



September 29, 2025



# 2025 Annual Security and Fire Safety Report

## Western Michigan University

Main Campus – Kalamazoo, MI  
College of Engineering – Kalamazoo, MI  
College of Aviation – Battle Creek, MI  
Southwest Campus – Benton Harbor, MI  
Grand Rapids Downtown – Grand Rapids, MI  
CKSM Global Learning Center – Taoyuan City, Taiwan

Containing Statistical Data for Years 2022, 2023, and 2024

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Western Michigan University encompasses more than 1,200 acres and 150 buildings. Located close to downtown Kalamazoo, the main campus has a population of nearly 22,000. WMU is vigilant in their pursuit of safety and welfare of all students, faculty, staff, and visitors and is committed to providing a safe and secure environment. Because no campus is isolated from crime, WMU has developed policies and procedures to assist in these efforts. WMU has been fortunate in that serious crimes have seldom occurred on campus. The past does not guarantee that critical incidents will not happen in the future. We have taken numerous steps to enhance security in our buildings and on our grounds. In addition, we wish to provide all members of the University community with the facts about the policies and programs that are designed to increase safety and reduce crime.

This report is prepared by the Department of Public Safety in cooperation with the Office of the Vice President for Student Affairs, the Office of Institutional Equity, and local law enforcement agencies surrounding our main campus and regional locations. Provided in compliance with the Clery Act and the Higher Education Opportunity Act, this material is prepared, and a notice of its availability is distributed annually to all students, faculty, and staff. Copies are available upon request from the Department of Public Safety, 511 Monroe St., Kalamazoo, MI or on the World Wide Web at: <https://www.wmudps.wmich.edu/AnnualSecurityReport.pdf>

## **Non-Discrimination Statement**

Western Michigan University prohibits discrimination or harassment that violates the law or that limits opportunities of admission, employment or education based on the protected classes of race, color, religion, national origin, sex, pregnancy, sexual orientation, gender identity, age, protected disability, protected veteran status, genetic information, height, weight, or marital status. Retaliation against any person or group who makes a good faith complaint or participates in a grievance, investigation or related processes is prohibited by law and policy.

The following 3 positions have been designated to handle inquiries regarding the Non-Discrimination Policy and the Sexual and Gender-Based Misconduct Policy:

- Assistant Director Compliance
- Associate Director and ADA Coordinator
- Director Title IX Compliance/Title IX Coordinator

Contact Information:

Office of Institutional Equity  
1220 Trimpe Building  
(269) 387-6316  
[wmich.edu/equity/directory](http://wmich.edu/equity/directory)

ONLINE INCIDENT REPORTING FORM:

[https://cm.maxient.com/reportingform.php?WesternMichiganUnivOIE&layout\\_id=1](https://cm.maxient.com/reportingform.php?WesternMichiganUnivOIE&layout_id=1)

The full non-discrimination policy is available at:

<https://wmich.edu/policies/non-discrimination>

The full sexual and gender-based misconduct policy is available at:

<https://wmich.edu/policies/sexual-misconduct>

Inquiries or complaints concerning the application of federal law may be referred to the appropriate external agency:

U.S. Department of Education  
Office for Civil Rights  
Lyndon Baines Johnson Department of Education Bldg  
400 Maryland Avenue, SW Washington, DC 20202-1100  
Telephone: 800-421-3481  
FAX: 202-453-6012; TDD: 800-877-8339  
Email: OCR@ed.gov, <https://www.ed.gov/laws-and-policy/civil-rights-laws/file-complaint>

Equal Employment Opportunity Commission - Detroit Office  
Patrick V. McNamara Building, Room 865  
477 Michigan Avenue  
Detroit, MI 48826  
Phone: (800) 669-4000  
Fax: (313) 226-4610  
TTY: (800) 669-6820

## **Western Michigan University Department of Public Safety**

The Department of Public Safety (DPS) is located at 511 Monroe Street, just off the 1300 block of West Michigan Avenue. DPS operates 24 hours a day, providing around-the clock protection and services to the University community. Police officers are on duty at all times, ensuring continuous law enforcement presence and rapid response to incidents. The department is comprised of more than 40 full-time employees, including both sworn police officers and civilian staff, and is organized into multiple divisions and bureaus, such as Patrol Operations, Criminal Investigations, K9, Community Policing, Emergency Management, Security Administration, and Parking Services. DPS is responsible for law enforcement, security, and emergency response on campus, and the University maintains a comprehensive network of security, fire, and panic alarm systems.

Police officers are certified through the State of Michigan and receive their police authority from the Western Michigan University Board of Trustees and the Sheriff of Kalamazoo County, giving officers full arrest powers throughout the county. WMU Police Officers enforce state laws and University ordinances. DPS is one of the signatories of the county-wide police mutual aid agreement and works closely with the other police agencies in Kalamazoo County while investigating campus crime.

The Kalamazoo County Consolidated Dispatch Authority (KCCDA) is the sole 911 answering service for all of Kalamazoo County and assumes all dispatch duties. They dispatch WMU police officers to both emergency and non-emergency calls.

WMU DPS manages the student watch program. In the student watch program, pairs of students walk the campus from 6 p.m. to 2 a.m. seven days a week during fall and spring semesters. These students wear highly visible vests and are equipped with portable radios. In addition to watching for and reporting crime, emergencies, and suspicious situations, they provide walking escorts on campus.

WMU DPS coordinates the locking and unlocking of all administrative and academic buildings on campus. Most buildings are closed and locked by 10 p.m. Monday through Thursday, by 5 p.m. on Fridays, and all weekend. Police officers patrol campus and check locked buildings to make sure they are secure. Problems with building security are reported to maintenance personnel who respond and make repairs.

In May 2019, WMU DPS voluntarily sought accreditation through the Michigan Association of Chiefs of Police (MACP). Following a comprehensive review by a team of trained assessors, WMU DPS was evaluated against 108 best practice standards, including those related to use of force, vehicle pursuits, search and seizure, training, internal affairs, recruitment, and command structure. In February 2021, the department was awarded full accreditation and continues to maintain that status. In pursuit of ongoing excellence and to maintain accreditation status, the department regularly demonstrates compliance and adapts practices to meet evolving standards.

## Procedures for Reporting a Crime or Emergency

Students, faculty, staff, and visitors are encouraged to accurately and promptly report all crimes, emergencies, and suspicious situations to WMU DPS. All reports are investigated by a sworn police officer. Reports may be made in person, by telephone, or by the emergency call box system.

Criminal reports can also be made anonymously through a secure website - <https://secure.ethicspoint.com/domain/media/en/gui/32661/index.html> - or a toll-free phone line - **(855) 247-3145** - established for that purpose.

Reports of sexual misconduct can be made anonymously online at: <https://wmich.edu/sexualmisconduct/report>.

Please note that these sites are **NOT** 911 nor an emergency service. Do not use these sites to report events presenting an immediate threat to life or property. Reports submitted through these sites may not receive an immediate response.

In addition, the Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations who are “campus security authorities” under the law. A Clery Act-specific term, campus security authority encompasses the following four groups of individuals and organizations associated with an institution:

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

According to the Clery Act, if someone has significant responsibility for student and campus activities they are a campus security authority.

WMU also has the Duty to Report Criminal Acts Policy - available online at: <https://wmich.edu/policies/criminal-0#:~:text=All%20University%20employees%2C%20students%2C%20contractors,faith%20believe%20could%20be%20criminal>. - that states in part,

“It is the policy of Western Michigan University that all University employees, students, contractors, and other University-affiliated persons are charged with a

duty to promptly report acts having any connection to the University, that they in good faith believe could be criminal in nature.... Such reports shall be made to the University's Department of Public Safety or through a secure website and phone line established for that purpose and publicized on campus."

Campus pastoral counselors and campus professional counselors, when acting as such, are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. While this exemption is to protect the counselor-client relationship, there could be situations where counselors are legally obligated to report a crime.

Kalamazoo County Consolidated Dispatch Authority (KCCDA) answers all emergency (911) calls in Kalamazoo County, including calls initiated on the campus of WMU. They are also the point of contact for police non-emergency calls in Kalamazoo County.

