

**ANNUAL SECURITY REPORT
2007-2008**



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UNIVERSITY POLICE DEPARTMENT
POST OFFICE BOX 117
GRAMBLING, LA 71245 TELEPHONE (318) 274-2222 FAX (318) 274-3830

HISTORY

Grambling State University is located in the heart of Grambling, Louisiana, one mile north of Highway 80 and a mile and a quarter south of Interstate 20. It is five miles west of Ruston, Louisiana, a city with a population of 25,000. Students, faculty and staff are present on campus at any hour of the day and night. Although there are many pleasures associated with urban living, we share many of the opportunities for growth and development that exist in the surrounding communities.

Grambling State University strives to meet the needs of the University community using a community policing approach to crime prevention. The men and women of the Grambling State University Police Department are committed to the highest standards of professionalism and this proactive approach is based on the premise that by being an interactive part of the community, we can provide the best possible policing service to everyone. However, a truly safe campus can be achieved only through the cooperation of all who reside, work, study and visit our campus each day.

The information in this booklet is shared with you to help foster a safe environment for you and others at Grambling State University. These services have been developed to create an environment supportive of educational, research, and extracurricular activities. This booklet is only a preview of our effort to ensure that this collaborative endeavor is effective. Preventing and reducing crime effectively in our community means, we need the help, support, and cooperation of the entire community.

UNITED WE STAND DIVIDED WE FALL

GRAMBLING STATE UNIVERSITY POLICE DEPARTMENT

Approximately 383 acres and 84 buildings comprise the Grambling State University campus. The university is established for the general purpose of preparing students to become lifelong learners and to compete successfully in the new millennium. The GSUPD has primary responsibility for security on campus. GSUPD's mission is ... " is to serve and protect students, faculty, staff and the university community by providing a safe learning environment while matriculating at Grambling State University. To support the overall mission of Grambling State University by providing excellence in academia and ensure the safety and security of our constitutes. To preserve the peace, dignity and tranquility on campus at Grambling State University.

GSUPD's security policies and procedures comply with law enforcement regulations as established by the State of Louisiana. Specific statutes govern enforcement regulations concerning consumption and use of alcoholic beverages, substance abuse, possession of firearms, and the registration and monitoring of social events.

As a community-oriented policing organization, we are committed to a partnership with the community in which we pledge to provide high-quality community policing programs and services.

The department is located on campus on the corner of Main and Central Streets. Police officers and a supervisor are on duty 24-hours daily, 365 days a year. The department also monitors a citywide police radio network. All incoming reports of criminal activity involving Grambling State University students are investigated. Criminal prosecutions for offenses taking place on campus are initiated by the GSUPD with appropriate follow-up.

The GSUPD provides basic police services to the campus community and perimeter communities. The department's main objective is to provide a safe environment for students, staff, faculty and visitors. GSUPD officers perform a variety of law enforcement tasks which include investigation of criminal activity, apprehension of criminals, traffic enforcement, emergency response, and special security assignments. As needed, the GSUPD coordinates criminal investigations with local agencies. As part of our community policing/crime prevention efforts, GSUPD provides seminars on a variety of topics, such as project operation identification, survey and statistical information, posters, brochures and safety flyers.

The GSUPD reports to the Vice President of Finance, Post Office Box 4311, Grambling, Louisiana 71245, and telephone (318) 274-6120.

The address of the Police Department is:

**Grambling State University
University Police Department
100 South Main
Post Office Box 117
Grambling, Louisiana 71245**

The head of the Department is Chief of Police Craig A. Nance. It is further composed of four Platoon Commanders, six Police Officers, two Dispatchers, and five Security Officers. The University Police Department has full police powers granted by the State of Louisiana (Title 17:1805). Police matters are handled within the department, including arrest, initial complaint taking and criminal investigations. Crime reports are routinely submitted to both state and federal law enforcement authorities through the Louisiana and National Crime Information Center. Crime reports are submitted to local law enforcement as needed for cooperative or mutual investigative purposes. In emergencies or at the request of University Police, Louisiana State Law Enforcement agencies, Federal Law Enforcement agencies, and Local Law Enforcement agencies provide assistance as needed. University Police have reciprocal working relationships between each of the agencies at all levels of government. Crime incidents occurring on campus will be reported to the University Police Department. Crime incidents occurring off campus should be reported to the local agency that has law enforcement jurisdiction. University Police will assist students in reporting crime incidents to the proper agencies when applicable. Through our Community Policing principles and philosophy, the University Police staff is able to support our mission and the mission of Grambling State University.

