non-MSW Recycled	7,056 tons
CREDITS	7,073 tons

Step 3: [(PRMs + CREDITS) / (PRMs + CREDITS + MSW Disposed)] X 100 = Adjusted Recycling Rate #1*

2,242	+	7,073	/	2,242	+	7,073	+	4,018	X 100 =	69.9	%
TONS		TONS		TONS		TONS		TONS			

Step 4: [ ] **Source Reduction Credit does not apply; or**

[X] **Adjusted Recycling Rate #1 + 2% SRP Credit = Adjusted Recycling Rate #2***

69.9	%	+ 2%	=	71.9	%

Step 5: Final Recycling Rate* for Solid Waste Planning Unit = 40.8 %

*** Total credits resulting from Steps 3 and 4 may not exceed 5 percentage points above the Base Recycling Rate achieved by the Solid Waste Planning Unit.**

Locality Recycling Rate Report **For Calendar Year 2018**
PART B: DATA

Part I: Principal Recyclable Materials (PRMs): Report only PRM material generated within the reporting SWPU and recycled, NOT imported PRMs for recycling.

PRM TYPE	RECYCLED AMOUNT (TONS)
Paper	458
Metal	101
Plastic	0
Glass	0
Commingled (also known as Single Stream)	456
Yard Waste (composted or mulched)	260
Waste wood (chipped or mulched)	175
White Goods	8
Tires	4
Used Oil	5
Used Oil Filters	1
Batteries	9
Electronics	7
Fluorescent Bulbs & Ballasts	29
Food Waste Organic - Composting	679
Waste Cooking Oil	50
TOTAL PRMs	**2,242 (PRMs)**

(Enter Total on Page 2, Step 1)

Listing of sources for PRM data ***(consider only Virginia generated waste material)***

1. Permitted solid waste facilities from which MSW disposed/recycled data was collected:
   a. Department of Facilities: Office of Sustainability
   b. Department of Facilities: Operations (Buildings & Grounds)
   c. Department of Facilities: Capital Construction & Renovation
   d. Department of Environmental Health & Safety
   e. Division of Student Affairs: Dining Services
   f. Division of Student Affairs: Housing and Residence Life
   g. Department of Parking & Transportation: Fleet Services
   h. Department of Human Resources
   i. Athletic Department

2. Other facilities/operations (not included in #1 above) from which MSW disposed/recycled data was collected:
   a. Montgomery Regional Solid Waste Authority (MRSWA)
   b. YMCA at Virginia Tech (Ytoss? Partnership with VT)
   c.
   d.
   e.
   f.
   g.
   h.
   i.

Locality Recycling Rate Report — For Calendar Year 2018

Part II: Credits by Category (see Credits Worksheet, Page 5)

A. Recycling Residue – "Recycling residue" means the (i) nonmetallic substances, including but not limited to plastic, rubber, and insulation, which remain after a shredder has separated for purposes of recycling the ferrous and nonferrous metal from a motor vehicle, appliance, or other discarded metallic item and (ii) organic waste remaining after removal of metals, glass, plastics and paper which are to be recycled as part of a resource recovery process for municipal solid waste resulting in the production of a refuse derived fuel. (§ 10.1-1400 of the *Code of Virginia*) (use only SWPU generation)

MATERIAL DESCRIPTION	FACILITY/OPERATION	TONS OF MATERIAL
_____	from _____	_____
_____	from _____	_____
_____	from _____	_____
	TOTAL RECYCLING RESIDUE	_____

(Enter Total on Page 2, Step 2 a)

B. Solid Waste Re-Used

MATERIAL DESCRIPTION	REUSE METHOD	TONS OF MATERIAL
Furniture/Appliances	Ytoss? Program (Partnership with YMCA)	7
Food Donation	Campus Kitchen Program (Dining Services	10
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
	TOTAL SOLID WASTE REUSED	**17**

(Enter Total on Page 2, Step 2 b)

C. Non-Municipal Solid Waste (MSW) Recycled

MATERIAL DESCRIPTION	RECYCLING METHOD	TONS OF MATERIAL
Asphalt	VDOT Roadwork & Parking Lot Milling	6,658
EPDM Materials	Membrane and Roofing (McComas Hall)	2
Concrete/Masonry/Asphalt	Davidson/Sandy/Lib Arts Bldg Halls	396
_____	_____	_____
	TOTAL NON-MSW RECYCLED	**7,056**

(Enter Total on Page 2, Step 2 c)

Locality Recycling Rate Report **For Calendar Year 2018**

D: A credit of two (2) percentage points may be added to the Adjusted Recycling Rate #1 if the Solid Waste Planning Unit has implemented a Source Reduction Program (SRP). Examples of SRPs include Grass-cycling, Home Composting, Clothing Reuse, Office Paper Reduction (duplexing), Multi-Use Pallets, or Paper Towel Reduction. The SRP must be included in the Solid Waste Management Plan on file with the Department:

SRP description: Ytoss? 2018 (partnership with the YMCA at Virginia Tech & the university) collected 7 tons of reusable items in residence halls during spring move-out.

SRP description: Campus Kitchen Program has provided 10 tons of food donations from our dining facilities to families in need in the Blacksburg Community

SRP description: The student Green RFP Program (unique to VT) has providing funding for reusable to-go food containers for use in four on-campus dining facilities.

(Certify on Page 2, Step 4)

Exclusions: For the purposes of this report, the following materials are not considered solid wastes, and should not be included in any of the data categories utilized in calculating the recycling rate.

1. **Biosolids –industrial sludge, animal manures; or, sewage sludge (unless composted)**
2. **Automobiles – unless part of the Inoperable Vehicle Program (DMV)**
3. **Leachate**
4. **Soils – contaminated soils, soil material from road maintenance**
5. **Household hazardous waste**
6. **Hazardous waste**
7. **Medical waste**
8. **Rocks or stone**
9. **Woody waste derived from land clearing for development, VDOT or easement tree trimming/clearing.**

Part III: Total Municipal Solid Waste (MSW) Disposed** - Report only MSW generated within the reporting jurisdiction(s), NOT imported wastes or industrial wastes.

MSW TYPE	TOTAL AMOUNT of MSW DISPOSED (TONS)
Household	
Commercial	
Institutional	
Other (DO NOT INCLUDE INDUSTRIAL WASTES)	4,018
TOTAL MSW DISPOSED	4,018

(Enter Total on Page 2, Step 1 and Step 3)

***Note: MSW DISPOSED** for the purpose of this report means delivered to a permitted sanitary landfill, delivered to a waste-to-energy facility, or managed at a transfer station for transport to a landfill or waste-to-energy facility.*

Locality Recycling Rate Report — For Calendar Year 2018

Credits Worksheet

I. Reuse of any Solid Waste

√		Material description	Tons
___	PRM		
___	PRM		
___	PRM		
___	Industrial		
___	Construction		
___	Demolition		
___	Debris		
___	Other		
_X_	Ytoss? Program	Res Hall used furniture/appliances	7
_X_	Campus Kitchen	Donated Food Program (Dining Svcs)	10
		TOTAL TONS	**17**

(enter data on Page 4, Solid Waste Re-Used)

II. Recycling of any Non-Municipal Solid Waste

√		Material description	Tons
_X_	Roadwork	Asphalt (New Campus Entrance)	4,460
_X_	Roadwork	Asphalt (Alumni Mall Entrance)	2,198
_X_	Roofing	EPDM Material (McComas Hall)	2
_X_	Construction	Concrete/Msnry/Asphlt (Davidson)	42
_X_	Construction	Concrete/Msnry/Asphlt (Sandy)	300
_X_	Construction	Concrete/Msnry/Asphlt (Lib Arts)	54
___	Other		
		TOTAL TONS	**7,056**

(enter data on Page 4, Non-MSW Recycled)

III. Inoperable Vehicles Removed and Demolished – include number of vehicles that the localities received reimbursement from DMV under §46.2-1207 of the Code of Virginia.

# of vehicles removed/reimbursement received	0
Average tonnage per vehicle	X 1 Ton each
Total Tons	**0**

(enter data on Page 3, PRMs, Inoperative Motor Vehicle Program)

NOTE: Check "Exclusions" on Page 5 to avoid listing of those materials on this worksheet and/or in the data fields of this report.

Locality Recycling Rate Report For Calendar Year 2018

Part C: Recycling Rate Report Instructions

Amended Regulations for the Development of Solid Waste Management Plans (9 VAC 20-130-10 et seq.) require that Solid Waste Planning Units (SWPUs) in the Commonwealth develop complete, revised solid waste management plans. Section 9 VAC 20-130-120 B & C of the Regulations requires that a minimum recycling rate of the total municipal solid waste generated annually in each solid waste planning unit be maintained. It also requires that the plan describe how this rate shall be met or exceeded and requires that the calculation methodology be included in the plan. Section 9 VAC 20-130-165 D establishes that every solid waste management planning unit with populations over 100,000 shall submit to the department by April 30 of each year, the data and calculations required in 9 VAC 20-130-120 B & C for the preceding calendar year. SWPUs with populations of 100,000 or less are only required to report every 4 years (CY years 2016 and forward).

NOTE: ONLY RECYCLING RATE REPORTS FROM AN APPROVED SOLID WASTE PLANNING UNIT (SWPU) WILL BE ACCEPTED FOR PROCESSING. JURISDICTIONS WITHIN A SWPU MUST SUBMIT THEIR RECYCLING DATA TO THE SWPU FOR INCORPORATION INTO THE ANNUAL REPORT.

It is requested that all amounts included on the form be listed in **tons (2,000 pounds)**, rounded to the nearest whole ton. If actual weights are not known, volumes can be converted to weight estimates. To assist you with these estimates, a standardized volume-to-weight conversion table is attached.

Contact Information Section: Please provide information on the Reporting SWPU and information on the individual completing this form. Under Member Governments, please list the local governments identified in the applicable solid waste management plan.

Calculated Recycling Rate Section: Using the formulae provided, calculate your recycling rates for the reporting period from information identified in the Recycling Rate Calculations Section.

Signature Block Section: Please provide an authorized signature prior to submitting the completed form. Authorized signatories include Executive Officer, Administrator, or other legally designated representative of the SWPU reporting entity.

Recycling Rate Calculations Section: Please provide the requested information:

Part I: Principal Recyclable Material (PRM) - Report the amount in tons of each PRM collected for recycling in the named jurisdiction(s) during the reporting period. PRMs include paper, metal, plastic, container glass, commingled, yard waste, waste wood, textiles, tires, used oil, used oil filters, used antifreeze, batteries, electronics, and other materials approved by the Director taken from the Municipal Solid Waste (MSW) generation. A one ton credit may also be entered for each inoperable motor vehicle for which a locality receives reimbursement from the Virginia Department of Motor Vehicles under §46.2-1207 of the *Code of Virginia*. The total weight in **TONS** of all PRMs collected for recycling is represented as **PRMs** in the Recycling Rate Calculation. **New for CY 2015: Provide source information for the PRMs reported on the report (permitted and unpermitted facilities).**

Part II: Credits - Report the amount in **TONS** of each material for which recycling credit is authorized in §10.1-1411.C of the *Code of Virginia*: (i) one ton for each ton of recycling residue generated in Virginia and deposited in a landfill permitted under §10.1-1408.1 of the *Code of Virginia*; (ii) one ton for each ton of any solid waste material that is reused; and, (iii) one ton for each ton of any non-municipal solid waste that is recycled. The total weight in **TONS** of all material for which credits are authorized is represented as **CREDITS** in the Recycling Rate Calculation. A credit of two percentage points of the minimum recycling rate mandated for the Solid Waste Planning Unit (SWPU) may be taken for a source reduction program that is implemented and identified in its Solid Waste Management Plan. Total credits may not exceed five percentage points above the Base Recycling Rate achieved by the SWPU.

Part III: Total Municipal Solid Waste (MSW) Disposed: Report the total amount in **TONS** of MSW that was disposed of by the Solid Waste Planning Unit (SWPU) during the reporting period for each of the source categories (Household, Commercial, Institutional, and Other). For the purpose of this report, "disposed," means delivery to a permitted sanitary landfill or waste incinerator for disposal, and excludes industrial wastes. Industrial waste and by-products should not be included in the MSW or Recycling calculation. The total weight in tons of MSW disposed is represented as **MSW Disposed** in the Recycling Rate Calculation.

Locality Recycling Rate Report Volume to Weight Conversion Table

Material	Volume	Weight in Pounds
Metal		
Aluminum Cans, Whole	One cubic yard	50-74
Aluminum Cans, Flattened	One cubic yard	250
Aluminum Cans	One full grocery bag	1.5
Ferrous Cans, Whole	One cubic yard	150
Ferrous Cans, Flattened	One cubic yard	850
Automobile Bodies	One vehicle	2,000
Paper		
Newsprint, Loose	One cubic yard	360-800
Newsprint, Compacted	One cubic yard	720-1,000
Newsprint	12" stack	35
Corrugated Cardboard, Loose	One cubic yard	75-100
Corrugated Cardboard, Baled	One cubic yard	1,000-2,000
Plastic		
PETE, Whole, Loose	One cubic yard	30-40
PETE, Whole, Loose	Gaylord	40-53
PETE, Whole, Baled	30" x 62"	500
Film, Baled	30" x 42" x 48"	1,100
Film, Baled	Semi-Load	44,000
Film, Loose	Standard grocery bag	15
HDPE (Dairy Only), Whole, Loose	One cubic yard	24
HDPE (Dairy Only), Baled	32" x 60"	400-500
HDPE (Mixed), Baled	32" x 60"	900
Mixed PET & Dairy, Whole, Loose	One cubic yard	32
Mixed PET, Dairy & Other Rigid (Whole, Loose)	One cubic yard	38
Mixed Rigid, No Film	One cubic yard	49
Glass		
Glass, Whole Bottles	One cubic yard	600-1,000
Glass, Semi-Crushed	One cubic yard	1,000-1,800
Glass, Crushed (Mechanically)	One cubic yard	800-2,700
Glass, Whole Bottles	One full grocery bag	16
Glass, Uncrushed to Manually Broken	55 gallon drum	125-500
Arboreal		
Leaves, Uncompacted	One cubic yard	200-250
Leaves, Compacted	One cubic yard	300-450
Leaves, Vacuumed	One cubic yard	350
Wood Chips	One cubic yard	500
Grass Clippings	One cubic yard	400-1,500
Other		
Battery (Heavy Equipment)	One	60
Battery (Auto)	One	35.9
Used Motor Oil	One gallon	7.4
Used Oil Filters (Uncrushed)	55 gallon drum	66 Lbs./Used Oil + 110 Lbs./Ferrous Metal
Used Oil Filters (Crushed)	55 gallon drum	16.5 Lbs./Used Oil + 368 Lbs./Ferrous Metal
Tire - Passenger Car	One	20
Tire - Truck, Light	One	35
Tire - Semi	One	105
Antifreeze	One gallon	8.42
Food Waste, Solid & Liquid Fats	55 gallon drum	412
Electronics: CRT/CPU/LapTop/TV	Each (avg wt from NCER)	38/26/8/49 respectively
This Table For General Guidance Only.		

Table of Contents

Office of Sustainability Overview **2**

Internship Program Vision & Mission **3**

Expectations **4**

What you can expect from the Office of Sustainability: 4

What the Office of Sustainability expects from you: 4

Team Descriptions **5**

Energy 5

Water 5

Food 5

Waste 5

Team Leaders 6

Communications Representatives 6

Program Components **7**

Work Plans 7

Partner Projects 7

Major Outreach Events 7

Career & Professional Development CEIP 9

Meeting Requirements 9

What Does a Typical Week Look Like? 10

Procedures **11**

Internal Communication 11

Task Management Tools 11

External Communication 11

VT Event Planning Office & Table Cards 12

Team Portfolios from Previous Cohort **12**

Office of Sustainability Overview

The Office of Sustainability acts as a central hub to connect the many sustainability champions and efforts taking place all across campus. The Office of Sustainability strives to create a more sustainable future for Virginia Tech through engaging the entire university community and creating positive change. The Office of Sustainability also works to educate the Virginia Tech community about how to live a more sustainable lifestyle through behavior change and an understanding of the impacts one's personal actions can have on a global scale.

The Office of Sustainability was formed through the Virginia Tech Climate Action Commitment (VTCAC), which was affirmed in 2009 and serves as the guiding document to steer the university toward a greener, more sustainable future. Among the 14 goals in the plan, it commits the university to reaching a 50 percent recycling rate by 2020, improving energy efficiency where and whenever possible in campus buildings, achieving a minimum LEED Silver rating for all new construction, and reducing carbon dioxide emissions by 80 percent below 1990 levels by 2050.

The Climate Action Commitment defines sustainability as: "*the simultaneous pursuit of environmental quality, economic prosperity, and social justice and equity, through action, education, and engagement to address current needs without compromising the capacity and needs of future generations."* The Climate Action Commitment also defines the duties of the Office of Sustainability:

"5. Virginia Tech will maintain a sustainability office to:

a. Coordinate programs for campus sustainability,

b. Oversee implementation of the VTCAC,

c. Monitor annual electricity and other energy use and GHG emissions, and

d. Working with faculty and departments, manage a campus-wide student internship and undergraduate research program using the campus as a sustainability laboratory, and

e. Coordinate communication regarding campus sustainability initiatives and programs to the university community and external audiences."

Internship Program Vision & Mission

Our vision extends to both the campus and the surrounding community. Our vision is to create a sustainability network of student and community leaders throughout Virginia Tech, Blacksburg, and the greater New River Valley. To reach this vision, we utilize our campus as a sustainability living-learning laboratory; providing students with experiential learning opportunities to explore real-world problems and lead in the development of innovative solutions. Operations, engagement, and academics are integrated into impactful projects that benefit students and the local community.

The mission of the Student Internship Program is to provide students with valuable opportunities to create lasting, sustainable change at Virginia Tech while developing their professional skills and expanding their knowledge of the inner workings of the university. The program encourages ownership, creativity, and collaboration to solve some of the toughest sustainability problems our world is facing today. Our program blends real-world projects with practical, skills-based professional development workshops to prepare students for an ever-changing career in the sustainability field.

Expectations

What you can expect from the Office of Sustainability:

You can expect to develop your professional skills, work on outcome-driven projects, and have the opportunity to make lasting, sustainable change on campus and in the surrounding community. You can expect communication, support, and resources from the Office of Sustainability. You can also expect career-based opportunities such as conferences, peer networking, and guest speakers from relevant fields.

What the Office of Sustainability expects from you:

- **Commitment**: You are expected to work 8-10 hours per week on internship duties. This includes group meetings, team meetings, individual project work, and planning or attending events. You will be evaluated each semester on your performance and commitment to your team.
- **Participation**: Volunteer for other teams' events; engage and contribute to the group during meetings. Each intern is required to participate in 5 hours of event assistance for a team/organization other than your own.
- **Punctuality**: Show up on time and ready to go at meetings, events, and workshops.
- **Professionalism**: Always conduct yourself in a professional manner. You will be expected to exercise the following skills: time management, strategic decision making, adaptability, and project management. This experience is preparing you for a real-world career in a fast-paced field.
- **Attendance**: You are expected to attend all meetings and workshops, as well as events hosted by your team. Missing 3 or more meetings is subject to dismissal from the program.
- **Authenticity**: Leave your comfort zone, learn something new, listen with an open mind, and connect to something you are passionate about. But most importantly, have fun!

Team Descriptions

Energy

The energy team works to reduce energy use on and off campus and decrease Virginia Tech's carbon footprint. The team will complete projects in partnership with the Office of Energy Management as well as other campus departments and organizations. Members will also engage students, faculty, and staff to educate individuals on energy saving practices.

Water

The water team works to improve a variety of site, infrastructure, and water issues on campus; including stormwater management, grounds maintenance & development, and water conservation practices. The team will work with the Office of University Planning, Site & Infrastructure Development, and other campus departments and organizations. Members will also engage the campus community to promote water conservation practices that can be applied in everyday life.

Food

The food team works to critically assess the sourcing, consumption, and disposal of food on Virginia Tech's campus and within the dining halls. The team will work with Sustainable Dining as well as other campus departments and organizations. Members will also promote locally sourced food and work to decrease food waste on campus through campaigns marketed toward the university community.

Waste

The waste team works to reduce the amount of waste that is produced at Virginia Tech, and to dispose, recycle, or reuse where appropriate. Waste is inclusive of trash, recycling, and compost material. The team will work with Sustainable Dining, the Office of University Planning, and other campus departments and organizations. Members will also engage the campus community to promote proper waste sorting and reuse of items to decrease Virginia Tech's environmental footprint.

Team Leaders

Team leaders will be responsible for ensuring project work is completed, deadlines are met, and promoting cohesive team work. Team leaders will report directly to the Campus Sustainability Planner and project partners, and will be accountable for the team's performance.

Communications Representatives

Communications Representatives (comms reps) will be responsible for social media management, content creation, and photo/video coverage of campus events. Comms reps will also serve as the liaison to the Event Planning office to create reservations for space, a-frames, advertising, etc. Members are expected to meet weekly with the Campus Sustainability Planner to discuss each team's communication needs and schedule social media posts.

Program Components

Work Plans

Each semester, your team will put together a work plan that contains the following components:

- **Team Charter**: This is a document that outlines how your team will function together successfully. It will include team roles, decision-making guidelines, conflict resolution process, work distribution, team expectations, and communication between team members. Over the summer, you will be developing Team Charters with assistance from the Campus Sustainability Planner.

- **Projects, events, & campaigns**: In this portion of the work plan, you will list the projects or campaigns your team will be completing. With each project, you will also need to list the purpose, goals, dates & deadlines, metrics to track for success, and anticipated needs (partner organizations, supplies, communications).

Partner Projects

Each team will be working in partnership with a campus department on a project with measurable sustainability outcomes. Over the summer, the Campus Sustainability Planner will provide each team with their Partner Project Portfolios, outlining important contacts, goals, deadlines, and outcomes.

Major Outreach Events

The Office of Sustainability takes part in many major outreach events around campus, including:

- **GobblerFest**: Gobblerfest is an annual festival intended to engage students in campus activities and connect with the surrounding community while inspiring curiosity, civility and self-understanding. Gobblerfest was conceived in the fall of 2008 as a welcome festival for students, staff, faculty and members of the Blacksburg community. This free event has become a highlight of the start of the academic year. At this event, you will table along with your fellow teammates to educate the campus community on Office of Sustainability programs.

- **Sustainability Week**: This is a partnership with the Town of Blacksburg and the citizens group Sustainable Blacksburg that began in 2007. It is a week-long event that engages campus and the broader New River Valley community. The goal of Sustainability Week is to celebrate all of the wonderful progress both the Town and the university have made in creating a more sustainable community, educate students and citizens alike about how to make their personal lives more sustainable, and motivate them to take real, tangible actions towards being a model green citizen. Sustainability week usually takes place during the 3rd week of September, and interns are expected to volunteer and attend VT-sponsored events.

- **Green Tailgating**: This event was started by an Office of Sustainability intern, and aims to increase Virginia Tech's recycling practices during home football games. As an intern, you will join our Green Team during tailgate hours to pass out blue recycling bags to football fans and increase our recycling rate for these events.

- **WellFest:** WellFest takes place during the first week of the Spring semester and provides a chance for students to explore their own wellness with exhibitors from on and off campus. Students can learn about many opportunities to assist on their wellness journey. Sustainability is a key aspect of wellness, and as interns, you can expect to table at this event and think creatively about the relationship between sustainability and wellness.

- **Earth Week**: Earth Day 2019 occurs on Monday, April 22nd. Earth Week activities are led by the student organization the Environmental Coalition at Virginia Tech, with the support of the Office of Sustainability. All interns will help plan the week's events, and each team will host one event during Earth Week.

- **Intern Team outreach events**: Each team will host 1 – 2 outreach events per semester (not including Sustainability Week or Earth Week). These events can align with national campaigns such as World Water Day or RecycleMania, holidays such as Halloween or Valentine's Day, or campus initiatives such as the OZZI

program or Y-Toss. Outreach events aim to foster peer-to-peer learning and target behavior changes that resonate with the campus community.

Career & Professional Development CEIP

The Office of Sustainability has partnered with Career and Professional Development to participate in their Cooperative Education & Internship Program (CEIP). This not only allows for the Sustainability Internship to be displayed on your transcript, it also allows for further development of skills that will benefit you beyond your college career. Each semester, we will hold two professional development workshops in partnership with Career & Professional Development. You will also complete career-oriented assignments through a zero-credit Canvas course.

Meeting Requirements

There are a series of meetings throughout the year that interns are expected to attend, including:

- **Bi-Weekly Cohort Meetings (everyone)**: These meetings occur on Monday evenings and are intended for all 20 interns to come together to discuss team projects and host professional development workshops, guest speakers, etc.
- **Weekly Team Meetings (team specific)**: These meetings are an opportunity for each team to come together to work on projects.
- **Weekly Team Leader Meetings (team leaders only)**: These meetings are intended for team leaders to check in with the Campus Sustainability and team advisors to ensure deadlines are being met and teams are functioning smoothly.
- **Weekly Communications Representative Meetings (comms reps only)**: These meetings are intended for communications representatives to discuss team needs, schedule social media posts, and execute communications campaigns.
- **Partner Organization Meetings**: You will meet with your project partner on an as-needed basis; but setting up weekly or bi-weekly meeting times is recommended.

What Does a Typical Week Look Like?

It is difficult to articulate what a typical week will look like throughout the internship, because sustainability is a varying and complex field that involves all members of

campus. Each team works differently to accomplish their goals. However, here is how you can expect to spend some of your time each week:

- 3 - 4 hours in weekly meetings (all-team, team specific, comms, team leaders)
- 1 - 2 hours communicating with project partners
- 2 - 3 hours completing individual project work
- 1 - 2 hours participating in sustainability-related events on campus

Procedures

Internal Communication

Internal communication refers to written, electronic, or face-to-face interactions between your team members, Office of Sustainability staff, and project partners. You are required to respond to internship-related emails within 24 hours. All internal communication should be professional and appropriate in content.

Task Management Tools

Teams will use three primary methods of task management. The first is an application called **Trello** (trello.com), which allows each team to build lists and keep track of tasks, dates, and deadlines. The second tool students will utilize is **Google Team Drive**. This is a place where all important files will be kept, including meeting notes, success metrics, documents, etc. The team drive is intended to be the go-to place to look, should any team members or other teams need to find a document quickly and efficiently. **Google Calendar** is the third tool, which will be used to record important dates; including weekly meetings, events, and other happenings around campus. These tools will not only help your team stay organized, they will also allow Office of Sustainability staff to stay connected to the work you are doing.

External Communication

External communication is comprised of any messaging that is going to be distributed to any university audience outside the internship program. This includes social media messaging, flyers, news stories, listserv emails, website content, and campus notices. The communications representatives on each team are responsible for all external communications, and it is important that each team clearly and concisely relays their needs to the communications representatives. This is to ensure our messaging to the broader university community is appropriate, interesting, and consistent across all channels.

VT Event Planning Office & Table Cards

Each team will likely need to book meeting or event space, advertising slots, or public space at some point throughout the internship. This requires partnering with the Event Planning office to ensure all bookings are done correctly and within the allotted time frame. The communications representative from each team will be solely responsible for communicating with the Event Planning office, and will be the only one with permission to create bookings and reservations. The communications representatives will also be responsible for booking table cards. Table cards can be booked via an online portal. Before booking table cards, the event or news story must be published in GobblerConnect, and you must have your table card proof ready for approval at the time of booking. Each communications representative will be equipped with guidelines, and the Campus Sustainability Planner is happy to assist in any bookings or reservations that require a staff signature.

Team Portfolios from Previous Cohort

Each year, the outgoing cohort of interns will give the incoming cohort team project portfolios, which contain past projects, guidelines, important contacts, success stories, and lessons learned. Should you need any further information about past projects, the previous cohort is willing to discuss or provide any helpful advice. Often times, members from past cohorts are still on campus and happy to sit down with new teams to brainstorm and share information.

Dining Services Sustainability

At Virginia Tech Dining Services, we're serious about sustainability.

As part of our Guiding Principles, we have pledged to promote a sustainable dining and food system, both at Virginia Tech and within the greater community.

2018 Dining Services Awards & Recognition

Dining Services boasts a tradition of award-winning programming, venues, and service. Dining Services is committed to being the leader of college and university food service and a leader in sustainability (Climate Action Point #1 reference). We have received numerous awards for our efforts!

- No. 1, The Best College Dining Program in Each State, FoodService Director
- Reusable To-Go Program - Honorable Mention for the 2018 Governor's Environmental Excellence Awards
- Best of Show - 2018 Best Concept Award, Food Management
- College Food Truck of the Year, Mobile Cuisine
- No. 2, Best Campus Food, Niche
- No. 9, Best Colleges for Food in America, The Daily Meal
- No. 2, 50 Best Colleges with the Best Food 2017-18, Best Value Schools
- No. 3, 2018 College Power Players, Food Management
- No. 3, The Ten Colleges with the Best Dining Halls, College Magazine
- No. 6, Best Campus Food, "Best of 382 Colleges: 2018 Edition," The Princeton Review
- Top 15 Best Universities for Healthy Eaters, Healthline
- Top 25 Best College Dining Halls - The College Consensus Best Campus Dining Halls, College Consensus
- The 30 Colleges with The Best Campus Food You've Ever Seen, Delish
- A Report Card for Vegan Offerings, for going above & beyond to provide all students with exceptional vegan food, Peta2

Sustainable Dining

QUICK FACTS

250,000+ meals served in reusable to-go containers since 2014!

Produce, beef, lamb, pork, eggs, milk, herbs, fruits & vegetables are campus-sourced products!

196,545 pounds of produce produced at Homefield Farm

Local and Sustainable Products:

Virginia Tech is increasingly using products that promote a sustainable dining program and food systems. Local products are considered to be 250 miles from Blacksburg or within the Commonwealth.

Homefield Farm:

This six-acre farm is a partnership between Dining Services and the College of Agriculture and Life Sciences. It grows **fruits, vegetables and herbs** for Virginia Tech Dining Services, and serves as a site of experiential student learning, interdisciplinary research, and community outreach.

Reusable to-go program:

Our free reusable to-go program reduces waste to landfill and allows you a sustainable way to eat on the go! Eat, return, & repeat.

Waste reduction:

Dining Services works with Campus Kitchens at Virginia Tech to recover unused food to give to those in need within the NRV. Since 2015, the program has recovered over 125,626 pounds of food!

Climate Action Commitment

The Virginia Tech Climate Action commitment was approved in 2009 and touches on all aspects of the university, including teaching, research, and campus operations and is intended to guide the university toward a greener, more sustainable future.

Virginia Tech Dining Services is committed to contributing to the university's Climate Action Commitment through its sustainability operations.

4,700 pounds

of packaging waste kept out of the landfill through the implementation of our reusable to-go container program.
Climate Action Commitment-Point #8: Virginia Tech will minimize waste and achieve a 50% recycle rate by 2020.

90% WATER

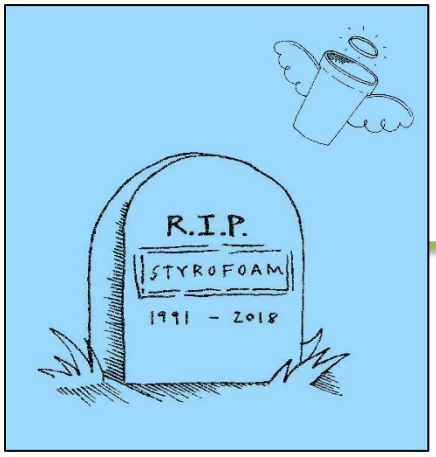
is removed from our compost waste at Turner Place in Lavery Hall through the use of our waste reduction technology.
Climate Action Commitment Point #14: Innovative strategies are used to create efficient and sustainable operations at university-owned facilities."

TURNER PLACE

5,000 tons

of organic waste sent from our dining facilities to be composted since 2009.
Climate Action Commitment-Point #8: Virginia Tech will minimize waste and achieve a 50% recycle rate by 2020.

Dining Sustainability Milestones



Winter 2018

We banned styrofoam within Dining Services. This included getting rid of styrofoam at our campus Chik-fil-A & Dunkin Donuts. Only compostable and reusable containers are used on campus now.

Spring 2018

Hydroponics have arrived! Vegetables and herbs are grown at Owen's Dining Hall in the hydroponic system! These hang on either side of the Farms & Fields restaurant in the dining hall and provide delicious produce for students!

Fall 2018

We held our first ever Homefield Farm Pop-up Farm Stand. Students were able to purchase fresh, local campus-grown veggies from our very own Homefield Farm!

Attachment D

VIRGINIA TECH

Vice President for Finance and Chief Financial Officer
800 Drillfield Drive
Burruss Hall, Suite 210
Blacksburg, Virginia 24061
P: (540) 231-8775 F: (540) 231-4265

May 3, 2019

MEMORANDUM

TO: Energy and Sustainability Committee
Denny Cochrane, Sustainability Program Manager, Office of Energy and Sustainability

FROM: M. Dwight Shelton, Jr.

SUBJECT: Proposals for Student Organization Sustainability Initiatives (Green RFP)

I am pleased to learn that progress is continuing in advancing the Campus Sustainability Plan via the Green RFP program. This program is aimed to solicit and respond to proposals from recognized student organizations. Student engagement is an important factor in achieving goals in the sustainability plan and will continue to be crucial as the University implements specific actions in the plan.

The university has reviewed the funding request from the 2018-19 Student Organization Sustainability Initiatives (Green RFP) and approves the proposals recommended by the Energy and Sustainability Committee as illustrated in Attachment 1.

The Office of Budget and Financial Planning will establish the needed funds to underwrite these projects. The Office of Energy and Sustainability will serve as the liaison between student organizations and the University, and will be responsible for coordinating the implementation. Some initiatives were funded by Auxiliaries, others received support from E&G funds.

I want to thank you, the Office of Energy and Sustainability, the Energy and Sustainability Committee, and the participating student organizations for your commitment and support to this innovative program.

If assistance in the funding process is needed, please contact Brian Garber (bgarber@vt.edu or 231-3281).

cc:

Kate Barbour	Tim Hodge	Angela Page
Gannon Davis	Travis Hundley	Patty Perillo
Jeff Earley	Stacy King	Ken Smith
Brian Garber	Chris Kiwus	Dwyn Taylor
Jim Hillman	Liza Morris	Sherwood Wilson

2018-19 Green RFP Fund Initiatives

Proposal	Description	Student Organization	Funding Source	Aux Funding	E&G Funding	Total Funding
3	Replace 264 hallway fluorescent lights with LED lights in Payne Hall.	Environmental Innovation at VT	Residential	$ 10,700	$ -	$ 10,700
4	Replace 84 Outdoor Lights having high-pressure sodium (HPS) lamp post fixtures with LED fixtures in the vicinity of Newman Library and the University Bookstore.	Environmental Coalition	Facilities (self funded)	$ -	$ 14,300	$ 14,300
5	Replace 30 Cobra fixtures (HPS) and 25 Hokie Lights (HPS) with LED lights within Cassell Coliseum parking lot and on sidewalks along Washington St. and Beamer Way.	UAP 3354: Intro to Environmental Policy & Planning	Facilities (self funded)	$ -	$ 16,700	$ 16,700
6	Provide labs on campus with kits that may include fume hood stickers, equipment magnets, faucet aerators, freezer filters, outlet timers, and educational materials. Intent is to have one kit per Green Lab. The goal is to help encourage energy saving practices.	Office of Sustainability - Student Intern Waste Team	E&G	$ -	$ 3,700	$ 3,700
7	Replace 582 overhead fluorescent sink lights with LED lights in five residence halls (Vawter, Barringer, Johnson, Newman, Miles).	Environmental Innovation at VT	Residential	$ 103,600	$ -	$ 103,600
8	Stroubles Creek Riparian Restoration (purchase and plant approximately 800 native seedlings). This is year 2 of a 3 year project that began in FY18 with Green RFP Funding.	Stroubles Creek Coalition, VT StREAM Lab, Env. Coalition, & American Water Resource Assoc.	Coca-Cola	$ 5,500	$ -	$ 5,500
9	Mixed Paper Recycling Toters for use in the 16 Architectural Studios of Cowgill & Burchard Halls.	UAP 3354: Intro to Environmental Policy & Planning	Coca-Cola	$ 2,000	$ -	$ 2,000
11	Provide reusable-to-go containers (similar to OZZI system containers) in various sizes for use in four primary dining facilities that serve food in the Reusable To-Go Containers.	UAP 3354 & REAL 3024 - "Applied Real Estate Development"	Coca-Cola	$ 16,100		$ 16,100
12	Rainwater Catchment System in Hahn Horticulture Garden: Install a 500 gallon cistern to catch rainwater to water the vegetable garden and plant beds. Cistern would collect 10,800 gallons of rainwater annually.	UAP 3354: Intro to Environmental Policy & Planning	Coca-Cola	$ 2,200	$ -	$ 2,200
13	Purchase & Install Two Single Water Bottle Refill Stations in Kelly Hall.	Biomedical Engineering Society	E&G	$ -	$ 5,000	$ 5,000
14	New recirculation infrastructure for ten Residence Halls to utilize a pump and pipe system for readily available hot water instead of an underground recirculation system. The purchase will consist of pumps and associated items to recirculate water within the system which will provide quicker on demand hot water.	Office of Sustainability - Student Intern Water Team	Residential (MR funds)	$ 150,000	$ -	$ 150,000
15	Two Electronic Waste Recycling Bins in Goodwin Hall & Newman Library for items such as phones and computers.	UAP 3354: Intro to Environmental Policy & Planning	E&G	$ -	$ 400	$ 400
16	Install a bat box in the Duck Pond area to foster local bat species growth on campus. Bats help keep nuisance insect populations low and serve as pollinators.	UAP 3354: Intro to Environmental Policy & Planning	E&G	$ -	$ 200	$ 200
17	Battery Powered Leaf Blower for use at the Hahn Horticulture Garden to replace a gas powered unit. The battery powered blower will reduce fuel consumption and engine emissions.	Hahn Horticulture Garden - Student Maintenance Staff	E&G	$ -	$ 200	$ 200
18	One Solar Power Charging Table to be located in the vicinity of Bishop Favrao Hall.	Dept. of Building Construction - BioBuild Studio Course	Coca-Cola	$ 9,700	$ -	$ 9,700
19	Construct an outdoor dog run at VetMed. This will mitigate soil erosion and storm water run-off. Total project cost is $87k, with $10k of Green RFP support. Remaining cost will be funded with private support and in-kind donations.	Virginia -Maryland College of Veterinary Medicine Classes of 2019 & 2020	E&G	$ -	$ 10,000	$ 10,000
			Total	**$ 299,800**	**$ 50,500**	**$ 350,300**

Attachment D

Cochrane, Denny

From: Hodge, Tim
Sent: Thursday, July 25, 2019 5:46 PM
To: Cochrane, Denny
Cc: Hundley, Travis; Heath, Bruce
Subject: Green RPF Approval - Math Emporium

Denny Cochrane & Energy and Sustainability Committee,

In FY19, several Green RFP projects, recommended by the Energy and Sustainability Committee, were approved with two projects at the Math Emporium needing further review. Since then, the university has completed that work, so we are pleased to now approve those two energy savings projects as listed below:

Proposal	Description	Student Organization	Funding Source	Aux Funding	E&G Funding
1	Replace all 311 overhead metal halide light fixtures in the Math Emporium with LED fixtures. Note. this is a leased space but VT pays O&M directly.	Office of Energy Management – Student Interns	E&G	$ -	$ 194,300
2	Replace HVAC controls in the Math Emporium with programmable thermostats to enhance energy efficiency. Proposal also includes rebalancing the supply air to the Air Handling Units (AHUs).	Office of Energy Management – Student Interns	E&G	$ -	$ 8,000

The Office of Budget and Financial Planning will establish the needed financing to underwrite these projects. These projects will be repaid by the energy savings. The Office of Energy and Sustainability will serve as the liaison between student organizations and the University, and will be responsible for coordinating the implementation.

I want to thank you, the Office of Energy and Sustainability, the Energy and Sustainability Committee, and the participating student organizations for your commitment and support to this innovative program. Please share this with the Energy and Sustainability Committee.

If assistance in the funding process is needed, please contact Brian Garber (bgarber@vt.edu or 231-3281).

Tim Hodge
Associate Vice President for Budget and Financial Planning
Office of Budget and Financial Planning (0114)
Burruss Hall, Suite 326, Virginia Tech
800 Drillfield Drive
Blacksburg, Virginia 24061
540-231-0419

Capital Construction Executive Summary

Date Prepared: October 31, 2019

Project Title	Total Project Cost, $M	New Const (SF)	Renovation (SF)	CY 2019 Q1 (Jan-Mar)	CY 2019 Q2 (Apr-Jun)	CY 2019 Q3 (Jul-Sep)	CY 2019 Q4 (Oct-Dec)	CY 2020 Q1 (Jan-Mar)	CY 2020 Q2 (Apr-Jun)	CY 2020 Q3 (Jul-Sep)	CY 2020 Q4 (Oct-Dec)	CY 2021 Q1 (Jan-Mar)	CY 2021 Q2 (Apr-Jun)	CY 2021 Q3 (Jul-Sep)	CY 2021 Q4 (Oct-Dec)	CY 2022 Q1 (Jan-Mar)	CY 2022 Q2 (Apr-Jun)	CY 2022 Q3 (Jul-Sep)	CY 2022 Q4 (Oct-Dec)	CY 2023 Q1 (Jan-Mar)	CY 2023 Q2 (Apr-Jun)	CY 2023 Q3 (Jul-Sep)	CY 2023 Q4 (Oct-Dec)	CY 2024 Q1 (Jan-Mar)
Renovate/Renew Academic Buildings ---(COMPLETE)	$35.0	7,743	56,563																					
VTC Biomedical Research Expansion (PPEA)	$91.7	139,586	-																					
ACC Network Studio ---(COMPLETE)	$10.0	4,161	-																					
Undergraduate Science Lab (Renovations - Derring & Hahn Halls)	$10.0	338	14,781																					
Commonwealth Ballroom -- Squires ---(COMPLETE)	$3.2	0	13,800																					
New Package Boiler #12	$6.8	N/A	N/A																					
Creativity & Innovation District Living Learning Community	$105.5	225,000	-																					
Improve Kentland Facilities (Phase II) -- Various Locations	$12.5	28,403	-																					
Chiller Plant Phase II	$41.3	N/A	N/A																					
Holden Hall Renovation	$72.3	81,000	20,240																					
Student Athlete Performance Center (Jameson Hall)	$16.7	10,800	15,000																					
Livestock & Poultry Research Facilities (Ph I) -- Various Locations	$22.5	128,895	-																					
Merryman Center Weight Room Renovations	$4.9	4,880	17,640																					
Student Wellness Improvements (War Memorial Gym & McComas Hall)	$58.7	15,315	247,619																					
HITT Hall and New Dining Facility	$68.0	102,000	-																					
Dietrick Dining Hall First Floor Enclosure & Spirit Plaza	$8.3	6,298	11,960																					
Corps Leadership & Military Science Building	$52.0	75,500	-																					
New Upper Quad Residence Hall (Femoyer Hall Replacement)	$33.0	54,500	-																					
Global Business & Analytics Complex (GBAC) Residence Halls	$84.0	160,000	-																					
Undergraduate Science Lab (New)	$74.8	102,000	-																					
Slusher Hall Replacement	$77.0	196,000	-																					
Data & Decision Sciences Building (D&DS)	$79.0	120,000	-																					
Multi-Modal Transit Facility	$34.0	13,606	-																					
Tennis Facility Addition & Renovation	TBD	6,731	150																					
Innovation Campus Academic Building (ICAB)	$275.0	300,000	-																					
Northern Virginia Center Falls Church (PPEA)	TBD	50,000	-																					
TOTALS	**$1,276.2**	**1,832,756**	**397,753**																					

Legend: Design Construction

Attachment D

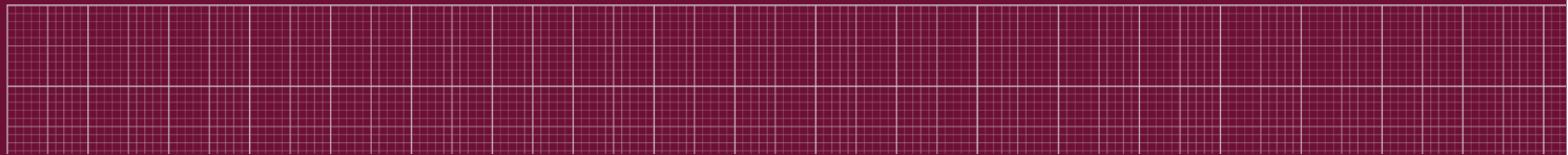
VIRGINIA TECH

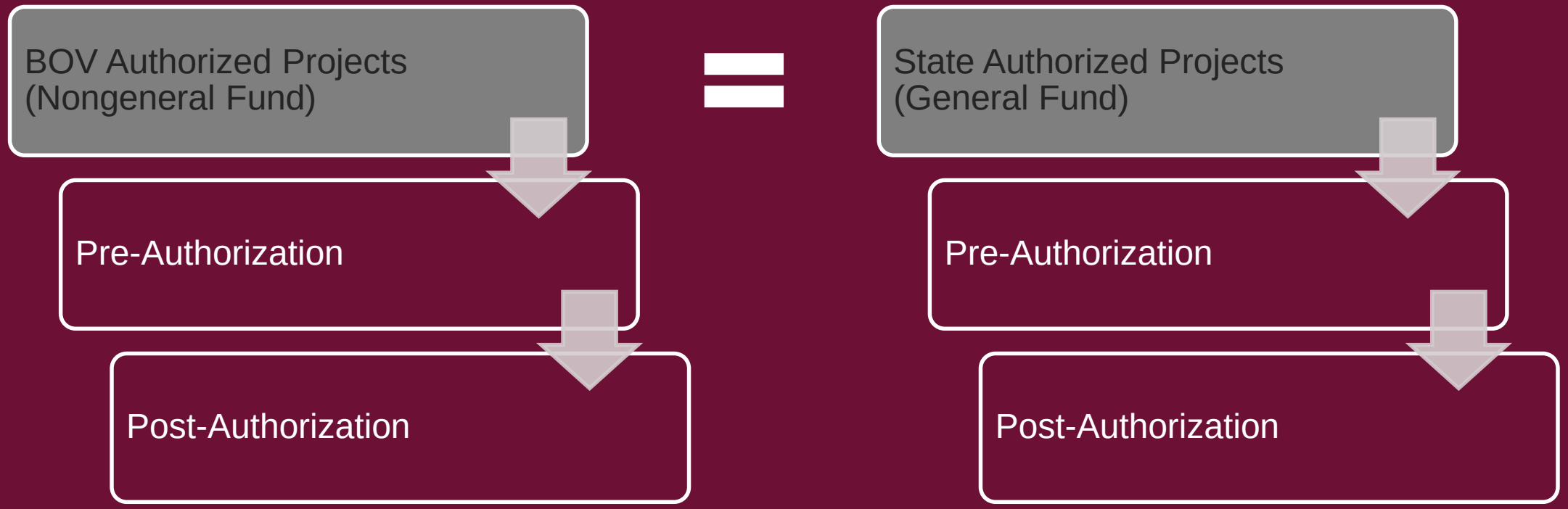
CHRISTOPHER H. KIWUS
ASSOCIATE VICE PRESIDENT & CHIEF FACILITIES OFFICER

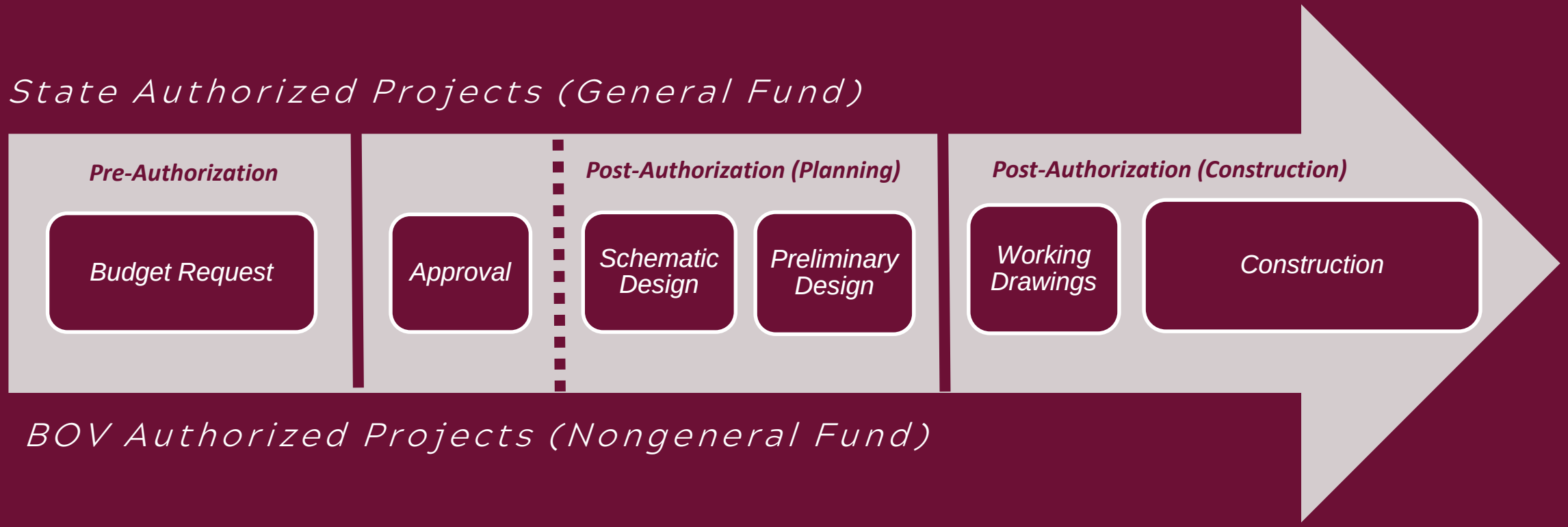
ROBERT R. BROYDEN
ASSOCIATE VICE PRESIDENT FOR CAPITAL ASSETS & FINANCIAL MANAGEMENT