To report emergencies, or any situation requiring an immediate police response, dial 911. Any other requests to speak to a WMU Police Officer, or to file a police report for a non-in-progress crime/incident that occurred at the University, dial (269) 488-8911.

The WMU DPS administrative telephone number is (269) 387-5555 (7-5555 from an on-campus phone). Prior to October 30, 2018, this number was used as the police non-emergency phone number. It is no longer answered by a person and now dials in to a phone tree directory allowing for support and administrative personnel to be reached during regular business hours.

There are over 110 emergency police call boxes throughout campus, located outside of various campus buildings, near heavily traveled sidewalks, in all parking structures, and mounted in many parking lots. When activated, each call box connects immediately to a police dispatcher at the Kalamazoo County Consolidated Dispatch Authority (KCCDA). Each box is assigned a GPS location, enabling officers to quickly identify the caller's exact location for prompt response. Emergency call boxes are tested bi-annually by Parking Services.

The Department of Public Safety does not provide law enforcement service to off campus residences of WMU recognized fraternity and sorority organizations. Criminal activity at recognized fraternity and sorority residences is handled by the local law enforcement agency having jurisdiction in that area. However, WMU DPS has close working relationships with these local law enforcement agencies.

## **Crime Prevention**

As part of Western Michigan University's educational mission, the Department of Public Safety (DPS) offers a variety of crime prevention and safety awareness programs throughout the year. These initiatives emphasize shared responsibility and support a proactive approach to campus safety. Officers regularly participate in community outreach efforts, including educational workshops, safety presentations, and campus-wide engagement events, to foster positive relationships with students, faculty, and staff. Each year, WMU DPS offers programs on a wide range of topics such as crime prevention strategies, general safety and security awareness, self-defense workshops, fire and tornado safety, sexual assault prevention and response, alcohol and drug awareness (including related laws), hazing prevention and awareness, active threat response, and campus/workplace violence prevention. These efforts are grounded in the dual concepts of minimizing criminal opportunities whenever possible and encouraging individuals to take an active role in their own safety and the safety of others.

DPS provides information on these topics throughout the year, including at new student and employee orientations, Fall Welcome events, First-Year Experience seminars, and seminar sessions for faculty, graduate teaching assistants, student ambassadors, and residence life staff including hall directors, graduate assistants, and resident assistants. The department also staffs safety awareness tables at Bronco Bash, a welcome-back event that attracts roughly 25,000 attendees, to answer questions and distribute campus safety materials. Throughout the year, DPS participates in numerous open houses, admissions events, and campus resource fairs to provide safety information to prospective and current students, families, and employees. Crime prevention brochures and materials are made widely available and distributed during presentations and events. Additionally, in partnership with WMU Residence Life, Community Police Officers are assigned to select residence halls where they support staff and assist with crime prevention efforts and educational programming.

Training requests for WMU DPS can be made online. For more information, visit: <https://wmudps.wmich.edu/contact-us-training.php>.

## **Individual Responsibility**

The cooperation and involvement of students and employees in a campus safety program is necessary. Individuals must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common-sense precautions.

Even though the campus is well lit and regularly patrolled, using the WMU DPS escort service when walking to residence halls late at night can provide additional peace of mind. Room doors should always be secured, and valuable items such as stereos, gaming consoles, laptops, and televisions should be marked with engraving instruments provided by WMU DPS at no cost. Owners are also encouraged to keep a record of serial numbers for their valuables. Bicycles

should be registered with WMU DPS and properly secured with a sturdy lock, such as a U-lock. Vehicles should remain locked, with valuables placed out of sight, such as in a trunk.

Awareness and attentiveness are key to personal safety. Trusting your instincts in situations that feel unsafe, avoiding isolated areas when possible, and walking with a classmate or friend can help reduce risk. If an individual feels threatened or observes suspicious activity, they should contact WMU DPS or call 911 promptly. By taking these precautions and maintaining situational awareness, members of the campus community help contribute to the overall safety of everyone.

### **Rave Guardian Smartphone App:**

Students, faculty, and staff are encouraged to use the free Rave Guardian App. Users can create an account using their @wmich.edu email address. The app offers several safety features, including:

- **Virtual Walking Escort:** Uses GPS location and allows users to set a safety timer that alerts designated guardians or campus safety if they do not check in at their destination.
- **Anonymous Tip Submission:** Users can send anonymous tips to WMU Public Safety, including text, photos, and GPS location, to report suspicious activity or safety concerns. Users can choose to remain anonymous each time they submit a tip. Note: This feature is not monitored 24/7 and should not be used for emergencies or crimes in progress.
- **Easy Access to Resources:** Provides a custom directory of WMU's important numbers and quick links to the WMU Public Safety website, the goWMU portal, and other relevant content.
- **Alerts and Advisories:** Keeps users informed with WMU alerts and notifications.

## **Campus Building Security**

Western Michigan University is a public institution. During business hours, university facilities (excluding housing facilities and areas deemed restricted to the general public) will be open to students, employees, contractors, and visitors. During non-business hours, access to all university facilities is by key or other electronic access control devices. Access for authorized individuals can be obtained through WMU DPS's Security Systems Division.

To protect the safety of the campus community, university officials may ask individuals to identify themselves. People should identify themselves by providing their name, address, and affiliation to the university. A person may be asked to provide identification such as a driver's license or student ID. If a person fails or refuses to comply, they may be asked to leave or may be removed from the building or campus. WMU Police Officers conduct routine patrols of campus buildings to evaluate and monitor security related matters.

## **Residence Hall Security**

All interior residence hall doors to the living areas are locked 24 hours a day. Non-residents must be escorted through these doors by a resident host. Exterior doors are locked 24 hours a day, and residents are expected to enter only through the front door. The following hall complexes are the exceptions:

- Ackley/Shilling and Western Heights - The main exterior doors are unlocked during the hours of campus tours for Admitted Student and Open House Events.

To enter the main entrance and interior security doors, residents must use their student ID card. Keys to their own rooms are provided to residents when they move in. Keys and ID cards should never be loaned to anyone. The remaining exterior doors cannot be opened by key or card access by residents.

Each residence hall room has a deadbolt door lock, and an effective lock changing procedure is in place. All resident rooms located on the ground floor and those on roof levels are furnished with wooden rods that prevent the window from being opened from the outside. The Hall-Archer-Pickard rooms have window security latches. Student room doors leading to the corridor are equipped with a chain lock. In halls with shared bathrooms adjacent to the student room, the room side of the bathroom door is equipped with a lock.

Residence halls are staffed by a professional hall director and graduate assistant hall director who lives in the hall. Several resident assistants live on the floors. Someone is always available to assist residents in responding to or reporting crime.

Spindler Hall is a historic residence hall run like an apartment. To be eligible to live at Spindler Hall, one must either be a WMU graduate student, an undergraduate senior, or a non-traditional student at least 21 years of age. There is card access for security. The main entrance doors are locked 24 hours a day.

## **WMU Campus Apartment Security**

At each apartment complex, the outer walkways are well-lit for safety and protection. Stadium Drive apartments have an individual exterior entry door. At Western View and Arcadia Flats, each group of apartments share a common key card entry door equipped with security cameras, a key to the individual apartment door, and separate key locks on each bedroom door. Exterior doors are locked 24 hours a day. Arcadia Flats require card access for both the elevator and stairwell. Additionally, Arcadia Flats residents only have access to floors in which they reside. Each complex has at least one resident manager on staff.

## **Maintenance of Campus Facilities**

The Facilities Management Department maintains University buildings and grounds with a concern for safety and security. It inspects campus facilities regularly, makes repairs affecting safety and security, and responds to reports of potential safety and security hazards such as broken windows and locks. Public Safety staff (including student watch and escort service employees), residence hall staff, and building coordinators collect and report maintenance needs concerning lighting and building security to facilities management.

Any member of the university community may report equipment problems to Facilities Management by submitting a Bronco Fix-It at: <https://wmich.edu/facilities/maintenance/fixit>

## **Missing Student Notification Policy**

Western Michigan University recognizes the importance of safety for our on-campus living communities. The purpose of this policy is to establish the process for responding to reports of missing students as required by the Higher Education Opportunity Act of 2008. This policy applies to WMU students who reside in on-campus housing, including on-campus apartments.