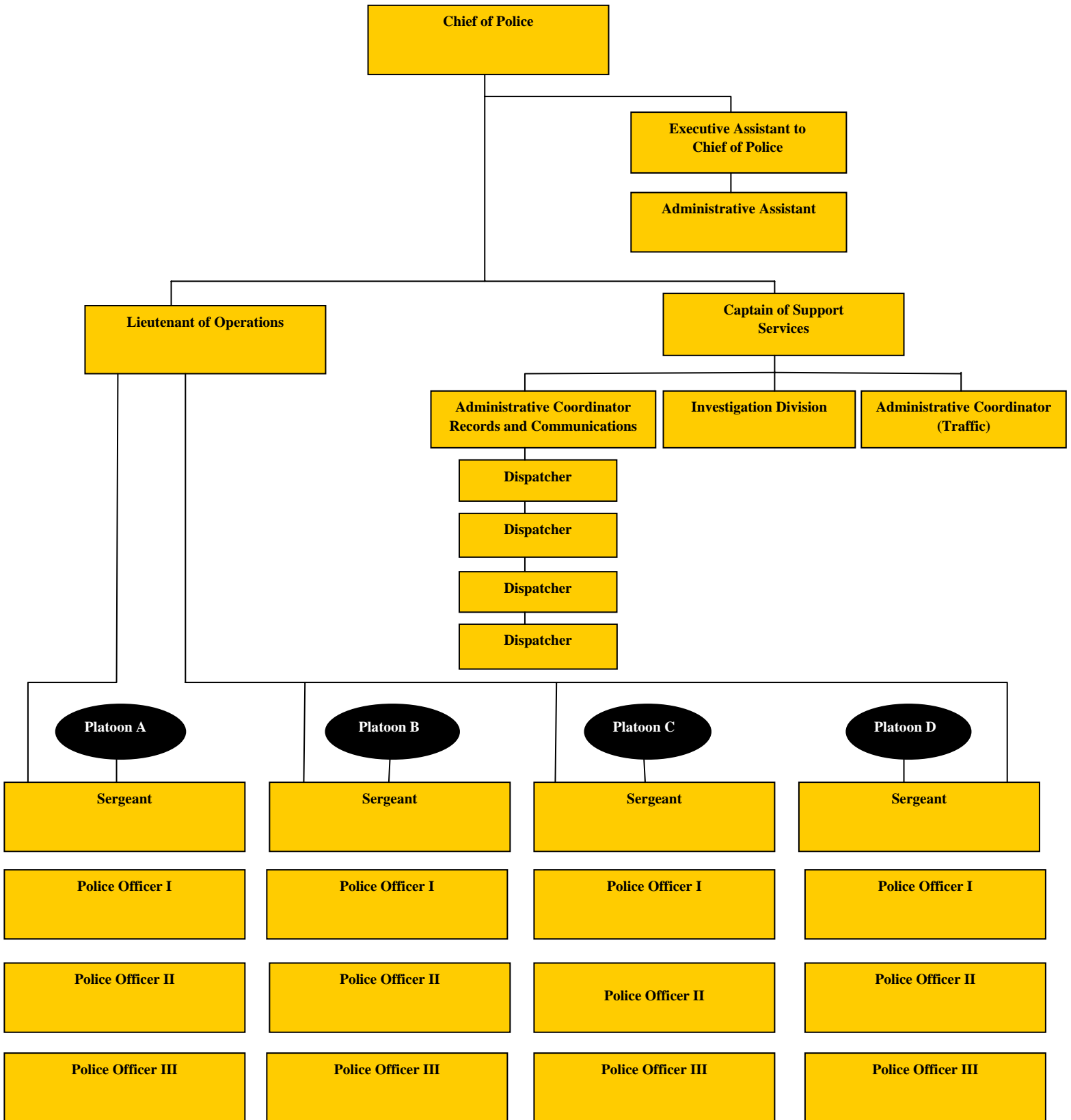
MISSION

The mission of the GSUPD is to serve and protect students, faculty, staff and the university community by providing a safe learning environment while matriculating at Grambling State University. To support the overall mission of Grambling State university by providing excellence in academia and ensure the safety and security of our constituents. To preserve the peace, dignity and tranquility on campus of Grambling State University

OBJECTIVE

- To provide quality professional law enforcement services on campus
- To provide community oriented policing
- To provide proactive vehicle patrol
- To provide safety and crime prevention programs on campus
- To provide residence halls security patrol
- To provide police service and protection for all special event deemed necessary
- To reduce crime and fear in a timely manner
- To take appropriate action in all police matters
- To enforce the laws of the state of Louisiana and the rules and regulations of Grambling State University
- To facilitate the problem solving process within the content of addressing crime and disorder on campus

ORGANIZATIONAL CHART



TRAINING

Police recruits must successfully complete 335 hours of standard police training from a Law Enforcement Training Academy. Upon completion, they must be commissioned by the Peace Officer Standard Training Board.

Basic training and in-service training covers such topics as:

Communications	Weapons Qualification
Physical Training	Evidence Handling
Crime Prevention	Investigations
Legal Issues/Statute law	Officer Stress Training
Crime Scene Protection	CPR/Basic First Aid
Sexual Assault	Patrol Technique
Standards of Conduct	Diversity in the Community
Report Writing	Physical Training
Arrest Techniques	Baton Handling
Crash Investigation	Directing Traffic
Handling Juveniles	Courtroom Testimony
Police Survival	Legal Aspects
Defensive Driver Training	First Line Supervisor In-Service
Police Defensive Tactics/Use of Force	

Specialized training is provided in the following subject areas:

Community Policing	Bike Patrol
Basic Investigation	Crime Prevention Specialist
Drug Investigation	Domestic Disturbances
Firearms Qualification	Basic Leadership
Handling Critical Incidents and Hazardous Materials (HAZMAT)	
Louisiana Law Enforcement Telecommunication System (LLETS)	
National Crime Information Center (NCIC)	
Peace Officer Standards and Training (POST)	
Hostage Negotiations and Crisis Management Tactics	
Crisis Intervention When Dealing With Individuals w/Mental Disorder	

ADDITIONAL TRAINING

Management Training Workshop (Discipline)
Stress Survival for Officers
Sex Offender
Grant Writing
Radar Operator's Course
Introduction to Cyber Crime
Forensics Tools & Techniques
High Risk Event Planning System
A Child Missing Alert Program
Recertification for Firearms Training
Investigation and Intervention for Domestic Violence and Child Abuse Cases
T-Cap
CPRI First Aid Blood Borne Pathogens AED Usage
Courtroom Testimony
School Resource Officer
Search and Seizure of Computers and Elect Testimonial Consideration For Law Enforcement
Introduction to Power Point
Judge Harmon Drew, Update Of Louisiana Codes etc.
WMD Tactical Commanders Course
Introduction to Microsoft Excel
Banner Encumbrances
Creating Requisitions
Banner Navigation
Setting Up Multi Media Equipment
Access Data's Boot Camp
Using Track it Helpdesk
How to use a digital camera
Intermediate Publisher
Heart Saver CPRIAED
First Responders to Explosive Incidents
Window Forensic

POLICE AUTHORITY AND JURISDICTION

Grambling State University police officers derive their authority from their appointment by the university and their compliance with the State of Louisiana training requirements for law enforcement officers as established by the State of Louisiana Peace Officer Standards and Training Council. Grambling State University police officers are sworn officers, empowered and mandated to enforce all federal, state and local laws.

