Dear Trustee,

I want to thank you for taking the time to review the 2015-2016 Annual Board of Trustees Report. We, at Western Carolina University, are dedicated in our pursuit of a safe campus environment. We all share the responsibility and the goal of providing an atmosphere where Western Carolina University students, faculty, and staff can pursue their college experience and careers in a safe and secure environment.

Our most important partnership is with our campus community. A truly safe campus can only be achieved through the cooperation of our campus community. It is up to each one of us to help foster a secure and supportive environment at Western Carolina University; an environment where individuals can feel safe to visit, learn, work, and live.

I would be remiss if I did not mention how proud I am of the officers of our department. Each year as I prepare this report, I cannot help but be amazed at the sheer volume of services that these men and women provide 24/7/365. It is through their commitment, personal sacrifice, and determination that we are able to achieve the exceptional service level that our community enjoys. Western Carolina University is truly fortunate for their service.

The 2015-2016 Annual Board of Trustees Report contains information regarding statistical data and other relevant information about the Western Carolina University Police Department. We are hopeful that you find it helpful. While the Western Carolina University statistics illustrate a low crime rate, it is important for everyone to remember that we are not immune from criminal activity. As a community we are all responsible for and to each other to keep our campus community safe. Please feel free to contact me at 828-227-3201 with any questions.

Sincerely,

Ernie Hudson
Earnest Hudson
Chief of Police
Mission, Values, and Vision

Our Mission
As members of the WCU Police Department our mission is to provide professional community-oriented police service. We are committed to creating and maintaining an active community partnership and assisting the community in identifying and solving problems to improve the quality of lives on our campus. We are dedicated to protecting life, property, and maintaining order while assuring fair and equal treatment to everyone. We respect the cultural and ethnic diversity of our University.

Our Values
We are capable, caring people doing important and satisfying work for the citizens of our community. Therefore, we respect, care about, trust and support each other. We enjoy our work and take pride in our accomplishments. We are disciplined and reliable. We keep our perspective and sense of humor. We balance our professional and personal lives. We involve our community in decisions that we make. We have a positive, can do attitude. We cultivate our best characteristics: initiative, enthusiasm, creativity, patience, competence, and judgment. We do nothing to discredit or dishonor ourselves or our department.

Our Vision
The WCU Police Department is a proactive police agency dedicated to excellence through quality community service. We insure quality community service through accountability to each other and the citizens, who are the source of our authority. We maintain the quality professionalism of employees through training, development, and education for personal and professional growth with a constant emphasis on innovation and improvement.
Western Carolina University Police

The Western Carolina University Police Department is a section of the Administration and Finance Division. The Department is comprised of Operations, Support Services/Investigations, Clery Compliance Office and Administration.

The Western Carolina University Police Department (WCUPD) is comprised of twenty (20) professionally trained and certified police officers authorized under N.C.G.S. 17C and N.C.G.S. 116-40.5. University Police Officers receive the same state mandated initial training as officers working in municipal and county law enforcement. The initial training program consists of a minimum of 700 hours of training that is coordinated through a regional police academy. Upon completion of the basic training curriculum, candidates are required to pass a state administered examination to become certified through the Department of Justice as a police officer in North Carolina.

WCUPD Officers are authorized to carry firearms, enforce laws and make arrests on University property and adjacent roadways. University Police Officers work closely with the Sylva Police Department, the Jackson County Sheriff’s Office, the North Carolina State Bureau of Investigation and the North Carolina Highway Patrol to enhance the safety and protection of members of the university community and the surrounding area. Mutual Aid agreements are in place to facilitate assistance to each department. University Police Officers also work closely with the Department of Student Community Ethics and the staff of Residential Living when addressing violations of the Student Code of Conduct.

The WCUPD is a full-service agency that is available 24 hours a day, 7 days a week, and 365 days a year. The WCUPD works toward building partnerships with the university community to provide a safe environment. The police department is divided into distinct sections which are Administration, Operations, Support Services/Investigations, and Clery Coordination.

- The Administration Section primarily consists of the Chief of Police and the Assistant Chief of Police. The Administration Section is responsible for the direction, management, and policies of the Department. The Chief and Assistant Chief are considered to be “on call” at all times and are expected to respond to campus during crisis situations. The Chief and Assistant Chief are standing members on several committees and teams including the Behavioral Assessment Team and the Student Concern Response Team. The Chief and Assistant Chief act as the primary Incident Commanders for law enforcement emergencies and most campus special events.