G.E. “DWYN” TAYLOR
ASSISTANT VICE PRESIDENT FOR CAPITAL CONSTRUCTION & RENOVATIONS

NOVEMBER 17, 2019



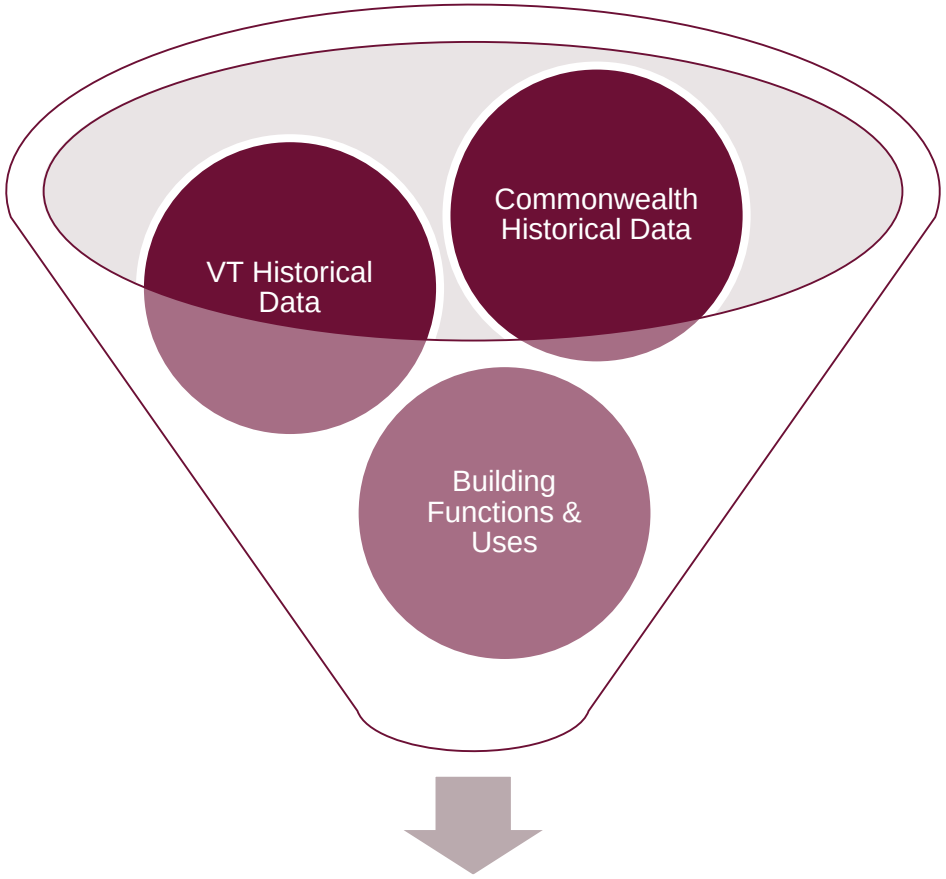

BOV Authorized Projects
(Nongeneral Fund)
Pre-Authorization
Post-Authorization
=
State Authorized Projects
(General Fund)
Pre-Authorization
Post-Authorization


State Authorized Projects (General Fund)
Pre-Authorization
Budget Request
Approval
Post-Authorization (Planning)
Schematic Design
Preliminary Design
Post-Authorization (Construction)
Working Drawings
Construction
BOV Authorized Projects (Nongeneral Fund)

Pre-Authorization Budget Development

- Project scope, programming, functions/uses are defined during the pre-authorization phase
- Detailed parametric cost estimates from multiple sources are established and reconciled to establish base budget
- VT Cost Estimating Model is a sophisticated database-centered algorithm
  - Compares similar building types against historical project cost data (using VT & Commonwealth databases)
  - Cost model escalates to “mid-point of construction” using Commonwealth derived inflation indices
  - Establishes a cost/square foot target
- The Commonwealth of Virginia uses a similar model/tool

  (VT uses both models for pre-authorization targets)

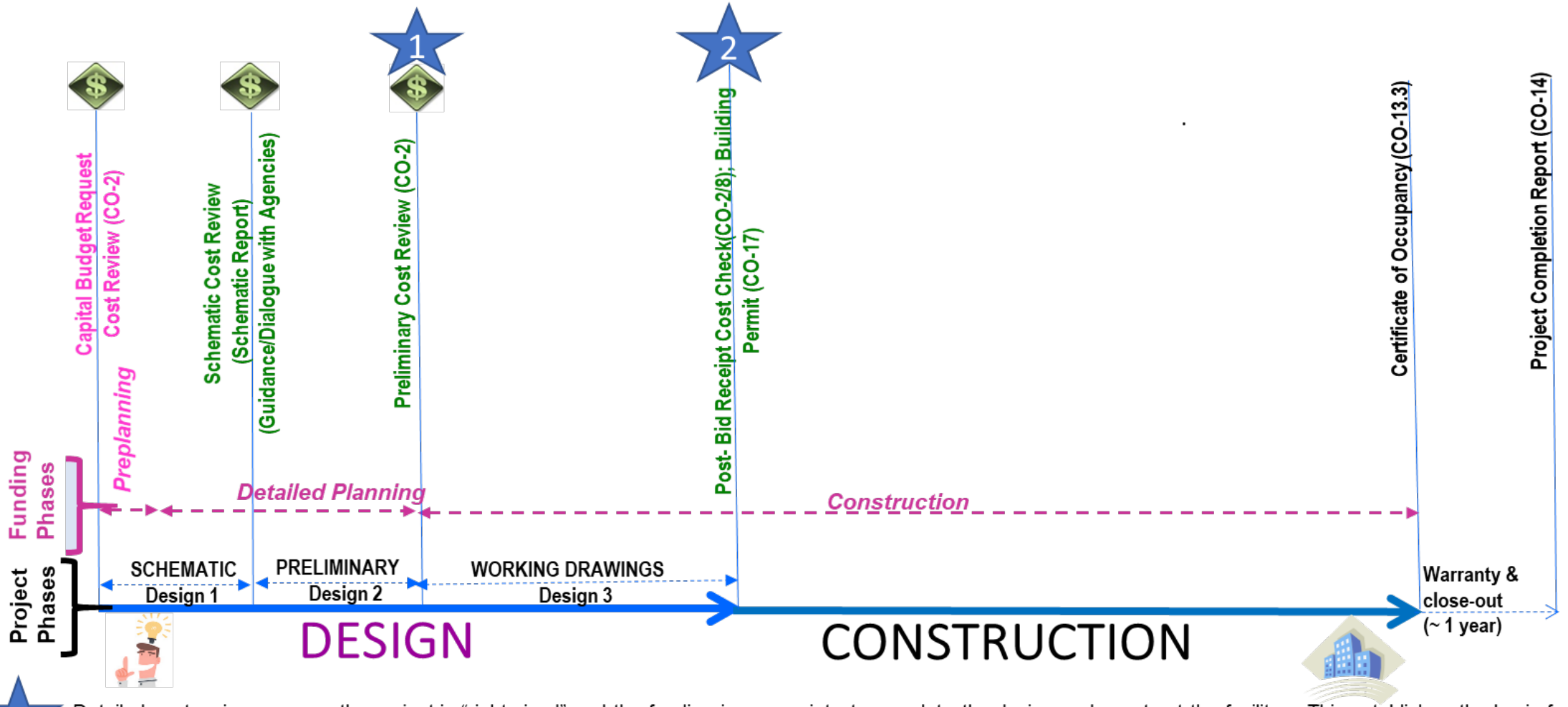


Parametric Budget

GENERAL FUND PROJECTS

Attachment D

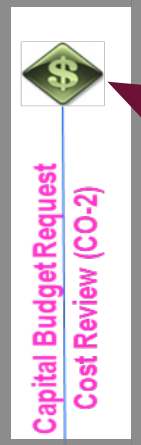
State Graphic for the Capital Process -- Phases, Critical Milestones ★ and Detailed Cost Reviews



1 Detailed cost review ensures the project is "right-sized" and the funding is appropriate to complete the design and construct the facility. This establishes the basis for the application of the "105% rule." **This is the most critical "GO" for an agency in the pool process as it typically allows them to "proceed with execution."**

2 Cost check ensures bids are within authorized funding; based upon bid prices, either maintain current project funding (typically the case), reduce project funding if exceptionally low bids received, or increase project funding via an agency appeal up to 105% of that amount determined at Milestone #1. If bids result in project (pool $) > 105% as defined at Milestone #1, then agency must either reduce scope, provide more agency funding, or request additional $ from GA.

Phases, Critical Milestones and Detailed Cost Reviews



Capital Budget Request (CBR):

- VT defines program, scope, and site to establish legislative intent for the project
- VT parametrically estimates project cost using two tools:
  - VT Capital Cost Estimating Model
  - State Capital Outlay Cost Estimating Model (CR-1)
  - Results are reconciled to establish CBR cost estimate for submission

Phases, Critical Milestones and Detailed Cost Reviews

Schematic Design Cost Estimate:

Design roughly 20% complete

- Architectural/engineering (A/E) construction cost estimate
- Independent (3rd party) cost estimate
- Both cost estimates are reconciled and submitted to the State
- State provides its independent cost report back to VT as a comparison

Phases, Critical Milestones and Detailed Cost Reviews

Value Engineering (VE) performed

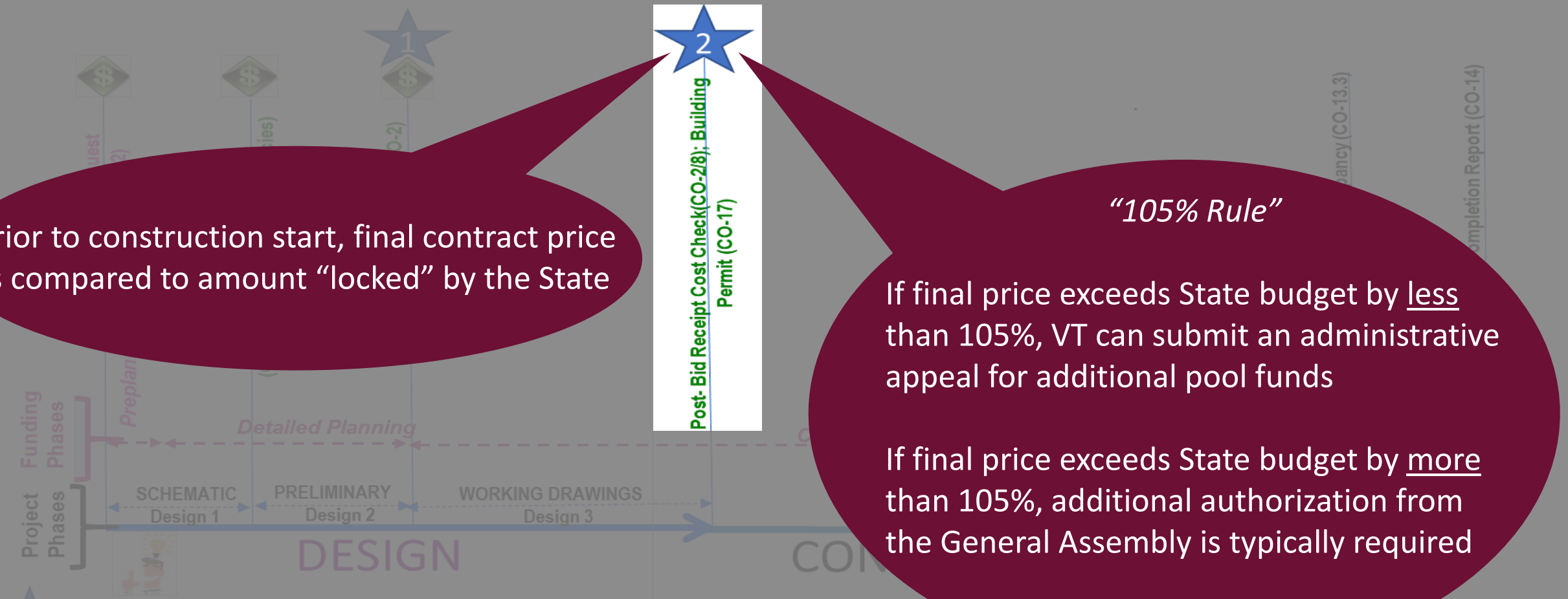
Preliminary Design Cost Estimate:

Design roughly 50% complete

- Architectural/engineering (A/E) construction cost estimate
- Independent (3rd party) cost estimate
- Both cost estimates are reconciled and submitted to the State
- State then provides its independent cost report back to VT

This State report ***LOCKS*** the project scope and budget

Phases, Critical Milestones and Detailed Cost Reviews



Prior to construction start, final contract price is compared to amount "locked" by the State

"105% Rule"

If final price exceeds State budget by <u>less</u> than 105%, VT can submit an administrative appeal for additional pool funds

If final price exceeds State budget by <u>more</u> than 105%, additional authorization from the General Assembly is typically required

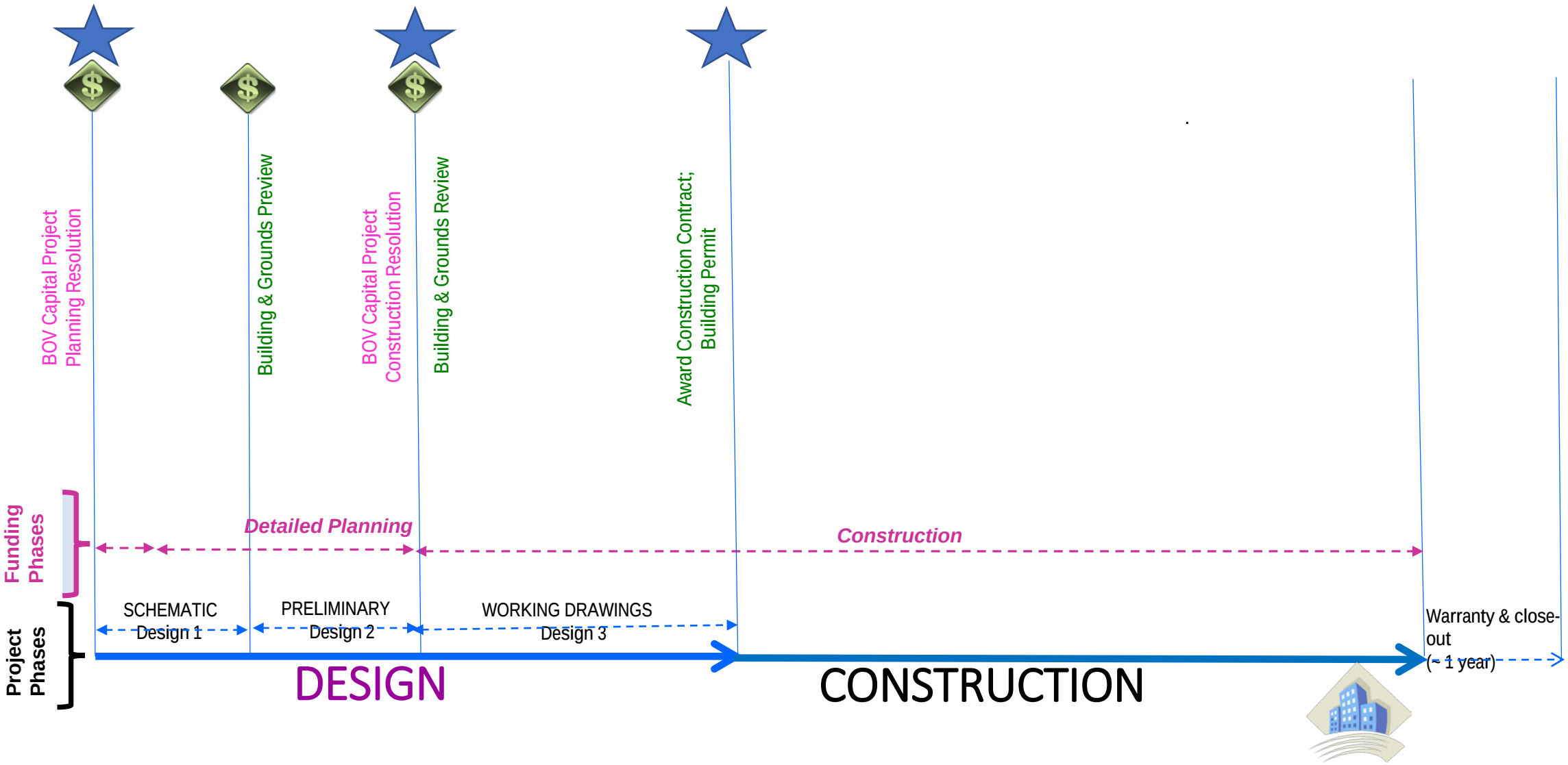
1 Detailed cost review ensures the project is "right-sized" and the funding is appropriate to complete the [illegible] the basis for the application of the "105% rule." **<u>This is the most critical "GO" for an agency in the pool process as it ty[illegible] with execution."</u>**

2 Cost check ensures bids are within authorized funding; based upon bid prices, either maintain current project funding (typically the case), reduce project funding if exceptionally low bids received, or increase project funding via an agency appeal up to 105% of that amount determined at Milestone #1. If bids result in project (pool $) > 105% as defined at Milestone #1, then agency must either reduce scope, provide more agency funding, or request additional $ from GA.

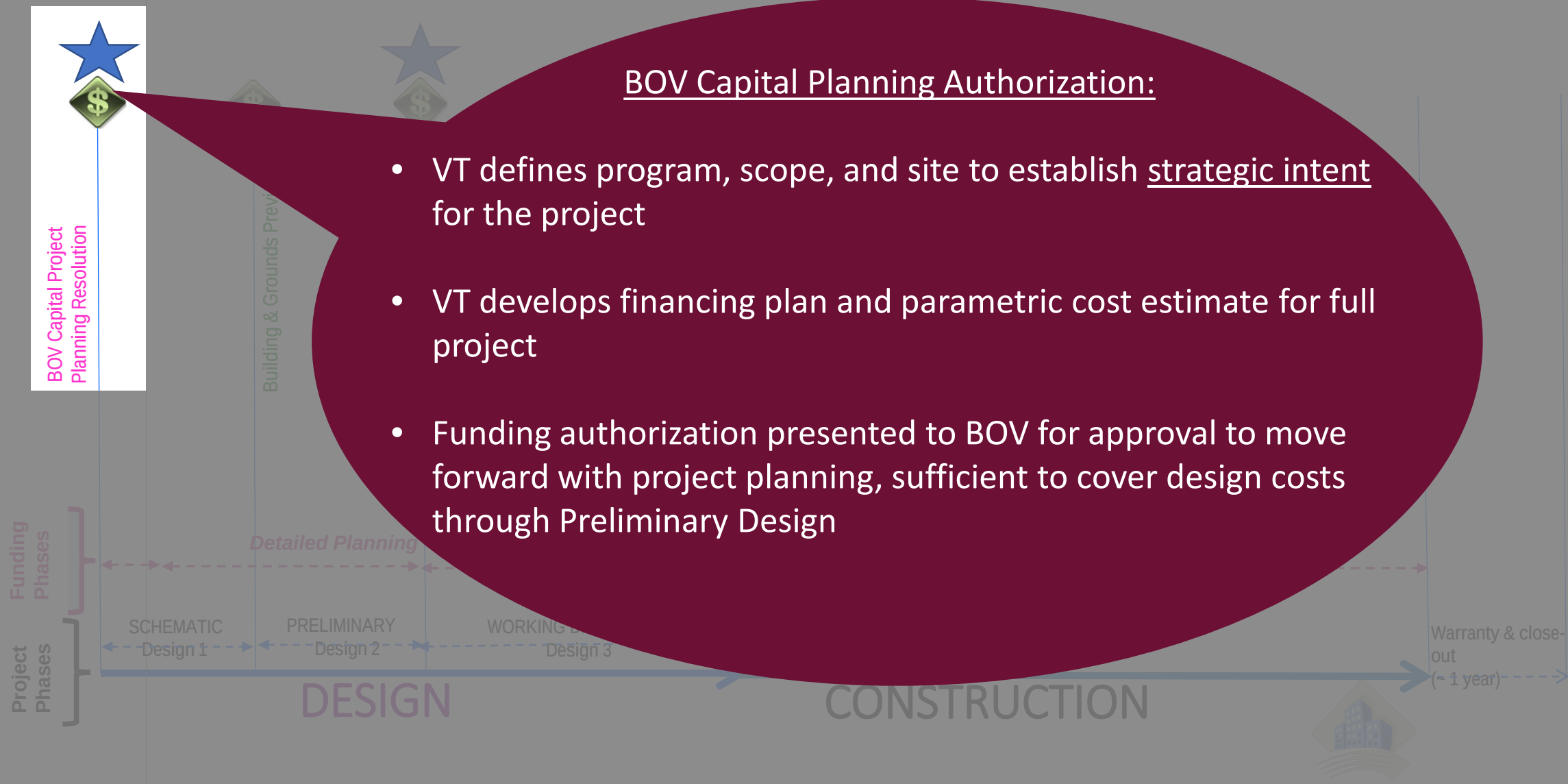
NONGENERAL FUND PROJECTS

Attachment D

VT Graphic for the Capital Process -- Phases, Critical Milestones ★ and Detailed Cost Reviews



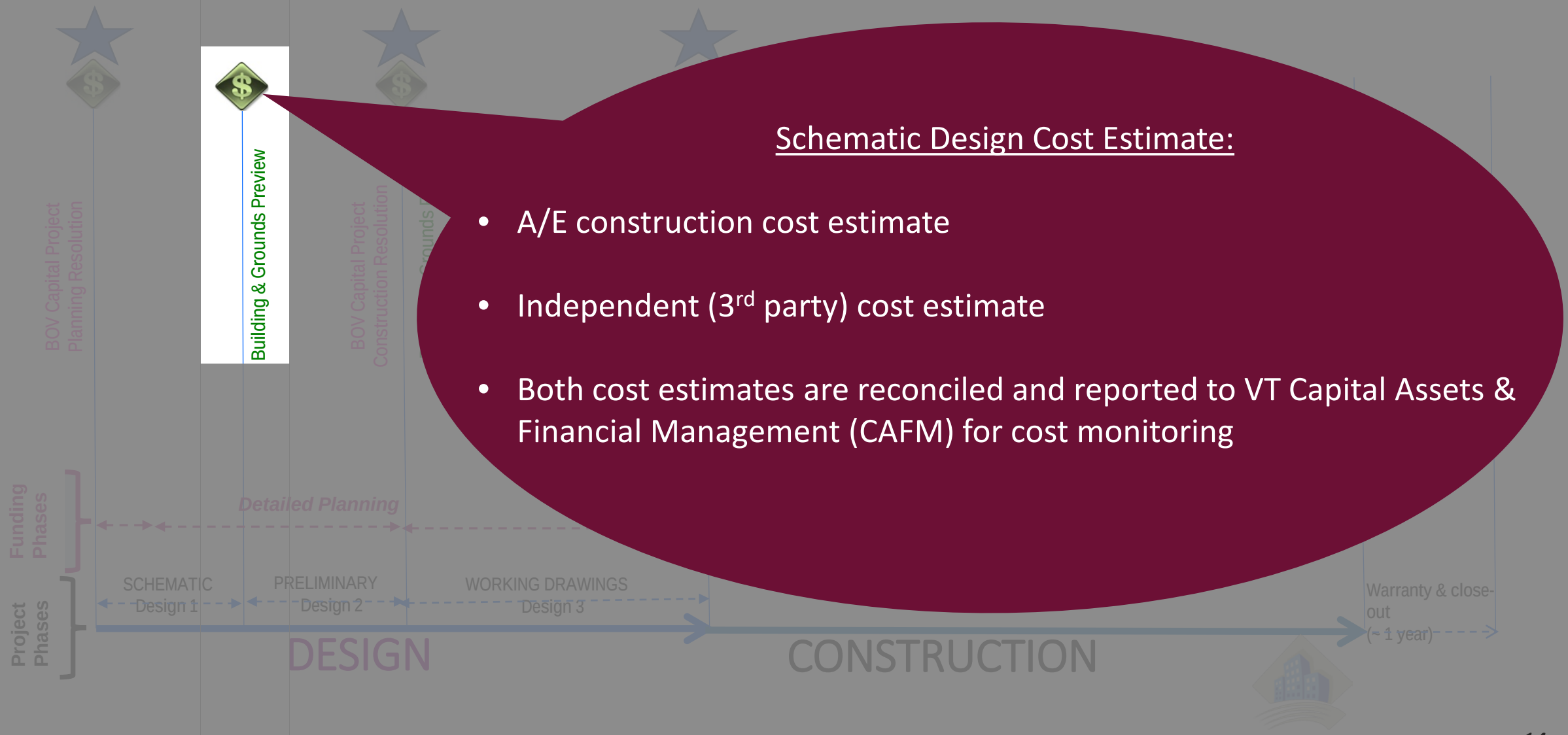
VT Graphic for the Capital Process -- Phases, Critical Milestones and Detailed Cost Reviews



BOV Capital Planning Authorization:

- VT defines program, scope, and site to establish strategic intent for the project
- VT develops financing plan and parametric cost estimate for full project
- Funding authorization presented to BOV for approval to move forward with project planning, sufficient to cover design costs through Preliminary Design

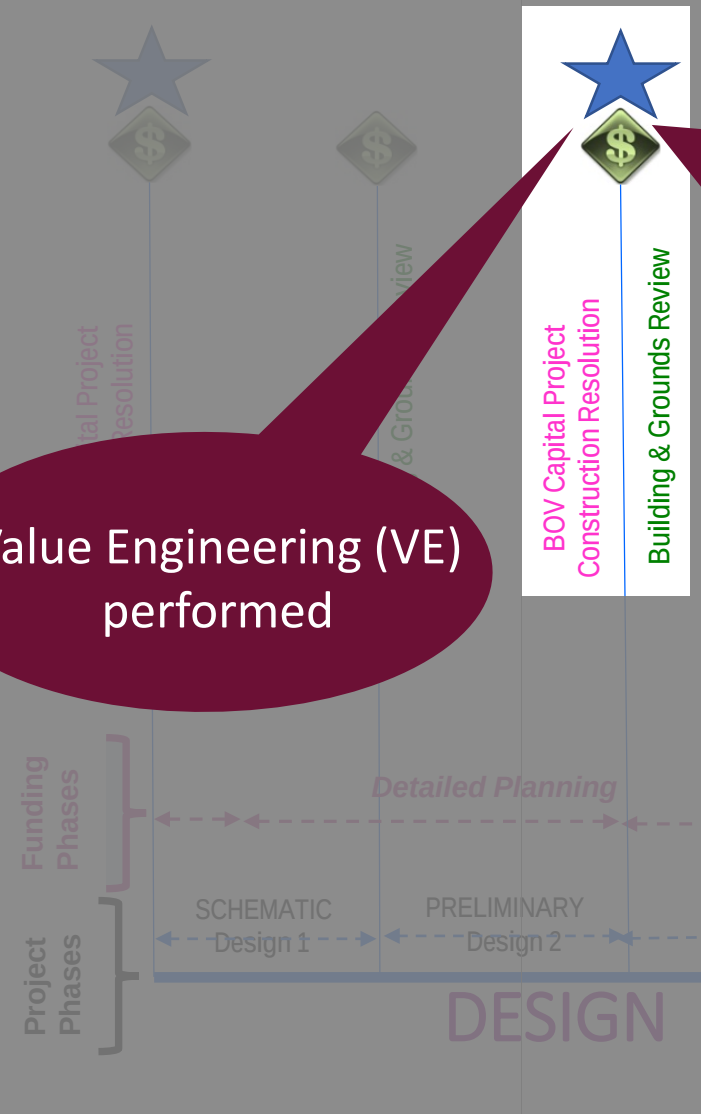
VT Graphic for the Capital Process -- Phases, Critical Milestones and Detailed Cost Reviews



Schematic Design Cost Estimate:

- A/E construction cost estimate
- Independent (3rd party) cost estimate
- Both cost estimates are reconciled and reported to VT Capital Assets & Financial Management (CAFM) for cost monitoring

VT Graphic for the Capital Process -- Phases, Critical Milestones and Detailed Cost Reviews

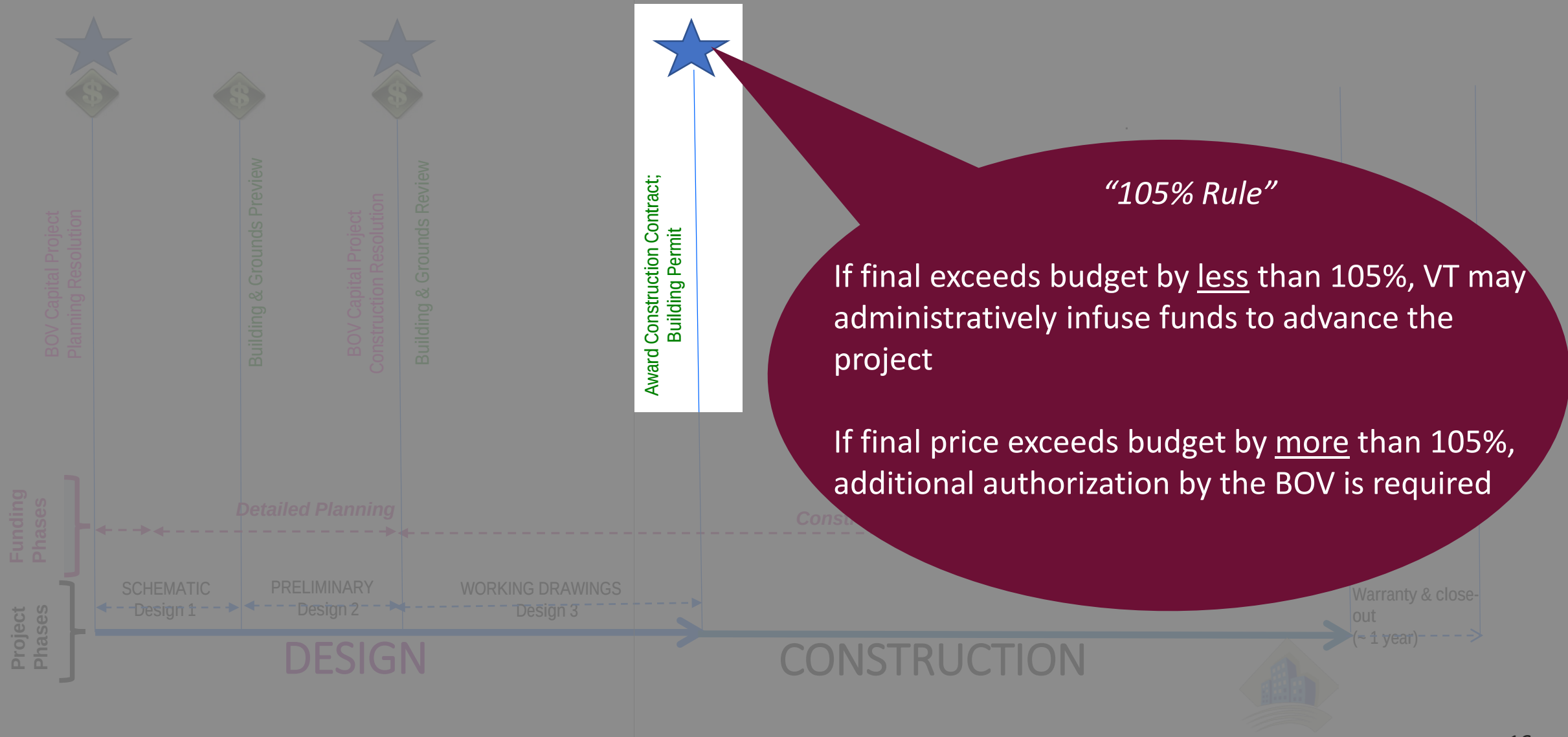


BOV Capital Construction Authorization:

- A/E construction cost estimate at completion of Preliminary Design
- Independent (3rd party) cost estimate
- Both cost estimates are reconciled to inform total project budget
- Funding authorization presented to BOV for approval to move forward with full project

This authorization ***LOCKS*** the project scope and budget

VT Graphic for the Capital Process -- Phases, Critical Milestones and Detailed Cost Reviews



"105% Rule"

If final exceeds budget by <u>less</u> than 105%, VT may administratively infuse funds to advance the project

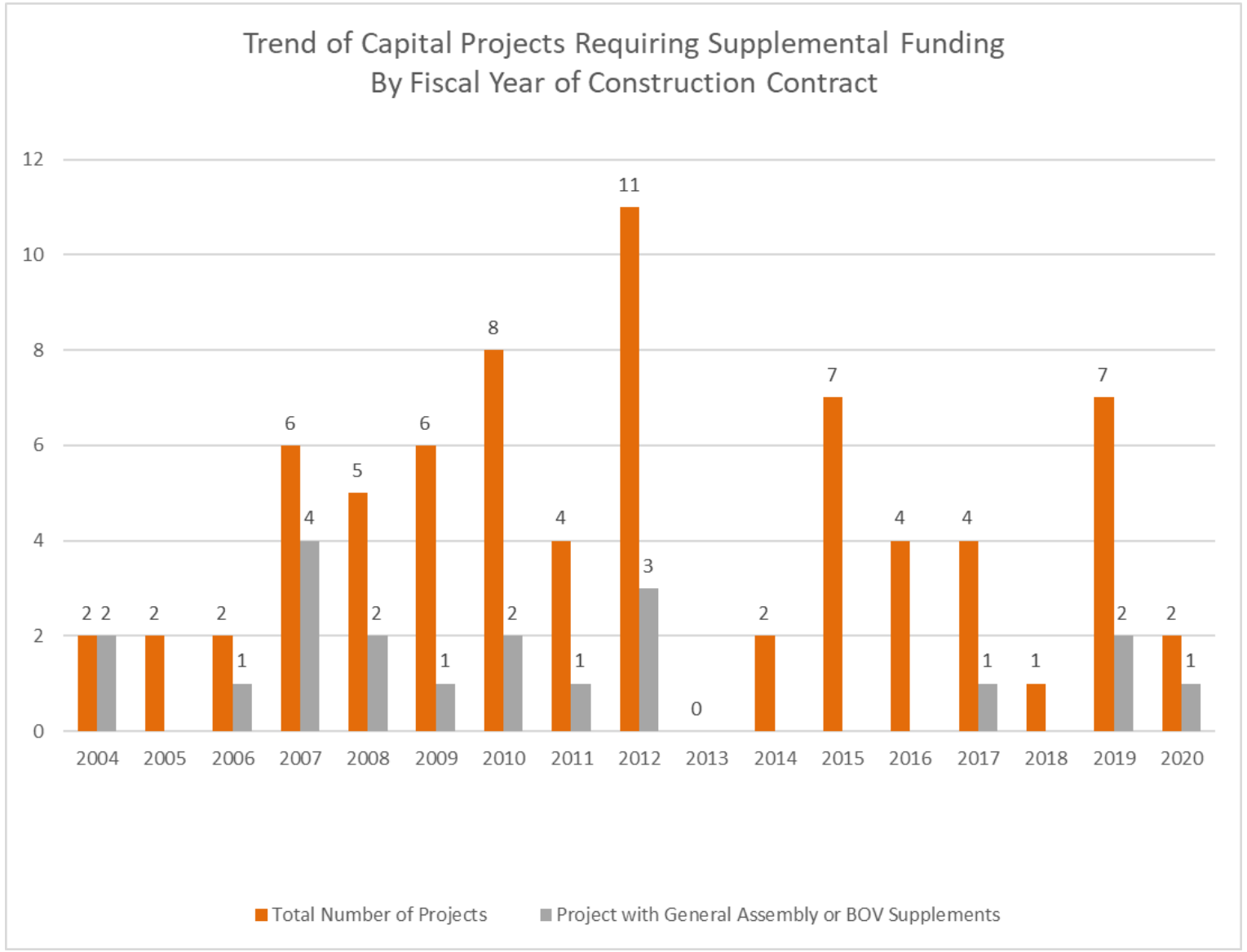
If final price exceeds budget by <u>more</u> than 105%, additional authorization by the BOV is required

METRICS

Supplemental funding above 105% of project budget is periodically required.

Includes projects with a scope reduction of more than five percent.

Market conditions are typically a direct contributor/influencer to these events.



ECONOMIC FACTORS

MARKET CONDITIONS

Since the 2008 economic turndown, which resulted in the closing of many regional construction contractors, the southwest Virginia region has a narrow margin for work capacity.

NATIONAL LABOR SHORTAGE

Associated General Contractors of America (AGC) indicates 80% of construction firms report difficulty filling vacant trade/craft positions.

US Labor Bureau reported 434,000 vacant construction jobs nationwide in April 2019.

SOUTHWEST VIRGINIA IMPACTS

Traditionally, construction escalation rates average 3.0% to 3.5% to account for inflation.

VA Department of Engineering & Buildings published rate for 2019 is 7.4%.

VirginiaBusiness.com reports that rising wages for skilled construction craftspeople has driven costs up by 6 to 8% on some projects in southwest Virginia.

- *Incorporation of VT-contracted independent 3rd party cost estimators*
  - *Provides additional cost validation*
- *Increased cost escalation rates (per Commonwealth guidelines)*
  - *Recent increase in 2019 to 7.4% vs prior amounts of 4.5% (2018) and 4.0% (2017)*
- *Increased contractor outreach efforts*
  - *On and off-campus events held several times per year to forecast upcoming projects*
- *Change in practice for disclosing total project costs in capital outlay resolutions*

QUESTIONS?

PROJECT NAME	PROJECT DESCRIPTION	ESTIMATED TOTAL PROJECT COST	PROJECT TEAMS	CONTRACT COMPLETION DATE	PROJECT STATUS
Notes: 1) **See Capital Project Status Report** (BOV Buildings & Grounds Consent Agenda) for most current information on the following CALS capital projects: **Improve Kentland Facilities, Phase 2** and **Livestock & Poultry Research Facilities, Phase 1**. 2) Planned capital projects that are on the **6-Year Capital Outlay Plan and request for the 2020-22 biennium**, but not yet in design include: **Animal Production & Livestock Facilities, Phase 2** ($72.6 million General Fund request for 234,000 GSF) and **System-wide Agricultural Research & Extension Centers Improvements** ($42.1 million General Fund request for 150,600 gsf). These projects will be reviewed and considered for funding by the executive and legislative branches of the state during the 2019-20 Legislative Session. 3) The **Virginia Tech Foundation** is managing the design, construction and funding of the **New Virginia Seafood AREC Building** project in Hampton.				
NON-CAPITAL PROJECTS INITIATED OR PLANNED					
Tidewater AREC - Primary Septic System Repairs	Repair failing force main for primary septic system. Drainage system maintenance.	$10,000	- TBD	TBD	Scope development and contractor cost evaluation.
Eastern Virginia AREC - Main Office and Laboratory Building Garage Repairs	Mitigate flooding into Garage area and install celiing insulation.	$50,000	TBD TBD	TBD	Scope and budget development.
Eastern Virginia AREC - Bldg 0880 Experiment Building Renovation	Renovation and upgrade of existing under-utilized office, workshop and meeting space.	$180,000	TBD TBD	TBD	Scope and budget development.
Southern Piedmont AREC	Road and parking lot repairs.	$25,000	- TBD	TBD	Scope development and contractor cost evaluation.
Ag Engineering Building, Bldg 0545 Roof and Drainage Repairs	Mitigate flooding into workshop areas and repair roof leaks.	TBD	- TBD	TBD	Work Order requested.
Washington Street Greenhouse Complex Renovations	Repairs and upgrades to modernize aging controlled growth environments.	TBD	TBD TBD	TBD	Scope and budget development.
Shenandoah Valley AREC - Tenant House 0859 Basement Flooding Repair	Install french drain to intercept water flooding into basement and regrade building foundation permiter of House 0859 at Shenandoah Valley AREC.	$9,000	- McClung's Excavating	Fall 2019	Awaiting Contractor Proposal.
Middleburg AREC - Tenant House 0818 Basement Flooding Repair	Re-route clogged basement stair floor drain pipe to new sump pump due to flooding in basement of House 0818 at Middleburg AREC.	$3,000	- TBD	TBD	Awaiting Contractor Proposal.
Middleburg AREC - Basement Oil Tank removals	Relocate and/or remove old heating oil storage tanks in basements of 7 tenant houses at Middleburg AREC.	$8,500	- TBD	TBD	Awaiting Contractor Proposal.
Compost Facility (to support main campus & surrounding farms)	CALS is experiencing significant and growing land pressure to meet nutrient management plan requirements, which would be greatly eased by the proposed compost facility. This initiative also has an extremely high level of student support as well as potential partnerships with Dining Services, Atheletics and Facilities. Project is included in 228-2 Capital Budget Request, but is a high priority for separate, earlier funding, if possible, due to regulatory risk exposure from limited manure storage during winter months.	$1,823,000	Coker Composting & Consulting TBD	TBD	Capital and operational costs for project under review internally.
NON-CAPITAL PROJECTS IN DESIGN					
AREC Exterior Signage Upgrades	Installation of 2 new exterior signs at each AREC with refreshed design to match current branding.	$81,000	TBD TBD	TBD	Awaiting finalization of Exterior Signage Term Contract to obtain quotes.

PROJECT NAME	PROJECT DESCRIPTION	ESTIMATED TOTAL PROJECT COST	PROJECT TEAMS	CONTRACT COMPLETION DATE	PROJECT STATUS
NON-CAPITAL PROJECTS IN CONSTRUCTION					
Eastern Shore AREC Main Building - Interior Signage	New Interior Siganage to comply with current code.	$9,000	- APCO	Fall 2019	Materials delivery mid-November. Installation by AREC staff.
Kentland Dairy Milking Parlor Enclosure	Installation of agricultural curtains, structural supports, and siding to enclose west end of Milking Parlor, providing safer working conditions during winter months.	$85,000	Engineering Consulting Services Dairymen Specialties; Kesler	Fall 2019	Under construction.
Reynolds Homestead Cabinet Replacement	Replacement of deteriorated cabinets in tenant house kitchen.	$17,000	- Kesler	Fall 2019	Punchlist items underway.
Replacement Well at Tenant House 1300, Kentland Farm	Drill a new well and connect to house - existing well has decreased yield below serviceable levels.	$19,000	- Fenton Well Drilling, Fenton Pump Service	Fall 2019	New welll and pump system complete and passed Virginia Department of Health inspection. Abandonment of old well pending final UBO approval of new well.
Hampton Roads AREC - Tenant House 1102 Repair	Plumbing, wall and ceiling repairs due to failed drain pipe in House 1102 at Hampton Roads AREC.	$5,000	- East Coast Plumbing & Heating; Continental Contracting	Fall 2019	Purchase Orders (PO) and Permits being issued.
Shenandoah Valley AREC - Tenant House 0859 Replace Roof	Replace asphalt shingle roof on House 0859 at Shenandoah Valley AREC due to multiple leaks.	$10,000	- Mountain Roofing, Inc.	Fall 2019	POs and Permits being issued.
INFORMATION TECHNOLOGY (IT) EVALUTATION & PROJECTS					
Bandwidth and Internet Connectivity	**ARECs:** All ARECs have 200 Mb service except Shenandoah Valley (50 Mb), Southwest Virginia (10 Mb), Reynolds Homestead (2 Mb), Hampton Roads (50 Mb), and Virginia Seafood (30 Mb). Northern Piedmont Center has a 50 Mb cable connection. Goal is to upgrade all to 200 MB. **Campus Farm locations:** Kentland Farm has adequate 200 Mb service. Moore Farm and Urban Horticulture Center share a 50 Mb cable service which is currently adequate. The CSES Research Farm (Agronomy Farm) also has a 50 Mb cable connection. Prices Fork Research Center has a 50 Mb fiber connection. Turkey Farm only has cable service (50 Mb) to 1 building. Upgrades are needed to provide sufficient bandwidth for existing video-based research and future initiatives after LPRF phase 1 construction. Turfgrass center is currently using a cellular hotspot for internet service. Providing standard service requires excessive installation cost. Alternative service providers are being sought, but may require BOV approval. No complaints have been received about service to facilities in the Livestock Center along Plantation Road, but service levels and coverage is being reviewed.	$117,000 Annually	CALS IT Various	Ongoing	Alternative service providers are being sought for turfgrass center. Reviewing service levels and needs at Livestock Facilities on Plantation Road.
AREC Voice-Over Internet Protocol (VOIP) Conversion	Conversion of legacy voice telephone system at all ARECs to unified VOIP system matching voice service on campus.	$75,000	CALS IT Division of IT	Ongoing	VOIP conversion projects have been, or will soon be, completed at 6 of the 11 ARECs. Remaining locations include Hampton Roads, Reynolds Homestead, and Southwest Virginia ARECs where the existing telephone service has been adequate. The Virginia Seafood AREC will be converted to VOIP with the construction of their new building. The College is still reviewing the best way to fund a conversion project at Middleburg.
Network Equipment Upgrades	Upgrading network equipment to adequately manage current and future network data traffic, including VOIP, in anticipation of Smart Farm initiatives.	$128,000	CALS IT Cisco	Complete	Network equipment has been upgraded at all ARECs within the last year and is operating satisfactorily. Sufficient expansion capacity exists for near-term technology needs.
WeatherSTEM	New WeatherSTEM weather station and sky camera installation at all ARECs and three campus farm locations.	$104,000 initial cost and $37,000 annually	CALS IT WeatherSTEM	Completed Summer 2019	All are functioning and data is readily accessible through web and WeatherSTEM app interfaces.
AREC A/V Upgrades, Phase 1	Installation of new audio and video equipment for ARECs to provide enhanced conferencing capability in meeting rooms. Phase 1 includes Alson H. Smith, Eastern Shore, Hampton Roads, Southern Piedmont and Tidewater ARECs.	$34,000	CALS IT Lee Hartman and Sons	Fall 2019	Phase 1 installation and configuration is in progress. Scope and schedule for Phase 2 project (remaining ARECs) to be evaluated upon completion of Phase 1.