Grambling State University police officers and supervisors are armed and must undergo annual firearms qualifications. In all cases, each officer of the department should use only the minimum amount of force which is consistent with the accomplishment of his/her mission and should exhaust every other reasonable means of apprehension or defense before considering the use of a firearm.

MUTUAL AID/RELATIONSHIP AGREEMENT

Partnerships are the foundation of effective problem solving and crime prevention. To help build, maintain, and strengthen these partnerships within the University community, information on crimes that may impact or relate to the surrounding community and state is shared directly with appropriate law enforcement agencies. Crimes by university student groups at off campus locations are reported to Grambling State University Police by local police authorities. The GSUPD has established a successful open line of communication with the City of Grambling Police Department, City of Ruston Police Department and the Lincoln Parish Sheriff's Department through which we receive information that may impact or relate to our immediate and/or surrounding communities. In cases where students are involved in violations of campus policy and the Louisiana Revised Statute, both internal and external judicial action may be taken. The Director of Judicial Review or the Vice President for Student Affairs will initiate disciplinary action in accordance with the university judicial code for violators who are members of the university community. Internal judicial action will be initiated, in addition to filing of criminal charges before the local district court system.

ACCESS TO THE CAMPUS

With the exception of the residence halls, most of the University's campus facilities operate under an open concept with university academic buildings and labs allowing freedom of movement for members of the Grambling State University community. Buildings are checked regularly by police and security officers on a 24-hour basis. The university facilities such as classrooms, lecture halls and athletic and dining facilities have a primary purpose of supporting the educational programs. However, they are also available to off campus groups upon approval from the Grambling State University Office of Business Services, Long-Jones Hall, Room 262, (318) 274-2318. For further details on use of facilities, refer to *GSU Student Handbook*.

STUDENT “RIGHT TO KNOW” AND CAMPUS SECURITY ACT

The Student Right to Know Act is federal legislation designed to provide students, prospective students, and the public with uniform information from universities throughout the country on criminal problems, police and security issues. The Grambling State University Police Department of Public Safety maintains records of all crimes reported to the department. The GSUPD publishes, on a monthly basis, a statistical report of all index crimes (Homicide, sexual assault, robbery, physical assault, burglary, auto theft, arson, drug violation, and weapons violations. This report meets all reporting requirements as set forth in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Criminal statistics are updated by September 1 of each year and include data from the three previous calendar years.

CAMPUS SAFETY INFORMATION

The GSUPD makes every effort to ensure that the campus facilities, buildings and grounds are designed and maintained in such a way as to promote safety and reduce criminal activity. The Grambling State University Facilities Department maintains the university’s buildings and grounds with a concern for safety and security. Inspections are made by the police department’s security officers and maintenance staff to spot any changes in interior and exterior lighting conditions. The grounds, housing, parking departments and the campus police department are in constant contact to establish cutting and pruning procedures for trees and shrubbery.

USE OF UNIVERSITY FACILITIES

With the exception of events that are open to the general public and advertised as such, the University's facilities and programs are generally reserved for accomplishing the objectives and programs of the University. Visitors and non-University affiliated groups seeking to utilize University facilities are expected to make prior arrangements with the appropriate University offices. Authorizations to use the University’s facilities are determined by University regulations that are in effect.

RESIDENCE HALL

Procedures for guest visitation are established by the residents of each building in accordance with rules printed in the Student Handbook and available at hall desks. Residence halls are equipped with fire safety equipment that includes smoke detectors. In the residence halls, emergency exits are equipped with alarms that sound whenever opened. Residence hall staffs are trained to maintain security and to summon police, fire, and medical and maintenance assistance when needed. Criminal activity observed within or in the vicinity of buildings is reported to the GSUPD.

WEAPONS POLICY

The use of weapons by University police personnel is governed by state law and departmental regulation. The use or possession of firearms or other weapons by students, employees or visitors while on campus is prohibited.

SALES OR USE OF ILLEGAL DRUGS

The GSUPD complies with all federal and state laws which prohibit the use, possession and sale of illegal drugs. The University is a drug-free zone under Louisiana law and will not shield any student, employee or visitor from action by civil authorities.

SALES OR USE OF ALCOHOLIC BEVERAGES

Grambling State University seeks to encourage and sustain an academic environment that both respects individual freedom and promotes the health, safety and welfare of all members of its community. In keeping with these objectives, the university has established a policy governing the possession, sale and consumption of alcoholic beverages on its property which conforms to Louisiana State Laws and the Board of Supervisors requirements.

Possession or consumption of alcoholic beverages on property owned or controlled by Grambling State University is prohibited. Intentionally or knowingly selling or knowingly "furnishing" alcoholic beverages to persons under the age of 21 or to persons obviously inebriated is not permitted on property owned or controlled by Grambling State University.

EMERGENCY CALL BOXES

East Campus at the High School
South Campus at the Foster Johnson Health Center
West Campus at the Southeast End of Carver Hall

These call boxes are designed to be used for emergency purposes only. The call boxes are connected directly to the University Police Department, which monitors the system around the clock. All incoming reports of criminal activity involving Grambling State University students are investigated. After an incident is reported, a police officer is dispatched to the site of the complainant/victim and has the authority to make an arrest if necessary. Police officers prepare and submit incident reports when warranted and together with the investigator, they will complete all necessary follow-up investigations.

REPORTING CRIMINAL ACTIVITY

Information on crimes that may impact or relate to the surrounding community and state is shared directly with appropriate law enforcement agencies. Crimes by university student groups at off campus locations are reported to GSUPD by local police authorities. The GSUPD has established a successful open line of communication with the Grambling City Police Department through which we receive information that may impact or relate to our immediate and/or surrounding communities. In cases where students are involved in violations of campus policy and the Louisiana Revised Statute, both internal and external judicial action may be taken. The Director of Judicial Review or the Vice President for Student Affairs will initiate disciplinary action in accordance with the university judicial code for violators who are members of the university community. Internal judicial action will be initiated, in addition to filing of criminal charges before the local district court system.