- The Operations Section is comprised of uniformed patrol officers who are responsible for campus patrol and responding to calls for police services. Patrol operations consist of vehicle patrol, foot patrol and bicycle patrol depending upon the need for special coverage and current areas of concern. Patrol officers are also expected to conduct preliminary investigations into criminal acts that are reported to them or suspicious activity that they observe. They also enforce traffic laws, the Student Code of Conduct, and certain University policies. Members of the Patrol Section also participate in a wide variety of community outreach programs, staff well over 100 athletic & special events each year, and take part in a number of University initiatives. When fully staffed, the Patrol Section consists of 1 Lieutenant, 4 Sergeants, and 10 patrol officers. Patrol shifts are scheduled in twelve-hour increments and work a rotating day off schedule.
The Support Services Section is comprised of one Lieutenant, one Sergeant, and one Investigator. This section is responsible for conducting follow up investigations on all criminal incidents that occur within the university's jurisdiction. This section also has responsibility for Victim Services, evidence room management, community outreach programming, and records maintenance. In addition to these duties, the Support Services Section must comply with several mandated statistical recording requirements including the FBI Uniform Crime Report and maintaining Clery statistics compiled by the police department. These officers participate in all special events.

The Clery Coordinator position was created in 2013 as the responsibility for compliance with the Campus Safety and Security Act was moved from the Student Affairs Division to the WCU Police Department. This is a campus wide coordinating position. The position was filled in 2014.
Police Education and Training

The State of North Carolina requires all law enforcement officers to attend annual in-service training consisting of a variety of subjects each year. These courses account for approximately 24 hours of classroom and field training. For 2015-2016 WCU full time and part time Police Officers attended a total of 744 hours of state mandated in-service training. Due to the unique service expectations that exist on a university campus, the WCU Police Department consistently exceeds this requirement and continuous training & educational opportunities are provided to officers on a routine basis. This training encompasses a whole host of law enforcement related topics in a campus environment such as: Sexual Assault Response and Investigation, Active Shooter Response, DWI Detection, Crisis Intervention, Field Training Officer Certification, Supervision & Leadership, and Interview & Interrogation, to name a few. For 2015-2016, WCU officers attended over 1200 hours of additional training. This averages to almost 100 hours of training each year.

WCUPD officers typically receive at least twice the amount of annual training as our counterparts in the region. This emphasis on education and training is intentional. The demands on Campus Police officers have drastically changed from the traditional “security” type function that was typical 40 years ago. Our primary service recipients require a significant amount of additional services and capabilities from Public Safety than the expectations for our counterparts in a city or county.

New officers receive 16 weeks of Field Training where they work directly under the supervision of a Field Training Officer who is with them at all times. The officers are evaluated on a daily basis and after successful completion of the program, are released to full duty in a one person vehicle. The Field Training and Evaluation Program is designed to produce police officers who can perform at the level of a competent solo officer as established by the standards of the Western Carolina University Police Department. Over the past months, we have made some changes to improve our Field Training and Evaluation Program.

Sgt. Robbie Carter teaching In-Service

Officer Beck and Officer Moralez attend FTO Training School
Police Education and Training

WCU PD has established a new weekly checklist which breaks down the items to be covered into manageable and achievable sections. This training, combined with a Six Week and Ten Week examination, is designed to test the new officer on those items and identify any weaknesses or deficiencies. From there, remedial training programs can be developed and instituted to improve weaknesses and correct deficiencies. Through continual evaluation, those individuals who are unable to attain the level of proficiency expected of a Western Carolina University Police Officer may be identified and removed from police service.

The ultimate goal is to provide the best police officer possible for our campus and community. These changes will help us continue to provide that level of service. The average cost to train a police officer during the Field Training Phase is approximately $25,000.00. Industry average estimates that the “break even” point of officer employment is 5 years of service.
Police Education and Training

Sgt. Holcombe and Sgt. Walawender at yearly rifle re-qualifications

Members of the University Police preparing for taser training

Chief Hudson (center) in command during 2016 active shooter exercise
Jurisdiction, Mutual Aid, and Regional Public Safety