### **Emergency Contact Information Designation**

1. Students age 18 and over or emancipated minors are given the opportunity, when signing their residence hall contract or on-campus apartment lease, to designate an individual or individuals to be contacted by Western Michigan University no more than 24 hours after the time that the student is determined to be missing in accordance with procedures of this policy. A designation will remain in effect until changed or revoked by the student.
2. Students under the age of 18: In the event a student who is not emancipated is determined to be missing pursuant to the procedures set forth below, the University is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing, in addition to notifying any additional contact person designated by the student.
3. Residence hall students are given the opportunity to provide their emergency contact persons and telephone numbers when completing their residence hall contract.
4. Apartment residents are given the opportunity to provide their emergency contact persons and telephone numbers when completing their apartment lease.
5. All contact information provided by students will be registered confidentially and this information will be accessible only to authorized campus officials. This information may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation or as otherwise required by law.
6. The University encourages all students to provide personal emergency contact information.

## **Notification Procedures for Missing Persons**

1. Any individual on campus who has information that a residential student may be missing must notify the Department of Public Safety, via KCCDA, immediately by telephone (269) 488-8911. The Department of Public Safety will gather all essential information about the residential student from the reporting person and from the student's acquaintances (i.e. description, clothes last worn, where the student might be, who the student might be with, vehicle description, cell phone records, class schedule, information about the student's physical and mental well-being, up-to-date photograph, etc.).
2. Appropriate campus staff will be notified to aid in the search for the student.
3. If the above actions are unsuccessful in locating the student, or it is immediately apparent that the student is a missing person (i.e. witnessed abduction), the Department of Public Safety will assume all facets of the investigation.
4. No later than 24 hours after determining that a residential student is missing, the Vice President for Student Affairs or designee will notify the emergency contact for students 18 years of age and older, or the parent or guardian for students under the age of 18. Contact is contingent upon the correct emergency contact information being made available by the student. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, the institution will notify the local law enforcement agency that has jurisdiction in the area within 24 hours that the student is missing.

The Department of Public Safety will enter the missing person's name into the Michigan Law Enforcement Information Network and into the National Crime Information Center systems. The Department of Public Safety will comply with applicable laws and general orders in effect at the time of the missing person notification.

For all missing students, WMU will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

## **Alcohol and Drug Policy**

Under the **Drug Free Workplace Act and the Drug Free Schools and Communities Act**, Western Michigan University is required to have an alcohol and other drug policy and distribute this policy annually to all employees and students. This policy outlines the University's standards of conduct prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on WMU property, or as part of any of its activities; disciplinary and legal sanctions under state, federal, or local law for violation; health risks associated with use of illicit drugs and the abuse of alcohol; a description of any available drug or alcohol counseling, treatment, or rehabilitation or re-entry programs; and a biennial review of the program. The biennial review is available online at: <https://wmich.edu/studentaffairs/drug-free>

Western Michigan University complies with federal, state, and local laws including those that regulate the possession, use, and sale of alcoholic beverages and controlled substances as well as the associated penalties. Such penalties, which include probation, fines, and/or imprisonment, may be imposed by judicial authorities on individuals who violate these laws, notwithstanding any penalty imposed by WMU.

In addition to criminal prosecution, the Student Code – available online at: <https://wmich.edu/studentrights/code> - details alcohol and drug offenses and potential discipline for students ranging from warnings to expulsion from the University.

The WMU DPS actively enforces laws concerning alcohol and illegal drugs including the following:

- Distribution, use, or possession of any illegal drug or controlled substance
- Possession and/or consumption of alcoholic beverages by individuals under 21 years of age
- Illegal possession or consumption of an alcoholic beverage in a public place
- Driving under the influence of an alcoholic beverage or controlled substance

The University prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the workplace. All employees must abide by the terms of this drug-free workplace policy. Employees violating such prohibition will be subject to disciplinary action, up to and including discharge.

## **Alcohol and Drug Education Programs**

There are many adverse health effects associated with the misuse of drugs and alcohol. They include, but are not limited to:

- A weakened immune system
- Mental health challenges including depression, anxiety, aggression, hallucination and more
- Heart conditions ranging from abnormal heart rates to heart attacks
- Collapsed veins and blood vessel infections
- Nausea and abdominal pain
- Liver disease
- Lung disease
- High blood pressure
- Stroke
- Certain cancers

For further information, please visit The National Institute on Drug Abuse at: <https://nida.nih.gov/>

New students receive information about substance use, abuse, and prevention as well as relevant WMU resources at:

- Orientation – presented by Student Rights and Responsibilities and Health Promotion and Education
- Fall Welcome W.O.W. (Wheel of Well-being) Game Show – presented by Health Promotion and Education
- Mandatory floor meetings – presented by Residence Hall Staff

New first year domestic undergraduate students are also required to complete an online alcohol education module. Both Public Safety and Health Promotion and Education presentations at First Year Experience classes include alcohol and drug information. Health Promotion and Education also has an alcohol risk reduction program including education and early intervention for substance-related sanctions. The intercollegiate athletics department has drug and alcohol education programs for student athletes.

Alcohol education and substance abuse programs are also available at Behavioral Health Services located in the WMU Unified Clinics at 1000 Oakland Drive. Students may seek on-campus help for substance abuse concerns. Substance use disorder and other behavioral health treatment services are provided by therapists who have extensive training in the delivery of assessment, individual, group and family treatment services. Confidential service is provided to students who seek assistance or are referred for assessment. Additional information is on their website: <https://wmich.edu/unifiedclinics/about/behavioral>

Employees with substance abuse concerns are encouraged to take advantage of WMU's Employee Assistance Program, Behavioral Health Services, and Sindecuse Health Center.

## **Weapons Policy**

Western Michigan University is a weapon free school. By order of the Board of Trustees:

“No person shall possess on University property any firearms or other dangerous weapons with the exception of police officers, transfer agents licensed to carry weapons and persons using any such weapons for class instruction when authorized by the dean of the appropriate college”. Any student, faculty member or other University employee violating this rule shall be subject to suspension or dismissal. Any person violating this rule may be subject to criminal prosecution.

*The Student Code states:*

The possession, use, or storage of weapons is prohibited on University owned or controlled premises and at University sponsored events without authorization from the appropriate

University official. Using or possessing a weapon, even with proper authorization, in a manner that harms, threatens or causes fear in others, or is otherwise in violation of the Weapons on Campus Policy contained in the Registered Student Organization Handbook, is also prohibited. Prohibited weapons include, but are not limited to, the following:

- Any firearm either long gun or handgun, or any device which fires any type of projectile using gunpowder as a propellant.
- Any bb or pellet gun, or device that fires a projectile using compressed air, CO<sub>2</sub>, or other gas as a propellant. This includes “airsoft” and paintball guns.
- Edged weapons including any folding or fixed blade knives, daggers, dirks, swords, axes, machetes, bows and arrows, or any other sharp object fashioned or used as such objects.
- Martial arts devices such as nun chucks, bokken, throwing stars, throwing knives, bow staffs, sai, tonfas, or any other device considered a dangerous weapon.
- Stun gun or taser, or any device that produces electrical current intended to disable or injure a person either permanently or temporarily.
- Any device made specific, crafted, or used with the intended purpose of causing harm to a person.

*Exceptions:*

- Kitchen knives are permitted as long as they are used for the intended culinary purposes.
- Pepper spray or any chemical irritant that contains 10% or less of oleoresin capsicum is permitted on campus property.

## **Disclosures to Alleged Victims of Crimes**

WMU will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such a crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## **Daily Crime Log**

The daily crime log is a record of criminal incidents reported to WMU Public Safety. Maintained by WMU DPS, each entry lists the nature of the crime, the date and time it was reported, the date and time it occurred, the general location of the crime, and the

disposition of the complaint if known. The log includes the most recent 60 days of crime reports and is online at: <https://www.wmudps.wmich.edu/crime-log.php> or available at WMU Public Safety, 511 Monroe, Kalamazoo, MI.