REPORTING CRIMES AND EMERGENCIES

It is Grambling State University's policy to protect the rights, the safety and the welfare of the students, faculty, staff and everyone in the surrounding university community. Each person is expected to conduct themselves with proper respect for one another and each other's property. It is extremely important to note that each person of the Grambling State University community has the right to be free from acts of violence and threats of violence. They are expected and required to comply with all city, state and federal laws.

Any person living, studying, working and/or visiting the university campus, who is victimized by, observes or has knowledge of a criminal action/offense or other emergency should immediately report such action, offense or emergency to the GSUPD or to any university official he or she feels comfortable talking to. All complaints will be investigated by the GSUPD. Violations of the law can result in charges by the GSUPD, local police, and referral to the Office of Student Judicial Affairs or the Faculty Senate.

Students, faculty, staff and visitors are encouraged to report all suspicious persons, activities, and crimes that might be witnessed or crimes against themselves occurring on campus and in the surrounding communities to the GSUPD. You may report the incident in person or by dialing (318) 274-2222 or 274-2219. The GSUPD is located on the corner of Main and Central Street. Police officers are on duty 24-hours daily, 365 days a year for your convenience and safety. A certified campus police dispatcher is always available to take your call. Shortly after your call is received, an officer will be dispatched to your location for assistance.

In emergency situations, dial the University Police Department's emergency telephone numbers (318) 274-2222 or (318) 274-2219. Outdoor emergency call boxes are located throughout the campus. These security measures are provided to ensure your safety.

REPORTING CRIME STATISTICS

Monthly crime reports are filed as part of the FBI Uniform Crime Reporting/Incident Based Reporting. These statistics are compiled into annual reports. The annual reports show crime trends and comparisons for the past year. GSUPD reports crime statistics to the Grambling State University community to advise them of crime trends or incidents and prevention tips.

EDUCATIONAL PROGRAMS

Educational programs which emphasize security, safety and what students, faculty and staff can do to help themselves are available through the GSUPD. Seminars on safety training may be arranged upon request for students, faculty or staff. Students attending Grambling State University are informed of security and safety procedures through orientation and residence hall programs. Orientations (and early orientation) are conducted prior to the beginning of each academic year, and residence hall programs are scheduled throughout the entire year.

Information for faculty and staff is contained in the University's Staff Handbook. In addition to the telephone numbers provided for reporting emergencies, employees are advised on reporting crimes, reporting lost and/or stolen items, searching and questioning when probable cause exists and disciplinary action relative to providing false information regarding security-related documents. Staff handbooks are issued to new employees with periodic discussions occurring at the departmental and/or committee meetings throughout the year.

The university supports maintaining a drug and alcohol-free workplace, pursuant to the Federal Drug-Free Workplace Act of 1988, the Louisiana Drug Testing Act of 1990, the Drug-Free School and Communities Act of 1986, the Omnibus Transportation Employee Testing Act of 1991 and the Federal Highway Administration procedures, Title 49 CFR part 40 and part 382 et., al.

Procedures for addressing violation of the policy will be applied from the following sources:

Faculty/Staff-Appropriate sections of the University's Faculty/Staff Manual

Students- Appropriate sections of the University's Student Handbook

The Office of Student Affairs distributes the Grambling State University Student Handbook.

The Office of Human Resources distributes the Grambling State University Police and Procedures Manual to the Faculty and Staff.

STUDENT INTERVENTION RESOURCE CENTER

(Counseling Center)

The Student Intervention Resource Center (SIRC) is essential to the overall success of the University. Primarily, the Center provides “ helping services to our students, faculty, administrators, and staff alike. Our staff accepts the challenge and responsibility to support and facilitate emotional and personal growth. (SIRC) is located in the West Wing of the Foster-Johnson Health Center.

The official hours of operation are 8 a.m. to 5 p.m., Monday through Friday; however, crisis interventions are available 24 hours a day.

All counseling sessions are held in the center unless otherwise specified. But most importantly, “ all information received and discussed between the counselor and the student is strictly confidential.

Grambling State University Student Intervention Resource Center can be reached by dialing (318) 274-3338 or 274- 3277.

AMERICANS WITH DISABILITIES ACT (ADA)

It is the policy and practice of Grambling State University to comply with the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and state and local requirements regarding students with disabilities.

CONSUMER HOTLINE NUMBERS

Ruston Mental Health.....(318)251-4150
Alcoholics Anonymous.....(800)371-4017
DrugHelpline.....(800)662-4357
Survivors of Rape and Sexual Assault.....(318)323-1505
Domestic Abuse Resistance Team (DART).....(318)251-2255
Suicide Hotline.....(800)784-2433
HIV/AIDS.....(800) 352-2437 or (800)342-2432

SEXUAL HARASSMENT/SEXUAL ASSAULT POLICY

Grambling State University is committed to maintaining a learning and work environment free from sexual harassment. The university prohibits the practice of sexual harassment and requires that students and employees refrain from conduct which gives rise to allegations of sexual harassment. *Sexual Harassment*, in any form, is unacceptable behavior and will not be condoned at Grambling State University.

Violations of the policy prohibiting sexual harassment may lead to disciplinary actions, including reprimands, suspensions or termination of employment or academic status.

Sexual Harassment is defined as any unwelcome sexual advances, requests for sexual favors, any type of sexual discrimination, verbal, nonverbal or physical conduct of a sexual nature when:

...such conduct has the purpose or effect of creating an intimidating, hostile or offensive educational or working environment or substantially interferes with student's academic performance, their emotional well-being and the attainment of career goals or

...such conduct interferes with an employee's work performance, causing the employee distress and inability to function effectively in the performance of his/her academic or job requirement or

...such conduct is used as the basis for decision about academic evaluation, employment, promotion, transfer, selection for training or performance evaluation.