The WCU Police Department jurisdiction encompasses all areas owned or leased by the University along with all of the roads and highways contiguous to our campus. WCUPD has mutual aid agreements with the Jackson County Sheriff Department, Sylva Police Department, and all the other universities within the UNC system. These agreements allow the departments to assist the partner agencies when requested with manpower and/or equipment. Law enforcement resources from all agencies within Jackson County total approximately 60-75 officers. Jackson County Sheriff Department has 25 officers, WCUPD has 20, and the Sylva Police Department has 14 officers. The remainder is comprised of North Carolina Highway Patrol, Dept. of Natural Resources etc. On a typical day, WCU has 3 uniform officers on duty, the Sheriff Department will have 4-5, and Sylva will have 2. An analysis of Mutual Aid requests that we conducted shows that WCU has requested assistance from the Sheriff’s Department six times in the last seven years. In the same time period, the Jackson County Sheriff Department has requested our assistance well over 400 times. This is due to the large expanse of Jackson County versus the number of deputies employed. Unlike many of the UNC system Universities, there is not a large public safety presence in Jackson County or within the immediate region. As such, WCUPD has worked to be in a position to be able to respond to all types of emergencies with little or no outside assistance. WCU is located in a very rural setting where the public safety services and amenities that are common in urban areas are much more limited.
Western Carolina University prides itself on being an engaged campus with the regional community. As such, we host hundreds of athletic events, community events, concerts, meetings, and conferences each year. As enrollment and outreach efforts continue to grow there is an increasing demand for WCUPD to provide law enforcement services during these events. There has been considerable effort expended to meet all of these requests for services. Since 2010, the adoption of intense planning and organization has resulted in considerable success in managing the impact on the campus. As an example, our move-in plans and operations have been utilized as a model to other UNC colleges and universities. In partnership and coordination with WCU Emergency Services/ Emergency Management, we have adopted the Incident Command Systems under the National Incident Management System. This process provides organization in managing large events. Depending on the size and scope of the event, the planning and organization process of a single event can take several weeks. To meet this demand WCUPD often must utilize all of the officers within the department. A primary challenge within this area of responsibility is to maintain appropriate staffing levels to respond to calls for service outside of the event venue. Typically large events occur during the day. Appropriate staffing levels must be maintained over the night time hours as well.

We have also begun noticing an increase of reports of special “concerns” by event holders, especially those not associated with the University. These have included domestic violence, potential bomb threats, and disgruntled former employees threatening disruptions of these events. This brings additional challenges in overseeing the safety of these non-university events.

Reserve Officer Eddie Grant and K9 Slugger (Explosives Detection)
### Special Events

**July 2015-June 2016 Special Event Overtime Hours**

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<tr>
<th>Event</th>
<th>Dates</th>
<th>Total Overtime Hours</th>
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</thead>
<tbody>
<tr>
<td>Student Move In</td>
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<td>Mountain Heritage Day</td>
<td>9/26/2015</td>
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<tr>
<td>Tournament of Champions</td>
<td>10/17/2015</td>
<td>73</td>
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<tr>
<td>Hunter Hayes Concert</td>
<td>10/22/2015</td>
<td>48</td>
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<td>Homecoming Parade</td>
<td>10/23/2015</td>
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<tr>
<td>All Home Football Games</td>
<td>9/5/2015-11/7/2015</td>
<td>649</td>
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<tr>
<td>All Men's Home Basketball Games</td>
<td>11/15/2015-2/27/2016</td>
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<td>SOCON Volleyball Tournament</td>
<td>11/21/15-11/23/15</td>
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<tr>
<td>All Womans Basketball Games</td>
<td>11/6/15-2-13-16</td>
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<td>Winter Graduation</td>
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<td>Waka Flocka Flame Concert</td>
<td>1/14/2016</td>
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</tr>
<tr>
<td>All Home Baseball Games</td>
<td>2/26/16-5/15/16</td>
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<tr>
<td>CIPA</td>
<td>4/2/16-4/3/16</td>
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<td>Spring Graduation</td>
<td>5/6/16-5/7/16</td>
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<tr>
<td>High School Graduations</td>
<td>6/9,13,14,16/2016</td>
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<tr>
<td><strong>Total Hours:</strong></td>
<td><strong>1,880</strong></td>
<td></td>
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</table>

*Overtime hours do not include Reserve Officers or Department Administrators*

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*Officers at the Hunter Hayes concert*
Retention/Succession Planning

Retention of officers continues to be a challenge for the Western Carolina University Police Department. On average our turnover rate is 10%-20% each year. Since 2000 we have had well over a 200% turnover. There are a number of factors that impact our ability to retain officers. Primary among these issues has been salary levels. In 2015 a Campus Security Fee was passed by the UNC Board of Governors. A cap for salary increases was placed on this funding at 10%. As a whole, an across the board increase of 9+% brought the Department to an average of approximately 90% of current market in the officers current banding.