PROJECT NAME	PROJECT DESCRIPTION	ESTIMATED TOTAL PROJECT COST	PROJECT TEAMS	CONTRACT COMPLETION DATE	PROJECT STATUS
SmartFarm Projects	A project has been initiated by faculty in the Department of Animal and Poultry Sciences, in partnership with CALS IT and the Division of IT, to potentially install Citizens Band Radio Service (CBRS) technology, similar to Wi-Fi but with better exterior coverage and security management, in fields at Shenandoah Valley and Middleburg ARECs. The proposal is to study the effectiveness of this equipment for supporting data-intensive agricultural, animal-based research.	TBD	TBD TBD	TBD	Funding request submitted to State.
MAINTENANCE RESERVE PROJECTS Note: Current plan is to continue $500,000, per biennium, in Maintenance Reserve funding for the ARECs. In addition to this amount, the university is targeting an additional $1M for ARECs in the 2021/2022 biennium. These amounts are dependent on not having an unexpected sharp reduction in MR allocation from the state. Campus farm locations will continue to receive funding for MR requests as prioritized among other competing campus needs within the current system.					
UNDERWAY					
Southern Piedmont AREC Main Building Bathrooms	Renovation of main restrooms and kitchen in Administration Building to correct plumbing deficiencies and provide wheelchair accessibility.	$150,000	Burns and McDonnell TBD	Spring 2020	Drawings under review by University Building Official (UBO). Bidding to begin November 2019.
Shenandoah Valley AREC Cattle Feed Shed Repair	Demolition and Replacement of Cattle Feeding and Equipment Storage Shed. Due to deterioration, cost of repair exceeds cost of replacement.	$96,000	5 Design Architcture TBD	Spring 2020	Project is moving forward as design-bid-build. Design under review by UBO. Demoliton pending BOV and state approvals. Bidding fall 2019. Anticipate construction during Winter 2020.
Eastern Shore AREC Greenhouse Reglazing	Reglazing entire greenhouse due to safety concerns and poor condition. Includes addition of evaporative coolers for additional environmental control (customer funded).	$388,000	- Rough Brothers, Inc.	Fall 2020	Primary Contract is substationally complete, pending final UBO inspection. Masonry knee-wall repairs and punch list items in progress.
Tidewater AREC Main Building HVAC Repairs	New Chiller and Condenser/AHU to replace aging units in Main Building.	$99,000	- Trane; Atlantic Constructors	Fall 2020	Equipment has been delivered to site. VT Renovations (VTR) is coordinating installation schedule with Atlantic.
Tidewater AREC - Replace Metal Roof Buildings 794 and 795	Existing metal roofs are leaking on Ag Engineers Office and Machine Lab 0794 and Butler Building 0795 (Hare Road Site). Both are to be replaced.	$45,000	- TBD	Spring 2020	VTR has received direction from VT Facilities that permits are not required. Project was bid in October 2019, but no bids received. Project will be re-bid in early 2020.
Hampton Roads AREC Repair Bulkhead & Pump House	Existing bulkhead, which protects the freshwater intake, pump system and pump house has deteriorated beyond repair. Project will replace wooden bulkhead with vinyl, and replace deteriorated door and roof on pump house.	$40,000	TBD TBD	Winter 2019/2020	City of Norfolk, who has jurisdiction of the pond, has agreed to allow continued use of pond while VT performs maintenance. VTR has initiated permitting process and hiring Engineer.
Alphin-Stuart Arena Roof Repairs	Flat roof (membrane) areas of Alphin-Stuart Arena are leaking and in need of repair. Sloped metal roof will also be evaluated for repairs needed.	TBD	HDH Associates TBD	Spring 2021	A/E contracting in progress.
PLANNED - CALS High Priority Ag Projects					
Turkey Center Service Building 603 Restroom Repair	Demolition planned during the Livestock and Poultry Research Facilities (LPRF) Phase 1 capital project will remove the only funcational restroom facility at the Turkey Farm. Existing but unused restroom facilities in the Service Building will be renovated to serve the farm, including accessibility improvements.	TBD	Spectrum Design TBD	TBD	A/E proposal under review.
Turkey Farm Processing Building Repair	Interior Demolition followed by the installation of new cold-formed steel stud interior partitions, new doors and a window, fiberglass reinforced plastic paneling and epoxy painted floors. This work was originally included in LPRF Phase 1, but removed due to scope concerns.	$140,000	TBD TBD	TBD	Scope and budget development.
Beef Barn Repairs	Exterior and interior demolition followed by the installation of new roofing, hay loft flooring, doors, windows and lighting. This work was originally included in LPRF Phase 1, but removed due to scope concerns.	$745,000	TBD TBD	TBD	Scope and budget development.
Judging Pavilion Repairs	Exterior and interior demolition followed by installation of new flooring, doors, windows, HVAC system, lighiting, a covered walkway and exterior paint. This work was originally included in LPRF Phase 1, but removed due to scope concerns.	$362,000	TBD TBD	TBD	Scope and budget development.

PROJECT NAME	PROJECT DESCRIPTION	ESTIMATED TOTAL PROJECT COST	PROJECT TEAMS	CONTRACT COMPLETION DATE	PROJECT STATUS
Campbell Arena Repairs	Newenclosure of the existing open-air steel structure constructed of metal panel siding over steel girts and posts. This work was originally included in LPRF Phase 1, but removed due to scope concerns.	$93,000	TBD TBD	TBD	Scope and budget development.
Moore Farm Barn 0501 Repairs	This highly visible and prominent barn is for many purposes such as lambing of sheep, loafing facility, hay bale storage, emergency storage for weather-affected crops, and equipment and parts stroage. The condition of the roof and siding is poor, failing to provide the necessary weather protection. Without mitigation soon, the condition will deteriorate to the point of loss.	TBD	TBD TBD	TBD	Scope and budget development.
Moore Farm Shed 0508 Repairs	This hay shed was built in the 1950's and received heavy use for that purpose. Over the years its condition has continued to worsen and recent wind and snow storms have accelerated the deterioration. In order to execute research projects utilizing recently renovated fields, the Beef Cattle unit now needs to utilize this shed as a working facility for cattle. This would involve pouring a concrete floor and moving in cattle working equipment. However, the structural condition of this facility is poor and should be addressed prior to additional use. It may be more cost effective to rebuild than to repair this structure.	TBD	TBD TBD	TBD	Scope and budget development.
PLANNED - AREC High Priority Projects					
Alson H. Smith AREC - Repair Domestic Water Booster Pump System	Primary pressure booster pump has failed and is not repairable. AREC is currently running on secondary pumps only. System needs to be replaced.	$70,700	TBD TBD	TBD	Evaluating alternative short and long term repair options.
Alson H. Smith AREC - Repair paving and parking	Existing asphalt parking lot and drives are deteriorating and in need of repaving.	$56,000	TBD TBD	TBD	Scope and budget development.
Eastern Shore AREC - Exterior Building Repairs	Multiple buildings are in need of exterior repairs. Headhouse (1214) and Shop Building (1215) is in need of structural repairs to walls and repointing. Implement Shed (1216), Sweet Potato Storage (1217), Produce Grading (1218), and Insectary (1220) need exterior waterproofing, door repair, pointing repairs and gutters.	TBD	TBD TBD	TBD	Scope and budget development.
Hampton Roads AREC - Repar/Replace Roofs	Roofs of several buildings are failing and leaking into finished spaces: The 2000 wing of the Main Office and Lab (1101) has a flat membrane roof that is leaking into Office Spaces. The Pesticide Storage Building (1106), Garage and Workshop Buildings (1107 and 1108) and Headhouse (1105) have shallow to medium slope metal roofs leaking into chemical storage and work areas.	$287,000	TBD TBD	TBD	Scope and budget development.
Middleburg AREC - Exterior Repairs	Siding on several buildings is in need of repair/replacement due to advanced age: Annex (0812), Mikling Barn and Milk House (0809), Loafing Barn (0810), Clinic/Admin Buildng (0823), Stable (0824). 8 run-in sheds (0799) are deteriorating and in need of repair or replacement. Frame Beef Barn (0807) is in need of a new roof.	$158,000	TBD TBD	TBD	Scope and budget development.
Reynolds Homestead FRRC - Exterior Repairs	Main Building (1030) needs window replacement, repairs of rotting soffit/fascia/flashing, deck reapir and bathroom upgrade. Lath House (1030C) roof and trusses need repair.	$26,000	TBD TBD	TBD	Scope and budget development.
Shenandoah Valley AREC - Repair/Replace Sheep Barn	Sheep Barn (0854) has rotten posts at ground level and leaking roof. The building should be evaluated for repair or replacement.	$76,000	TBD TBD	TBD	Scope and budget development.
Southern Piedmont AREC - Building Repairs	Packhouse (0897) restroom is in need of plumping repairs and upgrade to be reconfigured for ADA access. Packhouse roof is leaking and needs repair. Repair/replace siding and five deteriorated lean-to equipment storage sheds attached to four tobacco curing barns (0893A, 0893B, 0893C, 0893D)	$122,000	TBD TBD	TBD	Scope and budget development.
Southwest Virginia AREC - Exterior Building Repairs	Repair roof, siding and door damage on Tobacco Barns 1 (0749) and 2 (0747), Cattle Barn #5 (0741) and Workshop/Machinery Shed (0742).	$374,000	TBD TBD	TBD	Scope and budget development.
Tidewater AREC - Building Repairs	Repair/Replace Batten Hall (0771). Replace flooring in Main Office and Lab. Repair main parking lot. Repair electrical system in Service Building (0772).	$343,000	TBD TBD	TBD	Scope and budget development.

Attachment D

UPDATE ON AGRICULTURAL FACILITIES PLANNING & CONSTRUCTION

ALAN L. GRANT
DEAN OF THE COLLEGE OF AGRICULTURE AND LIFE SCIENCES

CHRISTOPHER H. KIWUS
ASSOCIATE VICE PRESIDENT AND CHIEF FACILITIES OFFICER

NOVEMBER 17, 2019

VIRGINIA TECH™

Progress

Capital Improvements

- Improve Kentland Facilities, Phase II
- Livestock and Poultry Research Facilities (LPRF), Phase I
- Virginia Seafood AREC (VT Foundation)

IT Improvements

- Bandwidth and internet connectivity
- VoIP conversion
- Network and A/V Equipment
- WeatherSTEM
- SmartFarm Projects

Ongoing Improvements/Maintenance

- Signage Upgrades
- General Building Repairs (Structural/Mechanical/Electrical)
- Roof Repairs
- Exterior Maintenance (Siding)
- Window and Door Replacements
- Road and Parking Lot Repairs
- Utility Infrastructure Repairs

Needs

- Animal Production and Livestock Facilities Phases I and II
- System-wide Agriculture Research and Extension Center Improvements
- Maintenance Reserve funding increase
- Compost Facility
- Continued IT Infrastructure Upgrades

Attachment D

Summary

- Partnership through delegated authority (minor facilities project management at ARECs) yielding immediate, positive results
- Engagement in the Virginia Research and Extension Innovation Initiative
- Emerging need for focused attention of renovations and new construction for on-campus facilities that support agriculture programs

Attachment D

The Clery Act and Annual Report

VIRGINIA TECH POLICE DEPARTMENT

KEVIN FOUST, ASSOCIATE VICE PRESIDENT FOR SAFETY & SECURITY

VIRGINIA TECH™

What is the Clery Act?

FACTOID:

The Clery Act is actually a consumer protection law that “aims to provide transparency around campus crime policy and statistics”

-clerycenter.org

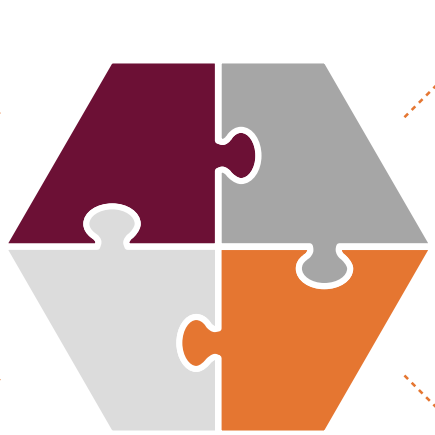
Jeanne Clery was raped and murdered in her dorm room at Lehigh University in 1986. Her killer was another student. Her parents believe she would have been more cautious if she had known about other violent crimes at Lehigh.

The Clery Act is **a federal law** which requires higher education institutions to report crime statistics to current & prospective students & employees, amongst other things.

The Clery Act at Virginia Tech

4 General Categories of Offenses:

- Clery requires VT to include 4 general categories of offenses in our Annual Safety/Security Report.
- We must include in our annual crime statistics the number of all reported offenses without regard to the findings of a court, coroner or jury, or the decision of a prosecutor.



1/ CRIMINAL OFFENSES

3/ VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES

2/ HATE CRIMES

4/ ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

Clery Act - VT Alert vs. Timely Warning

Attachment D

The Clery Act states that a VT Alert **MUST BE** sent upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees occurring on the campus.

- An "immediate" threat as used here encompasses an imminent or impending threat, such as an approaching forest fire, as well as a fire currently raging in a building.

Examples:

- Outbreak of meningitis, norovirus or other serious illness
- Approaching tornado, hurricane or other extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill

What are the Clery Reportable Crimes?

The Clery Act identifies certain crimes as “Clery reportable” crimes. They are:

Criminal Homicide: Murder, Non-negligent Manslaughter and Manslaughter by Negligence	**Sexual Assault (Sex Offenses):** Rape, Fondling, Incest, Statutory Rape	**Robbery**
Aggravated assault	Burglary	Motor Vehicle Theft
Arson	Domestic Violence	Dating Violence
Stalking	Hate Crimes	Arrests & disciplinary referrals for violations of liquor, drug, & weapons laws

Clery Act Handbook for Campus Safety and Security Reporting

7 crimes identified under Clery are subject to **“Timely Warnings”**

(see shading on previous slide)

“The Clery Act requires you to alert the campus community to certain crimes in a manner **that is timely and will aid in the prevention of similar crimes**. Although the Clery Act doesn’t define ‘timely’, the intent of the warning regarding a criminal incident(s) is to **enable people to protect themselves.** This means that a warning should be issued **as soon as pertinent information is available**.”

Clery directs us to consider 3 Factors Prior to Issuing a Timely Warning:

NATURE

The nature of the crime: Was it a Clery Act Crime?

CONTINUING DANGER

The continuing danger to the campus community.

RISK

The possible risk of compromising law enforcement efforts.

The Clery Act does not specifically address the content of a timely warning, but does state “the warning should include all information that would promote safety and that would aid in the prevention of similar crimes”. Hence, the safety tips that are included in all of our timely warnings.

Virginia Tech Blacksburg Campus Crime Statistics 2018

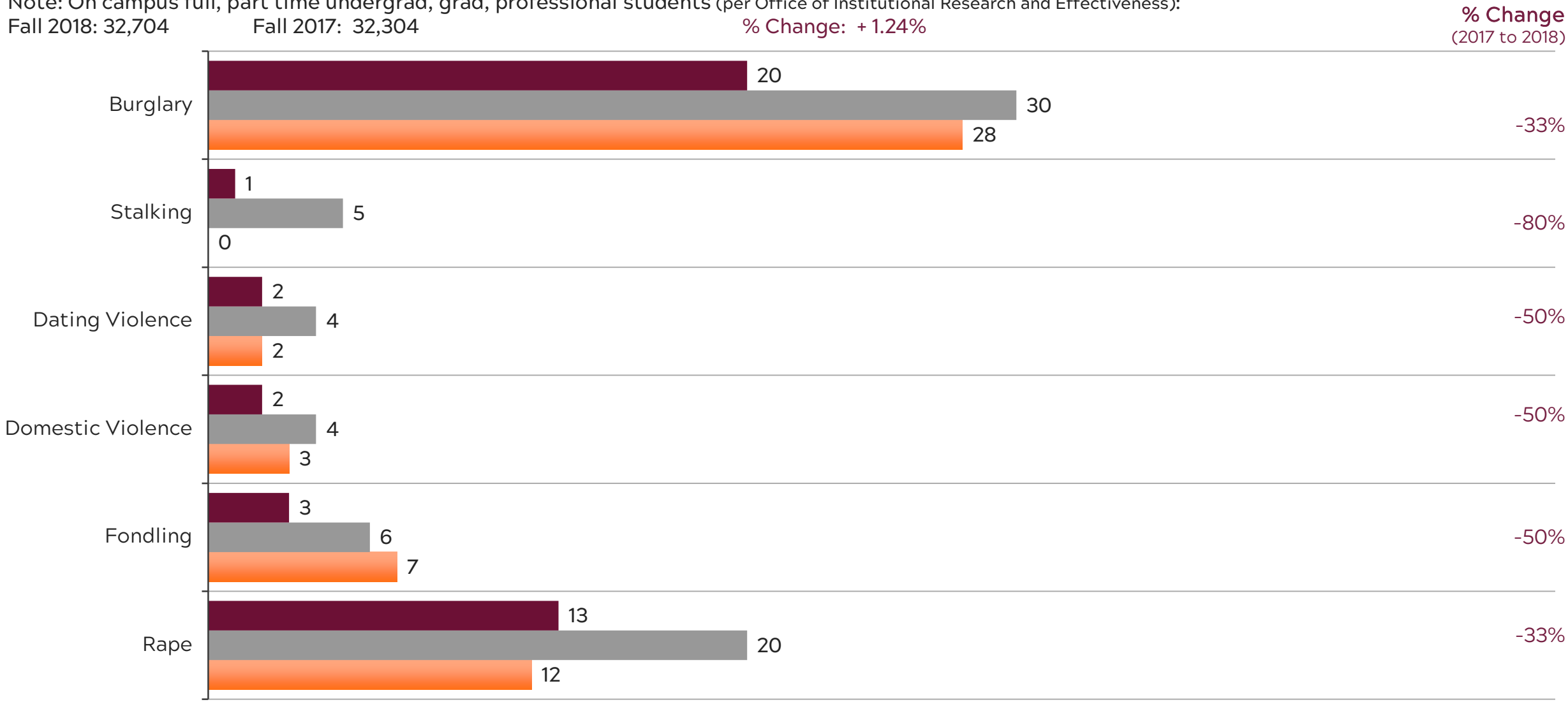
Attachment D

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	11	20	12	1	0	1	0	0	0	12	20	13	6	5	11	1	0	0
Fondling	7	6	3	0	0	0	0	0	0	7	6	3	3	4	3	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Aggravated Assault	3	4	4	0	0	0	0	0	0	3	4	4	3	2	1	0	0	0
Burglary	27	30	20	1	0	0	0	0	0	28	30	20	22	25	16	2	0	2
Motor Vehicle Theft	2	2	4	1	0	0	0	0	0	3	2	4	0	0	0	0	0	0
Liquor Law Violations Referred	591	560	530	0	0	0	0	0	4	591	560	534	536	537	487	0	0	0
Liquor Law Arrests	51	41	19	0	0	0	1	10	2	52	51	21	15	12	8	0	0	0
Drug Law Violations Referred	49	76	74	0	0	0	0	1	0	49	77	74	42	33	39	0	0	0
Drug Law Arrests	74	89	104	1	0	0	0	3	1	75	92	105	57	58	71	0	0	0
Illegal Weapons Possession Referred	0	0	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0
Illegal Weapons Possession Arrests	0	0	1	0	0	0	1	0	0	1	0	1	0	0	0	0	0	0
Arson	0	2	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0
Domestic Violence**	3	4	1	0	0	0	0	0	1	3	4	2	0	0	0	0	0	0
Dating Violence**	2	4	2	0	0	0	0	0	0	2	4	2	2	3	2	0	0	0
Stalking**	0	5	1	0	0	0	0	0	0	0	5	1	0	1	0	0	0	0

Virginia Tech Campus Crime Statistics 2018

Attachment D

Note: On campus full, part time undergrad, grad, professional students (per Office of Institutional Research and Effectiveness):
Fall 2018: 32,704 Fall 2017: 32,304 % Change: + 1.24%



	Rape	Fondling	Domestic Violence	Dating Violence	Stalking	Burglary
2018	13	3	2	2	1	20
2017	20	6	4	4	5	30
2016	12	7	3	2	0	28

Virginia Tech Campus Crime Statistics 2018

Attachment D

Note: On campus full, part time undergrad, grad, professional students (per Office of Institutional Research and Effectiveness):
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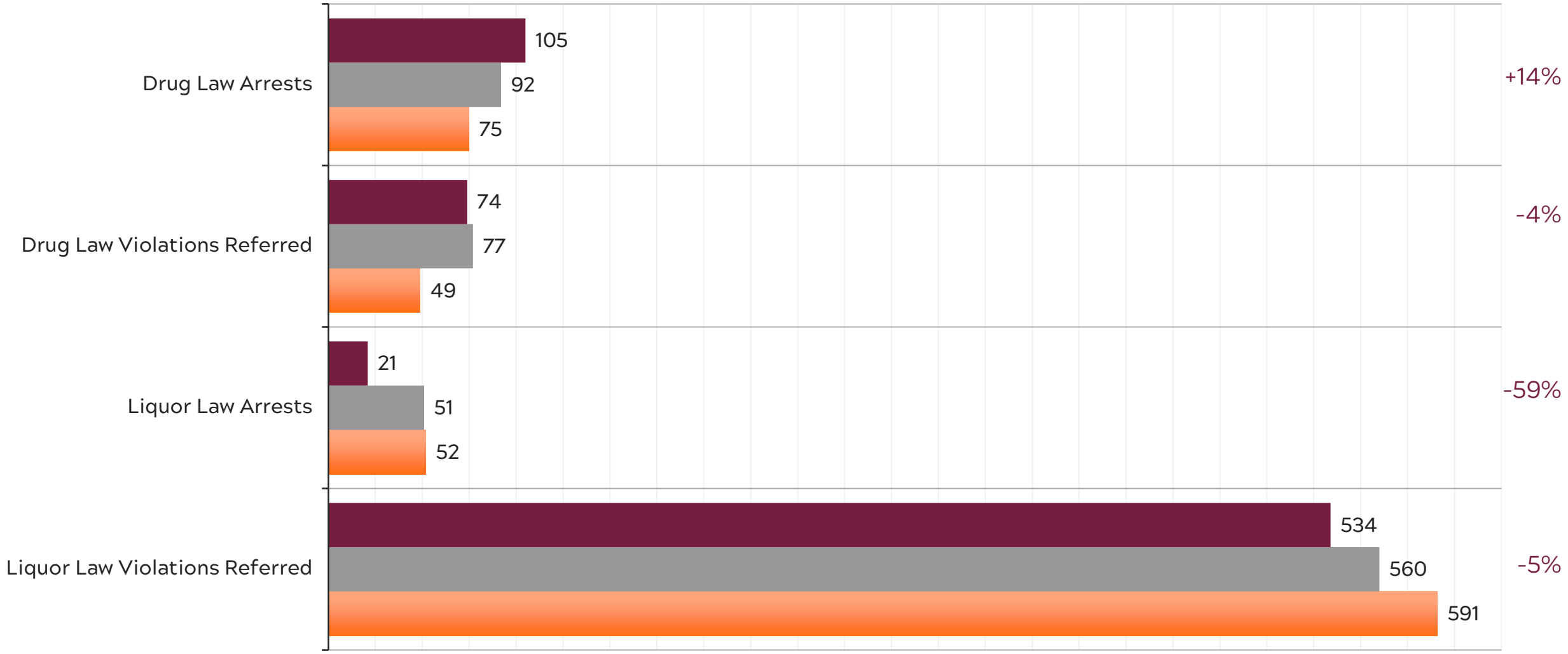


	Liquor Law Violations Referred	Liquor Law Arrests	Drug Law Violations Referred	Drug Law Arrests
2018	534	21	74	105
2017	560	51	77	92
2016	591	52	49	75

Summary

- The 2018 Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Report was filed and made available to the public for review in advance of the October 1st, 2019 deadline.
- The Virginia Tech Police Department continues to monitor, analyze, and use crime statistics to help inform and enhance our community policing strategy.

Attachment D

VIRGINIA POLYTECHNIC INSTITUTE
AND STATE UNIVERSITY

2018 JEANNE CLERY ACT REPORT

THE ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT FOR

ALL

VIRGINIA TECH CAMPUSES

September 2019

CAMPUS SAFETY:

A SHARED RESPONSIBILITY

The Virginia Tech Police Department is a Nationally Accredited Law Enforcement Agency

Table of Contents

Virginia Tech Blacksburg Campus

Mission Statement / University Overview 4
ASR Preparation Policies Campus 5
Security Authorities Virginia 5,6
Tech Police Department 6-7
Emergency Alerts 7
Timely Warnings 8
Missing Persons 8-9
Security/Access to Campus Buildings 9
Campus Facilities Maintenance 9
Alcohol/Drug Policies 10
Pastoral & Professional Counselors 11
Emergency Notification / Preparedness 11-13
Drills/Exercise Chart 14
Emergency Evacuation Procedures 15-17
Secure-in-Place Procedures 15-16
Shelter-in-Place Procedures 16
Crime Reporting 18
Emergency Assistance 18
LiveSafe App 18
Confidential Reporting/Anonymous Reporting 19
Response to Reported Incidents 20
Services & Prevention Information / Safety Security Programs 20-21
Operation Identification, Fingerprinting Services 21
Safe Ride 21
Title IX Training 21-23
Sexual Assault Training 22
Sexual Assault Definitions/Prevention 24-28
Protective Orders Information 28

Sexual Assault/VAWA Procedures & Resources 28-35
Student Conduct Sanctions 33-35
Title IX Employee Rights 36-37
Title IX Student Rights 37-38
Title IX Coordinator/Title IX Inquiries & Investigations 35-40
Sex Offender Registry 40-41
Important Phone Numbers 42
Safety Tips / Risk Reduction 43
VAWA Prevention Programs 44-46
Victims' Rights & Options 47-48
Crime Definitions/Geography 49-50
Crime Statistics Chart 51
Fire Safety 52-62
Appendix A: Blacksburg Campus Map 63
Appendix B: Blacksburg Extended Jurisdiction Map 64

ALL OTHER CAMPUS LOCATIONS

VT Research Center Arlington 65-73
VT Carilion 74-84
Hampton Roads Education Center 85-93
Marion DuPont Scott Equine Medical Center 94-103
Middleburg Agricultural Research & Extension Center 104-117
Northern Virginia Center 118-127
Richmond Center 128-136
Roanoke Higher Education Center 137-146
Southwest Virginia Higher Education Center 147-155
Steger Center for International Scholarship 156-168
Washington-Alexandria Architecture Center 169-181

Mission Statement

Virginia Polytechnic Institute and State University is a public land-grant university serving the commonwealth of Virginia, the nation, and the world community. The discovery and dissemination of new knowledge are central to its mission. Through its focus on teaching and learning, research and discovery, and outreach and engagement, the university creates, conveys, and applies knowledge to expand personal growth and opportunity, advance social and community development, foster economic competitiveness, and improve the quality of life.

University Overview

Virginia Tech pushes the boundaries of knowledge by taking a hands-on, trans-disciplinary approach to preparing students to be leaders and problem-solvers. As the commonwealth's most comprehensive university and its leading research institution, Virginia Tech offers about 280 undergraduate and graduate degree programs to more than 34,000 students and manages a research portfolio of more than $521 million. The university fulfills its role as a land grant by fostering a collaborative environment that integrates technology into all disciplines, so that the Virginia Tech community can serve as a force for positive change around the commonwealth, the country, and the world. The main campus in Blacksburg includes 213 buildings, 2,600 acres, and an airport

Through experiential learning, future-focused research, and an inclusive, spirited culture, Virginia Tech strives to accomplish the charge of its motto *Ut Prosim* (That I May Serve).

Virginia Tech has a 2,600-acre main campus, educational and research facilities across the state, a study-abroad site in Switzerland, and an 1,800-acre agriculture research farm near the main campus. The campus proper is located in the town of Blacksburg.

Virginia Tech Annual Campus Security and Fire Safety Report

The Virginia Tech Police Department has been designated as the department responsible for compiling and publishing the university's annual security and fire safety report. This document is intended to serve as the annual security and fire safety report, as required by the Higher Education Opportunity Act and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The purpose of the report is to provide information about security on campus, to include: campus and community crime statistics, fire statistics and safety information, policy information, safety tips, resource phone numbers and a brief overview of the many services the university provides. A map of the campus can be found online at: https://www.maps.unirel.vt.edu/interactive and has been added to this report as *Appendix A*. Keep this information where it can be easily located; it provides you with a useful reference source of information.

Policies for Preparing the Annual Disclosure of Crime Statistics
Information for this report is compiled from reports provided by campus security authorities including, but not limited to, the Office of Emergency Management, Office of Student Conduct, Environmental Health and Safety, the Department of Human Resources, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions where Virginia Tech owns property, leases property or those with jurisdiction on adjacent property. Information for the main campus in Blacksburg was obtained from the Blacksburg Police Department, the Montgomery County Sheriff's Office, the Christiansburg Police Department, the Virginia Department of Alcoholic Beverage Control, and the Virginia State Police.

Separate Campuses
All policy statements contained in this report apply to all campuses unless otherwise indicated.

Campus Security Authority (CSA)

Under Federal Law CSAs are required to report a crime.

"Campus security authority" is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution.

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security.
- Any individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An **official** is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

If someone has significant responsibility for student and campus activities, he or she is a campus security authority.

Individuals who want to report crimes for inclusion in the Annual Report, or for the purpose of making timely warning reports, should report them to the Virginia Tech Police Department, 540-231-6411, NRV Emergency Communications Authority, 911 emergency or 540-382-4343 for non-emergency, or the Title IX Coordinator, 540-231-1824. Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible: however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study, and live on campus.

Virginia Tech Police Department

The Virginia Tech Police Department (VTPD) is a nationally and internationally accredited professional law enforcement organization staffed by highly trained men and women. The department consists of 54 sworn officers, 8 security officers, 6 security center representatives and 7 full time support staff employees. The Virginia Tech Police Department operates 24 hours a day and provides full police services to the university community. Sworn officers are state-certified and empowered to enforce all federal, state, and local laws on university property, as well as VT policies, and have full authority to make arrests and carry firearms. In addition to patrol, investigation, and crime prevention, the department answer calls for assistance, such as motorist assists. Campus Security officers are state-certified, unarmed and do not have authority to make arrests. Their main purpose is to maintain peace and order. They are responsible for building security, and the safety, security and welfare of students, faculty, staff and visitors on campus.

Virginia Tech police officers have jurisdiction and respond to incidents on the immediate campus in Blacksburg, Virginia, property owned or leased by Virginia Tech, and university related corporations in the Blacksburg area. The Virginia Tech Police Department has jurisdiction on any other public or private institution of higher learning, if requested by the institution. A concurrent jurisdiction agreement was granted by the Circuit Court Judge of Montgomery County and includes the Towns of Blacksburg and Christiansburg, as well as the County of Montgomery. Additionally, the university has several mutual aid agreements with local jurisdictions.

The Virginia Tech Police Department also has a specified enhanced patrol zone in downtown Blacksburg. Officers have the authority to conduct routine patrol and make arrests in the enhanced patrol zone. A map displaying these boundaries has been added to this report as *Appendix B.*

The Virginia Tech Police Department maintains a close working relationship with the Virginia State Police, the Blacksburg Police Department the Montgomery County Sheriff's Office, and the Christiansburg Police Department, as well as other law enforcement agencies throughout the state. The Virginia Tech Police Department has a written Memorandum of Understanding with

the Blacksburg Police Department and the Virginia State Police, as required by Virginia State Law, concerning sexual assault and death investigations. The Virginia Tech Police Department does not have any other written Memorandum of Understanding with any other law enforcement agency concerning the investigation of alleged criminal incidents, as the department has the responsibility and authority to conduct all criminal investigations for crimes that occur on Virginia Tech owned, leased, or controlled property. The monitoring and recording of criminal activity in which students engaged at non-campus locations of officially recognized student organizations, including those with non-campus housing facilities is done through communications with the Blacksburg Police Department, and other local law enforcement agencies based on addresses of recognized student organizations. As a participant in the National Crime Information Center (NCIC) and the Virginia Crime Information Network (VCIN), the Virginia Tech Police Department is able to transmit and receive crime information with other police agencies throughout the United States. Through its membership in related professional organizations, the department is able to keep abreast of new or developing ideas and has a medium for the exchange of information on law enforcement issues. The Virginia Tech Police Department has a news release called "Daily Crime and Fire Log' that is published each day with the exception of weekends, holidays and when the university is closed. The "Daily Crime and Fire Log" lists actual fires in residence halls and all incidents of crime within the past 24 hours, or over the weekend. The report is available for review 24 hours a day at the Virginia Tech Police Department Security Center currently located at 330 Sterrett Drive, Blacksburg, Virginia 24061 and on the department's website at www.police.vt.edu. The Blacksburg Police Department notifies the university, via a Referral of Student Conduct, when students or university recognized student groups are involved in criminal activities off campus within the Town of Blacksburg.

In June, 2016 the New River Valley Emergency Communications Regional Authority (NRV911) officially opened. NRV 911 is comprised of Montgomery County, the Towns of Blacksburg and Christiansburg and Virginia Tech to provide quality and reliable 911 dispatch and emergency communication services to the community. This partnership promotes interoperability, collaboration and commitment to excellence in public safety to foster a safe environment and promptly respond to the needs of citizens. The centralized 911 dispatch center more quickly and accurately routes calls to the appropriate local emergency medical, fire and law enforcement agencies by reducing transfers, saving valuable response time and, therefore, lives.

Policies and Regulations

Emergency Alerts

Virginia Tech's Emergency Notification System (ENS), more commonly known as VT Alerts, is in place to provide rapid incident communication through multiple media outlets to the Virginia Tech community. The ENS addresses the reporting requirements of the 2008 Higher Education Opportunity Act and Section 23-9.2:11, Code of Virginia, as amended.

Timely Warnings/ Crime Alerts

Timely Warnings / Crime alerts will be provided to the community in the event of a reported crime, either on or off-campus, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. The Clery crimes for which *Timely Warnings / Crime alerts* may be issued may include, but are not limited to, major incidents of Arson, Murder& Non-negligent Manslaughter, Burglary, Robbery, Aggravated Assault, Motor Vehicle Theft and Sex offenses (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the Chief of Police or designee).

In cases involving Sexual Assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. All cases of sexual assault, including stranger and non- stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice. Aggravated Assault cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger Virginia Tech community.

The Timely Warnings / Crime Alerts are generally written by the Chief of Police or a designee and are typically distributed to the community via email to anyone who has a vt.edu email address, by University Relations or the Virginia Tech Police Department. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The Timely Warnings / Crime Alerts are also posted on the Virginia Tech Police Department website and may be posted on social media outlets. Updates to the Virginia Tech community about any particular case resulting in a Timely Warning / Crime Alert will normally be distributed via email.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

Missing Persons

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the NRV911 at 540-382-4343. The NRV911 will notify the Virginia Tech Police Department to generate a missing person report and initiate an investigation. If members of the VT community believe that a student has been missing for 24 hours, it is critical that they report that information to the VTPD by calling 540-231-6411. Individuals can also notify the Dean of Students at 540-231-3787 or the Office of Student Conduct at 540-231-3790.

Missing Persons Policies/ Procedures

The Virginia Tech Police Department will notify any missing student's confidential contact(s), if provided, within 24 hours of the determination that the student is missing. In the event a student is under 18 years of age and not emancipated, the Virginia Tech Police Department must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. As required by

law, for all missing students, the Virginia Tech Police Department will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify, confidentially, an individual to be contacted by Virginia Tech in the event the student is determined to be missing for more than 24 hours. Students who wish to identify a confidential contact can do so through the Hokie Spa web site (www.hokiespa.vt.edu). Annually updating emergency contact information is required through Registrar's office. This confidential contact information will be accessible to authorized campus officials and law enforcement only, and will not be disclosed outside of a missing person investigation.

Security and Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. Designs are reviewed by the Virginia Tech Police Department for compliance with security requirements. Exterior doors in all residence hall buildings remain locked at all times except in those buildings that also house university offices. During special circumstances such as student move in, exterior entrances to residence halls are scheduled to be unlocked during specified time periods. Normally, residents of the building and their escorted guests, as well as authorized persons, access the building by utilizing the card access system. Resident Advisors (RAs) and Campus Security Officers make rounds during evening hours to verify that exterior entrances are locked and secured. Academic and administrative buildings are open to the public during operating hours and are generally secured after operating hours and during extended breaks. For information about the access protocol for a specific building, see the building manager, a department head, or contact the Virginia Tech Police Department at 540-231-6411. All campus buildings are patrolled daily by the Virginia Tech Police Department in order to monitor and address any security measures needed.

Virginia Tech has designed policies and regulations in order to create a safe and harmonious environment for the members of its community. All campus community members and visitors of the university are required to obey these regulations. These policies not only reflect the university's high standards of conduct, but also local, state and federal laws. Observed and enforced, regulations create a significant degree of safety for the university community.

Security Considerations used in the Maintenance of Campus Facilities

Campus Security Officers also make reports of malfunctioning lights and other unsafe physical conditions that need to be addressed. Information in those reports are forwarded to the appropriate facility/ department for follow-up. Facilities and landscapes are maintained in a manner that minimizes hazardous conditions. When facilities receive maintenance or renovations, security measures such as lighting, landscape and entrance security are included, if it is deemed necessary by the Office of the University Architect and the Virginia Tech Police Department Crime Prevention Specialist. Maintenance issues can be reported to the Security Center by calling 540-231-6411.

Alcohol and Drugs

Virginia Tech recognizes that the misuse and abuse of alcohol is a persistent social and health problem of major proportion in our society and that it interferes with the goals and objectives of any educational institution. Accordingly, Virginia Tech strongly discourages illegal or otherwise irresponsible use of alcohol. Members of the university community are responsible for their decisions regarding their use of alcohol as well as their behavior which occurs as a result of these decisions. In this context, Virginia Tech created a comprehensive policy on Alcoholic Beverages and Other Controlled Substances. This policy can be found in the University Policies for Student Life.

Alcohol Policy

Virginia Tech fully enforces the alcohol regulations of the Commonwealth of Virginia. All state laws apply to Virginia Tech students, faculty, staff, and visitors while in the Commonwealth of Virginia. These laws and the VT policies prohibit possession, use, sale, distribution, and consumption of all alcoholic beverages by persons less than 21 years of age while in the Commonwealth of Virginia and are enforced by the Virginia Tech Police Department. To maintain conditions conducive to a learning environment, and to ensure that all community members are in a safe, productive environment, the university further restricts the use of alcohol within specified criteria. For more comprehensive details, please refer to the University's Policy on Alcoholic Beverages.

Alcohol Effects

Alcohol is a depressant that progressively affects different brain areas. Alcohol first affects the part of the brain that controls inhibitions. When people lose their inhibitions, they may talk more, get rowdy, and do things that they would have otherwise not done. After several drinks, they may feel "high," but really, their nervous system is slowing down. Alcohol acts fast because it moves directly into the bloodstream from the small intestine. It takes approximately one hour for the liver to process the alcohol in one standard drink.

Drug Abuse Effects

Learning to recognize the physical or behavioral signs of drug abuse can aid in preventing the problem from getting worse. Changes in appearance, such as bloodshot or glazed eyes, dilated or constricted pupils, abrupt weight changes, bruises, infections, or other physical signs at the drug's entrance site on the body, can be clues to possible drug abuse. Other clues include increased irritability, lethargy, and depression, sudden changes in a social network, dramatic changes in habits, financial problems, and involvement in criminal activity. Drugs can affect almost every organ in your body and if you already have health issues it can make them worse.

Controlled Substances

The university strictly prohibits the illegal use, sale or possession of any controlled substance. Virginia Tech Police Department fully enforces both federal and state drug laws. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action that may include suspension and /or dismissal from the university.

Violations of state law should be reported to the NRV911 who will contact the Virginia Tech Police Department to take appropriate legal actions. In compliance with the Drug Free Schools and Communities Act, Virginia Tech publishes information regarding the University's educational programs related to drug and alcohol abuse prevention: sanctions for violations of federal, state, and local laws and University policy. a description of health risks associated with alcohol and other drug use: and a description of available treatment programs for Virginia Tech students and employees. A complete description of these topics, as provided in the University's annual notification to students and employees, is available online. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: https://policies.vt.edu/1020.pdf .

Pastoral and Professional Counselors

The Women's Center at Virginia Tech employs counselors. Crimes reported to the Women's Center are confidential but information such as the location, date, and offense type are communicated to the Police Department for inclusion in the annual crime statistics. Counselors at the Cook Counseling Center provide information to survivors about other community services available to them as well as the procedures for reporting crimes to the Virginia Tech Police Department. The Director at Cook Counseling is required to report Clery crimes. There are no formal procedures that require professional counselors to inform persons they are counseling of any procedures to report crimes on a voluntary and confidential basis for inclusion in the annual disclosure of crime statistics. Virginia Tech is not required to provide a timely warning for non-Clery crimes or crimes reported to a pastoral or professional counselor.

Emergency Response and Evacuation Information Compiled by the Office of Emergency Management

Emergency Notifications

Virginia Tech will 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 staff occurring on the campus. In accordance with the Higher Education Act of 1965 as amended and Section 23.1-803of the Code of Virginia, the university has implemented a comprehensive communications system, "VT Alerts," to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The "VT Alerts" system includes: email notices: phone, cellular phone, and text messages; classroom electronic message boards; university website notices; campus loud speakers / sirens, building fire alarm annunciators, desktop alerts and twitter feed @vtalerts. In the event all systems are non-functional, face-to-face communications, Sirens/PA or other channels as developed would be utilized. Protocols for emergency notifications, are outlined in the Emergency Notification Systems Protocol document.

Parents and members of the larger community are not eligible to sign up for all of the immediate notifications through Virginia Tech Alerts. However, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed about the Blacksburg campus and are encouraged to do so. To subscribe, text **HokieFam** to **226787**.

Hokie family and community members are also encouraged to download the free **LiveSafe mobile safety app**. App users can access important just-in-time emergency information, connect with Virginia Tech emergency services, and navigate the Blacksburg campus quickly and safely. To download the app, search "LiveSafe" in your app store, or visit bit.ly/VT-LiveSafe for more information. Information will also be published on the University website during a campus emergency. The Virginia Tech Police Department is primarily responsible for confirming that there is a significant emergency or dangerous situation on campus that could cause an immediate threat to the health and safety of the members of the campus community.

There are other departments on campus that could be in a position to confirm certain types of emergencies. The Office of University Relations, the Virginia Tech Police Department, Virginia Tech Emergency Management and the Vice President for Operations have access to the systems to notify the campus community of immediate threats that have occurred and necessitate evacuation, shelter or secure in place or other action on the part of students, employees, and campus visitors. These departments have the authority to determine the appropriate region or regions of the university community that will receive an alert, to determine the content of the alert, and to initiate the notification system, when applicable. The institution typically provides follow-up information to the community using appropriate communication channels that may include the same systems that were used to send out the original alert.

One of the listed departments above will, without delay, take 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 professional judgment of first responders, compromise efforts to assist a survivor or to contain, respond to, or otherwise mitigate the emergency. The typical first responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community include the Virginia Tech Police Department, Virginia State Police, Blacksburg Police Department, Montgomery County Sheriff's Office, Christiansburg Police Department, Virginia Tech Rescue and the Blacksburg Fire and EMS Department and Virginia Tech Emergency Management. Annually, the Offices of University Relations and Human Resources provide communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found on the university VT Alerts web site.

Emergency Preparedness

Emergengency preparedness and information on what to do in an emergency can be accessed by searching "Be Hokie Ready" from the university web site. In an emergency it is important to remember three important things; do not take unnecessary risks, **there is no substitute for remaining calm, and always use common sense**.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The

University conducts numerous emergency response exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. Drills and exercises completed during 2018 are listed in table 1. In addition to exercises and drills listed, a silent test of the VT Alerts system is conducted twice daily.

Location	Date	Topic	Description of Exercise	Anounnced or Unannounced
All Locations	2/20/2018	VT Alerts	Drill	Announced
VT Main Campus - Bursar Office	4/27/2018	Disease Outbreaks	Tabletop	Announced
VT Main Campus - Enterprise Risk Management	5/18/2018	Enrollement	Tabletop	Announced
VT - Northern Virginia Center - Falls Church	5/30/2018	Situational Awareness	Tabletop	Announced
VT Arlington	5/31/2018	Situational Awareness	Tabletop	Announced
VT Main Campus - Incident Management Team	6/25/2018	Operational Delivery	Tabletop	Announced
VT Main Campus - Incident Management Team	8/31/2018	Response & Recovery	Tabletop	Announced
VT Main Campus - Environmental Health & Safety	9/19/2018	Select Agent	Tabletop	Announced
All Locations	9/20/2018	VT Alerts	Drill	Announced
VT Main Campus - Safety & Security Policy Committee	9/24/2018	Active Assailant	Table top	Announced
VT Richmond Center	9/25/2018	Public Information Warning	Tabletop	Announced
VT Hampton Roads	9/27/2018	Public Information Warning	Tabletop	Announced
VT Main Campus - Incident Management Team	11/8/2018	Active Assailant	Tabletop	Announced
VT Main Campus - Incident Management Team	11/19/2018	Fire	Tabletop	Announced
VT Main Campus - Provost Office	12/4/2018	Office Displacement	Tabletop	Announced

The Virginia Tech Police Department, Virginia Tech Emergency Management and other critical university departments are trained in the Incident Command system and response to campus emergencies. When a serious incident occurs that causes an immediate threat, to the health, safety and security of the Virginia Tech community (Blacksburg campus) responding agencies include: the Virginia Tech Police Department, Virginia State Police, Blacksburg Police Department, Montgomery County Sheriff's Office, Christiansburg Police Department, Virginia Tech Rescue and the Blacksburg Fire, Blacksburg Volunteer Rescue Department, Virginia Tech Emergency Management, as well as other university departments and jurisdictions. These agencies work together to manage the incident. At other campuses first responders from local jurisdictions will manage initial incident response.

General information about the emergency response and evacuation procedures for Virginia Tech is publicized each year and is on the Virginia Tech Emergency Management website and as part of the institution's Clery Act compliance efforts. Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one announced or unannounced drill or exercise each calendar year. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at http://www.ehss.vt.edu.

Emergency Management Procedures

GENERAL PREPAREDNESS AND SAFETY TIPS

Being prepared is every Hokies' responsibility. Here are some tips to help you be Hokie Ready!

- Remember to sign-up for VT Phone Alerts at www.alerts.vt.edu. Download VT Desktop Alerts to your personal computer.
- Always lock your door to protect yourself and your property.
- Create a contact in your cell phone called I.C.E. (in case of emergency) with your emergency contact information or download an I.C.E. application for your phone.
- Get to know where blue light phones are located – they connect directly to the Virginia Tech Police.
- Use Virginia Tech Safe Ride to catch a ride after dark. Call 540-231-SAFE (7233).
- Get a kit, make a plan, and stay informed. Find out how at www.emergency.vt.edu.
- Protect yourself from identity theft by protecting your Social Security number, creating strong passwords, and using trusted internet sites.

HOW DO I REPORT AN EMERGENCY?

Dial 911 from your cell phone or campus phone when you need Police, Fire, or Emergency Medical Services. Remain calm – your actions influence others.

- Tell the dispatcher you are at Virginia Tech and give the exact address or building.
- Give your full name and the telephone number from which you are calling, in case you are disconnected.
- Describe the nature of the emergency (describe clearly and accurately).
- Remain calm and do not hang up as additional information may be needed. If possible, have someone else meet emergency personnel outside of the building.

WHAT IF THERE IS A MEDICAL EMERGENCY?

Provide plenty of space for the victim and emergency personnel.

- Call 911. Try to have someone escort emergency medical personnel to the scene.
- Unless they are in immediate danger, do not move any victims until emergency personnel arrive.
- If properly trained, give appropriate first aid and/or CPR until emergency personnel arrive.

HOW DO I SECURE-IN-PLACE?

When it is necessary to secure-in-place, you will be the safest by placing a locked door or other barricade between you and the associated violence or danger.

- Remain calm.
- If you are outside during a secure-in-place emergency you should seek cover in the nearest unlocked building.
- If the buildings in the immediate area have exterior doors that have been locked, continue to move away from the danger, seek cover, move to another building, or leave campus if it is safe to do so.
- Once inside, find an interior room and lock or barricade the doors.
- To minimize vulnerability, turn off lights, silence phones, draw blinds, and move away from windows.
- Await further instruction from VT Alerts and emergency personnel.
- Do not leave until an "All Clear" is received.

WHAT IF SOMEONE WANTS TO ENTER A SECURE AREA?

If there is any doubt about the safety of the individuals inside the room or building, the area needs to remain secure. Allowing someone to enter a secure location may endanger you and others. Use good judgment. If there are individuals outside the secured door who wish to get in, several factors should be considered to determine if it is safe:

- Can you see the area outside the door to determine that someone is not lying in wait? Is it a trap?
- If a physical description of the subject was given in the secure-in-place alert, consider similarities such as age, race, clothing description, height, weight, sex, hair and eye color.