Any portion of the log that is more than 60 days old, but less than 7 years old, is available within two business days of a request for public inspection. Portions of the log more than 7 years old may not be available. Case status (disposition) is updated in the crime log as information becomes available to ensure accuracy and transparency.

## **Crime Categories and Definitions**

The Clery Act requires institutional reporting on the following four general categories of crime statistics: criminal offenses, hate crimes, Violence Against Women Act offenses, and arrests and referrals for disciplinary action as defined below.

The definitions for Murder, Manslaughter by Negligence, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System User Manual from the FBI's Uniform Crime Reporting Program.

Fondling, Incest, and Statutory Rape definitions are from the FBI's National Incident Based Reporting System Data Collection Guidelines edition of the UCR.

Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual.

Domestic Violence, Dating Violence, and Stalking definitions are provided by the Violence Against Women Act of 1994.

### **Criminal Offenses:**

***Murder/Non-Negligent Manslaughter:*** the willful (non-negligent) killing of one human being by another.

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

***Sexual Assault (Sex Offenses)*** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

**Rape:** the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

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

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

**Statutory Rape:** sexual intercourse with a person who is under the statutory age of consent.

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

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

**Burglary:** the unlawful entry of a structure to commit a felony or a theft.

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

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

## **Hazing:**

**Hazing** is the intentional, knowing or reckless act committed by a person, whether individually or in concert with others, against another person or persons, regardless of the willingness of such other person or persons to participate that:

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as

the physical preparation necessary for participation in an athletic team), of physical or psychological injury including:

- Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body or similar activity;
- Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
- Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs or other substances;
- Causing, coercing, or otherwise inducing another person to perform sexual acts;
- Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- Any activity against another person that includes a criminal violation of local, state, tribal or federal law;
- Any activity that induces, causes or requires another person to perform a duty or task that involves a criminal violation of local, state, tribal or federal law.

A student organization is defined as an organization at the University (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the University, whether or not the organization is established or recognized by the institution.

***NOTE: In accordance with the Stop Campus Hazing Act of 2024, hazing statistics will not be included in the Annual Security and Fire Safety Report until 2026.***

## **Hate Crimes:**

A **Hate Crime** is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Hate crimes include any of the above criminal offenses except manslaughter by negligence.

In addition, any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property are included in the Clery Act statistics only if they are hate crimes. Otherwise, these crime classifications are not reported under Clery.

**Larceny-Theft:** the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. *Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.*

**Simple Assault:** an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**Destruction/Damage/Vandalism of Property:** to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or person having custody or control of it.

**Intimidation:** to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

## Categories of Bias:

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate/bias crime. There are eight categories of hate (bias):

**Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

**Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

**Sexual Orientation:** A preformed negative opinion or attitude toward a

group of persons based on their actual or perceived sexual orientation.

**Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

**Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

**Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

**National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

## **Violence Against Women Act Offenses:**

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

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

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

## Arrests and Referrals for Disciplinary Action:

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

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

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

## VAWA Definitions: Local Jurisdiction

The Clery Act also requires that the definitions for **dating violence**, **domestic violence**, **sexual assault**, **stalking**, and **consent** as defined by the local jurisdiction are provided for educational and awareness purposes. Where applicable, Michigan Compiled Law definitions for these terms are shown below.

**Consent:** Michigan law does not define the term “consent” in reference to sexual activity. In the WMU sexual misconduct policy, consent is defined as “an affirmative, conscious decision by each participant to engage in mutually agreed upon sexual activity. Participants must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.”

**Dating violence:** In Michigan, dating violence is an act of domestic violence against an individual with whom the perpetrator has or has had a dating relationship. A dating relationship means “frequent, intimate associations primarily characterized by the expectation of affectional involvement. It does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context.” [MCL

400.1501 (b)]

**Domestic violence** [MCL 400.1501 (d) Definitions] means the occurrence of any of the following acts by a person that is not an act of self-defense:

- (i) Causing or attempting to cause physical or mental harm to a family or household member.
- (ii) Placing a family or household member in fear of physical or mental harm.
- (iii) Causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force, or duress.
- (iv) Engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

In Michigan, domestic violence also includes an individual who assaults or assaults and batters his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of his or her household. [MCL 750.81 (2)]

**Sexual Assault** means assault with intent to commit criminal sexual conduct. [MCL 600.2157a (c)] Michigan law has four degrees of criminal sexual conduct. First Degree and Third Degree require sexual penetration defined as “sexual intercourse, cunnilingus, fellatio, anal intercourse, or any other intrusion, however slight, of any part of a person's body or of any object into the genital or anal openings of another person's body, but emission of semen is not required.” [MCL 750.520a (r)] Second Degree and Fourth Degree require sexual contact and includes “the intentional touching of the victim's or actor's intimate parts or the intentional touching of the clothing covering the immediate area of the victim's or actor's intimate parts, if that intentional touching can reasonably be construed as being for the purpose of sexual arousal or gratification, done for a sexual purpose, or in a sexual manner for: revenge, to inflict humiliation, out of anger.” [MCL 750.520a (q)]

**Stalking** means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested. [MCL 750.41h(1)(d)].

## Unfounded Crimes

A crime may be classified as unfounded only after a full investigation by sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless. The

number of unfounded crimes will be posted at the bottom of the crime statistics pages for each WMU campus.

## **Crime Statistics by Campus**

The crime statistics for the preceding three calendar years are shown for each specific campus, as defined by the Clery Act. University owned or controlled locations that do not qualify as separate campuses per the Clery Act result in crime statistics being added to the non-campus fields for WMU's main campus

Since Michigan law includes dating violence in domestic violence, dating violence incidents having occurred in Michigan are included in the domestic violence category.

Statistics are reported for Clery crimes that occur in on campus, on public property within or immediately adjacent to the campus, and in or on non-campus buildings that the institution owns or controls. The Clery Act defines each of these geographic categories as follows:

**On campus:** *Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).*

Note: on-campus student housing is included in the "All On-Campus Property," and it is also a separate subset (On-Campus Residential). Under the *Clery Act*, an institution that has on-campus student housing facilities must separately disclose two sets of on-campus statistics:

- The total number of crimes that occurred on campus, **including** crimes that occurred in student housing facilities; and
- The number of crimes that occurred in on-campus student housing facilities as a subset of the total.

**Non-Campus:** *Any building or property owned or controlled by a student organization that is officially recognized by the institution, or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.*

Note: Also included in the non-campus category are lodgings associated with off-campus school-sponsored trips that either are a repeated use of a location or a short-stay "away" trip of more than one night. In addition, off-campus trips include all locations

used by the students that WMU controlled during the trips to support educational purposes.

**Public Property:** *All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.*

Note: Public property refers to property owned by a public entity, such as a city or state government. Public property does not include anything beyond the second sidewalk. (If there isn't a second sidewalk, it doesn't include anything beyond the street.)

WMU annually makes a good faith effort to obtain crime statistics from other law enforcement agencies for inclusion. At times, the requested statistics are not available in a usable format for Clery Act reporting or not all law enforcement agencies respond.

**Western Michigan University:  
Crime Statistics for Kalamazoo, MI: Main Campus**

Reportable Crimes	All On-Campus Property			Non-Campus Property			Public Property			2024 Grand Total	On Campus Residential Only		
	2022	2023	2024	2022	2023	2024	2022	2023	2024		2022	2023	2024
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses													
Rape	11	8	3	1	1	0	0	0	0	3	10	8	3
Fondling	4	2	4	1	1	0	0	0	0	4	1	0	2
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	1	0	0	0	1	0	0	0
Robbery	2	0	1	0	0	0	0	0	0	1	0	0	0
Domestic Violence*	4	5	8	0	0	1	0	1	2	11	3	5	4
Dating Violence*	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	4	2	1	0	4	1	0	0	0	2	3	0	0
Aggravated Assault	1	3	1	1	1	1	1	1	1	3	0	1	1
Burglary	7	1	5	2	1	1	0	0	0	6	2	0	2
Motor Vehicle Theft	5	6	13	2	4	3	0	0	0	16	0	0	0
Arson	1	1	0	0	0	0	0	0	0	0	1	1	0

**ARRESTS**

Weapons Law Violations	1	0	0	1	0	0	6	1	2	2	0	0	0
Drug Law Violations	2	0	2	0	0	0	2	2	1	3	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0

**REFERRALS**

Weapons Law Violations	1	0	2	0	0	0	0	0	0	2	1	0	1
Drug Law Violations	1	0	0	0	0	0	0	0	0	0	1	0	0
Liquor Law Violations	0	0	1	0	0	0	0	0	0	1	0	0	1

**Hate Crimes:** There were two reported intimidation hate crimes on campus characterized by racial bias for the year 2022. There were no reported hate crimes for the year 2023. There were three reported hate crimes in 2024- two intimidation hate crimes on campus characterized by racial bias, and one intimidation hate crime on campus characterized by national origin.