As previously mentioned, the expectations for University Police Officers is at an all-time high and far exceeds our counterparts in the city or county. A thorough knowledge of FERPA, HIPPA, Clery, Title IX, Crisis Intervention, and sexual assault investigation, in addition to traditional law enforcement knowledge and expertise, is unique to campus policing. WCUPD Officers are subject to the Fair Labor Standards Act (FLSA). As such they do not receive the same overtime considerations as other University employees. Officers are paid at their regular hourly rate until they reach 171 hours worked. At that point they receive overtime at 1 ½ times their hourly rate. Sick time, vacation days, etc. are deducted from 171 and must be made up prior to receiving the overtime rate.

A third issue in retention is mandatory cancellation of days off for special events. Due to the size of the department and the frequency of large events, especially in the fall, Officers routinely have their days off canceled to provide services during special events. For the fall of 2016, 10 days have already been determined that require the cancellation of days off for the entire department. This number will increase as events are added to the calendar. Our counterparts in the city/county might be required to work 1-3 special events in a year.

WCU Police participating in Shop with a Cop
Victim Services and Investigations

Victim Services- In 2012 the Western Carolina University Police Department was the first UNC system police department to sponsor an officer to attend a certification course to provide Victim Assistance Services to the Campus Community. This was in response to a serious need for victims to receive accurate information regarding services, University policies & resources, criminal justice processes, and other pertinent information. To a victim, the width and breadth of available services, processes etc. can be overwhelming. Misinformation can easily confuse and actually re-victimize a person who has experienced a serious crime. Victims of serious crimes meet with the Victim Services officer and are given a comprehensive list of services, resources, options and an explanation of processes. http://www.wcu.edu/discover/campus-services-and-operations/university-police/victim-services/index.aspx

Investigations-The ability to actively investigate criminal case reports is a core responsibility of our department. While prevention is the best outcome, WCU is not immune to the types of crimes that occur throughout other communities. These instances require well trained and experienced officers to bring these cases to a successful conclusion. Almost half of the arrests made on our campus are made through follow up investigations of reported crimes. These cases range from drug dealing, vehicle burglaries, vandalisms, to assaults. Of the arrests in these cases, 50% of the suspects were not affiliated with the University. Our investigator has been receiving extensive formal training and gaining valuable experience with each case. A recent exercise provided the opportunity for the investigator to collaborate with the SBI in a homicide investigation.

The University Police Department has continued to develop a comprehensive web page that is focused on Victim’s Services. The web page is unique to WCU within the UNC System. GA Assoc. VP Brent Herron has used this site as an example for the Campus Safety Task Force that has been recently active in increasing safety measures throughout the UNC system. The Victim’s Services webpage can be viewed here.
Community Outreach

WCUPD provides a significant amount of training and educational to our campus community on a regular basis. For 2015-2016 there were 88 programs with an attendance of over 3100. WCU Officers give presentations throughout the school year to students, faculty, and staff on a wide range of topics. These include alcohol, drug, safety tips, active shooter, sexual assault prevention, and a whole host of safety related topics. For the last several years, these presentations have undergone an annual re-write/edit to keep the topics current and informative. We have also made the programming request more user friendly by creating an online request form that is embedded in our circulars.

Our engagement with the Campus Community and the greater Jackson County community does not stop with law enforcement related topics. Officers are engaged in a whole host of activities that are not directly related to their daily duties. WCU Police and Parking Services regularly field flag football and softball teams within the WCU Intramural Program. Each year officers participate in the Jackson County “Shop with a Cop” program for children in need. Officers are also very engaged in the Special Olympics program. Officers also participate on a whole host of committees and organizations both within the University and where we live. As community members ourselves, we regularly participate in events that demonstrate a commitment to the quality of life in the greater Jackson County Community. Visit the WCU PD program page here

Officers participating in summer camps (left) and Special Olympics Torch Run (right)
Mental Health Crisis Response- It is well known that the demand for mental health services on college campuses has risen significantly in the last several years. Depending on the source or study, estimates range from 10-15% of today's students seek counseling assistance. WCU Police are often called upon to intervene in the mental health crisis of a student. This is primarily a response to situations where a student is believed to be a danger to themselves or others. When such a determination is made, either police or counseling professionals file a request for an involuntary commitment with the local magistrate. At that point, the person in crisis is taken into custody and transported to the local emergency room at Harris Regional Hospital. The subject is seen by the emergency room physician and a mobile crisis counselor. If it is determined by those two separate parties that the person requires the services of a secure state facility, a request is made for the next available bed space. The time between the initial contact and placement in a secure facility can be up to several days. Under NC law, a police officer must remain at the emergency room with the subject until they are transferred to the secure facility. WCU Police Department policy requires at least two officers on campus at any time. As shifts are staffed with 3 officers per shift, any serious issues, other calls for service, special events, illness, vacation, etc. combined with an involuntary commitment can impact the services we are able to provide to the campus in a timely fashion.