Students and employees who believe that they may have been sexually harassed, but are uncertain as to whether a complaint is justified or whether they wish to initiate a formal complaint, may discuss their concerns confidentially and informally with:

Human Resource Director

1st floor, Long-Jones Hall..... (318) 274-2237

Equal Employment Opportunity Officer

1st floor, Long-Jones Hall..... (318) 274-6118

Students may also consult:

Student Intervention Resource Center

Foster-Johnson Health Center..... (318) 274-3277

Vice President for Student Affairs

2nd floor Grambling Hall..... (318) 274-6120

SEXUAL ASSAULT/SEXUAL HARASSMENT POLICY

Grambling State University is committed to maintaining learning and working environment in an atmosphere free of threat of unwelcome and unwanted sexual actions. *Sexual Assaults* are serious violations of the university's student judicial code, faculty standards, and university employee's policies. The University prohibits sexual offenses in any form. It is unacceptable behavior and sexual offenders will not be tolerated.

The use of threats, force or intimidation to engage in sexual intercourse or other sexual contact against the victim's will is illegal. They are crimes under state law that is punishable by fines and/or imprisonment. In addition, these actions are subject to civil suit for damages.

Violation of the policy prohibiting sexual assault may lead to disciplinary actions, including reprimands, suspension or termination of employment or academic status.

Sexual Assault Include:

RAPE - Sexual intercourse against the victim's will by use of threat, force, and intimidation or due to physical helplessness or mental incapacity of the victim in which penetration occurs.

(Oral, anal sex or forced penetration by foreign object including finger)

FORCIBLE SODOMY - Cunnilingus, fellatio, anilingus or anal intercourse against the victim's will by threat, force, intimidation or due to physical helplessness or mental incapacity of the victim in which penetration occurs.

(Oral anal sex or forced penetration by foreign object including finger)

SEXUAL BATTERY - Touching intimate parts or clothing covering intimate parts (genitalia, anus, groin, breasts, buttocks) against the victim's will by use of threat, force or intimidation due to mental incapacity or physical helplessness of victim or forcing the victim to touch intimate parts of the accused with the intent to sexually molest, arouse or gratify any person.

(Non-penetration sexual assaults also included are the act of touching an unwilling person's intimate parts such as genitalia, groin, breasts, or buttocks or the clothing covering these parts or forcing an unwilling person to touch another's intimate parts.)

ATTEMPTED RAPE - An attempt to commit the defined acts of rape.

ATTEMPTED FORCIBLE SODOMY - An attempt to commit the define acts of forcible sodomy.

ATTEMPTED SEXUAL BATTERY - An attempt to commit the defined acts of sexual battery.

The above acts constitute sexual assault when they are committed against a person's will as evidenced by refusal of consent or through the use of force, threat or intimidation or against a person who, by virtue of mental incapacity or physical helplessness, is unable to understand the nature or consequences of the sexual act or unable to communicate and unwillingness to engage in the sexual act. This includes, but is not limited to, incapacity or helplessness caused by alcohol or other drugs. Intoxication of the assailant shall not diminish the assailant's responsibility for sexual assaults.

It is the responsibility of Grambling State University to make every effort to see that the victim of a reported sexual assault is offered medical and psychological care, counseling services, change of a victim's living and/or academic situations (when such changes are reasonably available and are requested by the victim), and the appropriate community services. The university will also assist with the compiling of information which is necessary to prosecute the suspect through both the criminal and University Judicial Systems.

Grambling State University believes the key to preventing crime is through education and awareness. Sexual assault and sexual harassment seminars/programs are presented for students, faculty, staff and the community. The seminars/programs are done on a regular basis for freshman orientation, school safety programs, residence halls, campus student organizations and campus professional orientation. The seminar/programs include rape, date rape/violence, personal safety, sexual harassment, and self defense. In addition, the Student Intervention Resource Center provides Sexual Assault Awareness programs for the university community.

STATEMENT CONCERNING SEXUAL ASSAULT AND ABUSE

Grambling State University explicitly condemns all forms of sexual assault abuse and is dedicated to prevention and to the victim's assistance program. A victim of sexual assault and abuse by another student is encouraged to bring evidence of the incident to the Office of Student Judicial Affairs. In student judicial cases, both the accused and the victim have rights that are protected throughout the judicial proceedings. Victims of sexual assault and abuse have recourse through the Office of Equal Employment Opportunity and the Office of Human Resources if the alleged offender is an employee of the University.

VICTIM'S RIGHTS

- To initiate, in addition to criminal charges, disciplinary proceedings against the alleged student offender. To initiate a disciplinary proceeding, the victim must comply with the procedures promulgated in Article Five Judicial policies. **CAVEAT:** Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and shall be informed of the outcome of any disciplinary proceeding alleging a sexual assault.

- To be informed by the Director of Judicial Affairs, or other proper university official of their options to notify proper law enforcement authorities, including on campus and local police, and the option to be assisted by campus authorities in notifying these authorities, if the student chooses to do so.
- To be notified by the Director of Judicial Affairs, or other proper university official of existing counseling, mental health or student services for victims of sexual assault, both on campus and in the community.
- To be notified by the Director of Judicial Affairs, or other proper university official of options for, and available assistance in, changing academic and living situations after an alleged assault incident is requested by the victim and if these changes are reasonably available.

EVIDENCE OF SEXUAL ASSAULT AND ABUSE

- Immediately after the assault, should they decide to report the incident, victims of sexual assault and abuse are urged to contact university law enforcement authorities if the assault occurred on campus and local law enforcement authorities if the assault occurred off campus.
- It is important for victims of sexual assault and abuse to seek medical assistance immediately after an alleged assault to preserve any evidence. **CAVEAT:** Brushing teeth and rinsing mouth, bathing, douching, and enemas are discouraged. Victims should report to the Foster-Johnson Health Center if on campus or to the nearest hospital if off campus, whether or not the victim decides to lodge criminal charges, disciplinary proceedings, and/or both.
- Before or after seeking medical attention, the student is expected to contact the Director of Judicial Affairs. The student may request that the Dean, coordinator or another person with whom he/she confides to accompany him/her to the health center or hospital.