**Unfounded Crimes:** There was two unfounded crimes in 2022, four unfounded crimes in 2023, and one unfounded crime in 2024.

**Note:** Minor in possession of alcohol offenses were decriminalized in Michigan starting in January of 2018. Also, most possession of marijuana offenses were decriminalized in December of 2018.

**\*Dating Violence:** Dating (intimate relationship) violence is considered domestic violence under Michigan law. Therefore, dating violence is considered domestic violence for incidents in Michigan. Some non-campus incidents may be categorized as dating violence if they occurred outside of Michigan.

**Western Michigan University:  
Crime Statistics for Kalamazoo, MI: Floyd Hall - College of Engineering**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property			2024 Grand Total	
	2022	2023	2024		2022	2023	2024		2022	2023	2024		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	1		0	0	0		1	0	0		1
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	3		0	0	0		0	0	0		3
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

**ARRESTS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

**REFERRALS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

**Hate Crimes:** There were no reported hate crimes in 2022, 2023, or 2024.

**Unfounded Crimes:** There were no unfounded crimes in 2022, 2023, or 2024.

**Note:** The WMU College of Engineering is not considered a regional location. WMU considers it an extension of main campus for course registration purposes. However, per Clery Act guidelines, it is considered a separate campus for statistical reporting purposes because it is more than 1 mile from the contiguous main campus location and has University administrators on site.

**Western Michigan University:  
Crime Statistics for Battle Creek, MI – College of Aviation**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property				2024 Grand Total
	2022	2023	2024		2022	2023	2024		2022	2023	2024		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		0	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	0	0		0
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		0	0	0		0
Aggravated Assault	0	0	0		0	0	0		0	0	0		0
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0		0
Arson	0	0	0		0	0	0		0	0	0		0

**ARRESTS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

**REFERRALS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

**Hate Crimes:** There were no reported hate crimes in 2022, 2023, or 2024.

**Unfounded Crimes:** There were no unfounded crimes in 2022, 2023, or 2024.

**Western Michigan University:  
Crime Statistics for Benton Harbor, MI – Southwest**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property			2024 Grand Total	
	2022	2023	2024		2022	2023	2024		2022	2023	2024		
Murder		0	0			0	0			0	0		0
Manslaughter		0	0			0	0			0	0		0
Sex Offenses													
Rape		0	0			0	0			0	0		0
Fondling		0	0			0	0			0	0		0
Incest		0	0			0	0			0	0		0
Statutory Rape		0	0			0	0			0	0		0
Domestic Violence		0	0			0	0			0	0		0
Dating Violence		0	0			0	0			0	0		0
Stalking		0	0			0	0			0	0		0
Robbery		0	0			0	0			0	0		0
Aggravated Assault		0	0			0	0			0	0		0
Burglary		0	0			0	0			0	0		0
Motor Vehicle Theft		0	0			0	0			0	0		0
Arson		0	0			0	0			0	0		0

**ARRESTS**

Weapons Law Violations		0	0			0	0			0	0		0
Drug Law Violations		0	0			0	0			0	0		0
Liquor Law Violations		0	0			0	0			0	0		0

**REFERRALS**

Weapons Law Violations		0	0			0	0			0	0		0
Drug Law Violations		0	0			0	0			0	0		0
Liquor Law Violations		0	0			0	0			0	0		0

**Hate Crimes:** There were no reported hate crimes in 2023 or 2024.

**Unfounded Crimes:** There were no unfounded crimes in 2023 or 2024.

**Note:** This campus was reactivated in 2023.

**Western Michigan University:  
Crime Statistics for Grand Rapids, MI – Downtown Campus**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property			2024 Grand Total	
	2022	2023	2024		2022	2023	2024		2022	2023	2024		
Murder	0	0	0		0	0	0		0	0	0		0
Manslaughter	0	0	0		0	0	0		0	0	0		0
Sex Offenses													
Rape	0	0	0		0	0	0		0	0	0		0
Fondling	0	0	0		2	0	0		0	0	0		0
Incest	0	0	0		0	0	0		0	0	0		0
Statutory Rape	0	0	0		0	0	0		0	0	0		0
Domestic Violence	0	0	0		0	0	0		0	1	1		1
Dating Violence	0	0	0		0	0	0		0	0	0		0
Stalking	0	0	0		0	0	0		0	0	0		0
Robbery	0	0	0		0	0	0		1	1	2		2
Aggravated Assault	0	0	0		0	0	0		5	7	6		6
Burglary	0	0	0		0	0	0		0	0	0		0
Motor Vehicle Theft	0	0	0		0	0	0		0	1	0		0
Arson	0	0	0		0	0	0		0	0	0		0

**ARRESTS**

Weapons Law Violations	0	0	0		0	0	0		0	2	1		1
Drug Law Violations	0	0	0		0	0	0		2	2	3		3
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

**REFERRALS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0		0
Drug Law Violations	0	0	0		0	0	0		0	0	0		0
Liquor Law Violations	0	0	0		0	0	0		0	0	0		0

**Hate Crimes:** There were no reported hate crimes in 2022, 2023, or 2024.

**Unfounded Crimes:** There were no unfounded crimes in 2022, 2023, or 2024.

**Western Michigan University:  
Crime Statistics for Taoyuan City, Taiwan – CKSM Global Learning Center**

Reportable Crimes	All On-Campus Property				Non-Campus Property				Public Property			2024 Grand Total
	2022	2023	2024		2022	2023	2024		2022	2023	2024	
Murder	0	0	0		0	0	0		0	0	0	0
Manslaughter	0	0	0		0	0	0		0	0	0	0
Sex Offenses												
Rape	0	0	0		0	0	0		0	0	0	0
Fondling	0	0	0		0	0	0		0	0	0	0
Incest	0	0	0		0	0	0		0	0	0	0
Statutory Rape	0	0	0		0	0	0		0	0	0	0
Domestic Violence	0	0	0		0	0	0		0	0	0	0
Dating Violence	0	0	0		0	0	0		0	0	0	0
Stalking	0	0	0		0	0	0		0	0	0	0
Robbery	0	0	0		0	0	0		0	0	0	0
Aggravated Assault	0	0	0		0	0	0		0	0	0	0
Burglary	0	0	0		0	0	0		0	0	0	0
Motor Vehicle Theft	0	0	0		0	0	0		0	0	0	0
Arson	0	0	0		0	0	0		0	0	0	0

**ARRESTS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0	0
Drug Law Violations	0	0	0		0	0	0		0	0	0	0
Liquor Law Violations	0	0	0		0	0	0		0	0	0	0

**REFERRALS**

Weapons Law Violations	0	0	0		0	0	0		0	0	0	0
Drug Law Violations	0	0	0		0	0	0		0	0	0	0
Liquor Law Violations	0	0	0		0	0	0		0	0	0	0

**Hate Crimes:** There were no reported hate crimes in 2022, 2023, or 2024.

**Unfounded Crimes:** There were no unfounded crimes in 2022, 2023, or 2024.

## **Western Michigan University Regional Locations**

### **Battle Creek:**

College of Aviation  
237 North Helmer Rd  
Battle Creek, MI 49037  
(269) 964-6375

### **Benton Harbor:**

Lake Michigan College  
2755 E. Napier Avenue  
Benton Harbor, MI 49022  
(269) 934-1500

### **Grand Rapids:**

WMU Grand Rapids Downtown  
200 Ionia Ave SW  
Grand Rapids, MI 49503  
(616) 771-4100

### **Taoyuan City, Taiwan:**

CKSM Global Learning Center  
7F, NO. 286, Sec. 3, Sanmin Rd., Taoyuan Dist. Taoyuan  
City 330, Taiwan (R.O.C.)  
03-3314345

## **Stop Campus Hazing Act**

The Stop Campus Hazing Act (SCHA), enacted on December 23, 2024, amends Section 485(f) of the Higher Education Act— previously known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Act also renames it the Jeanne Clery Campus Safety Act, reflecting its broader focus on campus safety. By prioritizing prevention and transparency, the SCHA requires institutions of higher education that participate in federal student aid programs to include all hazing incidents reported to campus security authorities or local law enforcement in their Annual Security Report.