Free Speech, Demonstrations, Protests-The UNC system experienced an upsurge of issues related to protests, demonstrations, and free speech. This upsurge was synonymous with similar experiences throughout the country on a wide range of social and political topics. Western Carolina University also experienced some of these issues. From the WCU Police perspective, part of our oath of office is to insure the free exercise of rights guaranteed by the US and NC Constitutions, State Law, and University Policy. Especially within the criminal code, state statutes are written very narrowly as to not impede free speech. Absent specific conduct such as property damage, physical assault, disruption of lawful assemblies, or specific targeted threats, University Police uphold the ability of the community to engage in free speech.

University Police have been increasingly called to respond to complaints regarding certain chalking's, individual Facebook postings, and individual twitter comments. The response has been to review the complaint for violations of criminal statutes and a primary focus is whether or not the comments were targeted physical threats to specific individuals. In cases where a specific threat is involved a follow up investigation is initiated.

Sexual Assault Prevention, Response & Investigation- The serious issue of sexual assaults on college campuses requires a concerted effort both within the University system and the Criminal Justice system. Federal mandates place considerable responsibilities on colleges and universities to provide programming, code of conduct policies, and hearing processes that have very different rules and procedures in comparison to the criminal justice system. Within programming there are three main prevention strategies listed below. Each targets certain segments of the community in sexual assault prevention and WCUPD and other department programming attempts to address all three.

Primary Prevention-Strategies focused on the perpetrator in an attempt to change risk and protective factors for sexual violence to reduce the likelihood that an individual will engage in sexually violent behavior.

Bystander Intervention-The goal of bystander prevention strategies is to change social norms supporting sexual violence and empower men and women to intervene with peers to prevent an assault from occurring.

Prevention through Risk Reduction-Strategies that try to equip the victim with knowledge, awareness, or self-defense skills are referred to as “risk reduction techniques.”
Sexual Assault Initiatives

Assistant Chief Lillard and Sgt. Deal instruct students’ in a RAD class

Sexual Assault Initiatives- Two officers have attended the Rape Aggression Defense (Rad) instructor class which qualifies those officers to provide enhanced program options related to violence against women with a self-defense component that utilizes techniques that have proved to be useful. The equipment to conduct the training has been purchased, received and placed into service. So far in 2016 RAD instructors have given 17 programs with over 300 participants. Most were to WCU students, although one full program was delivered to a local doctor’s office at specific request. While our program is primarily student focused, as part of our community outreach within the region, we will continue to offer the program to others.

The Police Department has revamped the manner in which the victim of a crime is notified of their rights. New folders have been developed that incorporate the victim’s rights information along with important phone numbers imprinted on the folder for ease of use. The folder is discreet so as not to attract attention to the victim. Besides victim’s rights information, they also include brochures and other written materials that detail both on and off campus services available to victims.

For the last several years, the Police Department has had an officer who has completed the North Carolina Victim Services Practitioner Certification program through the NC Victim Assistance Network. This training helps service provider’s work within a uniform standard when providing services to crime victims in North Carolina. WCU was the first UNC Police Department to provide this service. Due to a recent resignation, we have an officer scheduled to be certified in September of 2016.

The Clery Coordinator conducts an annual audit of the police department reports in an effort to ensure that all Clery crimes are properly reported to the Department of Education and the required information is available. This audit helps to maintain accurate data associated with the annual report as well as a means to note any deficiencies so they can be addressed prior to final submission. During this audit a special emphasis is placed on sexual assaults due to their sensitive nature and to ensure compliance with the existing regulations. Two members of the police department are members of the campus Sexual Violence Prevention Committee. This committee works to insure that departmental and campus wide initiatives complement each other, contain current and relevant materials, and develops new programs based on needs of the community.
Sexual Assault Response