STATEMENT CONCERNING SEXUAL HARASSMENT

Grambling State University explicitly condemns sexual harassment of students, staff, and faculty. Since some members of the university community hold positions of authority that may involve the legitimate exercise of power over others, it is their responsibility to be sensitive to that power. Faculty and supervisors in particular, in their relationship with students, should be aware of potential conflicts of interest and the possible compromise of their evaluative capacity. Because there is an inherent power difference in these relationships, the potential exists for the less powerful person to perceive coercion, abuse or exploitation.

Sexual harassment does not refer to welcomed compliments of a socially acceptable nature. It refers to behavior that is not welcomed, unwanted, personally offensive, and debilitating.

Such behavior creates an intimidating, hostile or offensive working environment that interferes with work effectiveness.

Such conduct, whether committed by supervisors or non-supervisory personnel, is specifically prohibited. This includes, but is not limited to repeated offensive sexual flirtation, advances or propositions, continued or repeated verbal abuse of a sexual nature, graphic or degrading verbal comments about an individual or his or her appearance, the display of sexually suggestive objects or pictures or any offensive or abusive physical conduct.

In addition, no one should imply or threaten that an applicant's or employee's cooperation of a sexual nature (or refusal thereof) will have any effect on the individual's employment, assignment, compensation, advancement, career development or any other condition of employment.

Grambling State University is committed to providing an environment of study; work free from sexual harassment and to ensure the accessibility of appropriate grievance procedures for addressing all complaints regarding sexual harassment. A student who believes he/she is the victim of sexual harassment by a member of the university faculty or staff should lodge a formal complaint with the Office of Equal Employment Opportunity. A student who believes that he/she is the victim of sexual harassment perpetrated by another student may file a complaint with the Office of Student Judicial Affairs.

PROCEDURES FOR REPORTING A SEX OFFENSE

If you are raped or sexually assaulted:

...Get to a safe place as soon as you can.

...CONTACT SOMEONE YOU TRUST TO BE WITH YOU AND SUPPORT YOU.

...Try to preserve all physical evidence.

Do not wash, use the toilet or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper (not plastic) bag.

...Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action.

...Contact the GSUPD by dialing 274-2222 or 274-2219 or City of Grambling Police Department at 247-3771. On campus, the emergency call boxes located strategically throughout the campus will connect you directly with GSUPD.

...Talk with a counselor who will maintain confidentiality, help explain your options, give you information and provide emotional support. Grambling State University Comprehensive Counseling Center...274-3338 OR 274- 3277.

JUDICIAL PROCEDURES

The Grambling State University Judicial System is composed of 20 members. All members, including the chairperson, shall be appointed by the Director of Student Judicial Affairs. The Board shall be divided into four panels designated as A, B, C and D respectively. A chairperson, two faculty or staff representatives, and two students shall compose each panel. Special panels may be appointed when necessary by the Director of Judicial Affairs.

The Director of Judicial Affairs shall determine which judicial panel shall be authorized to hear each case.

The Director of Judicial Review shall develop policies for the administration of the judicial program and procedural rules for the conduct of hearings which are inconsistent with provisions of the Student Code.

Each panel of the Judicial Board has RECOMMENDATION authority in terms of sanctions. Each panel has the responsibility of determining guilt or innocence. The panel's recommendations are made to the Director of Judicial Review.

The Judicial Board is the primary judicial body of the university. It has original jurisdiction over all cases referred to it by appropriate university officials. It also has jurisdiction over all cases from immediate interim suspension.

The presence of a majority of panel members shall constitute a quorum and with a quorum present, the panel may hear the case. The chairpersons may accept substitute representatives for regular members when it is necessary for regular members to be absent. The chairpersons shall vote in the case of a tie vote. Proxy voting shall not be permitted.

When any board member is involved in or associated with a case and it interferes with or prevents a fair and impartial hearing, that person must be excused from participation in the hearing procedures.

Decisions made by the Director of Judicial Affairs shall be final, pending the normal appeal process.

Any member of the university community may file charges against any student for misconduct. Charges shall be prepared in writing and directed to the Office of Student Judicial Affairs which is responsible for the administration of the university judicial system. Any charge should be submitted as soon as possible after the event takes place, preferably within 24 hours of the incident.

A Judicial Officer may conduct an investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to the Judicial Officer. Such disposition shall be final and there shall be no subsequent proceedings. If the charges cannot be disposed of by mutual consent, the Judicial Officer may later serve in the same matter as the judicial body of a member thereof.

When a student is reported for violations of university rules and regulations that require appearance before a university judiciary body, hearings are scheduled. The student will be given at least a three (3) business day notice (excluding Saturdays, Sundays and state holidays) to appear for the hearing. In the notice to appear, the student will be provided the following information: (A) the university regulation(s) that were allegedly violated; (B) the statement of the specific charges against the student; (C) the date, time and place of the hearing; (D) the names of witnesses against the student; (E) the statement explaining that the student is entitled to present his/her own witnesses and to cross-examine the witnesses against him/her; (F) a statement explaining that the student is entitled to a hearing that will be recorded by the university; and (G) a statement indicating that if the student brings an attorney or parents to the hearing, the attorney will be allowed to attend only as an advisor to his client. Hearings shall be conducted by a judicial body and only a single verbatim record, such as a tape recording, of all hearings are required. The recording shall be the property of the university.

Any accused student must appear in person before the judicial body. Should the student not appear, the student shall be charged with contempt and receive an interim suspension until he/she appears for the hearing, unless the judiciary body finds that unavoidable circumstances prevented the appearance of the student before the judiciary body; in which case, the hearing shall be rescheduled.

The university may implement an emergency procedure to allow hearings to be set forth and held prior to the end of the respective semester or term in which the violation occurs.