If the description is made to let a person in, consider the following:

- Have the person leave anything he or she is carrying (a backpack, laptop case, package, etc.) on the ground, outside of the secure area.
- Have the person lift his or her shirt, coat, and/or jacket until the waistline is visible and rotate 360 degrees to see if he or she is concealing a weapon.

Remember, always use common sense. There are exceptions to all guidance and prescribed directions.

HOW DO I SHELTER-IN-PLACE?

Shelter-in-place events are usually weather related emergencies. When it is necessary to shelter-in-place, you will be safest by moving inside to a building space that protects you from the danger. Do not lock doors behind you as others may also need to shelter-in-place.

- Remain calm.
- Immediately seek shelter inside the closest sturdy building. Do not wait until you physically see a tornado or severe weather event to react.
- Resist the temptation to go outside and check the weather conditions yourself.
- Once inside, stay away from windows, glass, and unsecured objects that may fall.
- Seek shelter in interior rooms and corridors.
- Avoid large freestanding expanses such as auditoriums and gymnasiums.
- Do not use elevators.
- Await further instruction from VT Alerts and emergency personnel.
- Do not leave until an "All Clear" is received.

During a tornado, seek shelter on the lowest level possible. If warranted, consider crouching near the floor and seeking additional shelter under a sturdy desk or table, or cover your head with your hands.

WEATHER DEFINITIONS

- **Watch:** Conditions are favorable for the development of severe weather. Closely monitor the situation in case conditions worsen.
- **Warning:** Severe weather has been observed. Listen closely to instructions provided by weather radios, emergency officials, and other alert mechanisms. Seek shelter immediately.

HOW DO I EVACUATE CAMPUS BUILDINGS?

Evacuation routes are posted in building hallways, usually near stairwells or exits.

- Remain calm and always use common sense.
- Know at least two evacuation routes. Look for illuminated EXIT signs.
- Remember, when the fire alarm sounds – you must evacuate. Do not use elevators unless authorized to do so by emergency personnel.
- Know where fire extinguishers and manual pull stations are located.
- Encourage others to evacuate with you – do not wait for those who refuse to leave.
- Provide Resident Hall Advisors and emergency personnel the location of people still in the building.
- Move at least 50 feet away from the building to provide space for emergency personnel.
- If you have questions about special assistance, contact Services for Students with Disabilities (540- 231-0858). You may be asked to be a 'buddy' by an individual with a disability. In an emergency, a buddy helps a person with a disability.

LOOK OUT FOR YOURSELF AND YOUR FRIENDS

- Trust your instincts – if it feels wrong, it probably is.
- Never drink and drive and don't let your friends do it either!
- Use a buddy system. Make sure all friends that arrived are accounted for when you head home.
- You are not alone at Virginia Tech. If you or a friend are feeling stressed or having difficulties coping, reach out and get assistance immediately:
  - The Virginia Tech Women's Center (540- 231-7806)
  - The Dean of Students (540-231-3787)
  - Cook Counseling Center (540-231-6557)
  - Virginia Tech Police (540-231-6411)

WHEN VENTURING INTO THE GREAT OUTDOORS

Outdoor activities are abundant in the New River Valley.

- Make an itinerary and give a copy to someone who is staying behind.
- Check the weather before venturing out.
- Have an appropriate first aid kit.
- Don't forget about food and water – bring more than you think you may need.
- Carry a compass and map or even better – a GPS.
- When in the forest, especially during hunting season, wear blaze orange to increase your visibility.
- Never swim alone. Be extra careful when swimming in the river – currents can be deceiving.
- When boating, canoeing, rafting, or tubing – use a personal flotation device.

STAY INFORMED

Use these outlets to stay up-to-date on what to do before, during, and after an emergency.

- **Virginia Tech Emergency Management**
  - www.emergency.vt.edu | @BeHokieReady
- **Virginia Tech Police Department**
  - www.police.vt.edu | @VaTechPolice
- **VT Alerts**
  - www.alerts.vt.edu | @vtalerts
- **Virginia Tech News**
  - www.vtnews.vt.edu | @vtnews
- **National Weather Service**
  - www.weather.gov | @NWSBlacksburg

Emergency Evacuation Procedures

The Office of Fire Safety located within the Environmental Health & Safety department along with the Division of Student Affairs office of Residential Programs work together each year to provide fire and life safety education to students living on campus. Each occupied residence hall is required to conduct a quarterly fire drill in compliance with the Commonwealth of Virginia fire code. Thus, the emergency response and evacuation procedures are tested at least twice each year and, for some of the buildings, four times a year. Each year Area Coordinators, Resident Directors and Resident Assistants are required to attend fire and life safety training during their orientation in August. The purpose of the drills is to provide all residents and staff an opportunity to practice what to do in the event there is ever a real fire or other evacuation emergency. These drills prepare building occupants for an organized evacuation in case of a fire or other emergency. Evacuation drills are a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants familiarize themselves with procedures and the location of exits and the sound of the fire alarm. Alarms and other components of fire safety systems are checked to see that they are working properly. The fire drills are generally held within the first 10 days of the semester, during the hours of 8:00 a.m. and 11:00 p.m. Following the drill, residents receive a report and feedback on the evacuation process. Be sure you know what to do when the fire alarms sounds, and always evacuate!

Each university department or unit develops an Emergency Action Plan (EAP) that outlines the actions occupants in the building must take during emergencies. Evacuation planning is a part of each department's EAP. All drills must be coordinated with Environmental Health and Safety Services (EHSS) in advance by calling (540) 231-9068 or email firesafe@vt.edu.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats or risks to the NRV911 center who will notify the Virginia Tech Police Department, when the victim elects to, or is unable to, make such a report. Crimes and other emergencies should be reported to the NRV911 center @ 540-382-4343 or 911 for an emergency. The NRV 911 center will notify the Virginia Tech Police Department. Survivors or witnesses of crimes on campus may report those crime anonymously on a voluntary, confidential basis for inclusion in the annual crime disclosure online at www.police.vt.edu.

Criminal or suspicious acts and emergencies should be reported to the police immediately in person, by telephone or by using one of the blue light phones located throughout campus. Currently there are 114 blue light phones on campus that can directly connect you with the NRV911. The phones are available 24-hours-s-day, 7-days-a-week and a simple push of a button is all it takes to connect. Calling 911 on a land line or cell phone is another option. The ***LiveSafe*** app is available for download for Android and iPhone devices. ***LiveSafe*** allows students, faculty, and staff to send tips and messages to the Virginia Tech Police Department, share their location with friends or family as they walk on campus, find buildings on campus, and access emergency preparedness information. A program has been added to the Virginia Tech Police Department's website that enables students, faculty and staff to report incidents via the internet. The report form contains all information needed to complete a police report. This form can only be used for vandalism, damage or destruction of property, larceny or theft offenses and annoying or harassing phone calls. If a person wants to report an incident *anonymously* and or *confidentially* to the Virginia Tech Police Department or a Campus Security Authority, they may do so in person, or by accessing the *Stop Abuse* website,

https://www.stopabuse.vt.edu or by clicking on the link provided on the Virginia Tech Police Department's website. Campus Security Authorities include, Dean of Students @ 540-231-3787, Title IX Director @ 540-231- 1824, and Director of Housing & Residence Life @ 540-231-6205.

Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, a VTPD officer can file a report on the details of the incident without revealing your identity (except to the Title IX Coordinator in the event of a reported sex offense or sexual harassment). The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to enhance the future safety of yourself and others. With such information, the VTPD can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Anonymous Reporting

The purpose of an anonymous report is to possibly take steps to promote safety. In addition, VTPD can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. These forms can be accessed at https://police.vt.edu/anonymous.html.

If you ever need to contact the police, officers and staff will attempt to assist you in any way possible. The Virginia Tech Police Department has two locations to serve our community. The Security Center located in the Public Safety Building at 330 Sterrett Drive, Blacksburg, Virginia 24061, is staffed 24 hours a day and department personnel are available to answer questions or to have an officer respond to assist with a complaint. The second location is the office of the Chief of Police in the Public Safety Building located on second floor and is open during normal business hours Monday- Friday.

The Virginia Tech Police Department encourages everyone who is a survivor of a crime to come forward and report it to the police. However, on occasion and depending on the nature of the crime the survivor declines to press charges. This is the survivor's option. Just because a crime has been reported with the police department does not mean that criminal charges have to be filed. Students also have the option of contacting other university resources, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Shiffert Health Center, or academic advisors who will assist with notifications, if desired. This information will be included in the annual disclosure of crime if the caller provides the date, location and crime committed.

Dial 911 for all emergency calls for Police, Fire, and Rescue. For non-emergency calls, contact the NRV911 center @ 540-382-4343.

Clery Reportable Crimes

Response to Reported Incidents

In response to reports of criminal activity occurring on the VT campus, the NRV911 will take the required action, either dispatching a Virginia Tech Police officer to the incident location or asking the survivor to report to the Virginia Tech Police Department Security Center located at 330 Sterrett Drive, Blacksburg, Virginia 24061. The Security Center is open 24 hours daily and is staffed to answer questions or to have an officer respond to take a complaint. The Virginia Tech Police Department is also available at the Public Safety Building at 330 Sterrett Drive, Blacksburg, Virginia 24061. All Virginia Tech Police Department incident reports involving students or conduct referrals involving students are forwarded to the Office of Student Conduct for potential action, as appropriate. In some instances, these reports and or referrals are held during active investigations, and then provided at a later time. The Virginia Tech Police Department Investigative division will conduct criminal and administrative investigations when it is deemed appropriate.

Services and Prevention Information

Alcohol and Drug Abuse Prevention Services

The Campus Alcohol Abuse Prevention Center, located in 147 McComas Hall is the university resource for alcohol abuse prevention. They may be contacted at 540-231-2233 (Hokie Wellness) or by email to CAAPC@vt.edu. Drug education prevention is provided by A.D.A.P.T. (Alcohol and Drug Prevention Team). ADAPT Peer Educators are dedicated to addressing alcohol and other drug abuse issues in the Virginia Tech community.

ADAPT members promote awareness through educational programs and outreach, while serving as accessible resources for fellow students. ADAPT members strive to minimize the abuse of alcohol and other drugs in an effort to encourage students to pursue positive behavioral changes, and to promote a healthier environment at Virginia Tech. They can be contacted through the Office of Student Conduct in Suite 141 New Hall West or at 540-231-3790.

Safety and Security Programs

The Virginia Tech Police Department has community outreach and residence life officers that provide educational programming and other crime prevention functions to the university community. Educational programs include Student Police Academy, Alcohol Awareness, Bicycle Safety, Drug Awareness, Personal and Property Safety (basic crime prevention and personal safety) Rape Aggression Defense, Women's Awareness and Safety and RAD for men teaches the practice of self-defense and how to escape aggressive behavior.

Safety programs begin with orientation sessions for incoming freshmen and their parents. Once school begins, the Community Services Unit continues with educational programs throughout the year in the residence halls as requested and actively recruits participants for its interactive programs. These programs include personal safety and security on campus as well as safety when traveling abroad, drug and alcohol awareness, women's awareness, sexual assault prevention and other requested topics. All programs are available to faculty, staff and students upon request or if a need becomes apparent.

During 2018, the Virginia Tech Police Department conducted 545 Crime Prevention and Safety Awareness presentations that had 3,328 attendees. The presentations included safety (shelter in place, secure in place, evacuations), RAD for women and men, One Love workshops on Intimate Violence, Drugs, Alcohol Awareness, Violence Prevention, Emergency Preparedness, securing property, bicycle safety and building/lighting assessments. Global Ed presents pre- departure training, and faculty leader training in the spring and fall of each year as well as monthly safety reminders via VT

News. Virginia Tech Athletics conducted 12 programs throughout the year addressing safety & security, sexual assault education, relationship violence education, sexual misconduct, Title IX presentations and Title IX resources. These programs were presented to all athletic teams with some specifically addressing incoming new students and transfer students. The Virginia Tech Women's Center conducted 78 presentations on inclusion, response, services, prevention, education and awareness of sexual violence through the Red Flag Campaign, Its On Us Campaign, Mentors in Violence Prevention Workshops and Saves Peer Educators. Corp of Cadets presented 3 programs at various times during the year dealing with gender-based violence, risk reduction, bystander intervention, awareness, prevention, culture differences and Title IX. Student Affairs and Human Resources conducted 23 presentations. These programs included alcohol and drug prevention, sexual violence, consent, awareness, prevention and bystander intervention. A common theme of these programs is to encourage students and employees to be responsible for their own safety and the safety of others.

Operation Identification

The Virginia Tech Police Department has engravers to loan for the purpose of engraving personal property. It is thought to help make items theft resistant, because engraved items are more easily identified making them harder to sell. The nationally recognized identification procedure is to abbreviate your state and driver's license number on items (e.g.VA211110000). A benefit to the program is, if an item is lost or stolen, then recovered, it is much easier for the owner to be located and the property returned. Other procedures include engraving your Hokie passport number, or other identifiable numbers or letters on the item with an engraving tool. Do not use your social security number due to the rise of identity theft.

Fingerprinting Services

The Virginia Tech Police Department also provides fingerprinting services for Virginia Tech students, faculty, staff, and their families at no cost, Monday- Friday from 9am – 2pm.

Safe Ride

The Virginia Tech Police Department sponsors a nighttime safety escort service called "Safe Ride." This service is available to all students, faculty, staff, and visitors to the university. Safe Ride operates from dusk until dawn and provides transportation or a walking escort, upon request, to persons who must cross campus during the nighttime alone. Safe Ride may be contacted by using the TransLoc Rider app or calling **540-231-SAFE (7233).** The ability to request a ride via the app streamlines the process for both the rider and the Safe Ride Driver. In addition to being more user friendly, the app alleviates hold time and busy phone lines, reduces wait time for riders by grouping ride requests on similar routes, and increases student safety with real-time tracking and text notifications that allow riders to wait in a safe place until their ride arrives.

Training Outreach, and Education- Sexual Harassment/ Sexual Violence Office for Equity and Access

The Office for Equity and Accessibility, OEA, offers the Compliance Workshop: Policy 1025; Title IX; and the Violence Against Women Act (VAWA) for persons employed by Virginia Tech. In November, 2014, the President established a standard that all current employees and subsequently new employees, complete within 90 days of employment at Virginia Tech a workshop which addresses prevention and awareness of dating violence, domestic violence, sexual assault, and stalking. During the first half of 2015 the workshop was referred to as Title IX and Retaliation and focused on those issues. In July 2015, when VAWA (2013) became effective for employment the content was revised and the workshop was changed to be referred to as Compliance Workshop: Policy 1025; Title IX and the Violence Against Women Act.

In addition, the **Policy on Harassment, Discrimination, and Sexual Assault (University Policy 1025)** clearly prohibits these forms of sexual misconduct, provides definitions of these forms of sexual misconduct and of consent, and also describes the responsibilities of Administrators, Supervisors, and Responsible Employees.

The categories of employees covered by this performance expectation include: staff, faculty, wage employees, student wage employees, Graduate Teaching Assistants and Graduate Research Assistants.

The description of the Compliance Workshop is published on the OEA website.

Compliance Workshop: University Policy 1025, Title IX, and the Violence Against Women Act

This workshop is required for all new Virginia Tech employees. The workshop is to be completed within ninety (90) days of the beginning employment date. There are three options for completing this workshop: in-person: attending via WebEx; or by using an on-demand learning module.

University Policy 1025; Policy on Harassment, Discrimination, and Sexual Assault outlines the university's position on discrimination and harassment based on race, color, national origin, disability, age, gender, sexual orientation, gender identity and gender expression, veteran status or political affiliation. In addition, as a recipient of federal financial assistance, the university has responsibilities associated with both Title IX of the Education Amendments (1972) and the Violence Against Women Act Reauthorization (2013). These latter federal regulations are specifically concerned with sexual harassment, sexual assault, stalking, and domestic or dating violence.

This workshop will assist individuals in understanding the university's policy, complaint and resolution processes and available resources to assist individuals in addressing these issues.

Learning objectives

- The definitions associated with **University Policy 1025: Policy on Harassment, Discrimination and Sexual Assault;**
- The resources available to assist members of the Virginia Tech community, including our students, in dealing with difficult, sometimes traumatic, situations;
- Individual responsibilities in receiving and reporting a disclosure of sexual harassment, sexual assault, stalking, and domestic or dating violence;
- What behavioral signs may indicate someone is being subjected to inappropriate behavior;
- What to do about "consensual relationships";
- Why doing what seems obvious can cost the university millions of dollars and possibly subject you to disciplinary action;
- The resources and processes for initiating a complaint; and
- What acts and behaviors can be determined to be retaliation

The workshop is offered in several different delivery formats. Persons can:

1. Attend an instructor-led workshop at North End Center on the Blacksburg, Virginia campus.
2. WebEx access is available periodically.

3. Complete the workshop online using the on-demand module of the workshop contracted with EverFi known as Haven for Faculty and Staff.
4. Workshops for intact groups of employees in departments and larger organizational areas are also available.

Summary of Education *I* Outreach Activity for 2018
The university tracks completion of this performance expectation. During the 2018 academic year, 3,587 employees completed the Compliance Workshop through the multiple delivery formats described above. During these sessions, attendees were provided with the two listings of resources for persons impacted by behaviors, which are inconsistent with both Title IX and VAWA. In addition, as part of the New Employee Orientation program and NEW GTA Orientation programs, a member of the OEA provides a briefing to the role of the OEA, including a discussion on the performance expectation of completion of the Compliance Workshop within 90 days of employment.

Training, Outreach, and Education- Sexual Harassment/ Sexual Violence Office for Equity and Accessibility and the Women's Center

Educational programs and initiatives for Virginia Tech students are provided through the collaborative efforts of the Office for Equity and Accessibility and the Virginia Tech Women's Center. In 2018, these efforts included the following:

Mandatory online training module for all incoming students in spring and fall 2018.

Sexual Assault Prevention for Undergraduates and Graduates

Sexual Assault Prevention Understanding for Undergraduates and Graduates are interactive web-based training tools that educate students about sexual violence, strategies on how to be an active bystander to help prevent sexual violence, and information on campus resources for victims of violence and their friends and family members. Those courses are required of all incoming first year, transfer, and graduate students.

In addition to the mandatory training, the Office for Equity and Accessibility, the Virginia Tech Women's Center, and the Virginia Tech Police Department offered the following prevention and education initiatives in 2018:

- The Women's Center provided Bringing in the Bystander, bystander-intervention workshops across campus.

- The Office of Equity and Accessibility provided information on Title IX and sexual violence, including sexual harassment, sexual assault, dating violence, domestic violence, and stalking, via a one stop website: www.stopabuse.vt.edu. The website clearly and concisely helps students understand how to make a report, provides supporting resources, educates students on consent and the different forms of abuse, and encourages students to take an active role in preventing abuse within the Virginia Tech community.

- The Office for Equity and Accessibility and the Women's Center trained resident advisors as well as professional Housing and Residence Life staff on responding to and reporting sexual violence.

- The Office for Equity and Accessibility facilitated workshops on Title IX and sexual violence for members of the Corps of Cadets, Fraternity and Sorority Life, orientation leaders, student athletes, and peer mentors.

- The Women's Center facilitated several prevention and awareness campaigns, including the White Ribbon and Red Flag campaigns.

Sexual Assault and Prevention

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things *prohibits* discrimination and discriminatory harassment, including *sexual harassment* and *sexual violence* in all of its forms, *domestic violence, dating violence*, and *stalking*, as defined by the Clery Act. While we provide for campus wide awareness and prevention and a holistic response to complaints, we are constantly assessing our policies and practices to ensure we are consistent with the law and best practices, and to ensure that we treat the members of our community if impacted, with respect, compassion, and care.

Sexual violence – physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the survivor's use of drugs or alcohol, or is unable to give consent due to an intellectual or other disability. Sexual violence includes rape, sexual assault, sexual battery, and sexual coercion.

- **Sexual Assault** – actual or attempted sexual contact with another person without that person's consent. (VA State Definition & local codes same – any form of unwanted sexual contact obtained without consent and/or obtained thru the use of force, threat of force, intimidation, or coercion.)
- **Sexual Battery (Fondling)** – intentional touching of another person's intimate parts without The person's consent: or other intentional sexual contact with another person without that person's consent.
- **Rape** – The penetration no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Incest** – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** – Sexual intercourse with a person who is under the statutory age of consent.

Incapacitation – includes but is not limited to being asleep, drugged, intoxicated or unconscious.

Gender – based harassment – acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

Domestic Violence – A pattern of abusive behavior by an intimate partner to gain or maintain power and control over the other intimate partner. It can be sexual, emotional, economic, or psychological actions or threats of action that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone. (VA State Definition– A pattern of behavior, and a method of control. It is a means of establishing a hierarchy of power within a relationship, in which one partner dominates the other through use of physical violence and/or psychological abuse. Family violence includes five primary categories of abusive behaviors: physical violence, emotional abuse, sexual assault, economic control and neglect.)

Dating Violence – Acts of physical or sexual abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The relationship will be determined based on the reporting party's statement and with consideration in the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Includes sexual or physical abuse or threat of such abuse but does not include acts covered under definition of Domestic Violence. (VA State Definition– Kind of intimate partner violence that occurs between two people in a close relationship. It can be verbal, physical, or emotional abuse by one partner against the other within the context of either casual dating or long-term relationship. (No local jurisdiction definition)

Stalking
Repeatedly contacting another person when the contact is unwanted. Additionally, the contact may cause the other person reasonable apprehension of imminent physical harm or cause substantial impairment of the other person's ability to perform the activities of daily life. Contact includes communicating with (either in person, by phone, or by computer) or remaining in the physical presence of the other person. (VA State Definition - repeated conduct, which places a person, or his or her family, in reasonable fear of death, sexual assault, or bodily injury.)

Consent – knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. The existence of consent based on the totality of circumstances, including the context in which the alleged consent occurred. Silence does not necessarily constitute consent and coercion, force, or threat of either party invalidates consent. (No VA State definition)

- Consent, cannot be given, when a person is incapacitated due to drugs or alcohol, or when a person has a disability, or is not of legal age to consent as defined by law.
- Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity. Consent, can be withdrawn at any time.
- Previous relationship or prior consent cannot imply consent to future sexual acts.

Responsible Employee – means a person employed by Virginia Tech who has the authority--or whom an employee or student could reasonably believe have the authority or duty--to redress sex discrimination and sexual harassment. This includes but is not limited to all faculty members; all classified and university staff; any wage employee in a supervisory role; graduate teaching assistants; graduate research assistants; residential advisors; law enforcement; and security officials. Responsible parties are obligated to report acts of sexual violence or any other sexual misconduct by employees or students to the Title IX coordinator. Once a responsible employee is on notice of the sexual misconduct, including sexual violence, the responsible employee must promptly report all information they have to the appropriate Title IX Coordinator.

How do you help a friend?

If someone you know shows signs they are experiencing, or have been a victim of, harassment, sexual assault, relationship violence, or stalking, there are ways you can help:

- Believe them! Do not immediately question or dismiss their experience.
- Listen to your friend. Keep questions to a minimum and ask how you can help.
- Assure them it is not their fault, this has happened.

- Tell them help is available! Share the resources on our Get Help page, and let them know that you are here to support them in whatever choices they make.

If you believe that someone you know may be experiencing sexual violence of some kind, use your voice to let him or her know you care about his or her well-being, and that you can help. Encourage this person to seek help. Getting help promptly can alleviate crisis and protect the health and well-being of your friend.

Below are a few examples of what your friend may be feeling. If someone is experiencing other feelings, they still may have experienced some form of sexual violence.

People who have experienced abuse may feel:

- **Shock, disbelief, numbness, withdrawal**
- **Preoccupation with thoughts and feelings about the assault**
- **Unwanted memories, flashbacks, and/or nightmares**
- **Intense anger, fear, anxiety, depression**
- **Physical symptoms: sleep disturbance, headaches, stomach aches**
- **Inability to concentrate, lower grades**
- **Loss of focus on academics**
- **Loss of interest in sex**
- **Fears about safety**
- **Feelings of guilt and shame**

What is an active bystander?

Bystanders, the largest group involved in violence, who greatly outnumber both perpetrators and victims have the power to stop abuse and to get help for people who have been victimized. Active bystanders are people who are aware of an abusive situation, and choose to speak up and say or do something without putting their own safety at risk.

The power to stop sexual violence is not limited to eyewitness heroics or endangering your own safety. Things you can do before or after an instance of violence will help STOP ABUSE at Virginia Tech:

- Call 911 if there is immediate danger to you or someone else.
- Speak up if someone says or does something indicating intent to commit sexual violence. Like stopping a friend from driving drunk, or stopping a friend or teammate from inappropriate actions, your intervening can help protect more than one person.
- Respect your fellow Hokies. Say something to protest offensive or derogatory remarks, including sexist or racist jokes. Always ask for partner consent in intimate situations. If you sense trouble, ask the affected person if he or she needs help.
- For more tips on intervening in a potential sexual harassment, sexual assault, relationship violence, or stalking situation:
- Go to Men Can Stop Rape
- Download our Bystander Intervention Playbook

How can I get involved?

- **Apply to be a SAVES peer educator**
  Affiliated with the Women's Center at Virginia Tech, Sexual Assault and Violence Education by Students (SAVES) peer educators facilitate presentations, conduct programs, and provide outreach to the Virginia Tech community about sexual assault, relationship violence, and stalking prevention. From facilitating presentations to residence halls and student organizations to planning events like Downtown Initiatives and The Red Flag Campaign, SAVES strives to make a positive difference in the

Virginia Tech community.

- To learn more about SAVES, contact Katie Mey, Gender Based Violence Coordinator, at 540-231-7806 or katie2@vt.edu.
- **Volunteer at Women's Resource Center (WRC) of the New River Valley**
  Located in Radford, VA, the WRC is a non-profit, human service agency who provides programs and services to adult and child victims of domestic and sexual violence. Volunteers assist WRC staff in providing shelter services and maintaining their Crisis Hotline. Other areas of special interest may be working with children, acting as advance volunteers and providing emergency advocacy services, or providing assistance on one- time projects such as decorating a transitional apartment or organizing holiday parties.
- For more information contact the WRC at volunteers@wrcnrv.org, or call 540-639-1123.
- **Become involved in the Red Flag Campaign**
  A statewide public awareness effort aimed at stopping relationship violence on college campuses in Virginia, the Red Flag Campaign (RFC) encourages us all to speak up when we see red flags (or warning signs) for potential abusive or unhealthy behaviors in our friends' relationships. The campaign created by the Virginia Sexual and Domestic Violence Action Alliance, is being used to prevent relationship violence in 49 states. For more information about how you can become involved, go to the http://www.womenscenter.vt.edu/Program/RFC
- **Become a Virginia Tech's Mentors in Violence Prevention Program (MVP) Facilitator**
  Mentors in Violence Prevention program is designed to educate, inspire, and empower men and women in self-understanding, integrity, and courageous leadership to prevent, interrupt, and respond to sexist abuse in order to create a civil and just community. The program coordinated by the Women's Center and is affiliated with MVP National, a project of the National Consortium of Academics and Sports and the Northeastern University Center for Sport in Society. Workshops are 90 minutes long and group size are limited to 20 participants in order to create a safe and meaningful learning environment for everyone.

Sexual Assault is a crime that affects people of all genders and gender identities punishable by both civil and criminal legal action. The Virginia Tech Police Department has the authority to investigate sexual assaults, which occur on campus. Detectives are regularly on call and capable of responding at any time. Once reported to the police, officers or detectives respond, investigate, and make applicable criminal charges based on evidence collection and survivor/witness statements.

The Virginia Tech Police Department works closely with other area law enforcement personnel and other university departments, including the office of Title IX to ensure that appropriate support services are made available and utilized when necessary. The survivor of a sexual assault may also choose to file a report with Title IX, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not the survivor's fault and there is help available. The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The Virginia Tech Police Department and the Women's Center provide educational awareness programs regarding rape, acquaintance rape, other sex offenses, personal safety, and Rape Aggression Defense (RAD) classes upon request. Rape Aggression Defense classes are self-defense classes for women and men. They consist of awareness, safety tips, and progresses into hands on attack simulations at the end of the class.

The police department's Victim/Witness Assistance Program protects the rights of survivors and witnesses of crimes. Referral information is available at all times regarding area services available for general counseling, health, mental health, victim advocacy, emergency housing, visa and immigration assistance, and financial assistance. Virginia Tech complies with Virginia Law in recognizing orders of protection, restraining orders, and no contact orders. A complainant should provide a copy of a protective order to the Virginia Tech Police Department to develop a plan to reduce the risk of harm while on campus and going to and from campus. The plan may include, but is not limited to, escorts, special parking arrangements, changing classroom location or allowing the student to complete assignments from home. The University does not issue orders of protection. However, responsiveness to the needs of crime survivors is a department priority.

The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the University receives a report that such an institutional no contact order has been violated, the University will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is determined to be responsible for violating the no contact order.

Procedures to follow:
If Stalking, Dating Violence, Domestic Violence or Sexual Assault Happens to You

- Contact the police for assistance, information, or to report the incident. Reports of all domestic violence, dating violence, sexual assault and stalking made to the police department, will be automatically referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges. The NRV Emergency Communications Regional Authority should be contacted for on-campus incidents at 911 or 540-382-4343 and they will dispatch a Virginia Tech Police officer. The local police should be contacted for off-campus incidents. (Blacksburg Police Department @ 540-961-1150 or in person at 200 Clay St., Blacksburg, VA) Additional information about the Blacksburg Police Department, can be found online at *www.blacksburg.gov/departments/departments-l-z/police*. The Virginia Tech Police Department, Title IX Coordinator, Women's Center, Office of Student Conduct or Human Resources, will assist the survivor in contacting the correct law enforcement agency, if requested. Furthermore, victims have the right to decline to notify law enforcement.

- After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. Go to the New River Valley medical Center in Radford or Lewis-Gale Hospital Montgomery in Blacksburg. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings, if you decide to prosecute. The New River Valley Medical Center and or Lewis-Gale Hospital Montgomery offers the services of Sexual Assault Nurse Examiners.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence. It is

important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any that would be useful to University adjudicators/investigators or police.

- The hospital will notify the Women's Resource Center of Radford, who will supply you with a trained companion at the hospital. The companion will look after your needs and will help direct you to available services.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack, to detect with accuracy the presence of HIV, the virus that causes AIDS.
- Seek counseling from the Thomas E. Cook Counseling Center, the Women's Center at Virginia Tech, the Women's Resource Center, or a private counselor. All these services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member. (See Counseling Options)
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Legal and Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your work Or Academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available, regardless of whether a report is filed with the Virginia Tech Police Department.
- Remember that it is never too late to deal with a sexual assault and that you can heal from this significant trauma. People are ready and able to help you, but they cannot if you do not ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the New River Valley Medical Center or Lewis-Gale Hospital Montgomery for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. The New River Valley Medical Center and Lewis-Gale Hospital Montgomery offer the services of Sexual Assault Nurse Examiners. A female survivor may prefer a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible.

Virginia Tech students can receive medical care through Schiffert Health Services; however, Schiffert cannot collect evidence and will refer survivors to Lewis-Gale Hospital Montgomery or the New River Valley Medical Center. The Women's Clinic of Schiffert Health Services offers gynecological care, pregnancy testing, and treatment for sexually transmitted diseases. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling options

Students coping with a sexual assault have at least three counseling options that are free of charge. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long- term individual and group counseling. The Women's Resource Center in Radford offers a 24- hour crisis line, individual and group counseling, and legal advocacy. These three agencies frequently collaborate to provide services to survivors of sexual assault and these services are CONFIDENTIAL. Many other options exist which have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivors.

Legal and Judicial Options

Sexual assault survivors have four options from which to choose: filing criminal charges, filing a report with the Title IX Office, which works closely with the Office of Student Conduct, and filing a civil suit for monetary damages. Survivors are not limited to just one of these options, but can choose any combination including filing all three types of charges. Below is a brief description of each type of judicial process.

Criminal

A police report must be generated before an investigation can begin and charges can be filed. The location of where the assault occurred will determine the jurisdiction of the investigating authority.

The Virginia Tech Police Department investigates all crimes on campus. If the assault occurs anywhere other than on the Virginia Tech campus, the Virginia Tech Police Department will assist the student in notifying these authorities, if the student requests assistance.

Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitations for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at Lewis Gale Hospital Montgomery for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the State of Virginia, not the individual survivor. A Commonwealth Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor. The identity of the accused perpetrator is not protected.

Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense was alleged to have occurred on or off campus, the university will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. The written information contains a list of your rights and a list of resources for advocacy and support on and off campus.

Confidentiality

Victims may request that directory information on file with the University be withheld by request through Registrar's office. Regardless of whether a victim has opted-out of allowing the University to share "directory information," personally identifiable information about the victim and other

necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Reporting to the University (Campus)

The university's Title IX and Student Conduct disciplinary process includes a prompt, fair, and impartial investigation and resolution process. The process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the complainant and respondent. This process addresses reports of gender based violence that occurred when the alleged offender is a Virginia Tech student. There is no statute of limitations on reports, and investigations may proceed if the respondent is enrolled in school or when no longer than one year has passed since they were last enrolled.

Individuals who wish to report incidents of sex discrimination, sexual harassment, and / or sexual violence, including dating and domestic violence, and stalking, may make a report to Katie Polidoro, the university's Title IX Coordinator, at 540-231-1824 or in person at 300 Turner Street NW, Blacksburg, VA. Upon receipt of a report, the university will conduct an initial Title IX inquiry. The goal of this inquiry is to provide an integrated and coordinated response to reports of gender based violence. The assessment will consider the nature of the report, the safety of the individual and of the campus community, the complainant's expressed preference for resolution, and the necessity for any interim remedies or accommodations to protect the safety of the complainant and the community. Following this inquiry, the university may: 1) seek the implementation of interim measures that does not involve disciplinary action against a respondent; or 2) initiate an investigation to determine if disciplinary action is warranted. The goal of the investigation is to gather all relevant facts that will aid in determining if there is sufficient information to refer the report for disciplinary action using the university's Student Conduct procedures. The resolution process is guided by the principles of equity and respect for all parties. Resources are available for all students, whether as complainants or respondents, to provide support and guidance throughout the investigation and resolution of the complaint.

The university will consider the complainant's desired resolutions. Where possible and as warranted by an assessment of the facts and circumstances, the university will seek action consistent with the complainant's request. At the conclusion of the Title IX inquiry, the Title IX Coordinator will determine the appropriate manner of resolution, which may include interim measures or the initiation of a full Title IX investigation to determine if Student Conduct action is warranted. It is at the discretion of the Title IX Coordinator to determine which method of resolution is appropriate.

The determination as to how the university has decided to proceed, will be communicated to the complainant in writing. Depending on the circumstances and requested resolution, the respondent may or may not, be notified of the report or resolution. A respondent, will be notified when the university seeks action that would affect them, such as the issuance of a no contact order, the initiation of an investigation, or the decision to impose some interim measures.

The Title IX Coordinator can initiate an investigation and designate an investigator who has specific training and experience investigating reports of sexual harassment, sexual violence, stalking, and intimate partner violence. The investigator will gather information from the complainant, the respondent, and any other individuals who may have information relevant to the investigation. The investigation, is designed to be prompt and equitable. The investigation will be thorough and impartial, and all individuals, will be treated with appropriate sensitivity and respect for individual privacy concerns. Throughout the process, a complainant or respondent may have an advocate present at any meeting related to the investigation.

Once evidence gathering is completed, the investigator will prepare a report setting forth the information gathered, which will be forwarded to the Title IX Coordinator. Upon receipt of the investigation report, the Title IX Coordinator or designee will notify all parties about next steps in the process.

Referrals to Student Conduct for Adjudication

Upon review of an investigation report, if the Title IX Coordinator determines that there is sufficient information gathered to suggest that a policy violation may have occurred, the Title IX Coordinator or designee will notify the complainant and the respondent and refer the report to Student Conduct for adjudication. Student Conduct will resolve the matter using preponderance of the evidence, as to whether the respondent is responsible for conduct in violation of university policy. Copies of the report will be shared with the complainant and the respondent only when a referral to the Office of Student Conduct has been made.

At the hearing, the complainant and respondent each have the opportunity to present their side of the story and to ask questions. Each also may have a support person / advisor present. The burden of proof is lower than in a criminal court. The hearing officers will base their decision on a preponderance of the evidence.

Depending on the circumstances of the case, students who are found in violation of the Gender Based Violence Policy may receive significant educational and status sanctions. Both the complainant and the respondent will be notified of the outcome of the hearing. No matter the outcome, both students have the right to appeal the hearing officers' decision.

The Office of Student Conduct determines both status and educational sanctions. Status sanctions refer to the student's status within the university community. Educational sanctions are meant to help students reflect on and learn from their experiences, provide an opportunity for personal growth, and connect students with resources both on and off-campus. These outcomes not only cover all policies in the Student Code of Conduct, but more specifically, may be considered for allegations of gender based violence.

Virginia Tech will, upon request, disclose to the complainant of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the respondent of such a crime or offense. If the complainant is deceased as a

result of such crime or offense, the next of kin of such complainant shall be treated as the complainant for purposes of this paragraph.

The Student Code of Conduct defines gender-based violence as the following prohibited acts: sexual violence--assault, sexual violence—battery, sexual violence—coercion, sexual violence—rape, gender based harassment, sexual exploitation, dating and domestic violence, and stalking.as a violation of the Abusive Conduct Policy. Depending on the circumstances of the case, students who are found responsible for particularly egregious incidents of gender-based violence may receive sanctions up to and including suspension for one or more semesters or dismissal from the university.

Respondents found responsible for gender-based violence have the right to appeal. The complainant also has the right to the appeal process. Notification of Student Conduct hearing outcomes is made on a "need to know" basis. This includes, among others the Cadets staff, in cases involving cadets, the Graduate School, in cases involving graduate students and international students; Cranwell Center, for cases involving undergraduate international students: the Athletic Department in cases involving varsity athletes, the Director of Housing and Residence, in cases involving residence hall students, and survivors of violent crime, including sexual assaults, involving student respondents. Other university agencies or organizations may be required to obtain written release before they can receive notification. Student Conduct maintains records for five years from the date of the incident. Additional information can be located in the Hokie Handbook (hokiehandbook.vt.edu) or by contacting the Office of Student Conduct or the Title IX Coordinator.

Civil Court
Sexual assault survivors, may also choose to pursue a civil action against an alleged perpetrator, and the student may choose to consult Student Legal Services or an attorney for advice.

Student Conduct
All Virginia Tech students and student organizations are responsible for conducting themselves in a manner consistent with the expectations the university has set forth to help create a fair, just disciplined University community. As such, the university may take disciplinary action for any act constituting a violation of the law or university policy when the act is contrary to the university's interest as an academic community. Disciplinary action may be taken by the university, irrespective of and separate from action taken by civil authorities. Should the university receive a complaint regarding a student / student organization, the following sanctions may be imposed for a violation of university policy: formal warning, probation, deferred suspension, suspension, deferred dismissal, dismissal, loss of privileges, or other restrictions. Complaints can be made by anyone regardless of their affiliation with Virginia Tech. In cases involving alleged violent behavior, the complainant has a right to be informed of the hearing outcome. To help them prepare their response, students or organizational representatives may choose an advisor, who may be present at the formal hearing but may not participate in the proceedings. The advisor's role is specifically limited to conferring with her or his advisee. When the formal hearing involves an assault or any complaint where a student is the referral agent, and/or alleged survivor, the complainant and accused student may have a support person or advisor present throughout the formal hearing, but the support person may not participate in the process.

The following student conduct sanctions may be imposed upon a student or student organization for violation of university policy. Student conduct sanctions are progressive: all student conduct records are considered in determining an appropriate sanction. The Office of Student Conduct determines both status and educational sanctions. Status sanctions refer to the student's status within the university community. Educational sanctions are meant to help students reflect on and learn from their experiences, provide an opportunity for personal growth, and connect students with resources both on and off-campus. These outcomes cover all policies in the Student Code of Conduct and

University Policies for Student Life but more specifically may be considered for allegations of dating violence, domestic violence, sexual assault, and stalking.

Status Sanctions

Formal Warning
Student/organization is officially notified that his or her actions have constituted a violation of university policies and are, therefore, inappropriate. Further violations may result in more serious disciplinary action.

Probation
Student/organization is notified that his or her status with the university, for a specified period of time is such that further violations of university policies will result in his or her being considered for suspension from the university. If at the end of the specified time period no further violations have occurred, the student is removed from probationary status. Student organizations are notified that their status with the university, for a specified period of time, is such that further violations of university policy will result in being considered for loss of recognition from the university.

Denial of Privileges or Associations
Student/organization is notified that, for a specified period of time, certain privileges or associations within the university are withdrawn. This sanction includes, but is not limited to, termination of residence hall contract, removal from athletic events, removal from the Corps of Cadets, and denial of the privilege of participating in recreational sports activities, and revocation of the privilege of accessing certain university facilities and revocation of social function privileges for student organizations.

Deferred Sanction
In some cases, a sanction of suspension, dismissal or a denial of privilege may be held in abeyance for a specified period. This means that, if the student/organization is found responsible for any violation during that period, he or she will be subject to the deferred sanction without further review in addition to the disciplinary action appropriate to the new violation. During this time, the certain student organizations may be prohibited from participating in any social functions. For students involved in serious misconduct, the conferring of an academic degree will be deferred for the duration of the sanction.

Suspension from the University
Student is notified that he or she is separated from the university for a specified period of time. Students who are suspended must leave campus within the time prescribed by the hearing/appeal officer. Permission to return to Virginia Tech may be required by the director of student conduct. Permission must be granted before a student will be permitted to re-enroll. If the decision to suspend a student is made, imposition of the suspension may be delayed until the following semester at the discretion of the university, if the decision occurs very late in the semester. However, if the hearing officer feels that the health and safety of the student or the university community is at risk, the suspension may be effective immediately. A notation is placed on the student's academic transcript: “suspended by university action.” For student organizations, recognition with the university is withdrawn for a specified period of time. Permissions to regain status may be required by the director of student conduct and other appropriate university officials. For students involved in serious misconduct that could result in suspension, the conferring of an academic degree will be deferred for the duration of the suspension. Suspensions effective for the subsequent semester will be effective immediately following the conclusion of the current semester.

The length of the suspension is determined based upon the type and severity of the violation, any additional policy violations that occurred in the incident, and any prior conduct history for that

student. The duration of the suspension is a minimum of one semester, and may be multiple semesters or years. In order to be reinstated, the student must complete their assigned sanctions and a re-enrollment meeting with Student Conduct.

Dismissal
Student is notified that he or she is permanently separated from the university. A notation is placed on the academic transcript: "dismissed by university action." Student organization is notified that the university is permanently removing recognition of the organization. For students involved in serious misconduct that could result in dismissal, the conferring of an academic degree will be deferred. If the decision to dismiss a student is made, imposition of the dismissal may be delayed until the following semester at the discretion of the university, if the decision occurs very late in the semester. However, if the hearing officer feels that the health and safety of the student or the university community is at risk, the dismissal may be effective immediately. Dismissals effective for the subsequent semester will be effective immediately following the conclusion of the current semester.

Educational
Educational Activity Student/organization is required to demonstrate his or her responsibility as a member of the university community by performing certain reasonable and relevant educational activities. Failure to complete the educational activity by the time prescribed by the student conduct officer/committee will result in one semester of suspension from the university (excluding summer). Failure of student organizations to complete the educational activity by the time prescribed by the student conduct officer/committee will result in withdrawal of university recognition for one semester (excluding summer).

TITLE IX COORDINATOR

The Title IX Coordinator works collaboratively with the Virginia Tech Police Department, the Dean of Students Office, and the university's Women's Center to address training and investigatory matters within the campus community. They also maintain a cooperative agreement with the Blacksburg Police Department which specifically addresses interactions related to Title IX investigations.

In response to continued guidance from the Department of Education Office for Civil Rights (OCR) and VAWA (including Campus SaVe), the Office of Equity and Access and the Division of Student Affairs, in collaboration with other university stakeholders, take a holistic approach to the risk reduction, intervention, and investigation of sexual violence, including dating and domestic violence, and stalking. In addition to providing continuous training, education, and outreach to the University community, these offices maintain updated policies and procedures and persistently evaluate more effective means to prevent and reduce the risk of incidents and provide appropriate support to victims. The Student Code of Conduct, enforced by the Division of Student Affairs, addresses complaints of sexual violence made against a student. University Policy1025, enforced by the Office of Equity and Access, is the authority by which Virginia Tech addresses complaints of sexual violence made against an employee.

In 2018, the following updates were made to University Policy 1025:
- The title and contact information of the Title IX Coordinator (as appropriate) were updated;

This change has been reflected in documents and statements, including, but not limited to: undergraduate, graduate, and professional student handbooks; faculty and employee handbooks; and each place where they appear in publications and websites issued by Virginia Tech entities and affiliated programs. The university will continue to make updates to University Policy 1025

as new guidelines are implemented. Changes to the policy proceed through the university system of shared governance. University Commissions formulate and recommend policies and policy changes to the University Council, which in turn submits recommendations to the university president. The President and the Board of Visitors have final authority for the approval of all policies.

Updates are made, as necessary, to student and employee resources, pursuant to the requirements of Title IX and VAWA. Resources, policy, process, and related updates can be found at:

Office of Equity and Access www.hr.vt.edu/oea

University Anti-Discrimination or Harassment Policy www.policies.vt.edu/index.php

Title IX www.hr.vt.edu/oea/title_ix/

Student Code of Conduct www.hokiehandbook.vt.edu/codeofconduct/

StopAbuse VT www.stopabuse.vt.edu

The Women's Center www.womenscenter.vt.edu

Division of Student Affairs www.dsa.vt.edu

Rights of Employee Complainants involved in a Title IX Investigation

The following is a summary of the rights of employee complainants, regardless of the status of the respondent (student, employee, or third party):

- If a crime has been alleged, any party has the right to file a complaint with the police department.

- In addition to a criminal complaint, each party has the right to have the complaint investigated by the Title IX or a Compliance Investigator.
- Any party has the right not to participate in any portion of the investigation process; if a person does not wish to participate, this decision does not relieve the institution from its responsibility to provide a reasonable response according to university policy and Title IX guidance, if it is relevant.

- If a party decides to participate, the person has the right to present witnesses and evidence during the investigation and/or hearing process.

- If a party does decide to participate, the person has the right to request confidentiality, although it may not always be able to be granted. For Title IX cases, the Title IX Coordinator will consider the request to determine whether or not the university may honor it while still providing a safe and nondiscriminatory environment for all students. Honoring such a request may limit the university's ability to respond fully to the incident, including pursuing appropriate disciplinary action against the alleged perpetrator.

- Complainants have the right not to abide by a non-disclosure (or confidentiality) agreement, whether such an agreement is oral or in writing.

- All parties have the right to a prompt, adequate, reliable, and impartial investigation of the

complaint. All parties also have the right to receive updates regarding the status and progress of the investigation.

- All parties have the right to have an advocate or attorney present during any interview throughout the investigation process, providing the advocate may not also be called as a witness to the same investigation. The advocate may not ask or answer questions during the investigator's interviews, but may provide advice to the advocate's party.

- Complainants have the right to be notified, in writing, about the outcome of the complaint and their rights to challenge a decision.

- All parties have the right to be protected from retaliation. University Policy 1025, the Student Conduct Code and Federal law prohibit retaliation against anyone for participating in a discrimination or harassment complaint, including sexual harassment and sexual violence. You should report complaints of retaliation to the Office of Equity and Access immediately.

- If you believe the institution is violating Federal or state employment law, you have the right to file a complaint with the Equal Employment Opportunity Commission (www.eeoc.gov) or the Virginia Council on Human Rights within 300 days of the alleged discrimination or harassment.

- If you want to learn more about your rights or would like to file a complaint with the U.S. Department of Education, Office for Civil Rights, you may contact them by phone at: (800) 421-3481; or you may visit its website at www.ed.gov/about/offices/list/ocr.

Rights of Student Complainants involved in a Title IX Investigation

The following is a summary of the rights of student complainants, regardless of the status of the respondent (student, employee, or third party):

- If a crime has been alleged, you have the right to file a complaint with the police department.
- In addition to a criminal complaint, you have the right to have your complaint investigated by the Title IX or Title IX Investigator.

- You have the right not to participate in any portion of the Title IX process; if you do not wish to participate, that decision does not relieve the institution from its responsibility to provide a reasonable response according to university policy and Title IX guidance.