Response/Investigation—Depending on how a sexual assault is reported either law enforcement or other University officials may be the first to be made aware of a sexual assault. The preferred initial method of reporting is to law enforcement. This allows for an immediate response to begin an investigation while information, recollection, and the presence of evidence is more readily available. WCUPD officers immediately respond to all such reports and begin an investigation. During the investigation a primary focus is to determine the nature of the crime committed, the identity of the perpetrator, and to collect evidence that supports a criminal conviction in a court of law. Additionally, WCUPD provides referral services for medical services, counseling services, community support agencies, and WCU offices such as the Title IX Office and Department of Student Community Ethics (See Victim Services Section above). It is important to note that within a criminal investigation all applicable rules of evidence, constitutional requirements, and burden of proof must be met to successfully prosecute in a court of law. The Title IX Office and/or the Department of Student Community Ethics are informed by WCUPD of reports of sexual assault so that the University process can begin in a timely fashion. Additionally, for several years, WCUPD has had a policy in place that requires any sexual assault case to be reviewed by the Jackson County District Attorney’s Office.

As the University investigation and the criminal investigation are usually occurring at the same time, victims can be confused by the separation of the two processes. This makes the role of Victim Services even more critical in helping a victim understand and engage in these processes.
Active Shooter/Threats

Mass shootings continue to be a significant concern for law enforcement. Of the 160 active shooter cases between 2000 and 2013, there were 12 active shooter incidents at Higher Education Institutions. Campus law enforcement is very aware that the tactic of choosing “soft” targets for these attacks is becoming more prevalent. The nature of Universities is that large amounts of people are concentrated in a relatively small area. Prevention through early identification of potential threats is an important component in the response to these types of threats. However, as we have seen in recent events, whether associated in some manner with a terrorist organization or the “lone wolf” with mental issues, a potential threat may exist that does not attract attention. In that event, law enforcement must be able to respond quickly and effectively with the appropriate training and equipment to confront a threat. WCUPD is no exception to this and continues efforts to provide the training, weapons, and protective equipment necessary should this type of incident occur.

A Study of 160 Active Shooter Incidents in the United States Between 2000 - 2013:

- **Location Categories**
  - **EDUCATION**
    - Schools (Pre-K to 12), 16.9% (27)
    - Institutions of Higher Education, 7.3% (12)
  - **GOVERNMENT**
    - Other Government Properties, 6.9% (11)
    - Military, 3.1% (5)
  - **OPEN SPACE**, 9.4% (15)
  - **RESIDENCES**, 4.4% (7)
  - **HEALTH CARE FACILITIES**, 2.5% (4)
  - **HOUSES OF WORSHIP**, 3.8% (6)
  - **COMMERCE**
    - Businesses, Open to pedestrian traffic, 27.5% (44)
    - Businesses, Closed to pedestrian traffic, 14.4% (23)
    - Malls, 3.8% (6)

Source: Federal Bureau of Investigation, 2011.
## WCUPD Statistical Data

### July 1, 2015-June 30, 2016

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<th>Count</th>
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<td>Clery Defined Data</td>
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Clery Compliance

Introduction to the Clery Act
Choosing a postsecondary institution is a major decision for students and their families. Along with Academic, financial and geographic considerations, the issue of campus safety is a vital concern. In 1990, Congress enacted the Crime Awareness and Campus Security Act, which amended the Higher Education Act (HEA) of 1965. This act was named in memory of Jeanne Clery who was tortured, raped, and murdered in her dorm room at Lehigh University in 1986 and generally referred to as the Clery Act. The Clery Act requires all postsecondary institutions participating in HEA’s (Higher Education Act) Title IV student financial assistance programs to disclose campus crime statistics and security information.

The Clery Act requires Western Carolina University to:
• Collect, classify and count crime reports and crime statistics
• Issue campus alerts to provide the campus community with information necessary to make informed decisions about their health and safety
• Publish an annual security report containing safety- and security-related policy statements and crime statistics and distribute it to all current students and employees.
• Submit crime statistics to the Department of Education each year in the fall you must participate in a Web-based data collection to disclose crime statistics by type, location and year
• Maintain a daily crime log of alleged criminal incidents that is open to the public
• Disclose missing student notification procedures that pertain to students residing in those facilities
• Keep a fire log that is open to public inspection.
• Publish an annual fire safety report containing policy statements as well as fire statistics associated with each on-campus student housing facility
• Submit fire statistics to the Department of Education each fall in the Web-based data collection.