OFF-CAMPUS VIOLATIONS

Students, whether residing on or off campus must behave at all times as responsible students in the community in which they reside, shop, and/or otherwise socialize. In keeping with the traditional spirit of Grambling State University, students are expected to conduct themselves in a manner that is becoming to a student of Grambling State University. Accordingly, students may be brought before a university judicial body for any off campus conduct that is deemed violative of this code, and for any conduct and/or behavior that reflects negatively on the image or reputation of the university. The specific action or behavior will be described in all charges levied against the student.

PROHIBITION OF HAZING ACTIVITIES

Grambling State University is an institution of higher learning dedicated to excellence in teaching and service to citizens of the State of Louisiana. A part of that mission is fulfilled by the commitment of the university toward the development of students through academic and extracurricular activities. In keeping with its commitment to a positive academic environment, Grambling State University does hereby unconditionally oppose any situation created intentionally or unintentionally to produce mental, physical, psychological or emotional discomfort, embarrassment, harassment or ridicule.

Hazing in any form is forbidden by any student(s) or organization(s) affiliated with Grambling State University. The following definition has been developed to clearly inform the university community as to the position and stand on what is considered hazing at our institution.

Hazing: *Any action taken or situation created on the university premises (pledging/membership intake is not to take place off campus) to produce mental or physical discomfort or embarrassment, harassment or ridicule. Such activities and situations include paddling in any form, creation of excessive fatigue, physical and psychological shocks, coercion resulting in menial tasks being performed, personal money being expended on non-permissible essential pledge/intake activities, wearing apparel that is conspicuous and not in good taste, engaging in public stunts, morally degrading or humiliating games and activities having work sessions that interfere with scholastic activities, using drugs and/or alcoholic beverages, and any other activities which are not consistent with fraternal law rituals or policies from the respective state, regional or national offices or the regulation and policies of this educational institution.*

DISCIPLINARY SANCTIONS

Any of the following sanctions may be imposed individually or cumulatively upon students who violate the University's Code of Student Conduct. Sanctions imposed by a hearing body may not be increased under any circumstance.

1. Expulsion
2. Suspension
3. Indefinite Suspension
4. Interim Suspension
5. Revoked Suspension
6. Hold on Registration/Hold on Transcript
7. Fine
8. Campus Service/Special Assignment
9. Probation
10. Restitution
11. Admonishment/Counseling
12. Restraining Order
13. Written Reprimand
14. Loss of Privilege

CRIME PREVENTION PROGRAMS

The GSUPD uses a variety of methods to address issues of campus safety. The department believes the key to preventing crime is through awareness and educational programs.

Safety and educational programs/seminars are presented by the department's police officers throughout the year. The programs and seminars presented are rape prevention, substance abuse, date rape, and campus safety and security. Special sessions are held during freshman orientation to familiarize new students with campus law and personal safety on and off campus. Police officers will continue to proactively approach crime prevention through community policing efforts. Officers focus on crime prevention programs on campus and throughout the surrounding community.

The GSU Police Department has successfully implemented several new programs including the following:

- **Gang Resistance Education and Training (GREAT)** - The program is designed to help middle school students become responsible members of their communities, by setting goals for themselves, resisting pressures, learning how to resolve conflicts, and understanding how gangs impact the quality of their life. G.R.E.A.T. is a thirteen week program, culminating with a certificate of graduation, a new philosophical outlook concerning gang activity and the tools needed to resist gang pressure.
- **Operation Identification** - A program designed to reduce theft on the Grambling State University campus. It involves engraving property with a unique identifier so that property can be easily returned if lost or stolen.
- **Drunk Busters** - A copyright program that teaches students the dangers of alcohol-impaired driving. The program features the Drunk Busters impairment goggles that simulate alcohol impairment levels of .08 BAC (Blood Alcohol Content) to .10 BAC. The program also gives the students recent research data and statistic affecting underage DWI accidents and deaths in the state of Louisiana and the nation.
- **Identity Theft** - Developed out of the recent national increase of victims who had discovered that their personal information had been used by someone else for financial gain. This program gives its student the tools necessary to avoid being victimized and the procedures to follow if they found that they have become a target of identity theft.
- **Operation Bike Patrol** - A program that promotes an atmosphere of closeness within the campus and the surrounding communities. Bike patrol officers are able to respond to areas that are inaccessible to an officer in a patrol car. It enables officers to respond quickly to calls for service.

Throughout the year, the Police Officers serve as consultants and program facilitators on crime prevention/safety upon request by campus organizations, clubs and professional organizations on and off campus. Over the last four years, the police department has averaged at least twelve programs or seminars each semester.

CAMPUS PRESS

Communication is an intricate part of crime prevention. The police department achieves this through *The Gramblinite* (campus newspaper). This paper is disseminated to all members of the university community weekly. A section of the paper is used specifically for the police department **POLICE BEAT**. Articles are also published on issues relating to student safety. *The Gramblinite* represents a high level of responsible student journalism that addresses major campus issues including safety and security.

The campus radio station KGRM- FM 91.5 is another key communication tool utilized to keep the campus community informed. The station broadcasts public service announcements (crime alerts) and assists the police department with **Safety Tips** for the campus community. The GSUPD encourages all students and employees to be proactive in the prevention and reporting of criminal activity.

UNIVERSITY HOUSING

Grambling State University believes that an important part of a student's education at this university is achieved within the group living atmosphere maintained in its residence halls. The university has provided separate residence halls for male and female residents. They are designed to meet the housing needs of those students who desire to live on campus. Policies and guidelines for residential living have been instituted to facilitate an atmosphere conducive to academics, safety, welfare and the comfort of all students who reside in the residence halls.

RESIDENCE HALLS

It is the policy of Grambling State University that male and female residents live in separate residence halls. Eight residence halls for females and six residence halls for males offer single rooms or double suite accommodations with hall bathrooms or inner suite bathrooms on each floor. The female residence halls are Bowen, Jeanes, Jewett, Hunter, Robinson, and Tiger village 500, 800b, and 900. The male residence halls are Garner Hall, Truth Hall, and Tiger village numbers 400, 600, and 800. The coed halls are Steeple Glen, and Tiger Village 100,200,300. Drew Complex provides residence for male and females but separate living quarters. Richmond Hall provides living quarters for grad students and married couples.