- If you decide to participate, you have the right to present witnesses and evidence during the Title IX investigation and/or hearing process.

- If you decide to participate in the process, you have the right to request confidentiality. The Title IX and/or the Title IX Coordinator will consider your request to determine whether or not the university may honor your request while still providing a safe and nondiscriminatory environment for all students; honoring your request may limit the university's ability to respond fully to the incident, including pursuing appropriate disciplinary action against the alleged perpetrator.

- If you are an individual with a disability, you have the right to request a reasonable accommodation throughout the investigation process.

- You have the right to receive updates regarding the status and progress of the Title IX

investigation and/or hearing.

- You have the right to a prompt, adequate, reliable, and impartial Title IX investigation of the complaint.

- You have the right to the preponderance-of-the-evidence standard of proof throughout the investigation and/or hearing process.

- You have the right to have an advocate present during any interview throughout the Title IX investigation and/or hearing process.

- You have the right to have an attorney with you during a student conduct hearing and if a school permits one party to have an attorney present it must do so equally for both parties.

- You have the right to be notified, in writing, about the outcome of the complaint and any rights to appeal.

- You have the right not to abide by a non-disclosure (or confidentiality) agreement, whether such an agreement is verbal or in writing;

- You have the right to be protected against retaliation. University Policy 1025, the Student Conduct Code and Federal law prohibits retaliation against anyone for participating in a discrimination or harassment complaint, including sexual harassment and sexual violence; you should report complaints of retaliation to the Title IX Coordinator;

- Information regarding the Student Conduct Code may be found at: http://www.hokiehandbook.vt.edu/codeofconduct/.

- Additional information regarding Title IX may be found here: http://www.hr.vt.edu/oea/title_ix/.

- If you want to learn more about your rights, or you would like to file a complaint with the U.S. Department of Education, Office for Civil Rights, you may contact them by phone at: (800) 421-3481; or you may visit its website at: http://www2.ed.gov/about/offices/list/ocr.

Contact Information
Katie Reardon Polidoro
Director of Title IX Compliance Title IX Coordinator
Office for Equity and Accessibility
North End Center, Suite 2300
300 Turner Street, NW Blacksburg, VA 24061
540-231-1824
polidoro@vt.edu

Procedures the Office for Equity and Accessibility will follow in cases involving employees:

1. Upon notification, the Office for Equity and Accessibility will assess the immediate safety needs of the complainant and provide the complainant with access to care and resources, as appropriate, including the Women's Center and medical assistance, if needed.

2. The Office for Equity and Accessibility will contact the Virginia Tech Police Department and the appropriate local police department as necessary, and will advise the Virginia Tech Threat

Assessment Team, if needed.

3. The Office of Equity for Accessibility will assist the complainant with contacting the Virginia Tech Police Department and/or the appropriate local police department, as needed and at the request of the complainant and will provide the complainant with the contact information to the appropriate police department, as necessary.

4. The Office for Equity and Accessibility will take all reasonable steps necessary to address safety and to assess the need to implement interim or long-term protective measures, including administrative leaves, position reassignments, no contact requirements, and other measures as deemed appropriate.

5. The Office for Equity and Accessibility will provide to all complainants and respondents a copy of the Virginia Polytechnic Institute and State University Policy on Harassment, Discrimination, and Sexual Assault (University Policy 1025), a copy of the rights of any party involved with an investigation, and a list of available resources. It will also inform all parties of timeframes for inquiry, investigation, and resolution.

6. The Office for Equity and Accessibility will inform the complainant and the respondent simultaneously of the outcome of the investigation, whether or not a violation of policy was found to have occurred, and any measures to be taken to stop the unwanted behavior. In addition, the Office for Equity and Accessibility will advise both the complainant and the respondent of any changes to any of the above mentioned determinations.

7. Any disciplinary action taken as a result of an Office for Equity and Accessibility investigation will be imposed by the employee's department, in conjunction with and at the recommendation of Human Resources. The department may impose a wide range of sanctions, depending on the severity of the conduct, which can range from counseling and/or training through suspension and termination.

8. Employees will be advised of their right to grieve any disciplinary action taken as a result of an Office for Equity and Accessibility investigation by contacting the Virginia Tech Department of Human Resources and in deference to university and state policy.

9. The Office for Equity and Accessibility will investigate complaints of retaliation, as per the Policy on Harassment, Discrimination, and Sexual Assault (University Policy 1025), and will take immediate and separate action against parties that retaliate against a person for complaining of sex- based discrimination or for assisting in an Office of Equity and Access investigation.

Evidentiary Standard:

The Virginia Tech Police Department and the Virginia Tech Threat Assessment Team are immediately notified of cases involving Sexual Violence (Sexual Assault, Domestic Violence, Dating Violence and Stalking cases). The appropriate local police department will immediately be notified of cases occurring in their jurisdiction. Such cases involving employees as respondents are immediately referred to the Office for Equity and Accessibility and are adjudicated pursuant to university policy 1025 using the preponderance of the evidence standard.

As per the Policy on Harassment, Discrimination, and Sexual Assault (University Policy 1025), Consent is defined as:

Knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. The existence of consent is based on the totality of circumstances, including the context in which the alleged consent occurred. Silence does not necessarily constitute consent and coercion, by force, or threat of either party invalidates consent. This definition would apply when OEA is determining a policy violation under policy 1025 and Student Conduct would apply when determining responsibility under our Student Code of Conduct.

- Consent cannot be given where a person is incapacitated due to drugs or alcohol; or where a person has a disability; or is not of legal age to consent as defined by law.
- Consent to anyone form of sexual activity cannot automatically imply consent to any other forms of sexual activity. Consent can be withdrawn at any time.
- Previous relationships or prior consent cannot imply consent to future sexual acts.

As per the Office for Equity and Accessibility Statement of Rights, which is provided to all complainants upon notification of a complaint, if a person decides to participate in an Office for Equity and Accessibility investigation, "the person has the right to request confidentiality, although it may not always be able to be granted. For Title IX cases, the Title IX Coordinator and/or the Deputy Title IX Coordinator(s) will consider the request to determine whether or not the university may honor it while still providing a safe and nondiscriminatory environment for all students and employees. Honoring such a request may limit the university's ability to respond fully to the incident, including pursuing appropriate disciplinary action against the alleged perpetrator."

As per the Office for Equity and Accessibility Statement of Rights, "all parties have the right to a prompt, adequate, reliable, and impartial investigation of the complaint. All parties also have the right to receive updates regarding the status and progress of the investigation.

The Office for Equity and Accessibility expects that its employees, including Title IX investigators, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking; as well as training on how to conduct an investigation that protects the safety of victims and promotes accountability. As per the Office for Equity and Accessibility Statement of Rights, "all parties have the right to have an advocate or attorney present during any interview throughout the investigation process, providing the advocate may not also be called as a witness to the same investigation. The advocate may not ask or answer questions during the investigator's interviews, but may provide advice to the advocate's party."

Sex Offender Registry and Access to Related Information

The federal "Campus Sex Crimes Prevention Act" law was signed on October 28, 2000, and became effective October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state under section 121 of the Adam Walsh Child Protection Act of 2006. (42 U.S.C. 16921) concerning registered sex offender's may be obtained, such as the law enforcement office of the institution, a local law enforcement agency with jurisdiction for the campus, or a computer network address. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers their services, or is a student. Information about the Sex Offender registry can be found at http://sex-offender.vsp.virginia.gov/sor/, or can be accessed through the Virginia Tech Police Department web site at http://www.police.vt.edu.

In the Commonwealth of Virginia, convicted sex offenders must register with the *Sex Offender and Crimes Against Minors Registry*. The registry was established pursuant to §19.2-390.1 of the Commonwealth's Criminal Code. Every person convicted on or after July 1, 1997, including juveniles tried and convicted in the circuit courts pursuant to § 16.1-269.1, whether sentenced as adults or juveniles, of an offense for which registration is required shall be required as a part of the sentence imposed upon conviction to register and re-register with the Commonwealth's Department of State Police, as provided in this section.

In addition, all persons convicted of offenses under the laws of the United States, or any other state substantially similar to an offense for which registration is required, shall provide to the local agency all necessary information for inclusion in the State Police Registry within ten days of establishing a residence within the Commonwealth. Any person required to register shall also be required to reregister within ten days following any change of residence, whether within or outside of the Commonwealth.

Nonresident offenders entering the Commonwealth for employment, to carry on a vocation, volunteer services or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of the Commonwealth shall, within ten days of accepting employment or enrolling in school in the Commonwealth, be required to register and reregister pursuant to this section. For purposes of this section "student" means a person who is enrolled on a full-time or part- time basis, in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

Information concerning offenders registered with the *Sex Offender and Crimes Minors Registry* may be disclosed to any person requesting information on a specific individual in accordance with the law. Information regarding a specific person requested pursuant to the law shall be disseminated upon receipt of an official request form that may be submitted directly to the Commonwealth's Department of State Police or to the State Police through a local law-enforcement agency. The Department of State Police shall make registry information available, upon request, to criminal justice agencies including local law enforcement agencies through the Virginia Criminal Information Network (VCIN). Registry information provided under this section shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers or otherwise for the protection of the public in general and children in particular. *Uses of the information for purposes not authorized by this section are prohibited and a willful violation of this section with the intent to harass or intimidate another shall be punished as a Class 1 misdemeanor.*

Virginia State Police maintain a system for making certain registry information on violent sex offenders publicly available by means of the internet. The information made available includes the offender's name; all aliases which he has used or under which he may have been known; the date and locality of the conviction and a brief description of the offense; the offender's date of birth, current address and photograph; and such other information as the State Police may from time to time determine is necessary to preserve public safety. The system is secure and is not capable of being altered except by or through the State Police. The system is updated each business day with newly received registrations and re-registrations.

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator, who resides in the Women's Center at Virginia Tech.

Important Phone Numbers

For further explanation or elaboration of the information in this report, and for assistance or services, contact the agencies whose numbers are listed here.

• NRV Emergency Communications Authority	911 (emergency, on campus) 540-382-4343 (non-emergency)
• Virginia Tech Police Department	540-231-6411 (non-emergency)
• Lewis Gale Montgomery Hospital	540-953-1111 (main number)
• New River Valley Medical Center	540-731-2000
• Women's Center at Virginia Tech	540-231-7806
• Women's Resource Center	540-639-1123 (hotline, 24 hours) 540-639-9592 (office)
• Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) Mon-Thurs 540-231-6444 (9:00am – 5:00pm) Friday
• Schiffert Health Services	540-231-6444
• Cranwell International Center	540-231-6527
• Blacksburg Police Department	911 (emergency, off campus) 540-961-1150(non-emergency)
• Montgomery County Sheriff's Office	540-382-2951(non-emergency)
• Christiansburg Police Department	540-382-3131(non-emergency)
• Dean of Students	540-231-3787
• Office of Student Conduct	540-231-3790
• Office of Student Programs	540-231-6204
• Student Legal Services	540-231-4720
• Safe Ride (Dusk until Dawn)	540-231-SAFE (7233)
• Title IX Coordinator Office of Equity & Access	540-231-1824 (students) 540-231-8771 (employees)
• Office of Emergency Management	540-231-2438
• University Relations	540-231-5396

Safety Tips / Risk Reduction

Security doesn't begin and end with the university police. It takes the entire university, faculty, staff, and students to make our campus a safe and secure place to live, work, and play. What can you do to help? The number one thing you can do is to take a few precautions and follow a few safety tips that will help us, help you.

A. Trust your instincts. If a place or situation doesn't feel right, it probably isn't.
B. Avoid working or studying alone in a building at night.
C. Avoid shortcuts and isolated areas when walking after dark.
D. Stay alert when crossing roads and be mindful of your surroundings.
E. Don't walk alone after dark. Travel in groups. Use the Safe Ride Service.
F. Know how to defend yourself---enroll in a self-defense class.
G. Become familiar with the locations of the blue-light emergency phones on campus.
H. Don't leave personal property (iPods Laptops, iPhones, book bags) lying around unattended.
I. Carry a whistle or other noisemaker.
J. Keep your bike locked in a rack or storage facility when not in use
K. Never prop open exterior doors, even for a short time.
L. Keep your room door locked when leaving even for "Just a minute" and when sleeping.
M. Lock windows and close shades after dark.
N. Never attach your name and address to keys, if lost or stolen they could lead to theft.
O. When traveling in your vehicle keep windows up and doors locked.
P. Engrave your valuables.
Q. Report any suspicious or criminal activity to the police and report all crimes immediately.
R. Don't put personal information on social networking sites.
S. Do not accept drinks from strangers or leave your drink unattended because it could be drugged.
T. If you suspect someone of having alcohol poisoning, call 911 immediately. Do not wait until it is too late.

Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking

Virginia Tech prohibits the crimes of domestic violence, dating violence, sexual assault and stalking as defined by the Clery Act. The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaign intended to end dating violence, domestic violence, sexual assault, and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome, and
2. Consider environmental risk or protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students.

EDUCATIONAL PROGRAMS ADDRESSING-- SEXUAL ASSAULT, STALKING, DATING VIOLENCE AND DOMESTIC VIOLENCE

PREVENTION / AWARENESS PROGRAMS

NAME OF PROGRAM	VAWA Crime	NATURE OF CONTENT	DATE (S) OFFERED	TARGETED AUDIENCE
HRL- Pro Staff BCD's	SA/DV	Services/Response	8/3/2018	Student Staff- Res. Life
Hunting Ground Screening- Squad Leaders	SA	Services/Response	8/7/2018	Student Staff- Res. Life/Corps
SafeZone- Healthy Relationships	DV/ST	Inclusion/Prevention/Response	8/8/2018	Faculty/Students
Amazing Race- Campus Resources Presentations	SA/DV/ST	Services/Response	8/9/2018	Student Staff- Res. Life
HRL- Student Staff T9	SA/DV/ST	Services/Response	8/10/2018	Student Staff- Res. Life
HRL- Student Staff BCD's	SA/DV	Services/Response	8/10/2018	Student Staff- Res. Life
Briefing for Jr. Cadets	SA/DV/ST	Services/Response	8/17/2018	Student Cadet Leaders
Fall WC Intern Training	DV	Prevention/Response	8/25/2018	Student Staff/Volunteers
SAVES Training #1	SA/DV/ST	Prevention/Response	9/1/2018	Student Volunteers
SAVES Training #2	SA/DV/ST	Prevention/Response	9/8/2018	Student Volunteers
SAVES Training #3	SA/DV/ST	Prevention/Response	9/16/2018	Student Volunteers
Virginia Community Criminal Justice Association- Conference pannel	SV	Services/Response	11/7/2018	Parole & Probation Officers
Intro. to History- Shadel	SA	Awareness/Response	8/23/2018	New Students
SAVES @ Alpha Chi Omega	DV	Prevention/Response	9/17/2018	Sorority Women
Univ. 1824 11am Nick Sano-Franchini	DV	Prevention/Response	9/20/2018	New Students
Univ. 1824 3:30 Nick Sano-Franchini	DV	Prevention/Response	9/20/2018	New Students
SAVES @ Kappa Alpha Theta- RFC	DV	Prevention/Response	9/26/2018	Sorority Women
Soc. Of Women & Crime- Kaite Boyle	SA	Prevention/Response	10/3/2018	Students
Internsessions Talk- SA on Campus (Backup Taylor)	SA	Prevention/Response	10/3/2018	Leadership Students
Human Sexuality- Chris Kaestle	SA	Prevention/Response	10/11/2018	Students
Human Sexuality- Victoria Lael	SA	Prevention/Response	11/15/2018	Students
Human Sexuality- Lea El Helou #1	SA	Prevention/Response	11/26/2018	Students
Human Sexuality- Lea El Helou #2	SA	Prevention/Response	11/28/2018	Students
SAVES @ Gamma Phi Beta- RFC	DV	Prevention/Response	10/4/2018	Students
SAVES @ Delta Chi- RFC	DV	Prevention/Response	10/14/2018	Fraternity Men
SAVES @ United Feminist Movement- RFC	DV	Prevention/Response	10/17/2018	Students
SAVES @ Alpha Kappa Deltat Phi- RFC	DV	Prevention/Response	10/28/2018	Sorority Women
SAVES @ Hillel- RFC	DV	Prevention/Response	11/5/2018	Jewish Students
SAVES @ Alpha Phi Omega- RFC	DV	Prevention/Response	11/5/2018	Sorority Women
SAVES @ Harper 3rd Floor- RFC	DV	Prevention/Response	11/6/2018	Residential Students
SAVES @ Student Affrican American Sisterhood	SA/DV	Prevention/Response	11/7/2018	Black Women Students

Attachment D

SAVES @ Pritchard 2nd Floor- RFC	DV	Prevention/Response	11/8/2018	Residential Students
SAVES @ Lee Hall	SA	Prevention/Response	11/11/2018	Residential Students
Cadre Hunting Ground Screening	SA	Services/Response	1/11/2018	Student Staff- Res. Life/Corps
Spring BCD's- Civilian & Cadet	SA/DV	Services/Response	1/12/2018	Student Staff- Res. Life/Corps
Women's Center Intern Training	SA	Prevention/Response	1/19/2018	Student staff/Volunteers
Echo Co.- Sexism, Discrimination	SA	Prevention/Response	2/1/2018	Student Cadet Leaders
SAVES Spring Meeting	SA/DV/ST	Prevention/Response	1/23/2018	Student Volunteers
Understadning Barriers: Inclusive Preventino Practices	SA/DV	Inclusion/Prevention/Response	2/26/2018	Faculty
It's On Us Training- Echo Co.	SA	Prevention/Response	3/27/2018	Student Cadets
Orientation Leader Training	SA/DV	Services/Response	4/18/2018	Student Staff
Wellfest-SAVES & Women's Center	SA/DV/ST	Services/Response	1/16/2018	Students
Destination Wellness-Outreach Tables 2/21	SA	Prevention/Response	2/21/2018	Students
Destination Wellness- Outreach Tables 2/22	SA	Prevention/Response	2/22/2018	Students
Destination Wellness- Outreach Tables 2/27	SA	Prevention/Response	2/27/2018	Students
Destination Wellness Sorority Workshops	SA	Prevention/Response	2/26/2018	Sorority Women
Training Day; Understanding Barriers to Prevention	SA/DV	Inclusion/Prevention/Response	2/26/2018	Faculty
Human Sexuality- Kaestle	SA	Prevention/Response	3/17/2018	Students
SAVES @ Hillel- Heathoy Relationships	DV	Prevention/Response	3/17/2018	Jewish Students
Human Sexuality-Meservy	SA	Prevention/Response	3/19/2018	Students
Human Sexuality- Meservy	SA	Prevention/Response	3/21/2018	Students
Recy Taylor Screening- Co-Sponsored F/S Lunch	SA	Inclusion/Prevention/Response	3/22/2018	Faculty
Recy Taylor Screening- Co-Sponsored Student	SA	Inclusion/Prevention/Response	3/22/2018	Students
Hunting Ground Screening & Discussion	SA	Prevention/Response	4/3/2018	Students
SafeZone: Dating & Healthy Relationships	DV	Inclusion/Prevention/Response	4/4/2018	Students/ Faculty
SAVES @ Arnold Air Society	SA	Prevention/Response	4/9/2018	Student Cadets
I Am Evidence Movie Screening & Discussion	SA	Services/Response	4/16/2018	Students
Human Sexuality- Helou	SA	Prevention/Response	4/25/2018	Students
Human Sexuality- Helou	SA	Prevention/Response	4/27/2018	Students
BYSTANDER INTERVENTION				
NAME OF PROGRAM		NATURE OF CONTENT	DATE (S) OFFERED	TARGETED AUDIENCE
MVP for RA's and Cadre	SA/DV/ST	Bystander Intervention	8/6/2018	Student Staff- Res. Life/Corps
MVP w/ CEED Peer Mentors	SA/DV/ST	Bystander Intervention	8/17/2018	Student Staff- Res. Life
BIB Facilitator Training- Returning MVP folks	SA/DV/ST	Bystander Intervention	10/19/2018	Student & Faculty Volunteers
BIB Facilitator Training- New Facilitators #1	SA/DV/ST	Bystander Intervention	11/9/2018	Student & Faculty Volunteers
SVPC- Sept BIB Pt. 1	SA/DV/ST	Bystander Intervention	9/6/2018	Student & Faculty Volunteers
SVPC- Oct. BIB Pt. 2	SA/DV/ST	Bystander Intervention	10/4/2018	Student & Faculty Volunteers
SVPC- Nov. BIB Pt. 3	SA/DV/ST	Bystander Intervention	11/1/2018	Student & Faculty Volunteers

Attachment D

MVP w/ 1st Year Cadets			2/5/2018	Student Cadets
MVP w/1st Year Cadets			2/12/2018	Student Cadets
MVP Assistant Facilitator Training			3/17/2018	Student & Faculty Volunteers
MVP w/Chi Delta Alpha			4/8/2018	Fraternity Men
MVP w/Selep's Coalition #1			4/11/2018	Sorority/Fraternity Students
MVP w/Selep's Coalition #2			4/15/2018	Sorority/Fraternity Students
MVP for CCED Mentors			4/24/2018	Student Staff- Res. Life
OTHER SAETY / SECURITY PROGRAMS				
NAME OF PROGRAM	VAWA Crime	NATURE OF CONTENT	DATE (S) OFFERED	TARGETED AUDIENCE
Red Flag Campaign	DV	Prevention/Response Campaign-Awareness	October	Campus Community
It's On Us Campaign	SA	Bystnader Intervention- Awareness	March/April	Campus Community
Sexual Assault Awareness Month (SAAM)	SA	Sexual Violence Prevention/Response-Awareness	March/April	Campus Community
One Love Workshops	SA/DV/ST	Relationship Violence	Spring / Fall	Students

Attachment D

Attachment D

Rights and Options to Review

1. Contact the police for assistance and information or to report the incident. You also have the right to decline notifying law enforcement.

2. Consider seeking medical attention ASAP for examination of injuries & to collect physical evidence. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address other medical concerns.

Evidence preservation for domestic violence, dating violence or stalking cases will likely be different. Collection of evidence does not require you to file a police report, but a forensic exam can preserve evidence should you decide to file a report at a later date.

3. If possible, do not change your clothes, shower or drink before going to emergency room. Bring a change of clothes. The police will keep the clothes you are wearing for evidence. Do not clean the area where the incident occurred. Preserving evidence is critical and can assist in prosecution should you choose to pursue a protective order or legal action.

Remember it is never too late to deal with a sexual assault.
You can heal from this trauma.
People are ready and able to help you, but they cannot if you do not ask.

4. Preserve evidence by saving texts messages or taking screenshots of social media, pictures or other communications, pictures, relevant social media, etc. Take pictures of injuries (if not taken by medical providers) as well as any property damage.

5. The hospital will notify the Women's Resource Center who will provide a trained companion at the hospital. The companion will look after your needs and help with resources.

6. Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. The perpetrator might have passed on a sexually transmitted disease that requires treatment.

7. Seek counseling from one of the listed resources in your packet. There are several free and *confidential* resources on campus such as Cook Counseling and the Women's Center.

8. Consider your judicial options. Statutes of limitations are longer than you think. You also have options with campus & civil charges.

9. If the assault & its aftermath are interfering with your academic performance or ability to work, talk with Cook Counseling, the Women's Center, or the Dean of Students about academic relief.

Attachment D

Additional Resources

Virginia Tech Police Department
Lt. Tony Haga, Detective Lieutenant
(540) 231-8122 tchaga@vt.edu police.vt.edu

Virginia Tech Women's Center
(540) 231-7806 womenscenter.vt.edu

Montgomery County Victim-Witness
(540) 382-5705

Women's Resource Center
(540) 639-1123 wrcnrv.org

Cook Counseling Center
(540) 231-6557 ucc.vt.edu

Schiffert Health Center
(540) 231-6444 healthcenter.vt.edu

Virginia Tech's Title IX investigation process can take several weeks and may lead to further adjudication through other processes, such as Student Conduct.
Participation in any step of this process is optional.

Carilion New River Valley Medical Center
PERK exams are available at this location and can be submitted anonymously.
(540) 731-2866 carilionclinic.org

Virginia Tech Title IX
Katie Polidoro, Title IX Coordinator
Student & Non-student complaints
(540) 231-1824 polidoro@vt.edu stopabuse.vt.edu

Dean of Students
(540) 231-3787 dean.students@vt.edu dos.vt.edu

Student Conduct
(540) 231-3790 studentconduct@vt.edu studentconduct.vt.edu

Virginia Tech Ombuds
Reese Ramos, University Ombuds
(540) 231-3125 reeseramos@vt.edu

Bryan Hanson, Graduate Ombudsperson
(540) 231-9573 gradstudentombud@vt.edu graduate.ombudsman.vt.edu

VT | POLICE VIRGINIA TECH

Crime Definitions specified by the Clery Act:

Murder & Non-negligent Manslaughter - The willful killing of one human being by another.

Manslaughter by Negligence – the killing of another person through gross negligence.

Rape – Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his / her age or temporary or permanent mental or physical incapacity. This definition includes the rape of both males and females.

Fondling – The touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of his / her age or temporary or permanent mental or physical incapacity.

Incest –sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

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

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

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

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

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

Liquor Law Violations – The violation of state laws or local laws/ordinances prohibiting the manufacture, sale, purchase, transportation, possession and use of alcoholic beverages, not including driving under the influence and drunkenness.

Drug Law Violations – Violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Weapons Law Violations – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Referrals – The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Domestic Violence – includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence – violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Includes but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Stalking – engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

Definitions of Geography

On-Campus – Any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and any building or property that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purpose. (Statistics for university housing facilities are recorded and included in both the on-campus category and residential category)

Non-Campus – Any building or property not part of the core campus and does not fit the definition of separate campus and is owned or controlled by the institution, is used in direct support of or in relation to the institution's educational purposes, and is frequently used by students. Other Non- Campus property that is Clery reportable is property "owned or controlled by a student organization that is officially recognized by the institution such as fraternity and sorority houses."

Public Property – all public property, including thoroughfares, streets, sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus.

Definition of the term "Unfounded" On occasion, an agency will receive a complaint which is determined through investigation to be false or baseless. If the investigation shows that no offense occurred nor was attempted, the reported offense can be "unfounded" by a law enforcement officer.

Attachment D

Virginia Tech Blacksburg Campus Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	11	20	12	1	0	1	0	0	0	12	20	13	6	5	11	1	0	0
Fondling	7	6	3	0	0	0	0	0	0	7	6	3	3	4	3	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Aggravated Assault	3	4	4	0	0	0	0	0	0	3	4	4	3	2	1	0	0	0
Burglary	27	30	20	1	0	0	0	0	0	28	30	20	22	25	16	2	0	2
Motor Vehicle Theft	2	2	4	1	0	0	0	0	0	3	2	4	0	0	0	0	0	0
Liquor Law Violations Referred	591	560	530	0	0	0	0	0	4	591	560	534	536	537	487	0	0	0
Liquor Law Arrests	51	41	19	0	0	0	1	10	2	52	51	21	15	12	8	0	0	0
Drug Law Violations Referred	49	76	74	0	0	0	0	1	0	49	77	74	42	33	39	0	0	0
Drug Law Arrests	74	89	104	1	0	0	0	3	1	75	92	105	57	58	71	0	0	0
Illegal Weapons Possession Referred	0	0	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0
Illegal Weapons Possession Arrests	0	0	1	0	0	0	1	0	0	1	0	1	0	0	0	0	0	0
Arson	0	2	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0
Domestic Violence**	3	4	1	0	0	0	0	0	1	3	4	2	0	0	0	0	0	0
Dating Violence**	2	4	2	0	0	0	0	0	0	2	4	2	2	3	2	0	0	0
Stalking**	0	5	1	0	0	0	0	0	0	0	5	1	0	1	0	0	0	0

***No hate crimes were reported in 2016 and 2018. (2017—1 on-campus simple assault characterized as race bias.)**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

*** Note: Included in the Virginia Tech Blacksburg Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.**

***Not all agencies contacted could provide statistics as requested."**

Virginia Tech
Higher Education Opportunity Act
Blacksburg Campus
Fire Safety Annual Compliance Report for 2018

Overview

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics related to student housing. The following public disclosure report details all information required by this law as it relates to Virginia Tech as outlined in the initial regulation; subsequent yearly reports will comply with the Act as amended and published October 29, 2009.

On-Campus Housing Fire Safety Equipment

At Virginia Tech, all forty-six (46) of our residence halls are protected by smoke detection and alarm systems which are monitored 24 hours/day, seven days/week by Simplex. This reports shows forty-eight (48) residence halls, however Thomas and Monteith Halls were demolished in June of 2017, and will be removed from this report in 2021. When a fire alarm is activated, Simplex receives notification of the alarm, Simplex notifies the New River Valley Emergency Communications Regional Authority (NRVECRA) which intern dispatches the Blacksburg Fire Department and the Virginia Tech Police Department. The buildings are also equipped with either emergency generators or lighting fixtures that incorporate backup batteries; upon loss of power, these systems automatically activate to assure adequate egress lighting in hallways and emergency exit stairwells. Twenty-seven of our residence halls are fully sprinklered, including all high-rise residence halls. Carbon monoxide detectors have been installed in all residence hall mechanical rooms where products of combustion could occur. All fire safety systems and equipment are strictly maintained and tested in accordance with applicable national standards. A summary of the fire protection systems present in each residence hall is provided in Table 1. Blacksburg Fire Department is the first responder to all fire emergencies at the Virginia Tech main campus.

Fire Safety Education, Training and Fire Drills

All on-campus residents (including those with special needs) receive intensive and comprehensive fire safety training at the beginning of each semester. Training on fire and life safety is also provided to all Residential Advisors, Area Coordinators, Building Managers, Fraternity & Sorority House Managers, Event Planning Office Staff & Crowd Managers, Housekeeping staff and Hot-work Coordinators. In addition, a quality control program that covers emergency and evacuation procedures is reviewed regularly with the occupants and staff of each respective residence hall. Each resident is required to review and comply with the requirements outlined in the *Hokie Handbook*, *Housing Policies*, *University Policies for Student Life*, and *Housing and Residence Life Polices*, which include information on fire safety and what appropriate action to take during a fire

alarm or fire emergency. Student Affairs also maintains extensive information on fire safety on its website. There is an emergency evacuation map posted on each floor to direct occupants to primary and secondary exits. There is also an evacuation map on the interior side of every resident hall room door.

Fire drills are conducted four times per year in all of the occupied residence halls in coordination with Virginia Tech's offices of Environmental, Health and Safety Services and Student Affairs. The fire drills are conducted within the first 10 days of each semester (Fall, Spring, Summer I & Summer II). Fraternity and sorority houses that are located on university property must follow the same procedures that apply to residence halls and are included in the fire drills.

Items Prohibited in Residence Halls – Items include, but are not limited to:

- Extension cords
- Multi-plug adapters
- Single-plug adapters
- Candles/incense/open flames
- Lamps with halogen bulbs
- Fireworks
- Toasters/toaster ovens
- Explosives/flammables/propane/gas/grills
- Firearms/weapons/incendiary devices
- Curtains (unless purchased with tag stating they are fire retardant)
- Motorized vehicles
- Hazardous materials
- All smoking devices (cigarettes, cigars, pipes, e-cigarettes, hookahs, etc.)

Specific Fire Prevention Related Policies and Programs

- Policy 1005, Health and Safety, affirms that faculty, staff and students must comply with university health and safety policies and programs, attend required training, report any identified safety or health hazard, and know their roles in an emergency.
- Policy 1010, Policy on Smoking, prohibits smoking in all university properties owned and operated by Virginia Tech, including residence halls.
- Policy 5000, University Facilities Usage and Event Approval, requires that an application must be submitted for certain types of events on campus, and affirms that these events are subject to a review and approval process. The use of open flames and pyrotechnics, layout of assembly areas/events, and use of decorations are all evaluated during this review.

- Policy 5406, Requirements for Temporary Facilities/Tents/Stages, assures that tents, stages and other temporary facilities comply the Virginia Statewide Fire Prevention Code, including the prohibition on the use of open flames near or under any tent.
- Policy 5605, Residence Hall Fire and Fire Alarm Procedures, affirms that students must evacuate the building upon fire alarm activation and outlines the role of staff members in overseeing evacuation procedures and reentry into the building when authorized.
- Policy 5615, University Safety and Security, requires that Resident Advisors be trained to perform safety audits of residence rooms, coordinate emergency evacuations and warning procedures, and facilitate the performance of fire and other drills.
- The *Hokie Handbook*, *Housing Policies*, *University Policies for Student Life*, and *Housing and Residence Life Polices*, which are part of the housing contract, limit the types of electrical appliances allowed in residence halls, establish expectations for compliance with drills and training, provide for periodic health and safety inspections of residence rooms, affirm limitations on materials that may be stored in resident rooms, prohibit open flames without a permit, limit the use of combustible decorations/furnishings, and define the consequences if students violate university polices and programs. Specifically:
  - Electrical appliances such as electric stoves, George Foreman-type grills, toaster ovens, toasters, crock pots, sandwich makers, air conditioners, space heaters, hot plates, and other open coiled appliances are not permitted in residence hall rooms. No extension cords of any type are permitted, and halogen bulb lamps and high intensity lamps are prohibited.
  - Room furnishings/decorations and the decorating of public spaces is strictly controlled. Additional limitations on the use of flammable and combustible materials for decorations in both residence rooms and common areas are affirmed in the *Policy for Residence Hall Decorations*.
  - Items that require an open flame, operate on fuel, or produce heat (such as Bunsen burners, lit candles, incense, and alcohol burners) are prohibited.
  - All residence halls, including student rooms, are smoke-free
  - Student rooms, common areas, storage, and mechanical areas are subject to regular inspection by the Virginia State Fire Marshal's office, Environmental Health and Safety personnel, and Student Affairs staff. In addition, resident room inspections are conducted once per semester by hall staff in order to identify any health or safety concerns. Violations of fire and life safety policies are subject to university judicial action and appropriate sanctions.
  - Anyone found causing a false fire alarm, tampering with fire-safety equipment, or not properly evacuating during a fire alarm will face arrest and/or judicial referral.
- Virginia Tech's *Fire and Life Safety Program* establishes requirements for the performance of periodic fire safety inspections of all university buildings, including residence halls; provides for periodic training for employees and students on basic fire safety; affirms conditions that must be maintained in all university properties to comply with the Virginia Statewide Fire Prevention Code; and, establishes requirements for the permitting, approval and inspection of hot work, use of open flames/burning, pyrotechnics and special effects, and temporary facilities, tents and stages.

Table 1 - Fire Protection Systems in Blacksburg Campus Residential Facilities

Building Name	*Offsite Fire Alarm Monitoring (SIMPLEX)*	*Partial Sprinkler System[2]*	*Full Sprinkler System[3]*	*Smoke Detection*	*Fire Extinguishing Devices*	*Evacuation Plans & Signs*	*Number of Fire Drills each calendar year[4]*
Ambler Johnston Hall (East) 700 Washington St. SW	X		X	X	X	X	2
Ambler Johnston Hall (West) 720 Washington St. SW	X		X	X	X	X	2
Barringer Hall 240 Kent St.	X			X	X	X	3[6]
Campbell Hall (East) 320 Drillfield Drive	X			X	X	X	2
Campbell Hall (Main) 300 Drillfield Drive	X			X	X	X	2
Cochrane Hall 770 Washington St. SW	X	X		X	X	X	2
Eggleston Hall (East) 500 Drillfield Drive	X [1]			X	X	X	2
Eggleston Hall (Main) 440 Drillfield Drive	X [1]			X	X	X	2
Eggleston Hall (West) 410 Drillfield Drive	X [1]			X	X	X	2
Graduate Life Center at Donaldson Brown 155 Otey St. NW	X		X	X	X	X	2

Building Name	***Offsite Fire Alarm Monitoring (SIMPLEX)***	***Partial Sprinkler System[2]***	***Full Sprinkler System[3]***	***Smoke Detection***	***Fire Extinguishing Devices***	***Evacuation Plans & Signs***	***Number of Fire Drills each calendar year[4]***
Harper Hall 240 West Campus Drive	X		X	X	X	X	2
Hillcrest Hall 385 West Campus Drive	X			X	X	X	2
Johnson Hall 500 Washington St SW	X			X	X	X	2
Lee Hall 570 Washington St. SW	X		X	X	X	X	2
Miles Hall 460 Washington St. SW	X			X	X	X	2
Monteith Hall 170 Turner St. NW	X [1]			X	X	X	1[7]
New Cadet Hall 310 Alumni Mall	X		X	X	X	X	2
New Hall West 190 West Campus Drive	X		X	X	X	X	2
New Hall East 540 Washington St. SW	X		X	X	X	X	2
Newman Hall 200 Kent St.	X			X	X	X	2
O'shaughnessy Hall 530 Washington St. SW	X		X	X	X	X	1[8]
Payne Hall 380 Drillfield Drive	X		X	X	X	X	4[9]

Building Name	***Offsite Fire Alarm Monitoring (SIMPLEX)***	***Partial Sprinkler System[2]***	***Full Sprinkler System[3]***	***Smoke Detection***	***Fire Extinguishing Devices***	***Evacuation Plans & Signs***	***Number of Fire Drills each calendar year[4]***
Pearson Hall 260 Alumni Mall	X		X	X	X	X	2
Peddrew-Yates Residence Hall 610 Washington St. SW	X		X	X	X	X	2
Pritchard Hall 630 Washington St. SW	X		X	X	X	X	2
Slusher Tower 201 Ag Quad Drive	X		X	X	X	X	2
Slusher Wing 201 Ag Quad Drive	X		X	X	X	X	2
Thomas Hall 190 Turner St. NW	X [1]			X	X	X	1[7]
Transfer House – Bldg. SPEH, 2475 Oak Lane	X		X	X	X	X	2
Vawter Hall 180 Kent St.	X			X	X	X	4[9]
Special Purpose Housing - Bldg. A 2750 Oak Lane	X	X[5]		X	X	X	2
Special Purpose Housing - Bldg. B 2740 Oak Lane	X	X[5]		X	X	X	2
Special Purpose Housing - Bldg. C 2720 Oak Lane	X	X[5]		X	X	X	2
Special Purpose Housing - Bldg. D 2805 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. E 2705 Oak Lane	X		X	X	X	X	2

Building Name	***Offsite Fire Alarm Monitoring (SIMPLEX)***	***Partial Sprinkler System[2]***	***Full Sprinkler System[3]***	***Smoke Detection***	***Fire Extinguishing Devices***	***Evacuation Plans & Signs***	***Number of Fire Drills each calendar year[4]***
Special Purpose Housing - Bldg. F 2615 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. G 2575 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. H 3205 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. I 3160 Oak Lane	X		X	X	X	X	2
Special Purpose Housing – Bldg. J 3170 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. K 3115 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. L 3115 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. M 3025 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. N 3025 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. O 2965 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. P 2965 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. Q 2875 Oak Lane	X		X	X	X	X	2
Special Purpose Housing - Bldg. R 2875 Oak Lane	X		X	X	X	X	2

[1] denotes single stations in residence rooms with smoke and/or heat detection in common areas
[2] denotes having sprinklers in the common areas only
[3] denotes having sprinklers in both common areas and individual rooms
[4] denotes having drills conducted four times per year when the building is occupied year-round; drills are otherwise conducted within 10 days of the beginning of each semester when occupied
[5] denotes having sprinklers in mechanical rooms only
[6] occupied Summer II, not Summer I
[7] demolished June 2017
[8] 1 drill reopened August 2018
[9] used summer I and II

Fire Statistics

The number and cause of each fire in each residence hall is summarized in Table 2. There were no reported fire-related injuries or fatalities in residence halls during calendar years 2016 through 2018. There were four (4) reported fires during this period. Total damages for fire-related losses were $00.00.

Fire Reporting

In July of 2016 the Virginia Tech Police Department converted over to a centralized dispatch. The fire alarm and sprinkler monitoring systems were also switched to an off-site monitoring system. Simplex monitors the status of all fire detection and fire suppression systems in residence halls. When Simplex receives notification of a fire alarm or a sprinkler alarm, they call the New River Valley Emergency Communications Regional Authority which intern dispatches the Blacksburg Fire Department and the Virginia Tech Police Department. If a fire has occurred, it should be reported to the New River Valley Emergency Communications Regional Authority by one of the following methods, calling 911(emergency), calling the NRVECRA Communications Center 540-382-4343 (emergency) or the Virginia Tech Police Department 540-231-6411 (non-emergency).

Responding to a Fire/Evacuation Procedures

If a fire emergency occurs, notify occupants by activating the fire alarm system. This requires pulling the pull station to initiate the alarm. If the fire alarm is activated while you are in your room or you activate the alarm, immediately exit the building at the closest exit away from the fire emergency. Move at least 50 feet away from the building and out of the way of responding emergency personnel. Do not reenter the building until the fire department says it is safe to do so and an 'all clear' signal has been given by the alarm system. If you are unable to leave your area, place wet towels or other material under the door to assist with blocking smoke from entering. If you can, call 911 and give your exact location and as much information as possible to the dispatcher. If you are unable to call for assistance, shout out of the window for help. Only assist others if you can do so safely. Never use elevators during a fire emergency. Remain Calm.

Plans for Future Improvement

Virginia Tech maintains a prioritized list of projects to upgrade older fire systems, enhance the capabilities of existing systems, or install new fire safety systems in existing buildings.

Table 2 - Fire Statistics for the Blacksburg Campus Residential Facilities for Calendar Years 2016, 2017 and 2018.

Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*	*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
Ambler Johnston Hall (East) 720 Washington St. SW	0	0			N/A	N/A	N/A	N/A
Ambler Johnston Hall (West) 700 Washington St. SW	0	0			N/A	N/A	N/A	N/A
Barringer Hall 240 Kent St.	0	0			N/A	N/A	N/A	N/A
Campbell Hall (East) 320 Drillfield Drive	0	0			N/A	N/A	N/A	N/A
Campbell Hall (Main) 300 Drillfield Drive	0	0			N/A	N/A	N/A	N/A
Cochrane Hall 790 Washington St. SW	0	0			N/A	N/A	N/A	N/A
Eggleston Hall (East) 500 Drillfield Drive	0	0			N/A	N/A	N/A	N/A
Eggleston Hall (Main) 440 Drillfield Drive	0	0			N/A	N/A	N/A	N/A
Eggleston Hall (West) 410 Drillfield Drive	1	1	2/10/16 0713 hours	Room 216	**Unintentional** – towel draped over a desk lamp	0	0	0.00
Graduate Life Center at Donaldson Brown 155 Otey St. NW	0	0			N/A	N/A	N/A	N/A
Harper Hall 240 West Campus Drive	0	0			N/A	N/A	N/A	N/A
Hillcrest Hall 385 West Campus Drive	0	0			N/A	N/A	N/A	N/A
Johnson Hall 500 Washington St SW	0	0			N/A	N/A	N/A	N/A
Lee Hall 570 Washington St. SW	0	0			**N/A**	N/A	N/A	N/A
Miles Hall 460 Washington St. SW	0	0			N/A	N/A	N/A	N/A

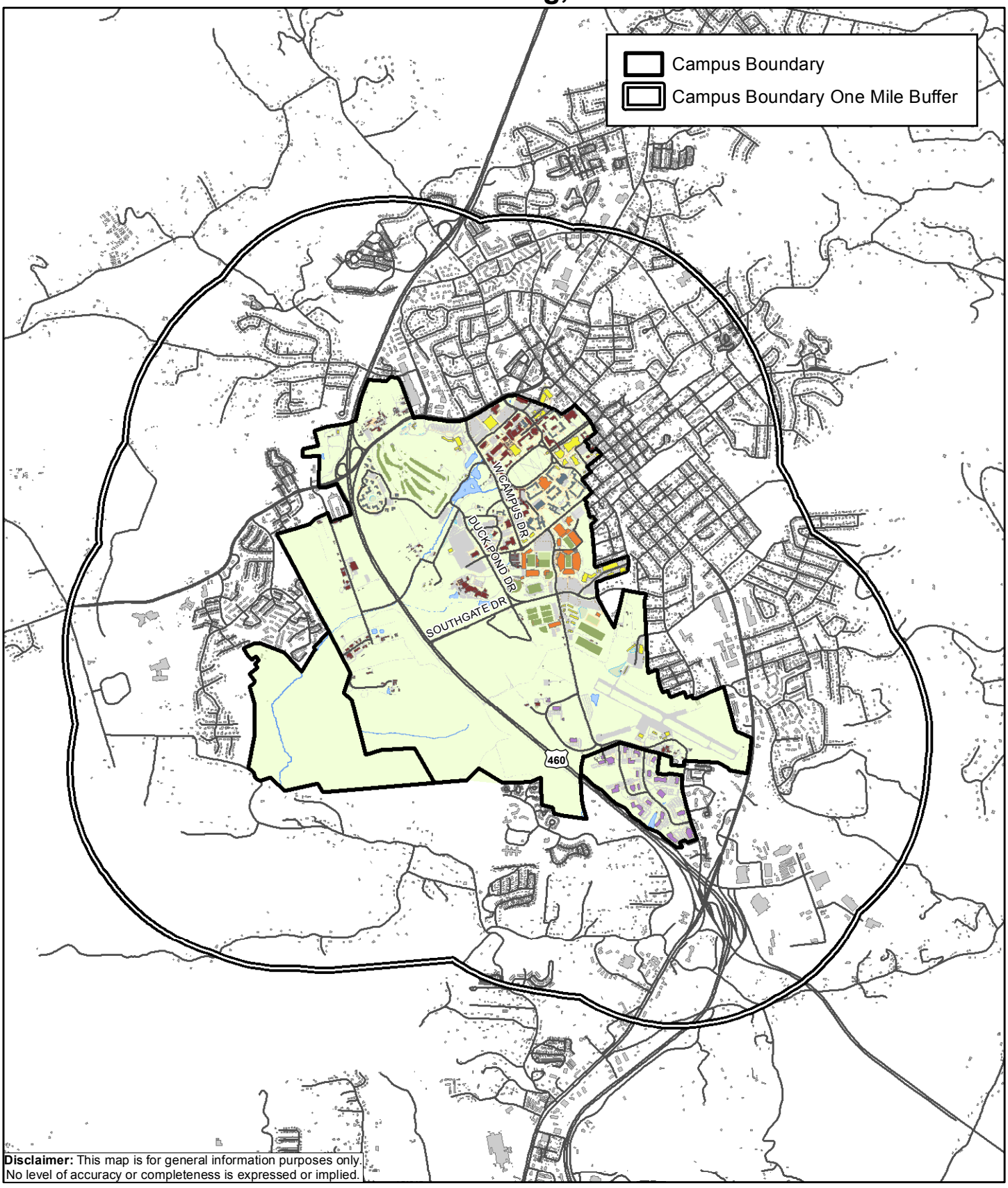
Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*	*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
Monteith Hall 170 Turner St. NW	0	0			N/A	N/A	N/A	N/A
New Cadet Hall 310 Alumni Mall	1	1	10/25/2017 0000 hours		Intentional – burning of small objects	0	0	0.00
New Hall West 190 West Campus Drive	0	0			N/A	N/A	N/A	N/A
New Hall East 540 Washington St. SW	0	0			N/A	N/A	N/A	N/A
Newman Hall 200 Kent St.	1	1	4/26/2017 0339 hours	Room 326	**Intentional** – towel lit on fire	0	0	0.00
O'shaughnessy Hall 530 Washington St. SW	0	0			N/A	N/A	N/A	N/A
Payne Hall 380 Drillfield Drive	0	0			N/A	N/A	N/A	N/A
Pearson Hall 260 Alumni Mall	0	0			N/A	N/A	N/A	N/A
Peddrew-Yates Residence Hall 610 Washington St. SW	0	0			N/A	N/A	N/A	N/A
Pritchard Hall 630 Washington St. SW	1	1	11/12/2017 1552	Room 2076	**Unintentional** – electrical cellphone charger and power-strip	0	0	0.00
Slusher Tower 201 Ag Quad Drive	0	0			N/A	N/A	N/A	N/A
Slusher Wing 201 Ag Quad Drive	0	0			N/A	N/A	N/A	N/A
Thomas Hall 190 Turner St. NW	0	0			N/A	N/A	N/A	N/A
Transfer House –Bldg. SPEH, 2745 Oak Lane	0	0			N/A	N/A	N/A	N/A
Vawter Hall 180 Kent St.	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. A, 2750 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. B, 2740 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. C, 2720 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. D, 2805 Oak Lane	0	0			N/A	N/A	N/A	N/A

Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*	*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
Special Purpose Housing - Bldg. E, 2705 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. F, 2615 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. G, 2575 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. H, 3205 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. I, 3160 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. J, 3170 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. K, 3115 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. L, 3115 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. M, 3025 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. N, 3025 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. O, 2965 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. P, 2965 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. Q, 2875 Oak Lane	0	0			N/A	N/A	N/A	N/A
Special Purpose Housing - Bldg. R, 2875 Oak Lane	0	0			N/A	N/A	N/A	N/A

Attachment D

Virginia Tech Main Campus

Blacksburg, VA



Disclaimer: This map is for general information purposes only. No level of accuracy or completeness is expressed or implied.