Clery Coordinator Responsibilities
• Serves as the designated “campus safety survey administrator,” as that term is defined by the Department of Education;
• Develops and coordinates the University’s Clery Compliance program and related activities, including policy development and implementation;
• Prepares, publishes, and distributes the Annual Security and Fire Safety Report and submits statistics to the Department of Education;
• Maintain the official list of CSAs and provides annual training to the CSAs;
• Gathers and consolidates crime and disciplinary referral data from various internal and external sources, such as the DSCE and local & state law enforcement agencies;
• Coordinates with campus departments to ensure compliance with HEA Fire Safety regulations;
• Manages the University’s timely warning report program;
• Collaborates with the Department of Emergency Services to ensure compliance with emergency notification requirements of the Clery Act;
• Trains key University stakeholders on the Clery Act;
• Maintains an accurate list of buildings and properties owned and/or controlled by the University;
• Serves as the record custodian for all Clery Act associated records;
• Serves as the Chair of the Annual Security and Fire Safety Report Committee; and
• Stays abreast of amendments to the Clery Act and other laws or regulations affecting the Clery Act.
The impact of the Campus Safety and Security Act (Clery Act) is significant and requires daily monitoring to maintain compliance. The guidance document regarding the Annual Report alone is almost 300 pages. WCU adopted a “standards” approach to the requirements of the Act. At last count there are 136 separate standards, policies, and tasks that must be verifiable should a Department of Education audit occur. Typically the standard is addressed in policy and a proof of compliance for each standard is identified and made part of a permanent file. Visit the Clery Compliance page here.

Clery Coordinator Bruce Barker provides CSA training
Examples Clery Compliance

Examples of the standards:

668.46.(b)(2) A statement of current campus policies regarding procedures for students and others to report criminal actions or other emergencies occurring on campus. This statement must include the institution’s policies concerning its response to these reports,

In the event of a reported crime or emergency, there will be a public safety response to your location and the Western Carolina University Police will take appropriate action. All reported crimes will be investigated by the Western Carolina University Police on the property of Western Carolina University and at its discretion may conduct further investigation into the initial report.

University Policy #116

668.46.(k)(1)(ii) Describes the standard of evidence that will be used during any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault, or stalking;

A decision by the Hearing Body on responsibility or non-responsibility for formal charges shall be made in private, based solely on the information presented at the hearing, using the standard of Preponderance of the Information. The decision must be made prior to a decision on sanctions. Preponderance of Information – a standard in which it is more likely than not that a Respondent violated the Code.

Western Carolina University Student Code of Conduct

686.46.(b)(11)(ii)C(1) Notify proper law enforcement authorities, including on-campus and local police;

Western Carolina University must take immediate and appropriate action to investigate, protect the complainant, and stop the alleged sexual violence. Further, once a Campus Security Authority learns of an instance of sexual violence, he/she must inform the University Police Department. The Campus Security Authority does not have the option to keep it a secret.

University Policy #116

668.46.(b)(4)(i) Addresses the enforcement authority of security personnel, including their relationship with State and local police agencies and whether those security personnel have the authority to arrest individuals

Western Carolina University Police officers are certified under the North Carolina General Statue 116-40.5 and have the same authority as municipal and county law enforcement officers in North Carolina, being authorized to carry firearms and empowered to make arrests.

North Carolina State Statute
WCU Police Accomplishments 15-16

- WCU Police officers attended almost 2000 hours of training including Field Training Officer Certification, Advanced Interview Techniques, DWI Enforcement, Radar, Firearms, Legal Updates, and many other courses.
- WCU Police completed the implementation of Tasers as an issued equipment item. This gives officers an additional non-lethal option in use of force situations.
- The department has 2 certified RAD instructors and programming was initiated in the spring of 2016. 16 Sessions were completed. These programs are well received throughout college campuses and help address the fear associated with sexual assaults.
- A project to upgrade aging computers in the main office and both police substations to increase the efficiency of the patrol division’s report writing and supplemental documentation has been completed.
- The move of Parking & Transportation to separate space has allowed the department to provide the necessary space to support our operations more in line with best practices of law enforcement agencies. Security issues regarding law enforcement systems and documents that were prevalent due to the high volume of public access for parking services has been eliminated. Space has been set aside to interview victims and suspects with the necessary privacy.
- As part of our “giving back” to our law enforcement profession, the WCU Police Department hosts a law enforcement intern regularly throughout the year. These are often WCU students or area residents attending higher education courses in the Criminal Justice Field. These interns are exposed to all aspects of police operations including patrol, investigations, and administration.
- WCU Police Department designed and developed a victims right folder to ensure that all victims receive and understand their rights as victims and resources offered by the department and institution.
- WCU PD revised and developed program options for the Western Carolina University campus community that are more in line and representative of the University culture and national trends.
Goals for 2016-2017

- Annual campus security authority (CSA) training is required for the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Annually, members of the campus community are identified as CSA’s, per policy 116 and receive training as to their responsibilities. CSA training was initiated in 2013 for Western Carolina University and 453 members of the community were identified as CSA’s with an 83.4% training compliance rate. In 2014 there were 522 members of the community identified as CSA’s with a compliance rate of 89.3%. In 2015 there were 843 members of the community identified as CSA’s with a compliance rate of 93.8%. The goal of this unit will be to increase CSA training compliance to 95-97%.