COEDUCATIONAL VISITATION/GUEST POLICY

Grambling State University visitation is designed primarily and only as an effort to maximize the development of student responsibilities and intellectual interrelationships by enhancing the academic growth and the social (collegiate standards) environment within the residence halls. In addition, coed visitation is designed to:

1. Provide a greater appreciation and respect for college life.
2. Provide a greater responsibility for and awareness of individual rights and the rights of others.
3. Provide an intellectual forum by which ideas and theories can be discussed and applied toward academic endeavors.
4. Provide a greater appreciation for the role of students in college education through the experimentation of intellectual ideas in residential hall living.

All visitors must leave a valid picture identification card and sign-in/out with the Residential Center Manager on duty.

Grambling State University offers coeducational programs. All residents will be allowed to have visitors of the opposite gender as follows:

Tiger Village –Noon to Midnight
Traditional Housing –10 a.m.-10 p.m.

HOUSING ASSIGNMENTS

The university's residence halls will open as announced prior to registration for each semester. Non-graduating residents may remain in the halls at the end of the semester for twelve hours after their last scheduled examination or until 10:00 a.m. the day after the last officially scheduled examination as per the university's calendar, whichever come first. Space accommodations will be provided for graduating students until immediately following graduation exercises.

Room assignments are made by the housing department. Students will not be permitted to check into the residence hall without a Room Assignment Notification. Your role as a student in the assignment process is important in preventing problems from arising. Each semester, those students who wish to return to university housing the following semester may sign up for the room of their choice based on availability. The Residence Houseparent will be responsible for coordinating this reservation process in the residence hall during scheduled prehousing and all contracts must be turned into the Housing Office at the conclusion of the process.

The university's residence halls will close at 3 p.m. for the semester on the day of graduation. All residents must vacate the halls by 3 p.m. Special housing will not be available between semester breaks.

HOUSING SECURITY

All outside doors (except main entrances) are locked from 6 p.m. to 6 a.m. only. In order that the maximum amount of security may be maintained, cooperation from each resident is requested. In the event unfamiliar unescorted persons are seen on the floor(s), please inform the Residence Houseparent. Residents are expected to be concerned about their safety and, therefore, should report that doors are left opened after hours.

GRAMBLING STATE UNIVERSITY

Crimes Reported on Campus

	2004	2005	2006
MURDER	0	0	0
FORCIBLE SEX OFFENSE	0	1	0
ROBBERY	10	0	0
AGGRAVATED ASSAULT	3	2	4
BURGLARY	104	88	70
MOTOR VEHICLE THEFT	0	4	5
ARSON	1	1	3
HATE CRIME	0	0	0
LIQUOR LAW VIOLATIONS	5	9	12
DRUG ABUSE VIOLATIONS	41	28	41
WEAPONS POSSESSION	7	13	13
TOTAL	171	146	148

These statistics are compiled using the FBI Uniform Crime Reporting/Incident Based Reporting System as a guideline.

Under the Federal Crime Awareness and Campus Security Act of 1990:

Arson is defined as willfully and/or intentionally burning or causing to be burned with fire a structure, container, etc., causing damage.

Murder/Homicide is defined as the unlawful taking of a human life.

Rape is defined as sexual intercourse against the will of another person by using force, the threat of force, intimidation, or victim incapacitation.

Robbery is defined as larceny from a person, in his/her presence, by violence or intimidation.

Aggravated Assault is defined as an unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the individual suffers severe aggravated bodily injury.

Burglary is defined as the breaking and entering of a dwelling or place of business with the intent to commit a crime.

Motor Vehicle Theft is the theft or attempted theft of a motor vehicle.

Larceny is defined as the unlawful taking of another person(s) property/theft.

Liquor Law Violations are defined as violations of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

Drug Abuse Violations are defined as violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices in their preparation and or use.

Weapons Possession Violations are defined as violations of laws that prohibit the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

CRIMES REPORTED TO GSU POLICE DEPARTMENT 2006

Reported in accordance with Uniform Crime Reporting procedures and the
Jeanne Clery Disclosure of Security Policy and Campus Crime Statistics Act

Types of Crimes	No. in Resident Halls	No. on Campus Grounds/Academic Bldgs/Grounds	Public Property	Local Law Enforcement Agency
Hate Crimes	0	0	0	0
Arson	1	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0
Forcible/Non-forcible Sex Offenses	0	0	0	0
Aggravated Assault	1	4	0	0
Burglary	50	20	0	0
Motor Vehicle Theft	2	3	0	0
Robbery	0	0	0	0
Hate Crime	0	0	0	0
ARRESTS				
Liquor Law Violation	2	10	0	0
Drug Law Violation	10	31	0	0
Illegal Weapons Possession	2	11	0	0
TOTALS	68	79	0	0

*2006 Figures subject to FBI review and verification.

OFF-CAMPUS ASSISTANCE

Local Law Enforcement Agencies

Lincoln Parish Sheriff Office ----- (318) 251-5111
Grambling Police Department ----- (318) 247-3771
Ruston Police Department ----- (318) 255-4141
Lincoln Parish Detention Center ----- (318) 255-4440
Lincoln Parish District Attorney's Office----- (318) 251-5100
City of Ruston Marshall's Office----- (318) 255-7788

Local Fire Departments and Paramedic Units

Grambling State University Health Center (318) 274-2351
Grambling Fire Department ----- (318) 247-6410
Ruston Fire Department -----(318) 255-2121
Afford Ambulance Service----- (318) 247- 3911
North LA Medical Center, Ruston, LA ----- (318) 254-2100
Lincoln Parish Health Unit ----- (318) 251-4120
Lincoln Parish Registrar of Voters ----- (318) 251-5110