Miles

0 0.25 0.5 0.75 1 1.25 1.5 1.75 2

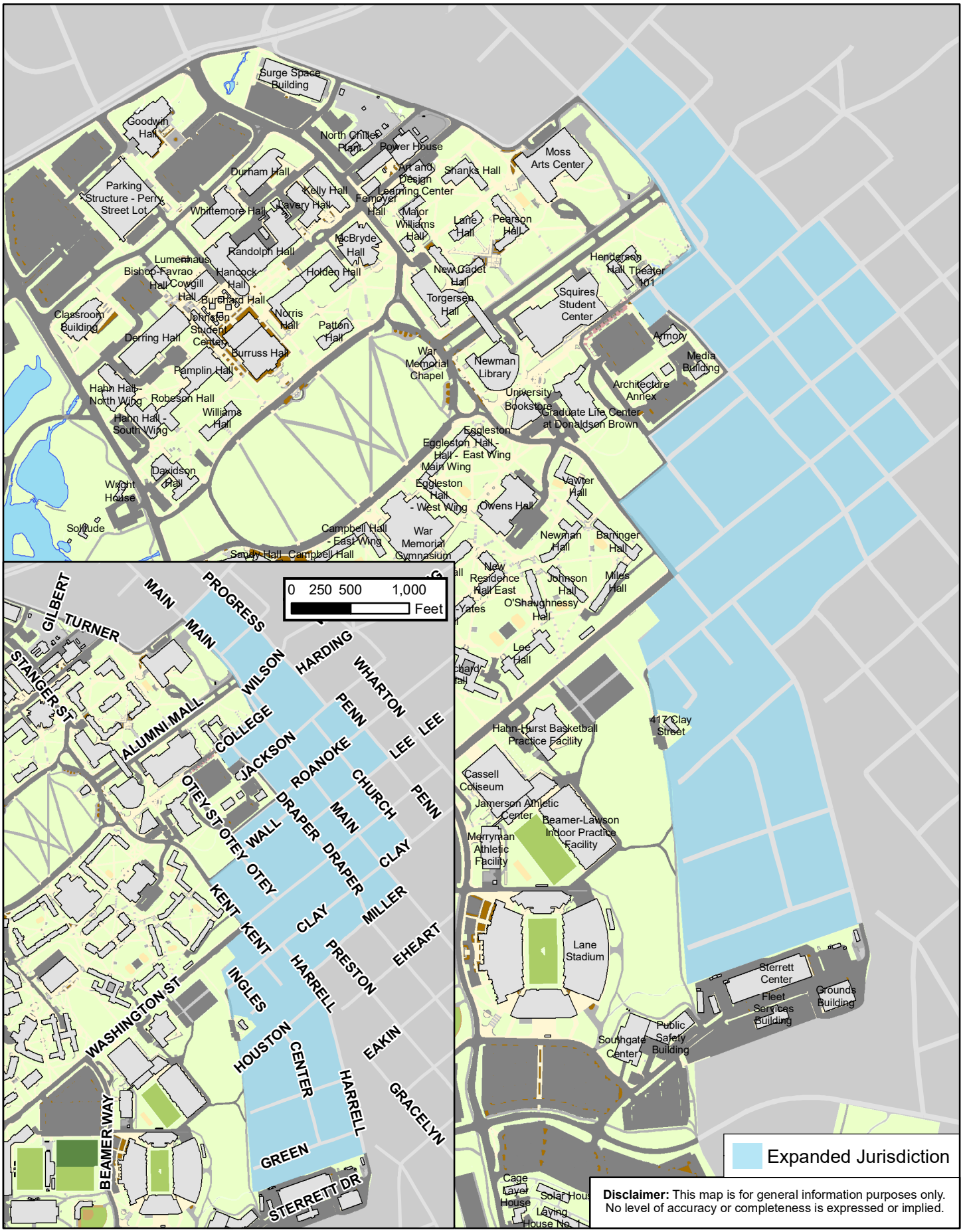
N

Date Created: Jan, 03, 2017

VirginiaTech
Invent the Future

Extended Downtown Jurisdiction Map

Attachment D



Date Created: Feb. 15, 2019

VIRGINIA TECH™

Virginia Tech Research Center – Arlington

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus.

Crime information for the Virginia Tech Research Center – Arlington is obtained from the Director and the Arlington County Police Department. Individuals, who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Arlington County Police Department or the Director of the Virginia Tech Research Center – Arlington.

Overview

The Virginia Tech Research Center — Arlington, at 900 N. Glebe Road, is a highly visible state-of-the-art facility designed to further the university's mission to expand its research portfolio in the National Capital Region. The building is located in the vibrant Ballston district of Arlington, a short distance from many of the leading science and research agencies of the federal government and many high-technology companies.

The seven-floor, 144,000-square-foot research center is U.S. Green Council LEED-certified. The interior, designed by Gensler, includes computational laboratories, offices, and an Executive Briefing Center (EBC) to accommodate meetings, forums, symposia, and other events. The EBC is available to the science and technology communities throughout the region for meetings and events not specifically related to the university, and two of the seven floors in the building not occupied by Virginia Tech are for commercial lease.

The building is among the best-connected research facilities in the world, incorporating next-generation Internet with direct fiber access to Internet 2 and multiple federal networks. High-performance connectivity links this research center to Virginia Tech's main campus in Blacksburg, as well as to other major universities. The network provides access to international peering points in New York, Chicago, Seattle, Los Angeles, and Florida, and the building includes a secure data center for high performance computing (HPC)-based research.

A number of established Virginia Tech research centers and institutes are located in this facility.

Access to Campus Buildings

When this facility was in the planning phase, security measures such as lighting, landscape and entrance security were included by the University Architects Office. The first layer of deterrence is the landscape design, as to include the lighting after hours. All exterior doors remain secured, with exception to the main entrance to the reception area. The next layer of detection is all exterior doors have security cameras. Access to the Arlington Center is controlled by layered security.

All visitors are welcomed at a reception desk, and then escorted within the facility by a staff member. The reception area has both a camera and a push-button alarm to alert the security personnel. Security personnel are onsite the same days/hours that the parking garage operates at. Reports of

malfunctioning lights and other unsafe physical conditions that need to be addressed are forwarded to the onsite Facilities Maintenance Technician. Facilities and landscapes are maintained in a manner that minimizes hazardous conditions.

Law Enforcement Services

The Virginia Tech Police Department does not normally provide law enforcement services to the Virginia Tech Research Center – Arlington. Day-to-day law enforcement services to the center are provided by the Arlington County Police Department. The Virginia Tech Police Department does not have an MOU with the Arlington County Police Department since they investigate all crimes within their jurisdiction.

Timely Warnings/Crime Alerts

Timely Warnings/Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings/Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Arlington County Police Department, the Virginia State Police or the Director of the Virginia Tech Research Center – Arlington.

Pastoral and Professional Counselors

The Virginia Tech Research Center – Arlington does not have any pastoral or professional counselors. However, students and faculty are encouraged to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics by contacting the Virginia Tech Police Department by phone 540-231-6411 (non-emergency) or by accessing the online report form on the Virginia Tech Police Department website.

Emergency Notifications

Regional VT Alerts are available for the National Capital Region, including the Arlington Research Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the National Capital Region – Arlington Research Center. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Arlington County Sheriff's Office, Virginia State Police and the Arlington County Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the Arlington Research Center that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the facility. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system

which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Arlington County Sheriff's Office or authorized staff member at the Northern Capital Region – Arlington Research Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Northern Capital Region – Arlington Research Center. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist a survivor or to contain, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the National Capital Region – Arlington Research Center will typically include the Arlington County Sheriff's Office, Virginia State Police, and the Arlington Fire and EMS Department.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts. However, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. Also, they can check the University Website at www.vt.edu for updates during an emergency at the National Capital Region – Arlington Research Center and can sign up for desk top alerts by following the direction at: https://www.**alerts**.vt.edu/index/**desktop-alerts**.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the National Capital Region – Arlington Research Center at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the

emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Arlington County Police Department at 703-558-2222 or 911 for an emergency.

Survivors or witnesses can report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics through the Virginia Tech Police Department website by accessing the Online Report Form, Anonymous Tips Form.

The Virginia Tech Police Department encourages every one that is a survivor of crime to come forward and report to the police. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, and Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Cook Counseling Center will facilitate referrals. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a Timely Warning report and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Arlington County Police Department investigates all sexual assaults reported to the Police Department. Once reported to the Police officers respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements. The survivor of a sexual assault may also choose to file a report with the Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to

the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD for women classes are self-defense classes and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression Defense for men, teaches the practice of self-defense and how to escape aggressive behavior. The Arlington County Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is available regarding area services for general counseling, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime survivors is a department priority. For crimes that occur at the center, the Virginia Tech Police Department will assist and refer the survivor to the Arlington County Police Department. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Arlington County Police Department should be contacted for incidents occurring at the center.
- Go to the Virginia Hospital Center Arlington. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from the Department of human Services Behavioral Healthcare Division located at North George Mason Drive, Arlington, Virginia 22205, (703-228-4256) or a private counselor. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges.
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center

at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.

- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Virginia Hospital Center Arlington for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. The Virginia Hospital Center Arlington offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened at the center, it falls under the jurisdiction of the Arlington County Police Department. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Virginia Hospital Center Arlington for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore, offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Arlington County Police Department	703-558-2222
	911 (emergency)
The Women's Center at Virginia Tech	540-231-7806
Women's Center Northern Virginia	703-281-2657
Thomas E. Cook Counseling Center	540-231-6557(8am-5pm)
	540-231-6444(5pm-8am)
Schiffert Health Services	540-231-6444
Cranwell International Center	540-231-6527
Virginia Tech Police Department	540-231-6411
VT HR Employee Assistance Program	866-725-0602
(employees who are covered by the university's health insurance)	
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Virginia Hospital Center Arlington	703-558-5000
Arlington C. Community Service Board	703-228-4871
Title IX Coordinator	540-231-1824(students)
Office of Equity & Access	540-231-8771(employees)
Office of Emergency Management	540-231-2438

The Arlington County Community Services Board (ACCSB) consists of members of the community appointed to oversee services provided through divisions within the Department of Human Services to persons challenged by mental health, intellectual disabilities, and substance abuse issues. The ACCSB provides the principal forum for residents and consumers of services to review, comment on, and influence the direction of those services.

The ACCSB acts as an advocate, educator, community organizer, and community planner for services. Visit the rest of the ACCSB site for more information.

Attachment D

Virginia Tech Arlington Research Center Crime Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	1	0	0	1	N/A	N/A	N/A	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Arlington Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Arlington Research Center
Attachment D
N
900 N Glebe Rd
Arlington, VA
0
100
200
400 Feet
2013 Commonwealth of Virginia

Virginia Tech Carilion

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for VTC is requested from the Carilion Clinic Police and Security Department. Individuals who want to report crimes for inclusion in the Annual Security Report should report them to the Carilion Clinic Police and Security Department or the Director of the Virginia Tech Carillion Research Institute.

Information for this annual report is obtained from reports provided by Carilion Police and Security Department officials, Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also requested from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property.

Overview

In 2018, the Virginia Tech Carilion Research Institute and the Virginia Tech School of Medicine became one under the name of Virginia Tech Carilion. The VTCRI opened in August 2010 and is located at 2 Riverside Circle in Roanoke, Virginia 24016. Collectively called Virginia Tech Carilion (VTC), the Virginia Tech Carilion Research Institute leverages Virginia Tech's world-class strength in basic sciences, bioinformatics, and engineering with Carilion Clinic's highly experienced medical staff and rich history in medical education.

Research conducted at the Virginia Tech Carilion Research Institute (VTCRI) creates a bridge between basic science research and clinical expertise at Carilion Clinic which increases translational research opportunities for both. Research conducted by scientists at the institute is aimed at understanding the molecular basis for health and disease, and development of diagnostic tools, treatments, and therapies that will contribute to the prevention and solution of existing and emerging problems in contemporary medicine. Research areas of emphasis which presently align with areas of strength and active research at Virginia Tech include inflammation, infectious disease, neuroscience, and cardiovascular science and cardiology.

Virginia Tech Carilion is located near downtown Roanoke, Virginia, adjacent to Carilion Roanoke Memorial Hospital, in a burgeoning biomedical health sciences campus. The Virginia Tech Carilion building is contemporary in style and is partially constructed with Hokie Stone, the traditional stone utilized on the Virginia Tech campus in Blacksburg.

Access to Campus Buildings

Access to the Research Institute is controlled by layered security. The doors have card access and all visitors are welcomed at a reception desk, and then escorted within the facility by a staff member. Visitor passes are issued when guests are signed in, and visitors are signed out upon departure from the facility. All exterior doors, except the main entrance, are locked at all times. Police are stationed within the facility 24 hours a day, 7 days a week, and 365 days a year.

Reports of malfunctioning lights and other unsafe physical conditions that need to be addressed are forwarded to the onsite Facilities Maintenance Technician. Facilities and landscapes are maintained in a manner that minimizes hazardous conditions. For information about the access protocol for a specific building, see the building manager, a department head, or contact the Carilion Clinic Police and Security Department at 540-981-7516.

Law Enforcement Services

The Virginia Tech Police Department does not normally provide law enforcement services to the Virginia Tech Carilion Research Institute. Day-to-day law enforcement services to the VTCRI are provided by the Carilion Clinic Police and Security Department. The Virginia Tech Police Department has a Memorandum of Understanding (MOU) with the Carilion Clinic Police and Security Department since the Carilion Clinic Police and Security Department investigates all crimes within their jurisdiction. The Carilion Police have full police powers and are certified through DCJS as police officers within the Commonwealth of Virginia.

The Carilion Clinic Police and Security Department maintains a close working relationship with the Roanoke City Police Department as well as other law enforcement agencies throughout the state. As a participant in the National Crime Information Center (NCIC) and the Virginia Crime Information Network (VCIN), Carilion Clinic Police and Security personnel are able to transmit and receive crime information with other police agencies throughout the United States. Through its membership in related professional organizations, the department is able to keep abreast of new or developing ideas and has a medium for the exchange of information on law enforcement issues. The Carilion Clinic Police and Security Department has a news release called "Daily Crime and Fire Log" that is published each day with the exception of weekends and holidays. The "Daily Crime and Fire Log" lists all incidents of crime over the past 24 hours, or over the weekend. It is available for review by the public at the Police Department. The Carilion Clinic Police and Security Department notifies the university, via a Referral of Student Conduct, when students or university recognized student groups are involved in criminal activities on campus.

Timely Warning Notices

Timely Warnings/ Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Carilion Clinic Police and Security Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings/ Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Carilion Clinic Police and Security Department, the Virginia State Police, the Roanoke City Police or the Dean or Vice Dean of the School of Medicine and Research Institute. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued, but are not limited to, are murder & non negligent manslaughter, manslaughter by negligence, arson, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

Controlled Substances

The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university

upon the first offense. Violations of state law should be reported to the Carilion Clinic Police and Security Department who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors

The Research Institute offer's professional counseling to students. These services are outlined in the student handbook under Student Wellness. This option may not be practical for students at the Roanoke Higher Education Center. Many other options exist in Roanoke that may have some cost associated with them, such as private therapists.

Emergency Response and Evacuation Procedures

Emergency Notifications

Regional VT Alerts are available for the Carilion Research Institute. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Carilion Research Institute. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Carilion Clinic Police and Security Department, the Virginia state Police and the Roanoke City Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the Carilion Research Institute that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter-in-place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Carilion Clinic Police and Security Department, the Virginia state Police or the Roanoke City Fire and EMS Departments or authorized staff member at the Carilion Research Institute, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Carilion Research Institute. One of the listed departments above will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, contain, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate

threat to the health and safety of the Virginia Tech community at the Carilion Research Institute will typically include the Carilion Clinic Police and Security Department, the Virginia state Police and the Roanoke City Fire and EMS Departments.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alert system includes: email notices; phone, cellular phone, and text messages; and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts. However, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. They can also check the University Website at www.vt.edu for updates during an emergency at the Carilion Research Institute and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/index/desktop-alerts.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Carilion Research Institute at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Carilion Clinic Police and Security Department (540-981-7911 or 911) for an emergency.
The Virginia Tech Carilion Research Institute does not have any policies or procedures that allow

survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime, the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a Timely Warning report and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Safety and Security Programs

The Virginia Tech Police Department has community outreach and residence life resource officers that provide educational programming and other crime prevention functions to the university community. Educational programs located on the Blacksburg campus include Student Police Academy, Alcohol Awareness, Bicycle Safety, Drug Awareness, Operation ID, Personal and Property Safety (basic crime prevention and personal safety), Rape Aggression Defense and Women's Awareness and Safety. RAD for men is also available and teaches self-defense and how to escape aggressive behavior. All programs are available to faculty, staff and students upon request or if a need becomes apparent. Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Carilion Clinic Police and Security Department should be contacted to determine what types of classes are available.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Carilion Clinic Police and Security Department investigates all sexual assaults reported to the Police Department. Once reported to the Police officers respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to

remember are that the assault was not your fault and there is help available.

In conjunction with the Carilion Clinic Police and Security Department, The Virginia Tech Police Department is always available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self- defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Carilion Clinic Police and Security Department should be contacted for incidents occurring at the Virginia Tech Carilion Research Institute. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the Roanoke Memorial Hospital in Roanoke. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling options from the Roanoke City Department of Social Services located at 1510 Williamson Road, Roanoke Virginia 24012 (540-853-2591) or a private counselor. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges.
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and

living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.

- Remember it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.
- Seek counseling options from the Roanoke City Department of Social Services located At 1510 Williamson Road, Roanoke Virginia 24012 (540-853-2591) or a private counselor. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Roanoke Memorial Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. The Roanoke Memorial Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short- term and long- term individual and group counseling. These two options may not be practical for students at Carilion Research Institute. Many other options exist in the Roanoke area that may have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Carilion Police and Security Department. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Roanoke Memorial Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

The Women's Center at Virginia Tech	540-231-7806
Women's Center	703-281-2657
Thomas E. Cook Counseling Center	540-231-6557 (8am – 5pm)
	540-231-6444 (8pm – 5am)
VT Cook Counseling Services/Roanoke	540-526-2626
Sexual Assault Response & Awareness/Roanoke	540-981-9352 (Hotline)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411
	(located in Blacksburg)
VT HR Employee Assistance Program	866-725-0602
(Employees covered by the university's health insurance)	
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
VTC Title IX Liason	540-526-2505
Title IX	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Student Legal Services	540-231-4720
Carilion Clinic Police and Security	**540-981-7911**
	911 (emergency)
Carilion Roanoke Memorial Hospital	**434-266-6000**
Roanoke City Police	**540-853-2212**
Office of Emergency Management	**540-231-2438**

One of the largest hospitals in the state, Carilion Roanoke Memorial Hospital (CRMH) is a 703-bed hospital with an additional 60-bed Neonatal Intensive Care Unit. The CRMH facility includes the Carilion Clinic Children's Hospital complete with a Pediatric Emergency Room. Now in its second century of providing premiere healthcare services, CRMH also features a Level I trauma center.

Virginia Tech Carilion Crime Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018. No on-campus housing.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Carilion Institute Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

VT Carilion Research Institute and Research Institute
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Hampton Roads Education Center

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the Hampton Roads Education Center is obtained from the Director of the Facility and the Virginia Beach Police Department. Individuals who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Virginia Beach Police Department or the Director of the Hampton Roads facility.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property.

Campus Overview

The Virginia Tech Hampton Roads Centers offer an array of educational services to meet the needs of working professionals in the Hampton Roads region of the Commonwealth. Graduate programs in Education, Engineering, Information technology, Instructional Technology, and Career and Technical Education and Licensure are among the offerings provided by the centers.

The center offers a series of professional development workshops and programs, successfully partnering with the public and private sectors to enhance employee learning, discovery, and engagement.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. The Hampton Roads Education Center is open to the public from 8:00am to 9:30pm and are secured after operating hours and during extended breaks. Administrators review security access and address issues related to lighting and other unsafe conditions on a routine basis. On site staff fix any problems noted.

Law Enforcement Services

The Virginia Tech Police Department does not normally provide law enforcement services to the Hampton Roads Education Center. Day-to-day law enforcement services to the Hampton Roads Education Center are provided by the Virginia Beach Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Virginia Beach Police since Virginia Beach Police investigate all crimes within their jurisdiction.

Timely Warning / Crime Alert Notices

Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives

information either from the Virginia Beach Police Department, the Virginia State Police or the Director of the Hampton Roads Education Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to murder, non-negligent manslaughter, manslaughter by negligence, arson, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warning / Crime Alert* notices are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Controlled Substances

The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university. Violations of state law should be reported to the Virginia Beach Police who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors

The Hampton Roads Education Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness / Emergency Notifications

Regional VT Alerts are available for the Hampton Roads Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Hampton Roads Center. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Virginia Beach Police Department, the Virginia state Police and the Virginia Beach Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the Hampton Roads Center, that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which

can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter-in-place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Virginia Beach Police Department, the Virginia state Police or the Virginia Beach Fire and EMS Departments or an authorized staff member at the Hampton Roads Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Hampton Roads Center. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, contain, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Hampton Roads Center will typically include the Virginia Beach Police Department, the Virginia state Police and the Virginia Beach Fire and EMS Departments.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts, however, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. Parents and community members can check the University Website at www.vt.edu for updates during an emergency at the Hampton Roads Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Hampton Roads Center at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Virginia Beach Police Department at 757-385-2703 or 911 for an emergency. The Hampton Roads Education Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Just because a report is filed with the police department does not mean that criminal charges have to be filed. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Shiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a *Timely Warning* report and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, sexual assault and other programs are available upon request.

Safety and Security Programs

The Virginia Tech Police Department has community outreach and residence life officers that provide educational programming and other crime prevention functions to the university community. The Virginia Tech Police Department has community outreach and residence life officers that provide educational programming and other crime prevention functions to the university community. Educational programs located on the Blacksburg campus include Student Police Academy, Alcohol Awareness, Bicycle Safety, Drug Awareness, Operation ID, Personal and Property Safety (basic crime prevention and personal safety), Rape Aggression Defense, Women's Awareness and Safety, and Resisting Aggression Defense (RAD) for men. All programs are available to faculty, staff and students upon request or if a need becomes apparent.

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Virginia Beach Police Department should be contacted to determine what types of classes are available. Any requests for programs that are not conducted by the Virginia Tech Police Department should be directed to the Virginia Beach Police Department.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Virginia Beach Police Department investigates all sexual assaults reported to the Police Department. Once reported to the Police, officers respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) for women upon request. RAD classes are self-defense classes for women and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression with Defense for Men (RAD) program teaches the practice of self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is available regarding area services for general counseling, medical attention, visa and immigration, emergency housing or financial assistance. For crimes that occur in Virginia Beach, the Virginia Tech Police Department will assist and refer the survivor to the Virginia Beach Police Department or other law enforcement agency depending on the jurisdiction in which it occurred. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Virginia Beach Police Department should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the Sentara Bayside Hospital in Virginia Beach. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a

change of clothes with you because the police will need the clothes you were wearing for evidence.

- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from a local women's center or a private counselor. All these services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member. (See Counseling)
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Sentara Bayside Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long-term individual and group counseling. These two options may not be practical for students at the Hampton Roads Education Center. Many other options exist in Virginia Beach and Hampton that may have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Virginia Beach Police Department. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Sentara Bayside Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech.

For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Director of Hampton Roads (Peter Schultz)	**804-662-7288, ext. 215**
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8am –5pm) 540-231-6444 (5pm –8am))
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	911 (emergency, on campus) 540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Cranwell International Center	540-231-6527
Virginia Beach Police Department (3rd Precinct)	**911 (emergency)** **757-385-2703 (non-emergency)**
Sentara Bayside Hospital	**757-363-6137**
VA Family Violence & Sexual Assault Coordinator for the Hampton Roads Center	**757-622-4300 (hotline)** **757-552-1880 (ext. 14)**
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Office of Emergency Management	540-231-2438

Virginia Tech Hampton Roads Education Center Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018. No on campus housing.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Hampton Roads Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Hampton Roads AREC

Attachment D

Marion duPont Scott Equine Medical Center

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus.

Crime information for the Marion duPont Scott Equine Medical Center is obtained from the Director of the Facility and the Loudoun County Sheriff's Office. Individuals who want to report crimes for inclusion in the Annual Security Report should report them to the Loudoun County Sheriff's Office or the Director of the Marion duPont Scott Equine Medical Center.

Campus Overview

The Marion duPont Scott Equine Medical Center is a premier, full-service equine hospital located at Morven Park in Leesburg, Virginia, and one of two hospitals of the Virginia-Maryland College of Veterinary Medicine. Opened in 1984, the center offers **advanced specialty care, 24-hour emergency treatment, and diagnostic services** for all ages and breeds of horses. The center's team of equine specialists in internal medicine, reproduction, sports medicine and rehabilitation, and surgery is committed to providing **exceptional treatment** for patients; **superior service** to clients; **education** for referring veterinarians, future veterinarians, and clients; and **cutting-edge research** to the equine industry.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. Academic and administrative buildings are open to the public during operating hours and are generally secured after operating hours and during extended breaks. Visitors to the Marion duPont Equine Medical Center enter either at the front desk to the administrative offices or the emergency room area. The receptionist at the front desk signs in visitors. The main facility is locked after normal business hours; however, due to the nature of the services offered, the emergency entrance is open to receive patients 24 hours a day. Administrators review security access and address issues related to lighting and other unsafe conditions on a routine basis. On site staff fix any problems noted.

Law Enforcement Services

Day to day law enforcement services to the Marion duPont Scott Equine Medical Center are provided by the Loudoun County Sheriff's Office. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Loudoun County Sheriff's Office since the Loudoun County Sheriff's Office investigates all crimes within their jurisdiction.

Timely Warning/Crime Alerts

Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Loudoun County Sheriff's Office, the Virginia

State Police or the Director of the Marion duPont Scott Equine Medical Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued but are not limited to, are murder, non-negligent manslaughter, negligent manslaughter, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warning / Crime Alert* notices are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Controlled Substances
The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the University upon the first offense. Violations of state law should be reported to the Loudon County Sheriff's Office who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors
The Marion duPont Scott Equine Medical Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of c rime statistics.

Emergency Response and Preparedness

Emergency Notifications

Regional VT Alerts are available for the Marion DuPont Scott Equine Medical Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Marion DuPont Scott Equine Medical Center. These methods may include, but not limited to, direct communication to the campus community using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Loudon County Sheriff's Office is primarily responsible for confirming that there is a significant emergency or dangerous situation on campus that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm

an emergency in or surrounding the Marion DuPont Scott Equine Medical Center. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Loudon County Sheriff's Office or authorized staff member at the Marion DuPont Scott Equine Medical Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Marion DuPont Scott Equine Medical Center. One of the listed departments above will, without delay, and take into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of public safety official, compromise efforts to assist, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Marion DuPont Scott Equine Medical Center will typically include the Loudon County Sheriff's Office, Virginia State Police, and the Loudon County Fire and EMS Department.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts. However, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. Parents and members of the larger community can also check the University Website at www.vt.edu for updates during an emergency at the Marion DuPont Scott Equine Medical Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Marion DuPont Scott Equine Medical Center at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous

exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Loudoun County Sheriff's Office at 703-777-0407 or 911 for an emergency. The Marion duPont Scott Equine Medical Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Loudoun County Sheriff's Office should be contacted to determine what types of classes are available. Any requests for programs that are not conducted by the Virginia Tech Police Department should be directed to the Loudoun County Sheriff's Office. There have not been any crime prevention programs conducted during the previous three years.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Loudoun County Sheriff's Office investigates all sexual assaults reported to the Police Department. Once reported to the Police officers respond, investigate and make applicable criminal

charges based on evidence collection and survivor / witness statements. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The University Judicial System administered through the Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression with Defense for Men (RAD) program teaches the practice of self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is available at all times regarding area services available for general counseling, medical attention, emergency housing or financial assistance. For crimes that occur in Leesburg, the Virginia Tech Police Department will assist and refer the survivor to the Loudoun County Sheriff's Office or other law enforcement agency depending on the jurisdiction in which it occurred. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Loudoun County Sheriff's Office should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the INOVA Loudoun Hospital in Ashburn. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings, if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually

transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.

- Seek counseling from Louden Abused Women's Shelter (LAWS) Sexual Assault Services, the Virginia Family Violence & Sexual Assault Center or a private counselor. All these services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member. (See Counseling)
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the INOVA Loudoun Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. INOVA Loudoun Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long- term individual and group counseling. These two options may not be practical for students at the Marion duPont Scott Equine Center. Many other options exist in Leesburg and Loudoun County that may have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's. For services in Leesburg or Loudoun County, contact LAWS Sexual Assault Services or the Virginia Family Violence & Sexual Assault Center.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Loudoun County Sheriff's Office. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at INOVA Loudoun Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor.

The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Loudoun County Sheriff's Office	911 (emergency) 703-777-0407 (non-emergency)
INOVA Loudoun Hospital	703-858-6000 or 888-542-8477
(LAWS) Sexual Assault Services	703-777-6552 (24hour hotline)
Loudoun County Survivor/Witness Services	703-777-0417
Virginia Family Violence & Sexual Assault	800-838-8238
Loudoun County Mental Health	703-771-5100
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8am--5pm)
Thomas E. Cook Counseling Center	540-231-6444 (8pm—5am)
Schiffert Health Services	540-231-6444
NRV Emergency Communications Regional Authority	911(emergency) 540-382-4343 (non-emergency)
Virginia Tech Police Department	540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Office of Emergency Management	540-231-2438

Virginia Tech Marion DuPont Scott Equine Medical Center Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

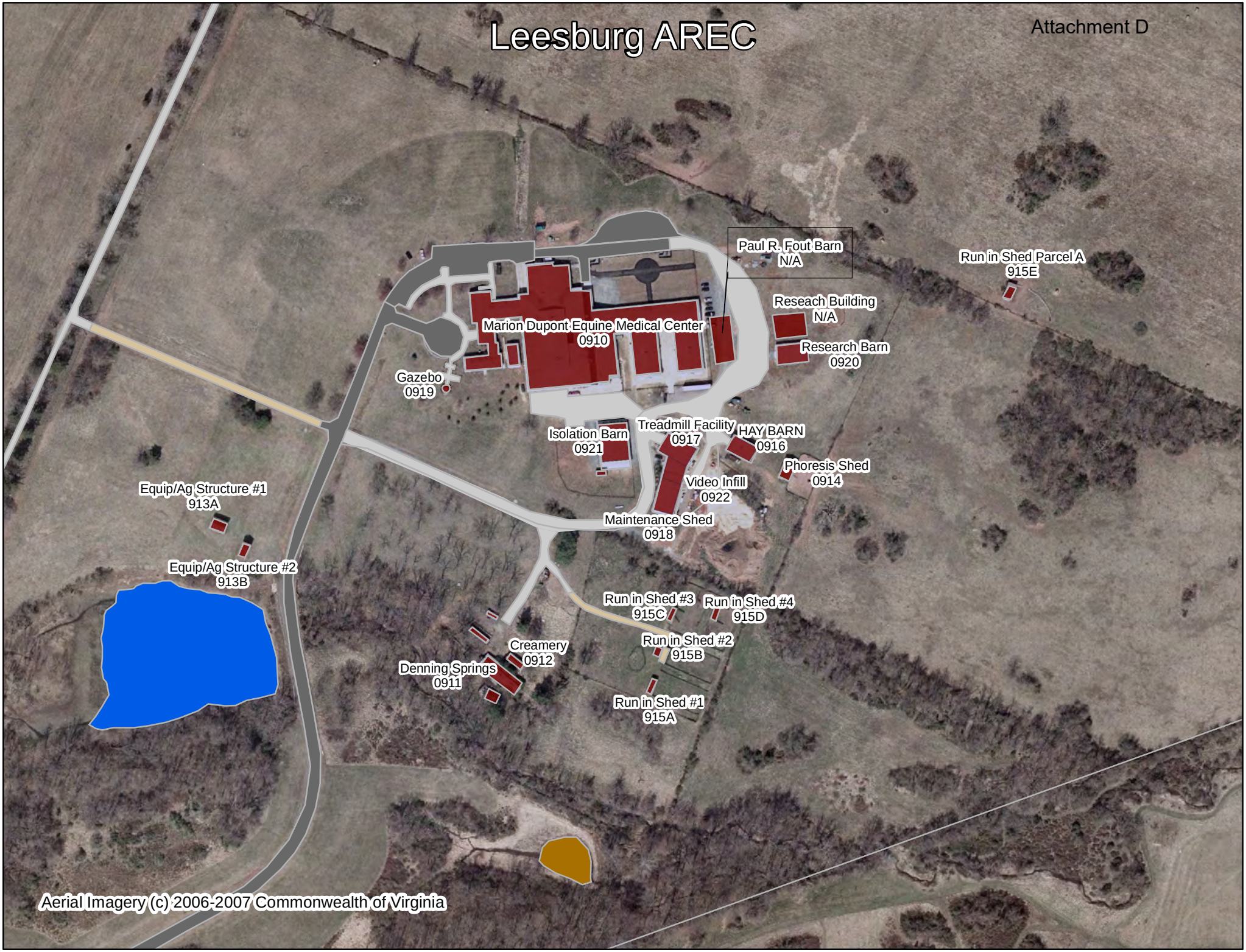
***No hate crimes were reported in 2016, 2017, or 2018. No on-campus housing.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Marion DuPont Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Leesburg AREC

Attachment D



Middleburg Agricultural Research and Extension Center

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Individuals who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Fauquier County Sheriff's Office or the Facilities Manager at the Middleburg Agricultural Research and Extension Center.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech women's Center and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property. Information about crimes occurring on the Middleburg Agricultural Research and Extension Center was obtained from the Facilities Manager at the Middleburg Agricultural Research and Extension Center and the Fauquier County Sheriff's Office.

Campus Overview

Situated at the heart of Virginia's horse country, the Middleburg Agricultural Research and Extension (MARE) Center is one of Virginia Tech's 11 ARECs. Philanthropist Paul Mellon donated the 420-acre farm to Virginia Tech in 1949 to foster research that improved pasture and animal productivity while enhancing the land. The center was used primarily for beef cattle research for 40 years, but was rededicated to equine research and teaching in 1992.

Today, the MARE Center continues to play a critical role in the discovery, outreach, and education missions of Virginia Tech's College of Agriculture and Life Sciences. Through collaboration with academic and industry partners around the world, the center advances the health and well-being of the horse through its innovative research efforts and exceptional educational programming in equine science.

In 2010, the center launched a new initiative: an undergraduate student learning experience in equine sciences that serves as the cornerstone for its teaching program. The novel, cutting-edge educational experience immerses students in an environment filled with horses for an entire semester. Combining a strong scientific program with practical, hands-on training, the program prepares students as future leaders in the horse industry, academia, or the veterinary sciences.

As an innovator in equine science education and international leader in equine research, the MARE Center offers unparalleled learning opportunities for undergraduate and graduate students and high-quality outreach programs for adult and youth audiences.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. All buildings on the Middleburg Agricultural Research and Extension Center campus are locked at all times. Academic and administrative buildings remain secure. Students who reside in the residences are provide keys that they use to access the residences. Administrators review security access and address issues related to lighting and other unsafe conditions on a routine basis. On site staff fix any problems noted.

Law Enforcement Services

Day to day law enforcement services to the Middleburg Agricultural Research and Extension Center are provided by the Fauquier County Sheriff's Office. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Fauquier County Sheriff's Office since the Fauquier County Sheriff's Office investigates all crimes within their jurisdiction. The Fauquier County Sheriff's Office does not notify Virginia Tech when students are involved in law violations nor do they submit student conduct referrals.

Timely Warning Notices / Crime Alerts

Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police or a designee, constitutes an ongoing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Fauquier County Sheriff's Office, the Virginia State Police or the Facility Manager of the MARE Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to murder, non-negligent manslaughter, negligent manslaughter, arson, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warnings / Crime Alerts* are also posted on the Virginia Tech Police Department website and may be posted on social media outlets. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Missing Persons

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should *immediately* notify the Virginia Tech Police Department through the NRV Emergency Communications Authority at 540-382-4343 and the Fauquier County Sheriff's Office. The Fauquier County Sheriff's Office or the Virginia Tech Police Department will generate a missing person report and initiate an investigation.

After investigating the missing person report, should the Fauquier County Sheriff's Office or the Virginia Tech Police Department determine that the student is missing and has been missing for more than 24 hours, the Virginia Tech Police Department will notify the student's emergency contact, or confidentially identified individual, no later than 24 hours after the student is

determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the Virginia Tech Police Department will notify the student's parent or legal guardian or any other designated contact person after the Virginia Tech Police Department has determined that the student has been missing for more than 24 hours. As per requirement of the law, the Virginia Tech Police Department will inform the Fauquier County Sheriff's Office of any missing student in order to inform them that the Virginia Tech Police Department has conducted an initial investigation and has determined that a student is missing. This notification will be made no later than 24 hours after the student is determined to be missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify, confidentially, an individual to be contacted by Virginia Tech in the event the student is determined to be missing for more than 24 hours. Student s who wish to identify a confidential contact can do so through the Hokie Spa web site. This confidential contact information will be accessible only to an authorized campus officials and law enforcement and it will not be disclosed outside of a missing person investigation.

Controlled Substances

The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university upon the first offense. Violations of state law should be reported to the Fauquier County Sheriff's Office who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors

The Middleburg Agricultural Research and Extension Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness

Emergency Notifications

Regional VT Alerts are available for the National Capital Region, including the Middleburg Agricultural Research and Extension Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Middleburg Agricultural Research and Extension Center or the designee. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech. Check with the police department in your area.

The Fauquier County Sheriff's Office is primarily responsible for confirming that there is a significant emergency or dangerous situation, at the Middleburg Agricultural Research and Extension Center campus that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Fauquier County Sheriff's Office or authorized staff member at the Middleburg Agricultural Research and Extension Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Middleburg Agricultural Research and Extension Center. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts, contain, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Middleburg Agricultural Research and Extension Center will typically include the Fauquier County Sheriff's Office, Virginia State Police, and the Middleburg Fire and EMS Department.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for all of the immediate notifications through Virginia Tech Alerts. However, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. They can also check the University Website at www.vt.edu for updates during an emergency at the Middleburg Agricultural Research and Extension Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Middleburg Agricultural Research and Extension Center at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Fauquier County Sheriff's Office at 540-422-8600 or 911 for an emergency.

The Middleburg Agricultural Research and Extension Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Just because a report is filed with the police department does not mean that criminal charges have to be filed. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment,

including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. RAD for men is also available and teaches self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is available regarding area services for general counseling, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Fauquier County Sheriff's Office should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the INOVA Loudoun Hospital in Alexandria. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.

- Seek counseling from the Rape Survivors Hotline, the Battered Women's Shelter or a private counselor. All these services are free of charge (except private counseling) and with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges.
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the INOVA Loudoun Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. INOVA Loudoun Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible.

Counseling Options

Students coping with a sexual assault have at least three counseling options that are free of charge. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short- term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long-term individual and group counseling. These agencies frequently collaborate to provide services to survivors of sexual assault and these services are CONFIDENTIAL. The Rape Survivors Hotline is available 24 hours a day by calling 703-683-7273. Many other options exist which have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Fauquier County Sheriff's Office. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange

for the survivor to be seen at the INOVA Loudoun Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, or for other information, contact the agencies whose numbers are listed here.

Fauquier County Sheriff's Office	911(emergency) 540-422-8600 (non-emergency)
INOVA Alexandria Hospital	703-858-6000
Rape Survivors Hotline	703-683-7273 (24 hour hotline)
Department of Human Services	703-838-5030
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) 540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Facility Manager-Ryan Brooks	540-687-3521 ext. 24
Office of Emergency Management	540-231-2438

Attachment D

Middleburg Agricultural Research and Extension Center Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Middleburg Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Virginia Tech
Higher Education Opportunity Act
Middleburg Campus
Fire Safety Annual Compliance Report for 2018

Overview

The Middleburg residential facility is located at the Middleburg Agricultural Research and Extension (MARE) Center in Middleburg, Virginia. The facility, which belongs to the Virginia Tech Foundation, is located on a 420-acre farm and consists of 8 residents, (7 stand-alone ranch style houses and one two story house with two separated living spaces and addresses 800/800A). Each house includes a basement equipped with washer and dryer, a full bathroom and kitchen along with a dedicated front and backyard. Within the past eight years renovation work, which included roof repair and replacement, interior repairs and replacement of electrical wiring, has been completed for all of the houses.

Middleburg Facility Fire Safety Equipment

The fire protection systems at the Middleburg Facility includes Portable Fire Extinguishers and Dual Duty Smoke Detectors:

- Individual houses are equipped with portable fire extinguishers.
- All houses are equipped with dual duty smoke detectors that also detect Carbon Monoxide.

All fire protection equipment is strictly maintained and tested in accordance with the Virginia Statewide Fire Prevention Code. The periodic maintenance and testing activities are conducted by contractors. In addition, a Fire and Life Safety inspection is conducted by the local Fire Official on a periodic basis. This inspection includes an audit of the fire protection equipment testing and maintenance activities and a fire code review of all apartment units and common areas. For more information on the fire safety systems that are present in each facility, see Table 1.

Fire Safety Education, Training and Fire Drills

All current Middleburg Facility Residents have been provided information on the fire protection systems present in the subject buildings and evacuations procedures to be followed, and all future residents will be provided this information when their lease is initiated. Since the facility is classified as R-3 under the Virginia Uniform Statewide Building Code, there are no requirements for conducting fire drills and no drills have been performed.

Specific Fire Prevention Related Policies and Programs

Based on the facility classification under the Virginia Uniform Statewide Building Code, no special policies other than the policies listed below have been implemented:

- Policy 1005, Health and Safety, affirms that faculty, staff and students must comply with university health and safety policies and programs, attend required training, report any identified safety or health hazard, and know their roles in an emergency.
- Policy 1010, Policy on Smoking, prohibits smoking in all university properties owned and operated by Virginia Tech, including residence halls.

- Virginia Tech's *Fire and Life Safety Program* establishes requirements for the performance of periodic fire safety inspections of all university buildings, including residence halls; provides for periodic training for employees and students on basic fire safety; affirms conditions that must be maintained in all university properties to comply with the Virginia State Wide Fire Prevention Code; and, establishes requirements for the permitting, approval and inspection of hot work, use of open flames/burning, pyrotechnics and special effects, and temporary facilities, tents and stages.

Fire Statistics

The number and cause of each fire in the residential facility for each dwelling is summarized in Table 2. There were no fires or associated losses reported in the Middleburg Residential Facilities during the Calendar Years 2016, 2017 and 2018.

Fire Reporting

If a fire has occurred, it should be reported to the local Police Department by calling 911 (emergency). It should also be reported to Tait Golightly, Virginia Tech MARE Center Superintendent at (540) 450-6388.

Responding to a Fire

If a fire emergency occurs, while you are in the building, notify occupants by knocking on their doors and shouting "fire" as you exit the building. Do not jeopardize your own safety to do this. If you are in your room with the door closed and an alarm activates, feel your door. If cool, open and leave immediately. If the door is hot, do not open, place towels at the base of the door, and open the window from the top. Exit through the window, if safe to do so. Do not reenter the building until the fire department says it is safe to do so. If you are unable to leave your room, place towels under the door to prevent smoke from entering. Call 911 and give them your exact location and as much information as possible. Remain calm.

Plans for Future improvement:

Virginia Tech will continue to work with the local Authorities to enhance and improve the existing building fire protection system capabilities as required by applicable codes, standards and best business practices.

Table 1- Fire Protection Systems at the Middleburg Campus Residential Facilities

Building Name	*Onsite Fire Alarm Monitoring*	*Partial Sprinkler System*	*Full Sprinkler System*	*Smoke Detection*	*Fire Extinguishing Devices*	*Evacuation Plans & Signs*	*Number of Fire Drills each calendar year*
House 815 – 5566 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required
House 814 – 5558 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required
House 804 – 5511 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required
House 820 – 5497 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required

Building Name	*Onsite Fire Alarm Monitoring*	*Partial Sprinkler System*	*Full Sprinkler System*	*Smoke Detection*	*Fire Extinguishing Devices*	*Evacuation Plans & Signs*	*Number of Fire Drills each calendar year*
House 818- 5364 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required
House 800-5414 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required
House 800A-5414 Sullivans Mill Rd.,				X	X	Not Required	Not Required
House 816-5615 Sullivans Mill Rd., Middleburg, VA 20117				X	X	Not Required	Not Required

Table 2 - Fire Statistics for the Middleburg Campus Residential Facilities for Calendar Year 2016, 2017, and 2018

Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*	*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
House 815 – 5566 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A
House 814 – 5558 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A
House 804 – 5511 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A
House 820 – 5497 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A
House 818- 5364 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A
House 800 – 5414 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A
House 800A – 5414 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A

Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*	*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
House 816 – 5615 Sullivans Mill Rd., Middleburg, VA 20117	0	0			N/A	N/A	N/A	N/A

Middleburg AREC
Attachment D
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Aerial Imagery (c) 2006-2007 Commonwealth of Virginia

Northern Virginia Center

Virginia Tech Northern Virginia Center (NVC) is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the NVC is obtained from the NVC Center Director, the Facilities Manager and the Fairfax County Police Department. Individuals, who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Fairfax County Police Department.

Campus Overview
The (NVC) at 7054 Haycock Road in Falls Church, VA, opened in 1997. The building houses administrative offices for the associate dean of the Graduate School and the Graduate Student Services Office (GSSO) for Virginia Tech in the National Capital Region (NCR).

The NVC is also a teaching facility for a number of academic programs offered by Virginia Tech in the region. Additionally, faculty and students at the NVC are actively engaged in innovative and collaborative projects to further the university's research mission in the NCR. The NVC is located adjacent to the West Falls Church Metro station on the Orange line, and exit 66, just off I-66.

Access to Campus Buildings
Access to the NVC is controlled by the property management company. All exterior doors, except the main entrance, are locked at all times. A security guard is stationed at the front desk to address visitors. Exterior key access is maintained by the management company and not by Virginia Tech. Virginia Tech does not have any responsibility for maintenance of the facility therefore has no policy related to security considerations.

Law Enforcement Services
The Virginia Tech Police Department does not normally provide law enforcement services to the NVC. Day-to-day law enforcement services to the NVC are provided by the Fairfax County Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Fairfax County Police since Fairfax County Police investigate all crimes within their jurisdiction.

Timely Warnings / Crime Alerts
Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Falls Church Police Department, the Fairfax County Police Department, the Virginia State Police or the Director of the NVC. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued, but are not limited to, are murder, non-negligent manslaughter, negligent manslaughter, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warning / Crime Alert* notices are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Controlled Substances
The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university upon the first offense. Violations of state law should be reported to the Fairfax County Police Department or the Virginia State Police who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors
The NVC does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness

Emergency Notifications

Regional VT Alerts are available for the NVC. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Northern Virginia Center or the designee. These methods may include, but are not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Fairfax County Police Department, the Virginia State Police and the Fairfax County Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the NVC that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the

campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Fairfax County Police Department or authorized staff member at the NVC of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring at the NVC. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiatethe notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the NVC will typically include the Fairfax County Police Department, Virginia State Police, and the Arlington County and / or Fairfax County Fire and EMS Departments. The Falls Church Police Department may also respond since the Center borders on their city jurisdiction.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and VT NVC university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts. However, all hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787.** Parents and larger community members can check the University Website at www.vt.edu for updates during an emergency at the Northern Virginia Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the NVC, at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergencies, drills, evacuations, etc. can be found at https://www.nvc.vt.edu/intranet/resources/DeskReference-NVC-2015.pdf. VT Personnel are encouraged to sign up for Fairfax County Emergency Information alerts for area alerts related to emergency, weather, transportation, and other area-related incidents in their campus area at https://fairfaxcountyemergency.wordpress.com/.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Fairfax County Police Department at (non-emergency assistance number) 703-691-2131, or 911 for an emergency.