- Programming- Western Carolina University Police are very engaged in presenting programs and information to students, faculty, and staff. This initiative is under continued review for relevance to current issues on prevention of crime on campus. Additionally, these programs are designed to meet many of the federal requirements that are directed to Universities.
  
  I. WCUPD is in the process of updating the presentations for the 2016-2017 Academic year. These programs are designed to address a wide array of crime prevention topics including Rape Aggression Defense Training, Drug/Alcohol Risk Awareness, and prevention of property crimes.
  
  II. WCU Police Department provided 88 presentations during the 2015-2016 Academic year. The goal for the 2016-2017 Academic year is to increase these programming presentations by 10%.
  
  III. The department has begun the process of updating, revising, and editing informational materials that are provided to the community.
  
  IV. WCU PD, in conjunction with Emergency Services and other departments, will be introducing a revised Campus Safety Training Program for the 2016-2017 Academic year. The new program is entitled Run, Hide, Fight and it will be replacing the current program that is approaching 6 years old. The new program was developed through the Department of Homeland Security and will be the standard for this type of training for the next several years.

Assistant Chief Lillard graduates from L.E. Management (left) and Lt. Adams delivers gifts to local school (right)
Continued Goals for 2016-2017

- Police Training- The WCU Police Department is dedicated to continuing our efforts to field highly trained and competent officers. In addition to other training initiatives, the following training opportunities have been identified as priorities for 2016-2017.

  I. Certify an in-house instructor in Advanced Law Enforcement Response Training. This is often referred to as Rapid Response or Active Shooter training. Acquiring an in-house instructor will allow us to train our officers here rather than send officers to the GA mandated trainings in the eastern part of the state.

  II. Certify/Recertify department officers in Cardio Pulmonary Resuscitation (CPR). CPR certification is standard in law enforcement basic training but it does require recertification every several years.

  III. Patrol Rifle Training. WCU Police must be certified to be able to utilize patrol rifles in response to active threats. The standard NC certification course is 8 hours. However, due to the unique setting of our campus, the police department has been working with the SCC in-service coordinators to develop a 24 hour rifle course. Our goal is to complete this development and institute the training in the 2016-2017 academic year.

  IV. Officers will attend a Criminal Justice Standards on-line course for response to robberies.

  V. Taser re-qualifications will be conducted to meet our in-house standards of annual training.

  VI. Our in-house Bias Based profiling course has been updated and all officers of the department will be taking this course in the summer/fall of 2016.

  VII. Due to a recent resignation, the department is without a Victim Services Certified Practitioner. WCU was the first department in the UNC system to have a designated position to perform these services. We will be sending the Support Services Supervisor to this training in the fall of 2016 so that these services may continue.

  VIII. Four supervisors will be attending a week long Leadership Development course in August 2016.

- Property- The WCU Police Department is experiencing a significant rise in the amount of property that is taken in that is either lost or stolen. There are specific state mandates regarding property turned into the police department. This property runs the entire gamut of a single glove to computers to credit cards, cash etc. The volume has necessitated a revamping of the processes to adequately account for or return the property.

- PD Camera Projects- WCU PD has acquired one in-car camera system that will be tested in the fall semester. This system is compatible with the body cameras that officers are currently issued. Based on the results of this analysis, additional systems may be purchased for the remainder of the police patrol fleet. Additionally, we have acquired a camera system for suspect interviews to be installed in our interview room. NC state law now requires certain suspect statements to be videotaped. We expect the installation to proceed and go live in the fall of 2016.

Officer Ganung at student domestic violence prevention program
The Police Department Album

Det. Thompson (left) and Officer Passow (right) congratulate graduates

Sgt. Carter and Officer Flesch at “Halloween” event

Fall Intern Mark Abercrombie (left) and Spring Intern Corinne Bentz (right)
The Police Department Album

Officer Brookshire at High School DWI event

Lt. Adams and Officer Blevins (left) with the boss and Sgt. Walawender, Officer Ganung and Officer Earp (right)

Sgt. Carter hosts the Haywood/Jackson County DWI Task Force