Hazing is against the law. Both state and federal law prohibit hazing.

### **Michigan Hazing Law – “Garret’s Law”**

Hazing is against the law in Michigan, per “Garret’s Law,” which is defined under M.C.L.A 750.411(t). Hazing may result in criminal prosecution resulting in fines and imprisonment.

“Garret’s Law” defines hazing as an intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical health or safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization. Hazing includes any of the following that is done for such a purpose:

Physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.

Physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics, that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual.

Activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the individual to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual.

Activity that induces, causes, or requires an individual to perform a duty or task that involves the commission of a crime or an act of hazing.

### **Stop Campus Hazing Policy**

Western Michigan University (“WMU” or the “University”) is committed to creating and maintaining a safe campus community that is free from violence. Hazing is inconsistent with the University’s values and educational mission. Hazing is strictly prohibited, and will not be tolerated within any campus organization, athletic program, student group, or other University-affiliated activities as requirements

for membership, advancement, or continued good standing in organizations and/or in activities as otherwise defined herein.

### **Summary of contents/major changes**

This is a new policy, enacted by WMU to comply with the Stop Campus Hazing Act amendments to the Jeanne Clery Campus Safety Act, 20 U.S.C. § 1092(f), and its implementing regulations, 34 C.F.R. § 668.46.

### **Purpose of Policy**

The purpose of this Policy is to enable and require all members of the University Community to comply with the Stop Campus Hazing Act (Public Law 118–173) amendments to the Jeanne Clery Campus Safety Act 20 U.S.C. § 1092(f) and implementing regulations at 34 C.F.R. § 668.46 (collectively, the “Clery Act”).

### **Stakeholders Most Impacted by the Policy**

This Policy applies to the entire WMU Community, including but not limited to all WMU students, student organizations, and employees (including faculty and staff) at all WMU locations.

### **Key Definitions**

Hazing – For purposes of this Policy and for purposes of reporting statistics on hazing incidents as required by the Stop Campus Hazing Act ( “SCHA”), WMU defines the term ‘hazing’ consistent with the SCHA definition, as any intentional, knowing, or reckless act committed by a person (individually or in concert with other persons) against another person or persons, regardless of the willingness of such other person(s) to participate, that--

is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including—

whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;

causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;

causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;

causing, coercing, or otherwise inducing another person to perform sexual acts;

any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;

any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and

any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law."

**Student Organization:** For purposes of this Policy, WMU defines "student organization" consistent with the SCHA definition, as an organization at the University (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the University, whether or not the organization is established or recognized by the institution.

### **Full Policy Details**

This Policy prohibits all hazing as defined in the SCHA and requires the WMU Community to comply with the Clery Act (as amended by the SCHA) and its implementing regulations.

### **Create and Maintain Required Statements**

This Policy requires WMU's Division of Student Affairs to create and maintain for the WMU Community –

(A) Statement of WMU's current policies relating to hazing (as that term is defined by WMU), how to report incidents of such hazing at WMU, and the process WMU uses to investigate such incidents of hazing. The Statement shall also include information regarding applicable local, State, and Tribal laws on hazing.

(B) Statement of WMU policy regarding prevention and awareness programs related to hazing (as defined by the institution) that includes a description of research-informed campus-wide prevention programs designed to reach students, staff, and faculty, which includes the information regarding policies as described in paragraph (A) above; and primary prevention strategies intended to stop hazing before hazing occurs, which may include skill building for bystander intervention, information about ethical leadership, and the promotion of strategies for building group cohesion without hazing.

### **Communication - Campus Hazing Transparency Report**

WMU's Office of Student Rights and Responsibilities shall annually prepare a Campus Hazing Transparency Report as required by the SCHA and include a statement of WMU's current policies related to hazing in the Annual Security Report (ASR) required by the Clery Act.

## **Implementation**

WMU's Division of Student Affairs will create and maintain a campus-wide Hazing Prevention Training Program consistent with the SCHA's requirements, including –

Develop or revise hazing policies on campus.

Ensure the policy includes a definition of hazing, how to report incidents of hazing, and the process used to investigate incidents of hazing.

Include information on applicable local, State, and Tribal laws on hazing.

Incorporate into existing hazing policy information regarding hazing prevention or develop a separate hazing prevention policy.

Ensure the policy includes education on WMU's hazing policy or policies as well as primary prevention strategies intended to stop hazing before it occurs.

Identify what prevention programs will be used for primary prevention of hazing.

Establish a programming schedule for students, staff, and faculty.

## **Hazing Awareness, Education, and Prevention**

This Policy requires WMU to establish and maintain programming to raise awareness and educate the WMU Community regarding hazing and to promote and implement hazing prevention strategies.

## **WMU Hazing Prevention Team and Response Taskforce**

WMU shall authorize and require a task force of appropriate members of the WMU Community (which may be referred to as the WMU Hazing Prevention Team and Response Taskforce) to formally and effectively provide hazing prevention efforts throughout the WMU Community and campuses and create a streamlined process for responding to and investigating reports of hazing.

## **Exceptions**

Nothing in this Policy shall be construed to affect the rights (including remedies and procedures) available to persons under the First Amendment of the Constitution of the United States or rights to due process.

## **Accountability -- WMU Hazing Investigation/Resolution Process**

The WMU Hazing Prevention Team and Response Taskforce will create, maintain, and publish a mechanism for members of the WMU Community to report incidents of hazing, and to make clear the process used to investigate incidents of hazing at WMU. WMU will further define and publish to appropriate audiences the disciplinary actions and sanctions which will apply to various members of

the WMU Community (including students, administrators, faculty, and staff) who fail to follow this Policy.

## **Related Procedures and Guidelines**

### **WMU Student Code of Conduct**

Article IV, B. 10 of WMU's Student Code of Conduct, defines hazing is as –

Any act which endangers the mental or physical health or safety of a person, embarrasses, frightens, or degrades a person or which destroys or removes public/private property, for the purpose of initiation, admission into, or affiliation with, or as a condition for continued membership, in a group, organization/team. The expressed or implied consent of the alleged person against whom the actions have been taken will not be a defense. Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this rule.

In addition, according to the state of Michigan's "Garret's Law," senate bill #783, hazing may result in criminal prosecution resulting in fines and imprisonment. Hazing can also be defined as any action or situation which intentionally or unintentionally endangers a student seeking admission into or affiliation with any student organization. In addition, any other activities which are not consistent with policy, law or the regulations and policies of the educational institution will constitute hazing. Hazing is in direct opposition to the educational mission of the institution.

### **WMU Registered Student Organization (RSO) Handbook**

WMU's RSO Handbook includes a statement that hazing is in direct opposition to WMU's educational mission, strictly prohibits hazing by any RSO, and defines hazing consistent with the definitions in Michigan's Garret's Law and the WMU Student Code of Conduct.

### **Hazing Prevention Network**

WMU recognizes the Hazing Prevention Network (HPN) as a resource for information about preventing hazing. HPN's stated goal is to educate people about the dangers of hazing, advocate for change, and engage the community in strategies to prevent hazing. HPN defines "hazing" as any action or situation created, intentionally or recklessly, to initiate or affiliate with a group that endangers the mental or physical health or safety of an individual, or causes them to violate the law or institutional policies. It encompasses activities that humiliate, degrade, abuse, or endanger individuals, regardless of their willingness to participate.