The NVC does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Fairfax County Police Department investigates all sexual assaults reported to the Police Department. Once reported to the Police officers respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements. The University Judicial System administered through the Office of Student Conduct adjudicates, at the request of the survivor, all cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the

Department of Human Resources. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression Defense (RAD) for men teaches the practice of self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime survivors is a department priority.

For crimes that occur in Falls Church, the Virginia Tech Police Department will assist and refer the survivor to the Falls Church Police Department or the Fairfax County Police Department depending on the jurisdiction in which it occurred. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Fairfax County Police Department should be contacted for incidents occurring at the NVC. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the INOVA Fairfax Hospital in Fairfax or the Arlington Hospital. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from the Center for Family Services located onsite at the NVC or a private counselor. All these services are free of charge (except private counseling) and

CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.

- Consider your judicial options if you have not done so already. Although here are statutes of limitations on criminal cases, they are often longer than you think. You have the option of campus and civil charges.
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the INOVA Fairfax Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. INOVA Fairfax Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long- term individual and group counseling. These two options may not be practical for students at the NVC. Many other options exist in Falls Church and Fairfax that may have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Fairfax County Police. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the INOVA Fairfax Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case

at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

The Women's Center at Virginia Tech	540-231-7806
Women's Center	703-281-2657
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) 540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411 (located in Blacksburg)
VT HR Employee Assistance Program	866-725-0602
(Employees who are covered by the university's health insurance)	
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Fairfax County Police Department	**703-691-2131** **https://www.fairfaxcounty.gov/police/** **911(emergency)**
INOVA Fairfax Hospital ER Dept.	**703-776-3111**
NOVA Community Hospital, Arlington, VA	**703-671-1200**
Virginia Hospital Center, Arlington, VA	**703-558-5000**
Crisis Link Hotline **Or text "Connect" to 85511**	**703-527-4077** **web links to http://ipscenter.org/crisis-hotlines/**
Center for Family Services, VT/NVC	**703-538-8470**
Office for Women & Domestic & Sexual Violence Services Hotline	**703-360-7273 | TTY: 711**
https;//www.fairfaxcounty.gov/familyservices/domestic-sexual-violence	
Fairfax County Alcohol & Drug	**703-359-7040 | TTY: 703-538-5292 / 711**
Fairfax-Falls Church Mental Health Services	**703-573-5679 | TTY: 703-207-7737 / 711**
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
VT (Blacksburg) Office of Emergency Management	540-231-4873; Fax: 540-231-4029
Fairfax County Office of Emergency Management	573-350-1000

Report all crimes to the Fairfax County Police.

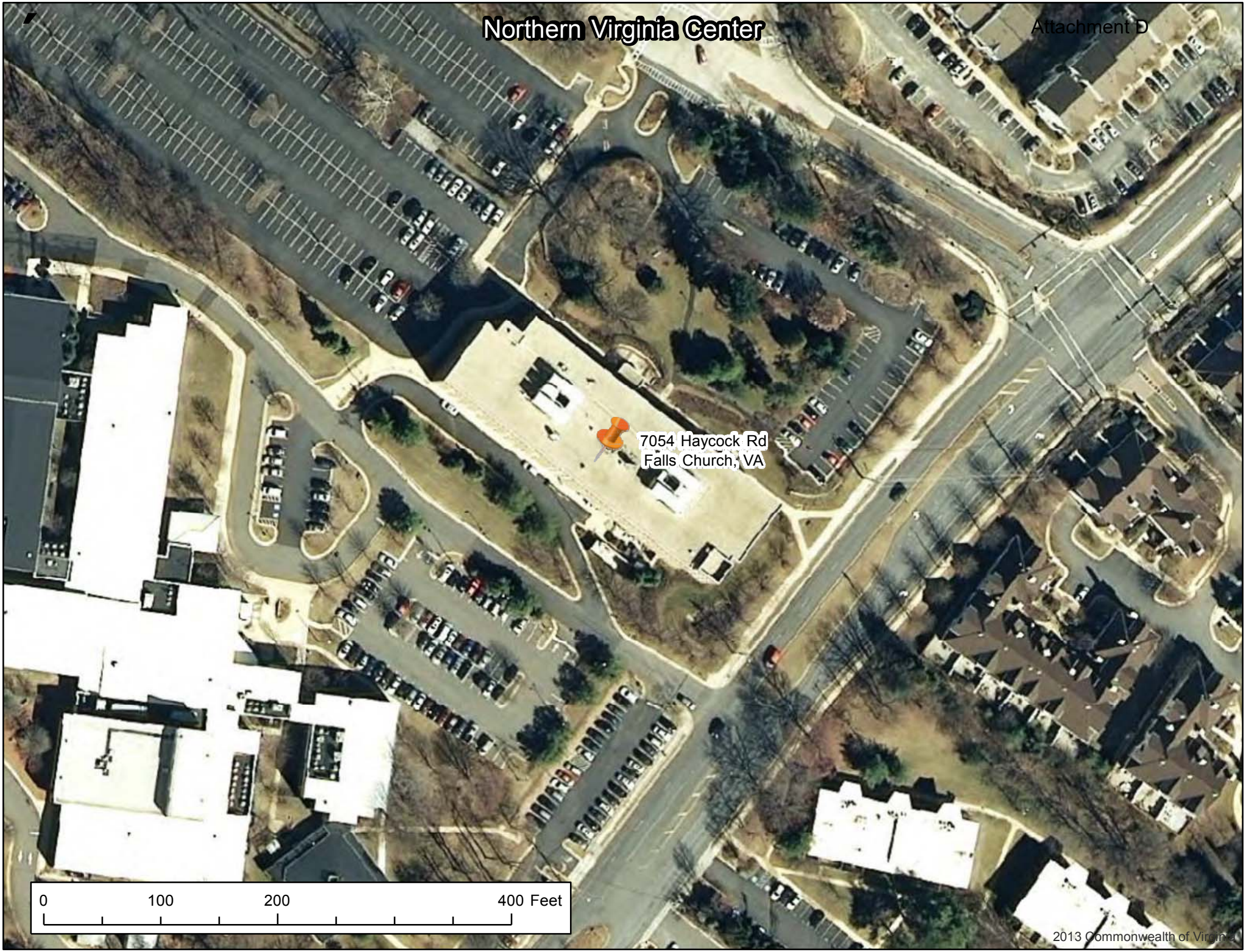
Virginia Tech Northern Virginia Center Crime Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018. No on-campus housing.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Northern Virginia Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.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Richmond Center

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the Richmond Center is obtained from the Richmond Center Director and the Henrico County Police Department. Individuals, who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Director of the Richmond Center or the Henrico County Police Department.

Information about services and crimes for this report is obtained from Campus Security Authorities including, but not limited to, the Department of Human Resources, the Director of Virginia Tech Richmond Center and Office of Student Conduct. Statistics are also obtained from the Henrico County Police Department, which serves as the law enforcement authority where the Richmond Center is located.

Campus Overview

The Virginia Tech Richmond Center is located at 2810 N. Parham Road in Henrico, Virginia, on the third floor of the Premier Tech Center building. The center offers an array of educational services to meet the needs of working professionals in the capital region of the Commonwealth.

Graduate programs in Public Administration and Policy, Business Administration, Education, Engineering, Information Technology, Instructional Technology, and Career and Technical Education and Licensure are among the offerings provided by the center.

The center also offers a series of professional development workshops and programs, successfully partnering with the public and private sectors to enhance employee learning, discovery, and engagement.

Access to Campus Buildings

Access to the multi-tent building at 2810 N. Parham Road is controlled by Sonitrol of Greater Richmond. Exterior doors are unlocked at 7:00am on business days and are secured by 10:00pm. Exterior key access is maintained by the management company and not by Virginia Tech. Security is provided by the management company from 5:30pm to end of classes, Monday through Friday, on site. Virginia Tech does not have any responsibility for maintenance of the facility therefore has no policy related to security considerations.

Law Enforcement Services

The Virginia Tech Richmond Center receives its police services from the Henrico County Police Department. Henrico County Police respond to calls for service and assistance. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Henrico County Police, since Henrico County Police investigate all crimes within their jurisdiction.

Timely Warning Notices

Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Henrico County Police Department, the Virginia State Police or the Director of the Richmond Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warning / Crime Alert* notices are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Controlled Substances

The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university for the first offense. Violations of state law should be reported to the Henrico County Police who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors

The Virginia Tech Richmond Center does not have any pastoral or professional counselors. There are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness

Emergency Notifications

Regional VT Alerts are available for the Richmond Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Richmond Center. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Henrico County Police Department, the Virginia state Police and the Henrico County Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the Richmond Center that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter-in-place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Henrico County Police Department, the Virginia state Police or the Henrico County Fire and EMS Departments or authorized staff member at the Richmond Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Richmond Center. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Richmond Center will typically include the Henrico County Police Department, the Virginia state Police and the Henrico County Fire and EMS Departments.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts, however, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**Alerts. Also, they can check the University Website at www.vt.edu for updates during an emergency at the Richmond Higher Education Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Richmond Center at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Henrico County Police Department at 804-501-5000 or 911 for an emergency.

The Richmond Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression with Defense for Men (RAD) program teaches the practice of self-defense and how to escape aggressive behavior

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, medical attention, emergency housing or financial assistance. For crimes that occur in Richmond, the Virginia Tech Police Department will assist and refer the survivor to the Richmond Police Department or the Henrico County Police Department depending on the jurisdiction in which it occurred. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Henrico County Police Department should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the Henrico Doctor's Hospital. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from a counselor in your area. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of

limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Judicial Options).

- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Henrico Doctor's Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. Henrico Doctor's Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long- term individual and group counseling. These two options may not be practical for students at the Richmond Center. Many other options exist in Richmond that may have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Henrico County Police. If the assault occurs anywhere other than the main campus in Blacksburg, the Virginia Tech Police Department will assist the survivor in notifying the proper authorities, if the student requests the assistance of these personnel. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Henrico Doctor's Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and

his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Susan Johnstad, Director	**804-662-7288**
Elaine Densley, Center Assistant	**804-662-7288**
Henrico County Police	**911 (emergency)**
	804-501-5000 (non-emergency)
Henrico Doctor's Hospital	**804-289-400**
The Women's Center at Virginia Tech	540-231-7806
Virginia Tech Women's Center	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm)
	540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411
	(non- emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Victor Holleman, Onsite Building Maintenance Supervisor	**804-431-6004**
Cassandra Drinnon, Building Manager	**888-597-8700 x44**
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Office of Emergency Management	540-231-2438

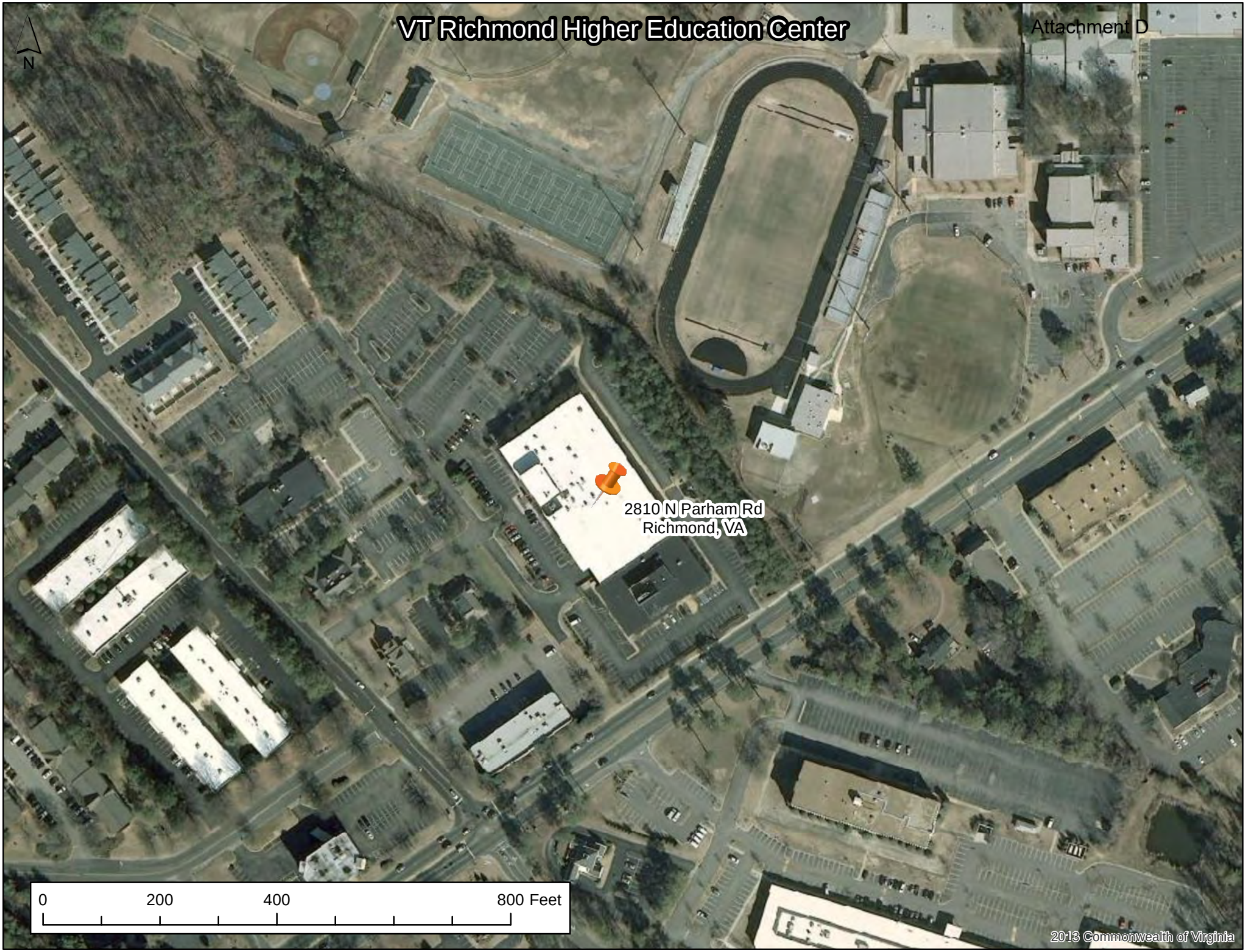
Virginia Tech Richmond Center Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018. No on campus housing.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Richmond Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.


VT Richmond Higher Education Center
Attachment D
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2810 N Parham Rd
Richmond, VA
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200
400
800 Feet
2013 Commonwealth of Virginia

Roanoke Higher Education Center

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the Roanoke Higher Education Center is obtained from the Director of the Facility and the Roanoke City Police Department. Individuals, who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Director of the Roanoke Center or the Roanoke City Police Department.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property.

Campus Overview

The Virginia Tech Roanoke Center is located on the seventh floor of the Roanoke Higher Education Center, located at 108 North Jefferson Street in downtown Roanoke. The center offers several graduate programs including:

- Professional Masters in Business Administration
- Masters of Education in Mathematics, Reading Specialist, and Counselor Education
- Masters and Doctoral programs in Education Leadership and Public Policy
- Graduate certificate in Local Government Management
- Several engineering degrees

The center also offers a portfolio of non-credit professional development courses and programs that provides working adults with opportunities to advance, up skill, or refocus their careers, as well as customized training opportunities to companies and organizations that are conducted either at the organization's location or the Virginia Tech Roanoke Center.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. Academic and administrative buildings are open to the public during operating hours and are generally secured after operating hours and during extended breaks. The Roanoke Higher Education Center is open from 7:30am to 10:30pm Monday through Friday and from 7:00am to 6:00pm on Saturday's. The Center uses Sun States security to provide security on-site from 6:00am to 12:00am, Monday through Friday and from 6:00am to 8:00pm on Saturday. The security company monitors security features, access, lighting and report problems to the administration.

Law Enforcement Services

Day to day law enforcement services to the Roanoke Higher Education Center are provided by the Roanoke City Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Roanoke City Police Department since the Roanoke City Police Department investigates all crimes within their jurisdiction.

Timely Warnings / Crime Alerts
Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Roanoke City Police Department, the Virginia State Police or the Director of the Roanoke Higher Education Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warning / Crime Alert* notices are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Controlled Substances
The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university upon the first offense. Violations of state law should be reported to the Roanoke City Police Department who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors
The Roanoke Higher Education Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness
Emergency Notifications
Regional VT Alerts are available for the Roanoke High Education Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Roanoke High Education Center. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Roanoke City Police Department, the Virginia State Police and the Roanoke City Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the Roanoke Higher Education Center, which could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding their campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Roanoke City Police Department, the Virginia State Police or the Roanoke City Fire and EMS Departments or authorized staff member at the Roanoke Higher Education Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Roanoke Higher Education Center. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Roanoke Higher Education Center will typically include the Roanoke City Police, the Virginia state Police and the Roanoke City Fire and EMS Departments.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts, however, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. Parents and community members can check the University Website at www.vt.edu for updates during an emergency at the Hampton Roads Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Roanoke Higher Education Center at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Roanoke City Police Department at 540-853-2212 or 911 for an emergency. The Roanoke Higher Education Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Roanoke City Police Department should be contacted to determine what types of classes are available. Any requests for programs that are not conducted by the Virginia Tech Police Department should be directed to the Roanoke City Police Department. There has not been any crime prevention programs conducted during the previous three years.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression with Defense for Men (RAD) program teaches the practice of self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, medical attention, visa and immigration assistance, emergency housing or financial assistance. For crimes that occur in Roanoke, the Virginia Tech Police Department will assist and refer the survivor to the Roanoke City Police Department or other law enforcement agency depending on the jurisdiction in which it occurred. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Roanoke City Police Department should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the Carilion Roanoke Community Hospital in Roanoke. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.

- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from Sexual Assault Response & Awareness (SARA), a local area women's center that offers a 24 hour hotline as well as counseling, or a private counselor. All these services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member. (See Counseling)
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Carilion Roanoke Community Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. Carilion Roanoke Community Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long- term individual and group counseling. These two options may not be practical for students at the Roanoke Higher Education Center. Many other options exist in Roanoke that may have some cost associated with them, such as private therapists.

Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's. The Women's Resource Center in

Radford offers a 24-hour crisis line, individual and group counseling, and legal advocacy. These three agencies frequently collaborate to provide services to survivors of sexual assault and these services are CONFIDENTIAL. Many other options exist which have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Roanoke City Police. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Carilion Roanoke Community Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Important Contacts / Phone Numbers

Roanoke City Police Department	911 (emergency) 540-853-2212 (non-emergency)
Carilion Roanoke Community Hospital	540-985-8000
Sexual Assault Response/Awareness	540-345-7273
Chris Meachum-Director of Facility Services	540-767-6005
Lesa Hanlin- Virginia Tech Director	540-767-6100
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) 540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Cranwell International Center	540-231-6527
NRV Emergency Communications Regional Authority	911 (emergency on campus)
Virginia Tech Police Department	540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Office of Emergency Management	540-231-2438

Virginia Tech Roanoke Higher Education Center Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Burglary	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

No hate crimes were reported in 2016, 2017, or 2018. No on campus housing.

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Roanoke Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

VT Roanoke Higher Education Center
Attachment D
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108 N Jefferson St #701
Roanoke, VA
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400 Feet
2013 Commonwealth of Virginia

Southwest Virginia Higher Education Center

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the Southwest Virginia Higher Education Center is obtained from the Director of the Facility and the Abingdon Police Department. Individuals who want to report crimes for inclusion in the Annual Security Report should report them to the Abingdon Police Department or the Director of the Southwest Virginia Higher Education Center.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property.

Campus Overview

The Virginia Tech Southwest Center offers an array of educational services to meet the needs of working professionals in the southwest region of the Commonwealth. Conveniently located in the Southwest Virginia Higher Education Center, our graduate programming portfolio includes: Educational Leadership (MS, EdS, EdD), Mathmatics Specialist K-8 (MAED, EdS), Engineering (MS), Information Technology (MIT), Instructiona l Technology (MA,EdS), and Career and Technical Education (MS) and Licensure.

To complement these graduate offerings, the Virginia Tech Southwest Center hosts a variety of workshops and customized certificate programs to serve the needs of organizations in the private sector, as well as those of our state and local governments.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. Academic and administrative buildings are open to the public during operating hours and are generally secured after operating hours and during extended breaks. The facility is open Monday through Friday from 7:30a.m. - 10:00p.m., Saturdays from 8:00a.m - 5:00p.m. Visitors check in at the front desk and security cameras monitor public areas.

Law Enforcement Services

Day to day law enforcement services to the SVHEC are provided by the Abingdon Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Abingdon Police Department since the Abingdon Police Department investigates all crimes within their jurisdiction.

Virginia Tech has designed policies and regulations in order to create a safer and more harmonious environment for the members of its community. All campus community members and visitors of the university are required to obey these regulations. These

policies not only reflect the university's high standards of conduct, but also local, state and federal laws. Observed and enforced, they create a high degree of safety for the university community. Facilities and landscapes are maintained in a manner that minimizes hazardous conditions. The Director of the Southwest Virginia Higher Education Center campus is responsibility for security considerations used in building maintenance.

Controlled Substances
The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university upon a first offense. Violations of state law should be reported to the Abingdon Police who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors
The Southwest Virginia Higher Education Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness

Emergency Notifications

Regional VT Alerts are available for the Southwest Virginia Higher Education Center. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Southwest Virginia Higher Education Center. These methods may include, but not limited to, direct communication to the campus using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Abingdon Police Department, the Virginia State Police and the Abingdon City Fire and EMS Departments are primarily responsible for confirming that there is a significant emergency or dangerous situation at the Southwest Virginia Higher Education Center that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Abingdon Police Department, the Virginia State Police or the Abingdon City Fire and EMS Departments or authorized staff member at the Southwest Virginia Higher Education Center, of a significant emergency or an immediate threat to the health or safety of students or staff occurring at the Southwest Virginia Higher Education Center. One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, contain, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Southwest Virginia Higher Education Center will typically include the Abingdon Police, the Virginia state Police and the Abingdon City Fire and EMS Departments.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts, but they can subscribe to receive real-time VT Phone Alerts by texting **HokieFam** to **226787 or** check the University Website at www.vt.edu for updates during an emergency at the Southwest Virginia Higher Education Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Southwest Virginia Higher Education Center at: http://www.alerts.vt.edu you can also register for the Southwest Higher Education Center specific Alerts at www.swcenter.edu/hec-alerts . Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Abingdon Police Department at 276-628-3111 or 911 for an emergency.

The Southwest Virginia Higher Education Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Abingdon Police Department should be contacted to determine what types of classes are available. Any requests for programs that are not conducted by the Virginia Tech Police Department should be directed to the Abingdon Police Department. There has not been any crime prevention programs conducted during the previous three years.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking. Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Abingdon Police Department investigates all sexual assaults reported to the Police Department. Once reported to the Police officers respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements.

The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense. Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression with Defense for Men (RAD) program teaches the practice of self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, visa and immigration assistance, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The NRV Emergency Communications Authority who will dispatch the Virginia Tech Police Department should be contacted for on-campus incidents and the local police should be contacted for off-campus incidents. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the Johnston Memorial Hospital in Abingdon. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from a local women's center or a private counselor. All these

services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.

- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges.
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Johnston Memorial Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Abingdon Police. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Johnston Memorial Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Sources of Information and Assistance

Abingdon Police department	911 (emergency) 276-628-3111 (non-emergency)
Johnston Memorial Hospital	276-739-8010
Highland Community Center	276-628-9504
Abuse Alternatives	800-987-6499
SWVHEC Directors Office	276-619-4311
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) 540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	911 (emergency, on campus) 540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771 (employees)
Office of Emergency Management	540-231-2438
Cranwell International Center	540-231-6527

Virginia Tech Southwest Virginia Higher Education Center Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018. No on-campus housing.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia South West Virginia Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Southwest Virginia AREC
Attachment D
Family Dwelling
0740
Office Building
0743
Implement and Machinery Shed
0742
Granery
0744
Sheep Barn
0745
Cattle Barn #5
0741
Tobacco Barn
0746
Tobacco Barn
0748
Tobacco Barn
0747
Aerial Imagery (c) 2006-2007 Commonwealth of Virginia

Steger Center for International Scholarship

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the Steger Center is obtained from the Managing Director of the Facility and the Polizia Cantonale of the Repubblica E Cantone Ticino. Individuals who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Managing Director of the Facility.

Campus Overview

The Steger Center for International Scholarship is Virginia Tech's European campus center and base for operations and support of its programs in the region. It is housed in a renovated 18th century villa—Villa Maderni—in Riva San Vitale, Switzerland, which is located in Ticino, the Italian-speaking canton of Switzerland.

The Steger Center offers semester-length residential programs, as well as a varied set of shorter offerings in the summer, to Virginia Tech students from colleges and departments across the university. Local faculty members teach Italian language courses, while most other courses are taught in English by Virginia Tech faculty.

Villa Maderni contains the center's offices, classrooms, a library, a computer lab, and residential and dining facilities. Students who study at the center are housed in either the Villa Maderni or nearby apartments in the community of Riva San Vitale.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. Access to Academic and administrative buildings is gained through a monitored doorway and by a digital key that is issued to faculty, staff, and students.

Law Enforcement Services

Day to day law enforcement services to the Steger Center are provided by the Polizia Cantonale. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Policia Cantonale of Ticino, since the Polizia Cantonale of Ticino investigates all crimes within their jurisdiction. VTPD has met with The Polizia Cantonale of Ticino and provided relevant contact information for support purposes. The Polizia Cantonale of Ticino has the option to notify Virginia Tech when students are involved in law violations and may submit student conduct referrals, if they deem it necessary. They don't currently, but it is an option for them.

Timely Warning / Crime Alerts

Timely Warnings / Crime Alerts can only be issued if the Virginia Tech Police Department receives information either from the Polizia Cantonale or the Managing Director of the Steger Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to, murder, non-negligent manslaughter, negligent manslaughter, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. A *Timely Warning / Crime Alert* for the Steger Center will be distributed in the same manner as noted below in "Emergency Notifications". That is, via the email list serve set up by the Managing Director, door to door notification, posting of flyers and a phone tree for the Steger Center facility and the area apartments. The Timely Warning / Crime Alert notices are also posted on the Virginia Tech Police Department website. Updates to the Steger Center about any particular case resulting in a Timely Warning / Crime Alert will normally be distributed in the same fashion as noted below, that is email list serve set up by the Managing Director, door to door notification, posting of flyers and a phone tree for the Steger Center facility and the area apartments.

The internal process for providing warnings at the Riva Campus is by e-mail, phone or by immediately notifying by voice to the entire community. The community is reachable within a few minutes from the occurrence of the event. All faculty are required to possess a cell phone (operative worldwide) and can be reached immediately when traveling with students. The Steger Center maintains a listserv with all e-mail addresses of students and faculty in residency as well as some administrators at Virginia Tech. Students traveling on weekends or breaks can usually be contacted by e-mail or by phone (text or call). All students traveling overnight during the semester must fill out a travel form in order for the Steger Center to be able to contact them in case of any emergencies.

Missing Person Policy

If a member of the Steger Center community has reason to believe that a student who resides at the Villa is missing, he or she should *immediately* notify the Managing Director of the Steger Center. The Managing Director is responsible for notifying the Virginia Tech Police Department at 540-231-6411 and the Poliozia Cantonale subsequently the United States Embassy. The Polizia Cantonale will generate a missing person report and initiate an investigation.

After investigating the missing person report, should the Polizia Cantonale determine that the student is missing and has been missing for more than 24 hours, the Managing Director of the Steger Center, or designee, will immediately notify the Virginia Tech Police Department so that they may notify the student's emergency contact, or confidentially identified individual, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the Virginia Tech Police Department will notify the student's parent or legal guardian or any other designated contact person immediately after the Polizia Cantonale has determined that the student has been missing for more than 24 hours. As per requirement of the law, the Managing Director will inform the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing. This notification will be made no later than 24 hours after the student is determined to be missing.

Pastoral and Professional Counselors

The Steger Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Notifications

If an emergency notification is required to the Steger Center community, there are several methods available. These methods include an email list serve, door to door notification, posting of flyers and a phone tree for the Steger Center facility and the area apartments. These methods may be used singularly or in concert, as the situation warrants. If there is an emergency in the village a siren will sound telling residents to enter the streets and seek additional information from local police and first responders. Emergency notifications may be issued by the Managing Director of the Steger Center, or the Polizia Cantonale, or the Protezione Civile Officers. By means of select email distributions to select groups, University Relations and the Virginia Tech Police Department can send email notifications as needed.

The Polizia Cantonale is primarily responsible for confirming that there is a significant emergency or dangerous situation on campus that could cause an immediate threat to the health and safety of the members of the campus community. The Managing Director or designee could be in a position to confirm certain types of emergencies, such as a pandemic flu outbreak, etc.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Polizia Cantonale or authorized staff member at the Steger Center, of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring at the Villa. The typical first responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Steger Center include the Polizia Cantonale and the Fire Department of Mendrisio.

Emergency Evacuation Procedures

All the Steger Center residents and non-residents (e.g. students and faculty who live in town and commute for classes and meals) receive comprehensive fire safety training at the beginning of each semester or, in the case of short-stay groups, during the summer semester at arrival. A mandatory fire drill is conducted during the training session at the beginning of each semester. All students are required to evacuate the building upon being notified that there is a fire. Steger Center staff receive comprehensive safety training, which includes specific instructions on operating different fire safety equipment present in their area of work.

Thus, the emergency response and evacuation procedures are tested at least twice each year. The purpose of the drills is to provide all staff practice in the event there is ever a real fire or other evacuation emergency. The drills prepare building occupants for an organized evacuation in case of a fire or other emergency. Evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants familiarize themselves with procedures and the location of exits and the sound of the fire alarm. Alarms and other components of the fire safety system are also checked to see that they are working properly.

Each university department or unit develops an Emergency Action Plan (EAP) that outlines the actions occupants in the building must take during emergencies. Evacuation planning is a part of each department's EAP. Once you have reviewed your evacuation and fire prevention plans with your students and employees, practice drills are recommended to ensure that the students and employees are prepared for emergencies.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Canton Ticino Police at: 117.

Students may also seek assistance through the US embassy/consulate. To view all option visit: http://travel.state.gov/travel/cis_pa_tw/cis/cis_1034.html#victim and scroll down to "Information for Victims of Crime" chapter.

The Steger Center Campus does not have any policies or procedures that allow victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a victim of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the victim refuses to press charges. This is the victim's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Safety and Security Programs

The Virginia Tech Police Department has community outreach and residence life resource officers that provide educational programming and other crime prevention functions to the university community. Educational programs located on the Blacksburg campus include Student Police Academy, Alcohol Awareness, Bicycle Safety, Drug Awareness, Operation ID, Personal and Property Safety (basic crime prevention and personal safety), Rape Aggression Defense and Women's Awareness and Safety. All programs are available to faculty, staff and students upon request or if a need becomes apparent. The Virginia Tech Police Department will present programming to the Steger Center faculty, staff, and students upon request.

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The administration of the Steger Center should be contacted to determine what types of classes are available. Any requests for programs will be forwarded by the administration at the Steger Center to the resource best suited to meet the request. There have not been any crime prevention programs conducted during the previous three years.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment,

including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking as defined by VAWA.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The survivor of a sexual assault my also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages victims to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the victim of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the victim of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. Resisting Aggression Defense (RAD) is for men and teaches self-defense and how to escape aggressive behavior. RAD classes are not currently available at the Steger Center.

The Police Department's Victim/Witness Assistance Program protects the rights of victims and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, visa and immigration assistance, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime victims is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Cantonal police should be contacted for all incidents occurring in Switzerland. The Virginia Tech Police will assist the victim in contacting the correct law enforcement agency, if requested.
- Go to the nearest hospital- if you are on the Virginia Tech campus in Riva San Vitale it will be the Ospedale Beata Vergine located in Mendrisio. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.

- Seek counseling from a local counseling center (designated by State law to assist sexual assault victims) is organized through any of the hospitals or a private counselor (information and contact of a counseling center is normally done with the assistance of the hospital and or by the Police). If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges. (See Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the victim request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, victims of very recent assaults should go to the emergency room of the nearest Hospital (Ospedale Beata Vergine if you are at the Steger Center) for a physical exam and the collection of evidence. All victims, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. Female victims may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible.

Counseling Options

Students coping with a sexual assault have at least three counseling options that are free of charge. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long-term individual and group counseling. The Women's Resource Center in Radford offers a 24-hour crisis line, individual and group counseling, and legal advocacy. These three agencies frequently collaborate to provide services to victims of sexual assault and these services are CONFIDENTIAL. These two options may not be practical for students at the Steger Center. Many other options exist which have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and victims should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the victim's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Cantonal Police (Ticino for the Campus of Riva San Vitale). Many victims believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to

the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the victim to be seen at the Ospedale Beata Vergine Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage victims to come forward. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the victim, although the identity of the accused perpetrator is not protected.

Additional information about criminal procedures in Switzerland is available at: http://www4.ti.ch/di/pol/prevenzione/reati-sessuali/. The victim should immediately contact the police at either 112 or 117. In case of sexual assault the victim has the RIGHT to be interrogated by a person of the same sex. The victim also has the right to be assisted by doctors and psychologist, and receive a juridical advice by a counseling center recognized by the Swiss authorities. If the victim does not feel like seeing the police first she should immediately see a physician (Hospital Mendrisio) and contact the Center UIR (Unità di Intervento Regionale) in Mendrisio at 0041-91-815-94 01 (office hours). Victims may also see the police in Mendrisio (only during office hours) and have them arrange a consultation through the UIR or go to the nearest Hospital open 24 hours a day/7 days a week to seek assistance through UIR.

Sex Offender Registry

Switzerland does not have a sex offender registry.

Health and safety is a primary concern when traveling abroad.

There are protocols and guidelines in place to minimize risk to students, faculty, and staff: Register your travel with the Global Education Office. Follow the steps here.

- The Global Education Office monitors U.S. government advisories Travelers are also encouraged to register with the U.S. Department of State and enroll in the Smart Traveler Enrollment Program (STEP).
- Students, participating in programs that are not faculty-led, attend mandatory pre-departure orientation sessions.
- The university requires that all Virginia Tech faculty, staff, and documented representatives traveling for business purposes enroll in the university-approved insurance, Cultural Intercultural Services International (CISI). Instructions for insurance enrollment can be found here.
- In case of emergencies while abroad, travelers can call the Virginia Tech Police Dispatch number: 24-hours, 7 days a week: +1 (540) 231- 6411.

What is Hokie Sentinel?

Hokie Sentinel is the rallying term used by Hokies to prepare and protect Hokies traveling abroad. It encompasses every effort expended across the Virginia Tech family to help Hokies understand the value of a global experience, and the seriousness of preparing for that experience, being vigilant while abroad, and protecting the reputation of Hokies around the globe by behaving in a way that epitomizes Virginia Tech's motto "Ut Prosim". (More information is accessible through Virginia Tech's main website)

Hokie Sentinel Quick Reference Emergency Contacts

VT Police (24/7 coverage)
540-231-6411
VT Global Safety & Risk Management (24/7 coverage)
On-call personnel--540-750-5747
vt.globalsafety@vt.edu
AXA Assistance (Cultural Insurance Services International's contracted support team)
312-935-1703 (collect)
medassist-usa@axa-assistance.us

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that victims can get the assistance they most need. A good starting point for a victim, or family and friends of a victim, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

Canton Ticino Police (Polizia Cantonle)*	117 (emergency service available 24/7) 112 (service available 24/7) Police-Ambulance-Fire)*
US to Switzerland	**011 41 91 848 25 55 55**
Emergency Ambulance (Switzerland)	144
Fire Department in Switzerland	118 (emergency only)
Steger Center Managing Dir. Cell phone*	0041 79 208 4636
VT Dean of Students	001 540-231-3787
VT Office of Student Conduct	001 540-231-3790
Virginia Tech Police Department	001 540-231-6411
VT Women's Center	001 540-231-7806
VT Office of Student Programs	001 540-231-6204
Schiffert Health Services	001 540-231-6444
Cranwell International Center	001 540-231-6527
VT Women's Center at Virginia Tech	001 540-231-7806
VT Thomas E. Cook Counseling Center	001 540-231-6557 (8:00am - 5:00pm EST) 001 540-231-6444 (5:00pm - 8:00am EST)
Title IX Coordinator (students)	001 540-231-1824 (8:00am - 5:00pm EST)
Equity & Access (employees)	001 540-231-8771 (8:00am - 5:00pm EST)
Office of Emergency Management	001 540-231-2438 (8:00am – 5:00pm EST)

Virginia Tech Steger Center for International Scholarship Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	4	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Steger Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Virginia Tech
Higher Education Opportunity Act
Switzerland Campus – Steger Center
Fire Safety Annual Compliance Report for 2018

Overview

The properties located on the Switzerland Campus of Virginia Tech (the Steger Center for International Scholarship, Steger Center) consist of Villa Maderni (an approximately 260 year old building), annexed renovated stables (used as classroom), new building featuring classrooms, multipurpose room, storage, mechanical room surrounded by a large garden. All of the properties listed belong to the Virginia Tech Foundation. The main building was renovated in 1993- the construction-renovation work on the old stables area and the expansion were terminated in June 2014. In addition to the Villa Maderni, Steger Center also maintains rental contracts for apartments at via G. Motta 15 (apt. B), via Franscini 2, via Carlo Maderno 1, via Settala 7, and via G. Motta 15 (apt. A).

The 2014 new Steger Center buildings include classroom spaces, office spaces, a library, a housing facility with residential space for **32** students, dining facility (with a professional kitchen), storage, and a built-in independent apartment. The Fire Protection Equipment in the primary building was upgraded during the last renovation in 1993 in order to meet all applicable Swiss laws and regulations and in 2011 an additional upgrade included installation of a fire alarm system (with centralized smoke detectors) and fire rated doors.

Steger Center Housing Fire Safety Equipment

All the areas of the Steger Center are equipped with smoke detectors, fire extinguishers, fire hoses, and/or blankets in order to block the rapid spread of fire. All fire protection equipment is strictly maintained and tested in accordance with applicable Swiss laws. The electrical system is fully inspected and tested every 5 years and all devices operating with natural gas are inspected and maintained annually. There are no sprinkler systems but fire hoses, and a newly installed fire alarm system was added in 2011 and extended to the newly built and renovated spaces in June 2014. The fire alarms are sent directly to the local fire alarm station in Mendrisio/and Cantonal Police and the technical faults are detected immediately and reported to the Steger Center security designee. For a summary of fire protection systems present in each facility, see Table 1. A lightning rod-discharge-grounding system was installed at the end of the renovation-expansion project in 2014 to fulfil the Swiss code requirement.

Fire Safety Education, Training and Fire Drills

All the Steger Center residents and non-residents (e.g. students and faculty who live in town and commute for classes and meals) receive comprehensive fire safety training at the beginning of each semester or, in the case of short-stay groups, during the summer semester at arrival. A mandatory fire drill is conducted during the training session at the beginning of each semester. All students are required to evacuate the building upon being notified that there is a fire. Steger Center staff receive comprehensive safety training, which includes specific instructions on operating different fire safety equipment present in their area of work.

Specific Fire Prevention Related Policies and Programs

Based on the nature of the programs hosted at the Steger Center (small programs), the only policy that has been implemented is a No Smoking policy. Kitchen, Maintenance and Custodial Services Personnel monitor all of their designated areas for safety infractions. They report all identified hazards to the managing director, who is charged with taking appropriate corrective measures. Steger Center staff access student living quarters and all other areas of the building for general cleaning/maintenance on periodic basis and will report any identified hazards in those areas as well. Students and faculty are encouraged to discuss any special furnishing or decoration they may need for special projects with Steger Center administration. The yearly maintenance services to various Steger Center fire protection systems and equipment are also utilized in order to identify and correct additional deficiencies.

Statistical Report for Fire Response to the Steger Center

The fire response statistics for Steger Center are summarized in the following table.

Fire Statistics

The number and cause of each fire in the residential facility for each dwelling is summarized in Table 2. There were no fires or fire losses reported at any of the Steger Center Campus Facilities during Calendar Years 2016, 2017 and 2018.

Fire Reporting

If a fire has occurred at the Steger Center or in any of the apartments, it should be reported to Daniela Doninelli, Managing Director, Steger Center for International Scholarship at +41 79 208 46 36 or by email to daniela@vt.edu.

Responding to a Fire

If a fire alarm is received in the Steger Center, residents shall immediately exit all the buildings and gather at a predetermined location. The fire alarm central system will automatically notify the Cantonal police. The Cantonal police will then notify the fire department and the Steger Center Managing director or designee.

If a fire emergency occurs in the residence apartments leased by Virginia Tech, without a centralized fire alarm system, notify occupants by knocking on their doors and shouting “fire-fuoco (in Italian)” as you exit the building. Do not jeopardize your own safety to do this. Do not reenter the building until the fire department says it is safe to do so. If you are unable to leave your room, place towels under the door to prevent smoke from entering. Call 118 or call Steger Center Managing Director and give them your exact location and as much information as possible. Remain calm.

Plans for Future improvement

The Virginia Tech Foundation will continue to work with the local Authorities to enhance and improve the existing building fire protection system capabilities as required by applicable codes, standards and best business practices.

Table 1- Fire Protection Systems at the Steger Center Campus Switzerland

Building Name	*Onsite Fire Alarm Monitoring*	*Partial Sprinkler System*	*Full Sprinkler System*	*Smoke Detection*	*Fire Extinguishing Devices*	*Evacuation Plans & Signs*	*Number of Fire Drills each calendar year*
Steger Center	X			X	X	Not Required	Not Required
APT. via Franscini 2				X	X[1]	Not Required	Not Required
APT. via Carlo Maderno 1				X	X[1]	Not Required	Not Required
APT. via Settala 7				X	X[1]	Not Required	Not Required
APT. via G. Motta 15 (apt. A)				X	X[1]	Not Required	Not Required
APT. Via G. Motta 15 (apt. B)				X	X[1]	Not Required	Not Required

[1]denotes addition of fire blankets

Table 2 - Fire Statistics for the Steger Center Campus Switzerland for Calendar Years 2016, 2017, 2018

Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*		*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
Steger Center	0	0				N/A	N/A	N/A	N/A
APT. via Franscini 2	0	0				N/A	N/A	N/A	N/A
APT. via Carlo Maderno 1	0	0				N/A	N/A	N/A	N/A
APT. via Settala 7	0	0				N/A	N/A	N/A	N/A
APT. via G. Motta 15 (apt. A)	0	0				N/A	N/A	N/A	N/A
APT. via G. Motta 15 (apt. B)	0	0				N/A	N/A	N/A	N/A

Steger Center-Switzerland

Attachment D

Washington-Alexandria Campus

The Virginia Tech Police Department has been designated as the department responsible for compiling and publishing the university's annual security and fire safety report. This document is intended to serve as the annual security and fire safety report, as required by the Higher Education Opportunity Act and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The purpose of the report is to provide information about security on campus to include: campus and community crime statistics, fire statistics and safety information, policy information, safety tips, resource phone numbers and a brief overview of the many services the university provides.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property. Information about crimes occurring on the Washington- Alexandria Campus was obtained from the Director of the Northern Capital Region and the Alexandria Police Department. Individuals who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Director of the Washington Alexandria Campus or the Alexandria Police Department.

Campus Overview

The College of Architecture and Urban Studies at Virginia Tech is a global leader in designing human-centered solutions through architecture, art, construction, design, and public and international affairs. Founded in 1964, the college houses four top-ranked schools: the School of Architecture + Design, Myers-Lawson School of Construction, the School of Public and International Affairs, and the School of Visual Arts. CAUS is home to more than 2,300 students from over 30 countries, 300 faculty and staff, 15,000 active alumni, and hundreds of industry partners from around the globe. Learn more at www.caus.vt.edu.

Access to Campus Buildings

Security and access control design standards have been developed for new and renovated buildings owned by the university. Academic and administrative buildings are open to the public during operating hours and are generally secured after operating hours and during extended breaks. Both 1001 Prince Street and 1021 Prince Street are secured at all times and are accessible either by a key or key fob. Both the Gallery and the Gallery Apartments are accessible only to those authorized to use the facilities unless there is an exhibit in the Gallery. The Gallery is accessible by PIN number on a keypad. Administrators review security access and address issues related to lighting and other unsafe conditions on a routine basis. On site staff fix any problems noted.

Law Enforcement Services

Day to day law enforcement services to the Washington-Alexandria Campus are provided by the Alexandria Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Alexandria Police Department since the Alexandria Police Department investigates all crimes within their jurisdiction. The

Alexandria Police Department does not notify Virginia Tech when students are involved in law violations nor do they submit student conduct referrals.

Missing Persons

If a member of the University community has reason to believe that a student who resides in on- campus housing is missing, he or she should immediately notify the Alexandria Police Department. Alexandria Police will generate a missing person report and initiate an investigation.

After investigating the missing person report, should the Alexandria Police determine that the student is missing and has been missing for more than 24 hours, Alexandria Police will notify the student's emergency contact, or confidentially identified individual, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Alexandria Police can contact the Virginia Tech Police Department to notify the student's parent or legal guardian immediately after the Virginia Tech Police Department has determined that the student has been missing for more than 24 hours. As per requirement of the law, the Virginia Tech Police Department will inform the Blacksburg Police Department of any missing student in order to inform them that the Virginia Tech Police Department has conducted an initial investigation and has determined that a student is missing. This notification will be made no later than 24 hours after the student is determined to be missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify, confidentially, an individual to be contacted by Virginia Tech in the event the student is determined to be missing for more than 24 hours. Students who wish to identify a confidential contact can do so through the Hokie Spa web site. This confidential contact information will be accessible only to authorized campus officials and law enforcement and it will not be disclosed outside of a missing person investigation.

Controlled Substances

The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university upon the first offense. Violations of state law should be reported to the Alexandria Police Department who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors

The Washington-Alexandria Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Preparedness
Emergency Notifications

Regional VT Alerts are available for the National Capital Region, including the Washington Alexandria Architecture Campus. Immediate/emergency notifications using VT Alerts to members of a satellite campus community will be provided when information is received, either from the designated individual at the satellite campus or from the law enforcement agency responsible for services where the campus is located. VT Alerts will normally be issued by the Virginia Tech Police Department. Emergency notifications may be issued locally, using other means by the Director of the Washington Alexandria Architecture Campus or the designee. These methods may include, but not limited to, direct communication to the campus community using email or website notices. Members of the satellite campus community are also encouraged to sign up for their localities emergency notification system, which are not affiliated with Virginia Tech, check with the police department in your area.

The Alexandria Police Department is primarily responsible for confirming that there is a significant emergency or dangerous situation at the Washington Alexandria Architecture Campus that could cause an immediate threat to the health and safety of the members of the campus community. The Director or designee can also be in a position to confirm an emergency in or surrounding the campus. The Office of University Relations, the Virginia Tech Police Department and/or Virginia Tech Emergency Management have access to the VT Alerts system which can send an alert to subscribers; notifying the campus community of threats that have occurred that may necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. The university will typically provide follow-up information to the campus community using the same systems that were used to send out the original alert or to direct the campus community to other informational channels.

Virginia Tech will immediately notify the campus community upon the confirmation, from the Alexandria Police Department or authorized staff member at the Washington Alexandria Architecture Center of a significant emergency involving an immediate threat to the health or safety of students or staff occurring at the Washington Alexandria Architecture Center. One of the listed departments above will, without delay, and taking into account the safety of the campus community, determine the content of the notification and initiate the notification system based on information received, unless issuing a notification will, in the professional judgment of the public safety official, compromise efforts to assist, contain, respond to, or otherwise mitigate the emergency. First responders to an incident that causes an immediate threat to the health and safety of the Virginia Tech community at the Washington Alexandria Architecture Center will typically include the Alexandria Police Department, Virginia State Police, and the Alexandria Fire and EMS Department.

In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system

includes email notices; phone, cellular phone, text messages, and university website notices. Parents and members of the larger community are not eligible to sign up for immediate notification through VT Alerts, however, all Hokie family members, along with members of the community, are able to subscribe to receive real-time VT Phone Alerts to stay informed and are encouraged to do so. To subscribe, text **HokieFam** to **226787**. Parents and members of the larger community can check the University Website at www.vt.edu for updates during an emergency at the Washington Alexandria Architecture Center and can sign up for desk top alerts by following the direction at: http://www.alerts.vt.edu/desktop/alerts-desktop.html.

Students and employees have the option of signing up on VT Alerts to receive emergency messages related to the Washington Alexandria Architecture Center, at: http://www.alerts.vt.edu. Annually, the Offices of University Relations and Human Resources provides communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Virginia Tech Emergency Management webpage http://www.emergency.vt.edu.

University departments are responsible for developing Emergency Action Plans (EAP) and Continuity of Operations Plans (COOP) for their staff and areas of responsibility. The University conducts numerous exercises each year, including tabletop exercises, functional exercises, drills and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at https://www.ehss.vt.edu/programs/FLS_fire_emergencies.php.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Alexandria Police Department at 703-838-4444 or 911 for an emergency.

The Washington-Alexandria Campus does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime

the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, Schiffert Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Virginia Tech is committed to University Policy 1025 and the Violence Against Women Act (VAWA), which among other things prohibits discrimination and discriminatory harassment, including sexual harassment and sexual violence in all of its forms, domestic violence, dating violence, and stalking.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Virginia Tech Police Department investigates all sexual assaults reported to the Police Department. Detectives are regularly on call and capable of responding immediately at any time. An on call list is updated and maintained for call out situations in the communications center. Once reported to the Police, detectives respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements. The Virginia Tech Police Department works closely with other area law enforcement personnel and other university departments to ensure that appropriate support services are made available and utilized when necessary. The survivor of a sexual assault may also choose to file a report with Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class. For men, Resisting Aggression with Defense (RAD) teaches self-defense and how to escape aggressive behavior.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services

available for general counseling, visa and immigration assistance, medical attention, emergency housing or financial assistance. For crimes that occur in Washington Alexandria, the Virginia Tech Police Department will assist and refer the survivor to the Alexandria Police Department. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Alexandria Police Department should be contacted for incidents occurring at the center. The Virginia Tech Police Department will assist the survivor in contacting law enforcement agency, if requested.
- Go to the INOVA Alexandria Hospital in Alexandria or the Mount Vernon Hospital. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.
- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from the Rape Survivors Hotline, the Battered Women's Shelter or a private counselor. All these services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member.
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges.
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the Mount Vernon Hospital or INOVA Alexandria Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. INOVA Alexandria Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to

see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible.

Counseling Options

Students coping with a sexual assault have at least three counseling options that are free of charge. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long-term individual and group counseling. These agencies frequently collaborate to provide services to survivors of sexual assault and these services are CONFIDENTIAL. The Rape Survivors Hotline is available 24 hours a day by calling 703-683-7273. Many other options exist which have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Alexandria Police Department. Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the Mount Vernon Hospital or INOVA Fairfax Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor. A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Important Contacts / Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech.

For further explanation or elaboration of the information in this section, or for other information, contact the agencies whose numbers are listed here.

Director of the Washington-Alexander Center	703-706-3030
Alexandria Police Department	911 (emergency) 703-838-4444 (non-emergency)
INOVA Alexandria Hospital	703-504-3066
Mount Vernon Hospital	703-664-7111
Rape Survivors Hotline	703-683-7273 (24hour hotline)
Department of Human Services	703-838-5030
The Women's Center at Virginia Tech	540-231-7806
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm) 540-231-6444 (5:00pm-8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411 (non-emergency)
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Title IX Coordinator	540-231-1824 (students)
Equity & Access	540-231-8771(employees)
Office of Emergency Management	540-231-2438
Cranwell International Center	540-231-6527

Attachment D

Virginia Tech Washington-Alexandria Campus Crimes Statistics 2018

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder & Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter By Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

***No hate crimes were reported in 2016, 2017, or 2018.**

***Hate crimes are criminal offenses committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.**

Note: Included in the Virginia Tech Washington Alexandria Center Crime Statistics Chart are the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that have been reported to a Campus Security Authority.

Virginia Tech
Higher Education Opportunity Act
Alexandria Campus
Fire Safety Annual Compliance Report for 2018

Overview

The Gallery Apartments in Alexandria, Virginia has 3 levels and includes 23 units that are connected by atrium space. The individual units contain an individual kitchen and bathroom. The building also provides common areas for the residents as well as laundry facilities. The property belongs to the Virginia Tech Foundation, and it includes an addition to the original building.

Gallery Apartments Fire Safety Equipment

The fire protection systems at the Gallery Apartments include Portable Fire Extinguishers, Dual Duty Smoke Detectors and a Partial Sprinkler and Alarm System as follows:

- All common areas of the Gallery Apartments are equipped with portable fire extinguishers.
- The addition, which includes the atrium and 9 apartments as well as the common area, is protected by sprinklers and a fire alarm system. No central monitoring of these systems is provided.
- All apartments are equipped with dual duty smoke detectors that also detect Carbon Monoxide, these were updated in 2015.

All fire protection equipment is strictly maintained and tested in accordance with the Virginia Statewide Fire Prevention Code. The periodic maintenance and testing activities are conducted by contractors. In addition, a Fire and Life Safety inspection is conducted by the local Fire Official on a periodic basis. This inspection includes an audit of the fire protection equipment testing and maintenance activities and a fire code review of all apartment units and common areas. For more information, see Table 1.

Fire Safety Education, Training and Fire Drills

All current Gallery Apartment Residents have been provided information on the fire protection systems present in the subject building and evacuation procedures to be followed, and all future residents will be provided this information when their lease is initiated. Since the facility is classified as R-2 under the Virginia Uniform Statewide Building Code, but is not a university owned building, there are no requirements for conducting fire drills and no drills have been performed. Liz Akers, the Onsite Director, is the point-of-contact and a resident who lives on the property in one of the 23 units, she is available to assist residents with questions regarding emergency evacuations.

Specific Fire Prevention Related Policies and Programs

Based on the facility classification under the Virginia Uniform Statewide Building Code, no special policies other than a No Smoking policy have been implemented.

Fire Statistics

There were no fires or fire losses reported in the Gallery Apartments during Calendar Years 2016, 2017 or 2018. See Table 2.

Fire Reporting

If a fire has occurred, it should be reported to the local Police Department by calling 911 (emergency). It should also be reported to Bryan Felts, Property Manager, Capitol Property Management at (703) 707-6404.

Responding to a Fire

If a fire emergency occurs, while you are in the building, notify occupants by knocking on their doors and shouting "fire" as you exit the building. Do not jeopardize your own safety to do this. Do not reenter the building until the fire department says it is safe to do so. If you are unable to leave your room, place towels under the door to prevent smoke from entering. Call 911 and give them your exact location and as much information as possible. Remain calm.

Plans for Future improvement

The Virginia Tech Foundation will continue to work with the local Authorities to enhance and improve the existing building fire protection system capabilities as required by applicable codes, standards and best business practices.

Table 1 - Fire Protection Systems in the Alexandria Campus Residential Facility

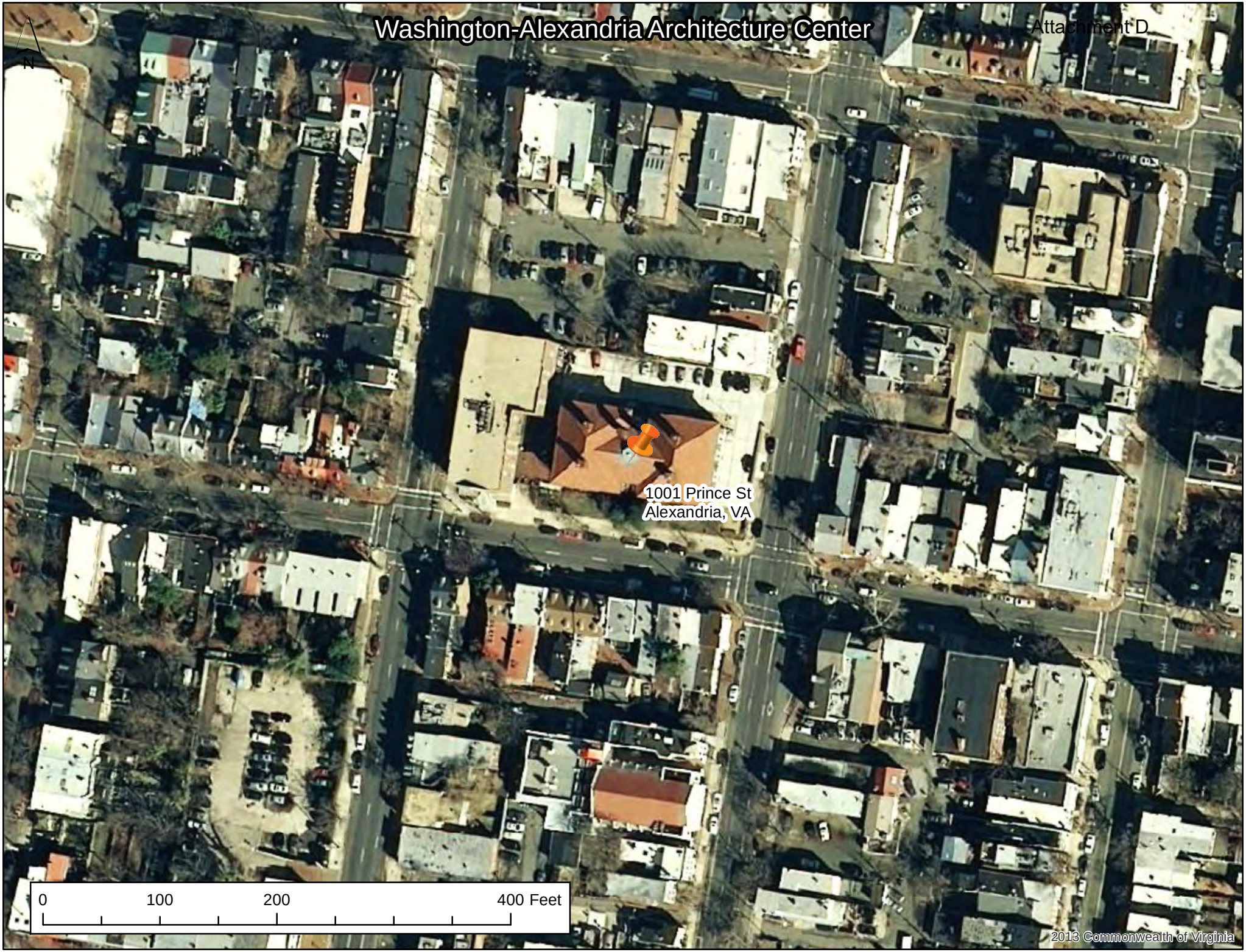
Building Name	*Onsite Fire Alarm Monitoring*	*Partial Sprinkler System (*)*	*Full Sprinkler System*	*Smoke Detection (**)*	*Fire Extinguishing Devices*	*Evacuation Plans & Signs*	*Number of Fire Drills each calendar year*
Gallery Apartments 207 S. Patrick Street		X		X	X	Not Required	Not Required

* The addition, which includes the atrium and 9 apartments as well as the common area, is protected by sprinklers and fire alarm system. No central monitoring of these systems is provided.

** All apartments are equipped with dual duty smoke detectors that also detect Carbon Monoxide, these were updated in 2015.

Table 2 - Fire Statistics for the Alexandria Campus Residential Facility for Calendar Years 2016, 2017 and 2018

Building Name	*Total Fires in Each Building*	*Fire Number*	*Date/Time*	*Location*	*Cause of Fire*	*Number of Injuries that Required Treatment at a Medical Facility*	*Number of Deaths Related to a Fire*	*Value of Property Damage Caused by Fire (Dollars)*
Gallery Apartments 207 S. Patrick Street	0	0			N/A	N/A	N/A	N/A


Washington-Alexandria Architecture Center
Attachment D
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VIRGINIA TECH™

DESIGN REVIEW FOR DIETRICK HALL ENCLOSURE & SPIRIT PLAZA

Located near the intersection of the campus student life and athletic districts, Dietrick Hall serves as a nexus of pedestrian circulation for on-campus residents, visitors, and those attending athletic events.

This project will create a vibrant hub of campus activity by augmenting existing outdoor spaces and dining venues at this location. The new Spirit Plaza design will allow for a variety of both large and small-scale outdoor activities such as game day celebrations, food truck rodeos, and outdoor concerts. The project also encloses approximately 5,000 square feet of existing open-air space to add 200 new dining seats to the campus inventory. Servery capacity will also be expanded at DXpress and Deet's Place, and a new grab-and-go marketplace will be created.

This $8.3 million non-general fund project was first proposed as part of the 2018-2024 Capital Outlay Plan. It is a bond-financed project with debt service supported by Student Affairs revenues.

Capital Project Information Summary – Dietrick Hall Enclosure & Spirit Plaza

BUILDINGS AND GROUNDS COMMITTEE

November 17, 2019

Title of Project:

Dietrick Hall Enclosure & Spirit Plaza

Location:

The project site is located in the Student Life District (the area between Drillfield Drive and Washington Street). The facility is at the intersection of student residences such as Pritchard Hall, academic facilities such as Cheatham Hall, and serves as a transition point to the Athletics District on the southernmost portion of the campus.

Current Project Status and Schedule:

The project is currently in working drawings with design completion targeted for early 2020. Construction is anticipated to begin in spring 2020 with completion in spring 2021.

Project Description:

The interior renovation and addition will see the addition of 200 seats of dining capacity. In addition, the project will also improve the capacity, circulation, and appearance of multiple existing venues. These include the DXpress grill, a central "grab n' go" style market and convenience store, and Deet's Place espresso and coffee shop. The new Spirit Plaza and landscaping will provide areas for student gatherings of a range of sizes and serve as a "stage for everything".

Brief Program Description:

A majority of the project square footage focuses on exterior spaces. The new Spirit Plaza will cover a total of 35,200 square feet. Interior renovations and enclosure total 18,100 square feet.

Contextual Issues and Design Intent:

New exterior design features focus on the site improvements to the facility. Work on the plaza will include a replacement of all existing site concrete and hardscape, creation of low-sloped routes, campus standard plantings, and unique seating structures. The university's history and tradition, as well as the core values of inclusivity and *Ut Prosim* will be visibly integrated into the design.

Funding:

This $8.3 million project was first proposed as part of the 2018-2024 Capital Outlay Plan. It is funded with university resources. The Board of Visitors first approved this expenditure in 2017.

Architect/Engineer:

Hanbury

General Contractor:

To be determined

Attachment D

DIETRICK HALL ENCLOSURE & SPIRIT PLAZA

BOARD OF VISITORS DESIGN REVIEW

NOVEMBER 17, 2019

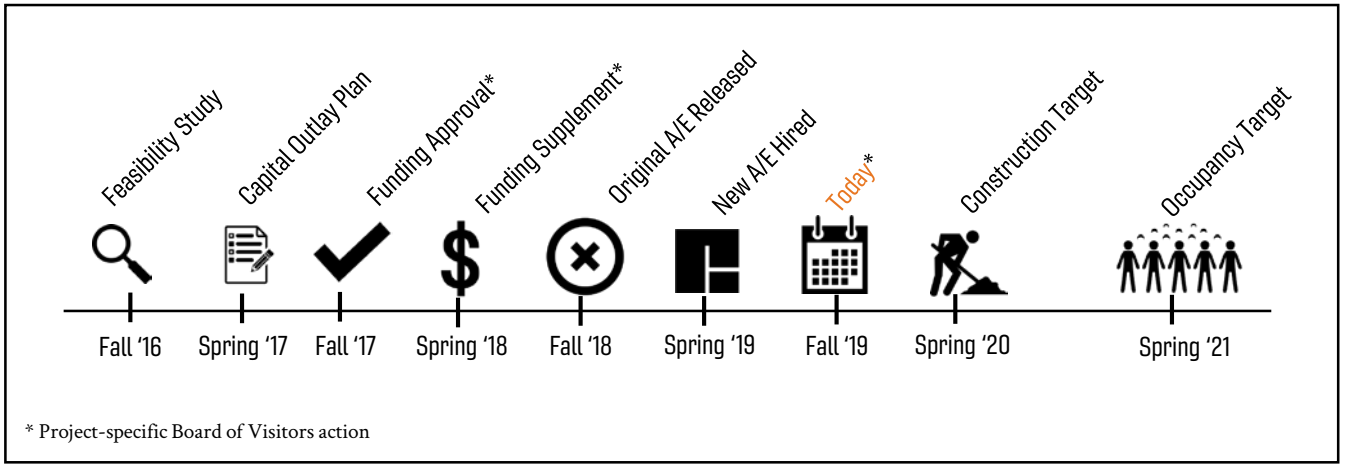
VIRGINIA TECH™

PROJECT HISTORY

Attachment D

Challenges & Opportunities

- Important project for enrollment growth, campus life
- Project has experienced cost challenges, and scope has evolved over time
- Facilities and Student Affairs collaborating to rectify



* Project-specific Board of Visitors action

PROJECT INFORMATION

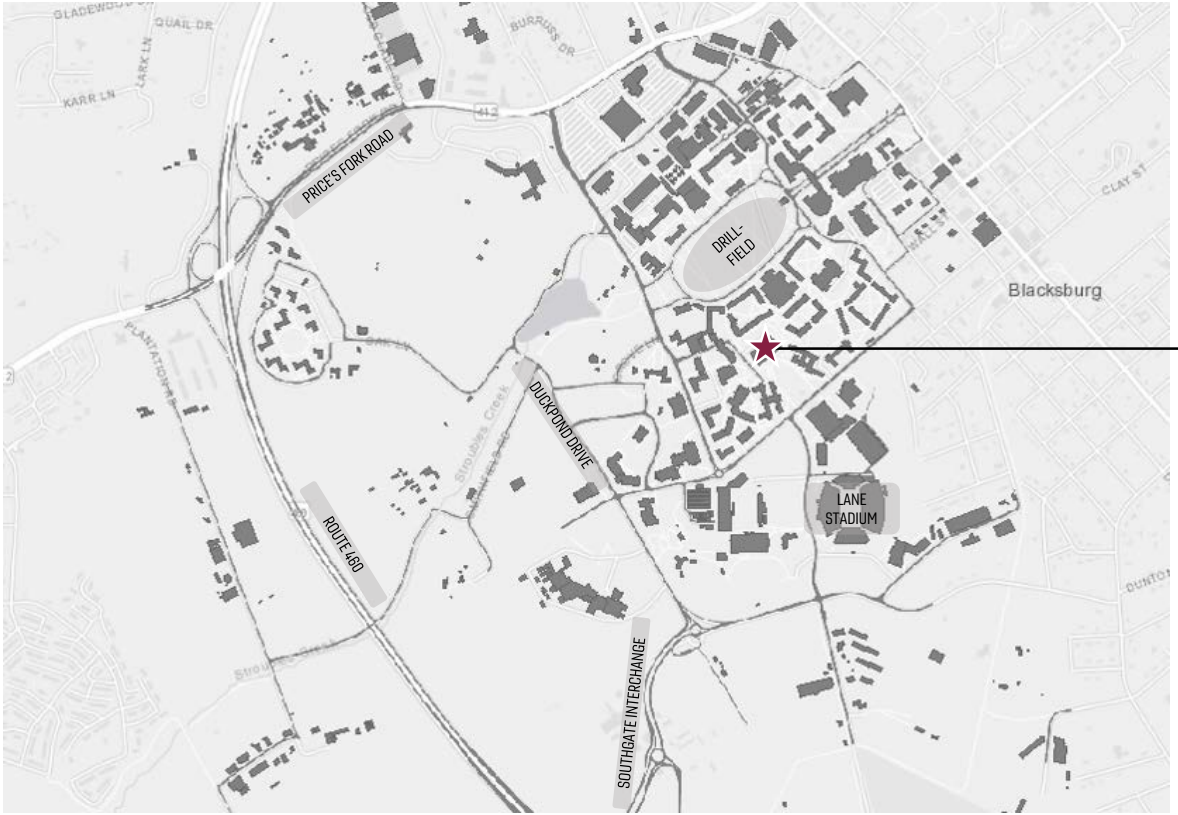
Attachment D

- Scope:* 53,300 GSF
  - Interior const. & reno. 18,100 GSF
  - Plaza 35,200 GSF
- Delivery method: Design-bid-build
- Total project authorization: $8.3 million
- Design phase: Working drawings
- Construction start: Spring 2020
- Targeted occupancy: Spring 2021

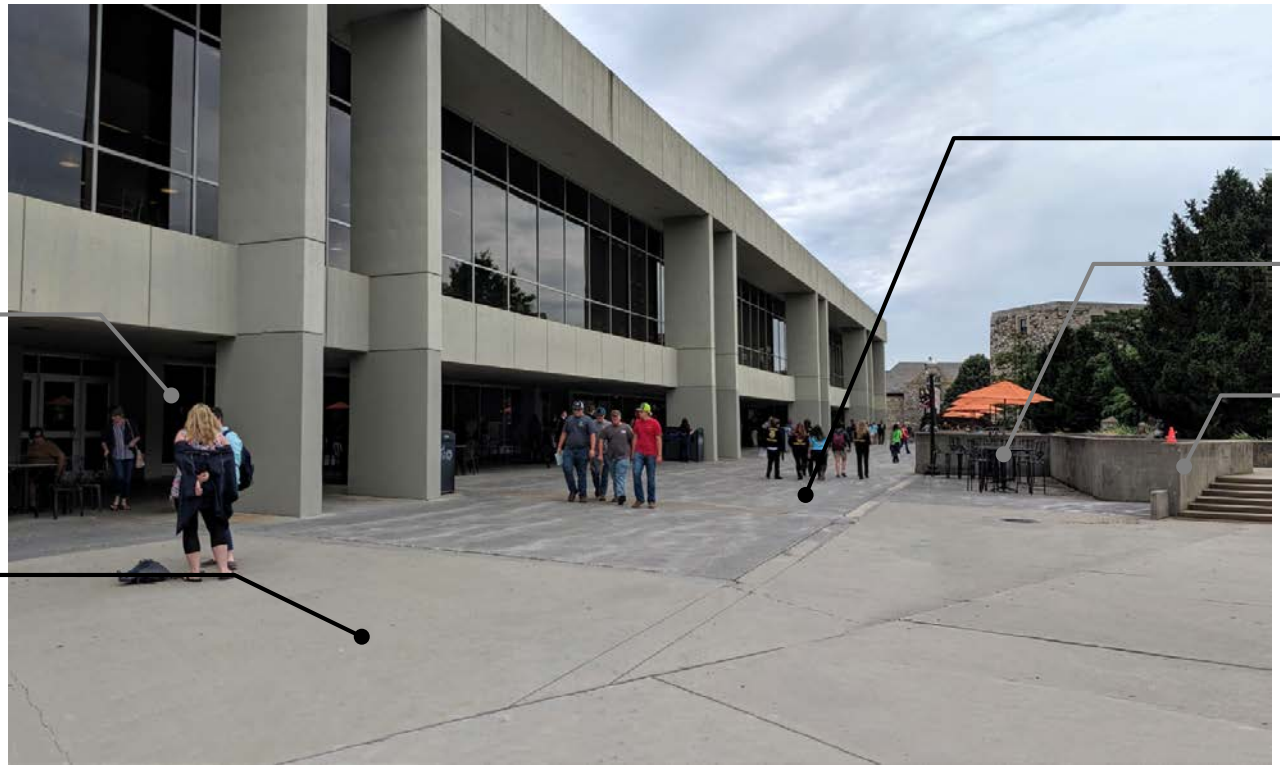
* Figures rounded to nearest hundred

PROJECT LOCATION

Attachment D

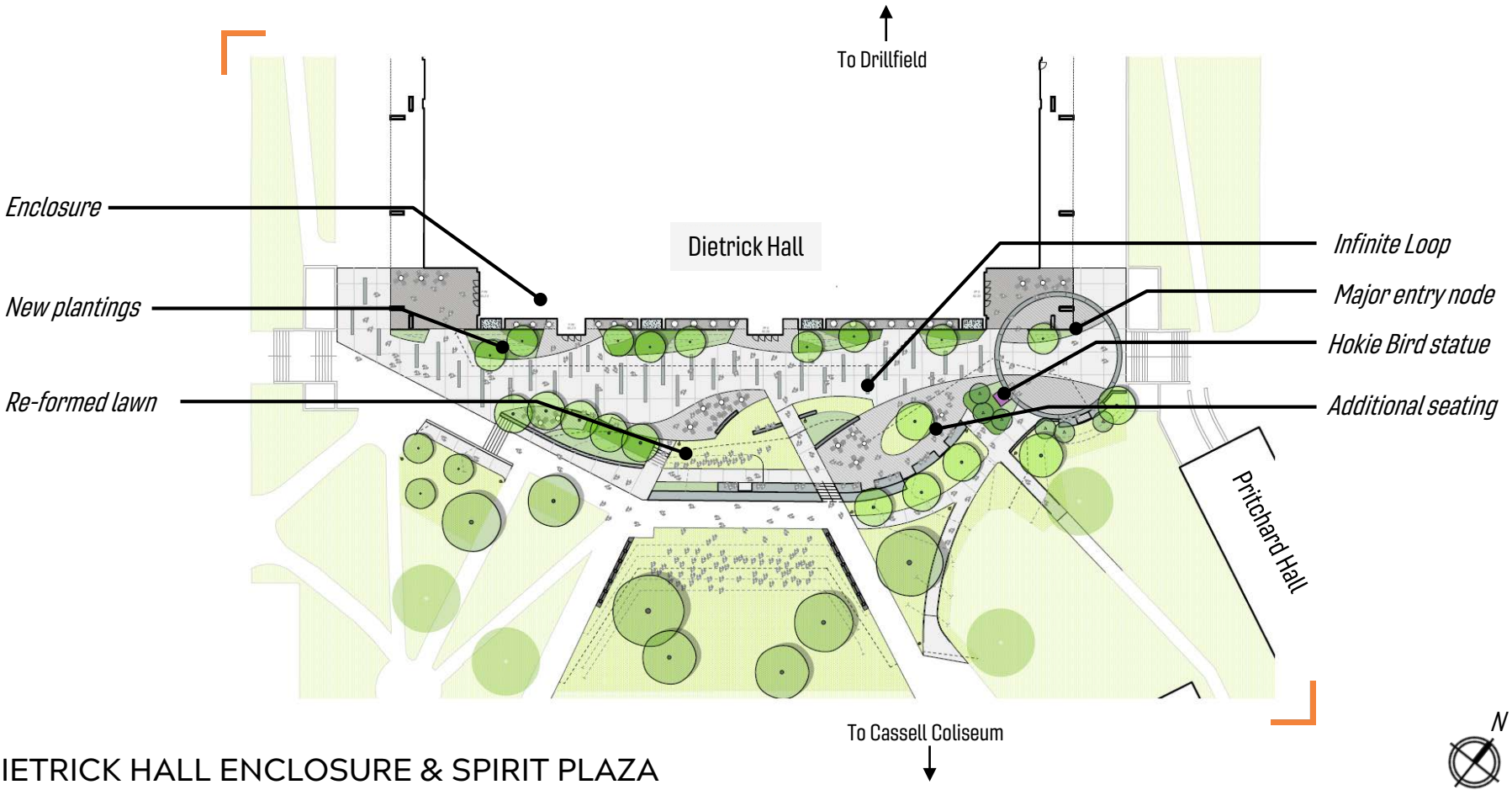


EXISTING CONDITION



SITE PLAN - GROUND FLOOR

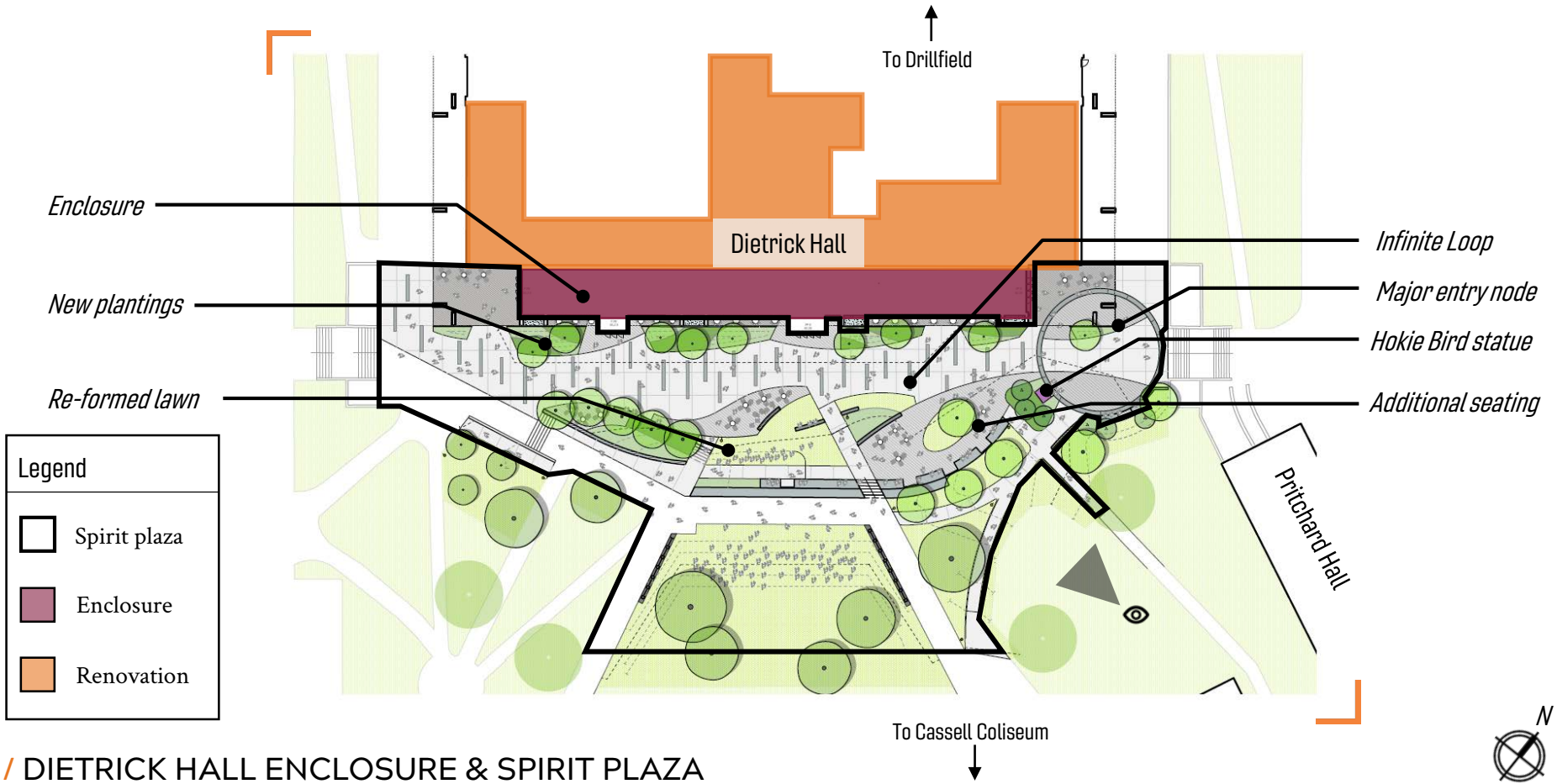
Attachment D



/ DIETRICK HALL ENCLOSURE & SPIRIT PLAZA

SITE PLAN - GROUND FLOOR

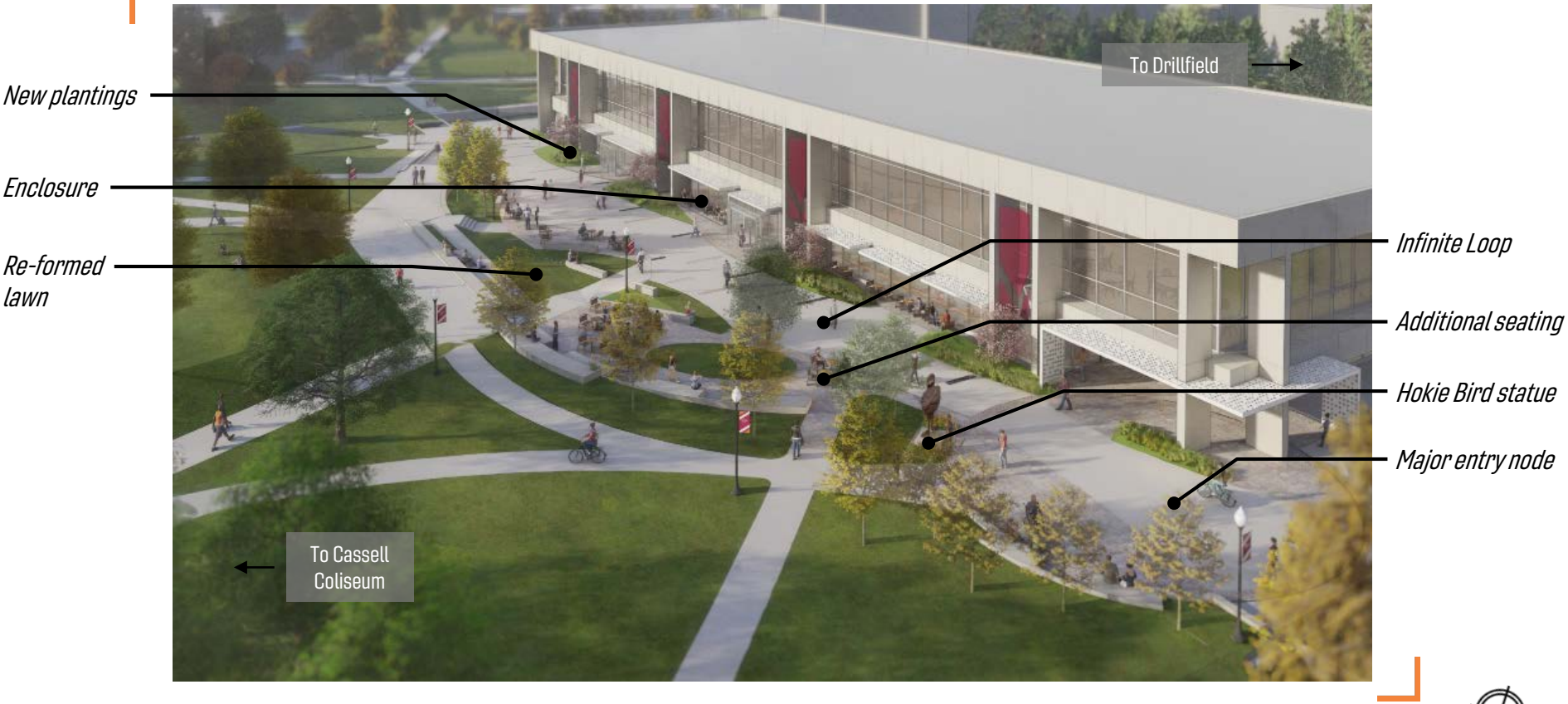
Attachment D



/ DIETRICK HALL ENCLOSURE & SPIRIT PLAZA

EXTERIOR RENDERING

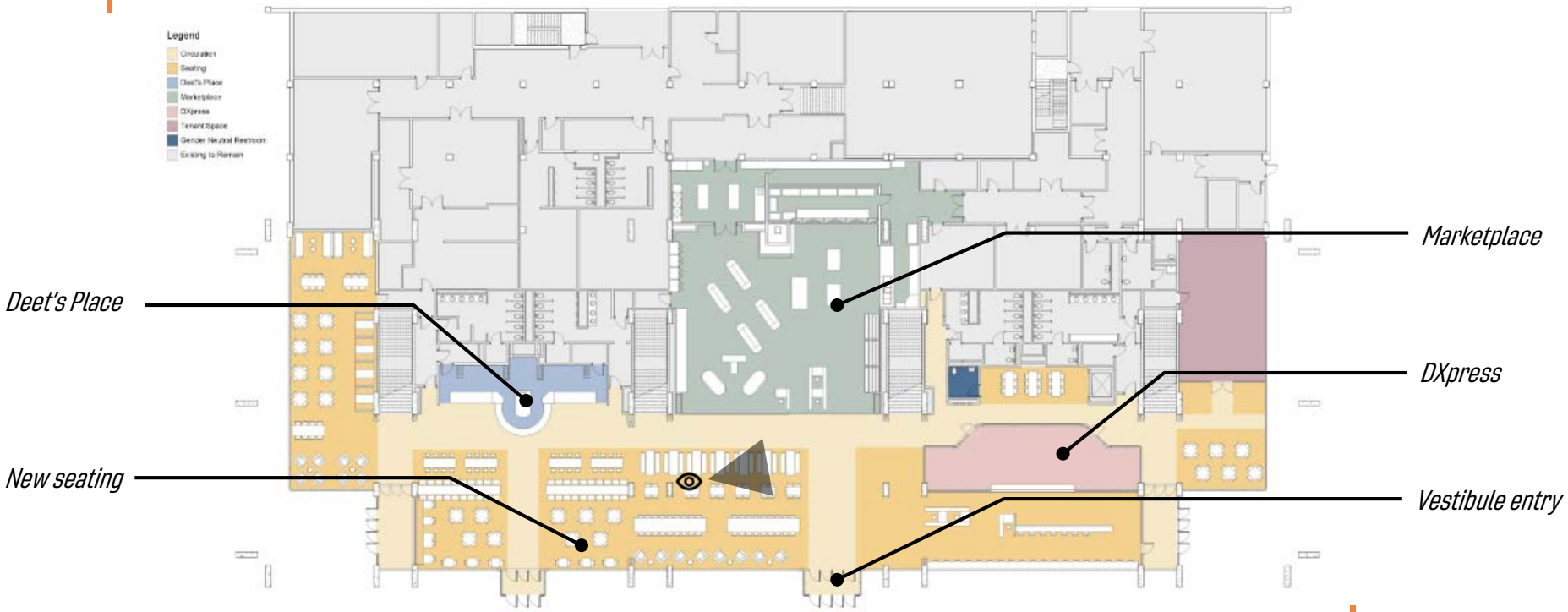
Attachment D



/ DIETRICK HALL ENCLOSURE & SPIRIT PLAZA

FLOOR PLAN

Attachment D



INTERIOR RENDERING

Attachment D

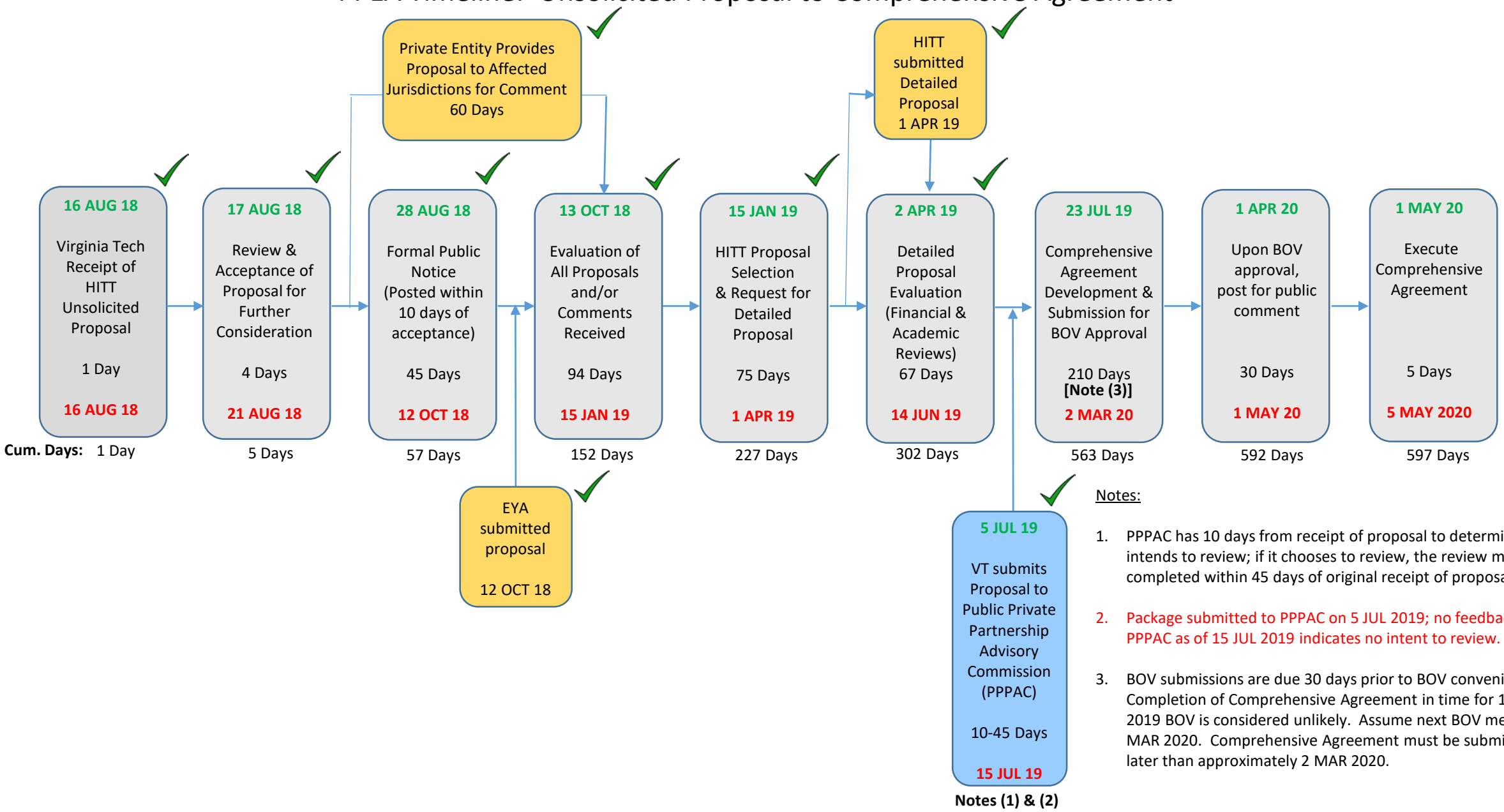
N

RECOMMENDATION

That the Design Review graphics be approved, and authorization be provided to continue with the project design consistent with the drawings shown.

Northern Virginia Academic Center Site Redevelopment
PPEA Timeline: Unsolicited Proposal to Comprehensive Agreement

Attachment D
Date prepared: 07/16/2019



Notes:

1. PPPAC has 10 days from receipt of proposal to determine if it intends to review; if it chooses to review, the review must be completed within 45 days of original receipt of proposal

2. Package submitted to PPPAC on 5 JUL 2019; no feedback from PPPAC as of 15 JUL 2019 indicates no intent to review.

3. BOV submissions are due 30 days prior to BOV convening date. Completion of Comprehensive Agreement in time for 18 NOV 2019 BOV is considered unlikely. Assume next BOV meets 30 MAR 2020. Comprehensive Agreement must be submitted not later than approximately 2 MAR 2020.

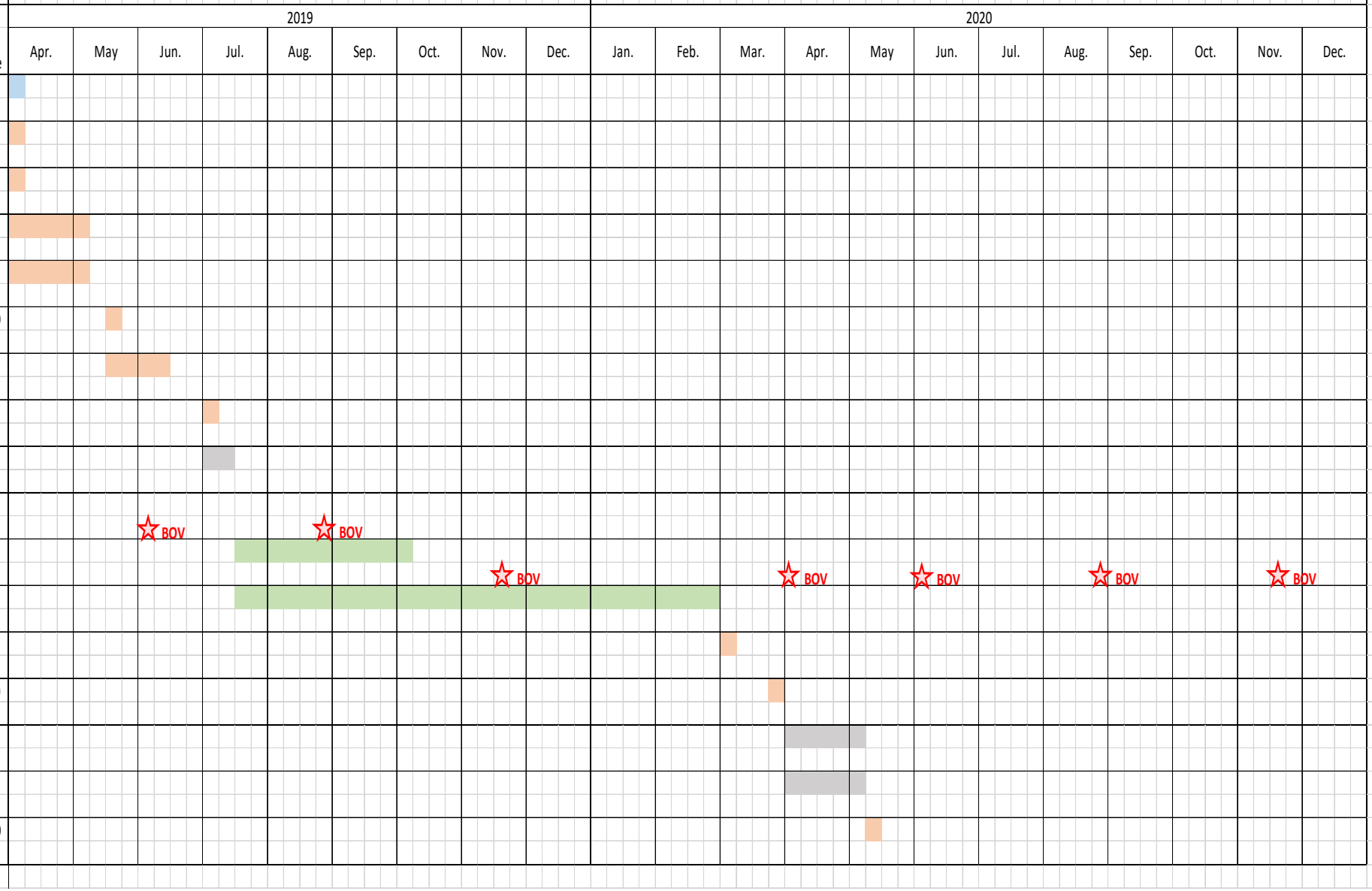
Attachment D

Northern Virginia Academic Center Site Redevelopment (CP-2281)

PPEA Schedule - Through Comprehensive Agreement

Task Action Key:
- HITT Contracting
- Virginia Tech
- VT/HITT joint effort
- Other Party

Date: 2019-07-16

Revision 3

Task	Approx. Start Date	Approx. Finish Date
Detailed Proposal submitted to VT	1-Apr-19	1-Apr-19
Charge letters from C.Kiwus to review committees	5-Apr-19	5-Apr-19
Legal & Technical Sufficiency Review of Detailed Proposal	3-Apr-19	5-Apr-19
Academic Review of Detailed Proposal	5-Apr-19	23-Apr-19
Financial Review of Detailed Proposal	5-Apr-19	23-Apr-19
Executive Space Committee reviews proposal analysis	15-May-19	15-May-19
Additional Financial Analysis by CAFM	17-May-19	14-Jun-19
Submission to PPPAC (Public Private Partnership Advisory Commission)	2-Jul-19	2-Jul-19
PPPAC receipt / decision to review	3-Jul-19	13-Jul-19
~~PPPAC review period~~ *~~(45 day review period if elected)~~*	~~3-Jul-19~~	~~17-Aug-19~~
Interim Agreement development	23-Jul-19	4-Oct-19
Comprehensive Agreement development	23-Jul-19	2-Mar-20
Submit Comprehensive Agreement for BOV read-ahead	28-Feb-20	28-Feb-20
BOV Resolution on Comprehensive Agreement *(Assumed meeting date of 30-31 MAR 2020)*	31-Mar-20	31-Mar-20
30-day public review period of Comprehensive Agreement	2-Apr-20	2-May-20
Submit Comprehensive Agreement to PPPAC (if reviewed) with responses to review comments/recommendations	2-Apr-20	2-May-20
Execute Comprehensive Agreement	10-May-20	10-May-20