### **How To Report Hazing:**

**Emergency Assistance:** Any hazing incident involving a crime, an emergency, or imminent threat to the health or safety of any person should be reported immediately to the police by calling: **911**.

## Non-Emergency:

**Public Safety:** Non-emergency hazing acts or potential acts can be reported in person at 511 Monroe St. Kalamazoo, MI 49006 or by calling: **269-488-8911**.

**Hazing Report Form:** Report an incident using the WMU Hazing Prevention Team and Response Taskforce online reporting tool:

[https://cm.maxient.com/reportingform.php?WesternMichiganUniv&layout\\_id=100](https://cm.maxient.com/reportingform.php?WesternMichiganUniv&layout_id=100)

**Office of Student Rights and Responsibilities:** Faunce Student Services Building, Room 2305, (269) 387-2160, or using the online contact form:

<https://wmich.edu/studentrights/contact>

**Student Complain Form:** For student complaints, concerns or problems, please use the Formal Student Complaint Form: <https://wmich.edu/ombudsman/complaints>

**Student Concern Form:** Report your concern regarding a WMU student who has experienced hazing using the Student Concern Form:

<https://wmich.edu/studentaffairs/concern>

**Anonymous Hotline:** Concerns about hazing may also be reported anonymously through the WMU EthicsPoint Hotline:

<https://secure.ethicspoint.com/domain/media/en/gui/32661/index.html>

## Hazing Investigation/Resolution Process:

WMU investigates all hazing reports. Anyone involved may be subject to disciplinary actions.

Upon receipt of a report of hazing, the WMU's Hazing Prevention Team and Response Taskforce will review the report and conduct an assessment in a timely and appropriate manner.

**Assessment:** The Taskforce's assessment will likely include Taskforce members following up with the reporting party and/or complainant to learn more about the reported incident(s) and discuss relevant options, resources, and processes.

**Possible Taskforce Actions:** Depending on what is learned from the report and initial follow-up, the Taskforce may institute one or more of the following:

Offering Supportive measures for the complainant

Student Conduct may issue a Cease and Desist order to the students and/or student organization alleged to have engaged in hazing – the goal being to prevent additional harm during the Taskforce's investigation/resolution process.

**Investigation:** The Taskforce may conduct an investigation of the Hazing Complaint or allegation to determine whether the student organization and/or individual students have acted in violation of WMU's hazing policy or policies. Following the Investigation, the Taskforce will determine whether sanctions and/or disciplinary actions may warranted for the student organization and/or individuals involved.

**Consultation and/or Referral:** If the Taskforce determines that hazing most likely did occur and that sanctions and/or disciplinary actions are likely warranted, the Taskforce will refer the matter to the appropriate WMU offices and/or departments, as well as to the appropriate law enforcement agencies, where appropriate.

**WMU Internal Referrals:** WMU may refer the matter to the appropriate WMU office(s) to initiate the RSO conduct process, student conduct process, and/or other relevant resolution process, which will proceed to determine whether the student organization and/or individual students violated WMU policy, and if so, whether sanctions/ actions are warranted.

Student organization conduct will be addressed via the RSO Conduct procedures in the RSO handbook.

Individual student conduct will be addressed via the Student Conduct Process in the Student Code.

**External Referrals:** Where appropriate, the Taskforce will contact law enforcement officials to report the alleged acts of hazing.

If a report of hazing involves behavior that may constitute a Clery Act crime, the University will evaluate and handle it in accordance with applicable federal regulations. When appropriate, the University will provide timely notifications to the campus community consistent with Clery Act requirements.

### **Hazing Prevention and awareness programs:**

The WMU Community provides a variety of opportunities for its students, staff and faculty to gain hazing awareness by receiving hazing prevention education. Hazing education and prevention work is a continual effort to educate and empower students to better understand what hazing is, how to report it, and how to speak out and stand up to change hazing culture within their organizations.

WMU Hazing Prevention and Awareness Programs include – (1) research-informed campus-wide prevention programs designed to reach students, staff, and faculty, which includes the information regarding WMU hazing policies; and (2) primary prevention strategies intended to stop hazing before hazing occurs, which may include skill building for bystander intervention, information about ethical leadership, and the promotion of strategies for building group cohesion without hazing.

**Examples:** Some of WMU’s current and past Hazing Prevention and Awareness Programs include:

**Office of Student Engagement:** Each year, the Office of Student Engagement hosts several events throughout National Hazing Prevention Week (NHPW) to educate campus on the definition and spectrum of hazing, prompt dialogue around building and maintaining healthy student communities, and encourage students to take the Hazing Prevention Pledge. In 2023 and 2024, NHPW events included a resource fair, viewing of the documentary “Hazing”, dialogue around healthy relationships and a talk from Hazing Prevention Speaker, Travis Apgar, from CAMPUSPEAK.

**Registered Student Organizations (RSOs):** Throughout the academic year, Registered Student Organizations (RSOs) may integrate hazing education into their new member processes and regular meetings.

**Campus Departments:** Additionally, campus departments offer hazing education, such as Greek 101 and Western H.E.R.O.E.S. bystander intervention training.

**WMU Hazing Prevention Team and Response Taskforce:** Western Michigan University’s Hazing Prevention Team and Response Taskforce works to formally and effectively provide hazing prevention efforts to campus and create a streamlined process for responding to and investigating hazing reports. In part, the WMU Hazing Prevention Team and Response Taskforce was officially established in response to the passing of The Stop Campus Hazing Act (S.2901, H.R.5646). The team includes the Assistant Director of Fraternity and Sorority Life, the Associate Dean of Students and Director of Student Rights & Responsibilities, and At-Large Members.

For additional information on WMU’s policies, reporting procedures, prevention and awareness efforts related to the Stop Campus Hazing Act, please visit: <https://wmich.edu/studentrights/students/hazing>

## **Sexual Assault Policy, Procedures, and Programs**

Western Michigan University recognizes that sexual assault is a serious problem that occurs among college students as well as within other segments of our society. The University makes a strong commitment to work toward the prevention of sexual assault within our community, to provide support and assistance to sexual assault victims, and to impose appropriate sanctions on those who are determined to be responsible for a sexual assault.

### **How to Be an Active Bystander:**

Bystanders play a critical role in the prevention of sexual and relationship violence. Individuals who observe violence or witness the conditions that perpetuate violence

but are not directly involved have the choice to intervene, speak up, or do something about it.

WMU promotes a culture of community where bystanders are actively engaged in the prevention of violence without causing further harm. Active bystanders may not know what to do even if they want to help. Below are some suggestions.

1. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.
2. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
3. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
4. Speak up when someone discusses plans to take sexual advantage of another person.
5. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
6. Refer people to on- or off-campus resources such as this document for support in health, counseling, or legal assistance.

**Risk Reduction:**

While the only person responsible for sexual assault is the one who commits the crime (and never the victim), the following is a list of some strategies that may assist in reducing one's risk (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org)):

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.

5. Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - a. Recognize that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.

b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

d. Make up a reason to leave, rather than stay and be uncomfortable, scared, or worse. For example you could say you need to take care of a friend or family member, or that you are not feeling well, or have to be somewhere else.

16. Make an escape plan for how to make a quick exit. Take note of other exits/entrances and whether there may be people or other emergency services nearby. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

### **Prevention Efforts:**

In a variety of ways, the University addresses the topic of sexual assault with students. The subject is presented in online training modules, by email, and in person through preventive and educational programs offered on campus. Students who participate in these programs receive information on the University and community resources for sexual assault victims. This information is also available at <https://wmich.edu/sexualmisconduct>.

The Office of Health Promotion and Education addresses the subject of sexual assault through educational programs, awareness events, and comprehensive prevention strategies. More information about sexual assault is available at <https://wmich.edu/healthpromotion/programs/sexual-assault-prevention-education>. To register for a scheduled workshop go to the Experience WMU online portal, or to request a program for your group call (269) 387-3263. This office also maintains a library of books, brochures, and other educational materials about sexual assault. In addition, a variety of programs and activities are organized by the FIRE! Sexual Assault Peer Education program throughout the academic year with extensive programming in April, which is nationally designated as Sexual Assault Awareness Month.

The Department of Public Safety presents numerous crime prevention programs annually that include discussion of personal safety issues. Printed crime prevention materials are distributed during these presentations and at various locations on campus. Any student group or organization may request an educational program by a police officer on any crime or safety issue by calling (269) 387-0678, or submitting a request at: <https://wmudps.wmich.edu/contact-us-training.php>.

The prevention awareness programs listed below include the following:

1. A statement that Western Michigan University prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking.
2. The definitions of domestic violence, dating violence, sexual assault, and stalking.
3. The definition of “consent” in reference to sexual activity.
4. A description of safe and positive options for bystander intervention.
5. Information on risk reduction.
6. Information on WMU’s policies and procedures after a sex offense occurs.

- **FIRE! (Fighting Ignorance and Rape through Education) Sexual Assault Peer Health Education** - A peer health education program in Health Promotion and Education that offers presentations and prevention/awareness events on topics including consent, healthy relationships, dating violence, intimate partner violence, stalking, sexual assault, sexual harassment, dehumanization, and bias incidents.

- **“On FIRE: Be Part of the Solution”** - Nationally-certified peer health educators from the Office of Health Promotion and Education discuss University definitions and policies on sexual misconduct and consent. They also help students discover how to intervene when needed, understand risk reduction strategies and how to be supportive of someone who has experienced assault or harassment. Educators also share information about on and off campus resources and support systems that can help facilitate recovery and healing.

- **“Safety and Title IX: Prevention and Policy at WMU”** - This training is specifically designed for international students in partnership with staff from International Student and Scholar Services and the Center for English Language and Culture for International Students. Content covers rules, definitions, consent, and what to do if we ever experience or hear about inappropriate behaviors. It focuses on prevention of sexual assault and substance misuse from a lens of cultural differences and commonalities.

- **“Sexual Misconduct Awareness and Prevention”** - This training is offered to various groups of student leaders in partnership with the Director of Title IX Compliance. It prepares students to influence the campus culture and share resources with other students who may confide in them. Key content includes sexual misconduct policy insights, societal myths, rape culture, risk reduction strategies, and resources to support survivors.
- **“Survivor’s Expressive Arts”** - This series of workshops is for WMU survivors and victims of sexual violence, intimate partner/domestic violence, and gender-based violence. The primary focus of this workshop is to support survivors and victims in healing and developing coping strategies for moving forward in their lives. This involves development of community, sharing of healing strategies, and exploration of self-care via expressive arts. Each session a new expressive arts activity is explored.
- **“The Art of Sexual Navigation”** - Nationally-certified peer health educators from the Office of Health Promotion and Education discuss sexual health in a positive and inclusive way that promotes healthy communication with partner(s), a culture of consent, contraceptive methods, and STI prevention. Students engage in activities that raise awareness and promote empowerment.
- **“Healthy Relationships and Communication”** - This workshop provides insight on healthy vs. unhealthy relationships and communication. Participants engage in self-reflection and relevant scenarios about sex and all types of relationships.
- **FIRE Place Resource and Support Center** - Nationally-certified peer health educators from the Office of Health Promotion and Education provide support, education, healing art, resources, and reporting assistance for students, faculty, and staff survivors and friends of survivors of sexual assault, sexual harassment, intimate partner violence and any other forms of bias incidents.
- **Vector Education Modules:** Online education modules are mandatory for first-year domestic undergraduate students and available to all students. Modules address sexual assault, alcohol and other drugs, and diversity, equity, and belonging. Content summary:
  - Key definitions and statistics
  - Reflective and personalized content
  - Bystander skill and confidence-building strategies
  - Campus-specific policies, procedures, and resources
  - Rich data summaries to inform university programming.

- **Awareness Months for Sexual Assault and Domestic Violence:**

Each April the Office of Health Promotion and Education leads a series of programs for sexual assault prevention, awareness, and support. Events are organized by the FIRE! Sexual Assault Peer Health Educators in collaboration with other campus and community organizations. WMU and Kalamazoo community members are invited to all events, including the annual “Take Back the Night” event. Several events are also coordinated during Domestic Violence Awareness Month in October.

*The following prevention awareness programs include one or more of the six items listed previously:*

- **Bulletin Board Kits:** Health Promotion and Education develops and provides bulletin board kits to Housing and Residence Life to disseminate. The kits include health education and call to action messages on a variety of priority topics including alcohol and sexual assault prevention and risk reduction among on-campus residents.
- **Wellness Workshops:** Wellness workshops explore multiple dimensions of wellness, including prevention and response to sexual misconduct and healthy relationships in college life.

The ongoing prevention and awareness campaigns that address domestic violence, dating violence, sexual assault, and stalking include the six items listed previously:

- **Certified Peer Educator (CPE) Training:** The Office of Health Promotion and Education facilitates a national training program through the organization NASPA’s\* Peer Education Initiatives (<https://www.naspa.org/project/peer-education-initiatives>). The CPE training program is a 12-hour curriculum culminating in a certifying examination requiring an 80% score for certification. It helps peer health educators develop leadership skills to be able to successfully create and implement campus programs. Currently enrolled WMU students are eligible to apply to become a certified peer health educator by contacting the Office of Health Promotion and Education.

\*NASPA is an acronym for National Association of Student Personnel Administrators.

*The ongoing prevention and awareness campaigns listed below include one or more of the six items listed previously:*

- **Western HEROES Bystander Intervention Training Program:** This bystander intervention program encourages members of the Western Michigan University community to step up and create a safe and inclusive campus environment. The program empowers participants to overcome

the bystander effect when they find themselves in situations where unhealthy behavior can lead to harm. Training is offered to students and employees on bystander intervention skills as they apply to the health and safety of the campus community on topics including, but not limited to, dehumanization, violence (dating, domestic, hazing), sexual harassment, relationships, alcohol and other drugs, and mental health. Five steps of effective intervention are promoted in the acronym HEROES:

- Notice what is **H**appening
  - **E**valuate if there is a problem
  - Take **R**esponsibility to be the one to do something
  - **O**btain the **E**ducation to know how to safely intervene
  - **S**tep up and make a difference
- 
- **Sexual Health Peer Health Education Program:** Nationally-certified peer health educators from the Office of Health Promotion and Education offer presentations and awareness events on topics including, but not limited to, relationships, consent and healthy communication.
  
  - **Alcohol and Other Drugs Risk Reduction Program:** This program in Health Promotion and Education utilizes evidence-based approaches for the prevention and reduction of alcohol and drug related harms. Programming, resources, and advocacy efforts focus on educational and environmental strategies for reducing high-risk drinking and drug behavior.
  
  - **Our Campus, Our Culture: Redefining Social Norms at WMU:** Research shows that students often overestimate how much their fellow students drink and use drugs. These misperceptions lead to higher risk use. We examine mass media messages, discuss cannabis use, and empower the silent majority of students who drink in less risky ways, while discussing actual WMU drinking and drug use norms using anonymous online poll system. Consequences of drinking are addressed, including sexual assault and other forms of violence. Offered by Health Promotion and Education
  
  - **“Wheel of Wellbeing (W.O.W.) Game Show”:** This is a session during Fall Welcome available for all incoming students. It is designed to help the new students thrive during their first year of college. Key topics include diversity and inclusion, campus safety, bystander intervention, alcohol and drug abuse prevention, sexual violence prevention, consent, sexual health, mental health, suicide prevention, and roommate relationships. In between trivia games, professionals from various WMU offices speak about programs and resources for support as well as opportunities for students to get involved in making a difference at WMU. The Title IX Coordinator introduces themselves and provides contact information for reporting sexual misconduct. Offered by Health Promotion and Education.

- **21<sup>st</sup> Birthday Program:** This program utilizes a risk reduction approach to encourage safe and responsible 21<sup>st</sup> birthday celebrations. Whether or not a student chooses to drink alcohol, they receive a birthday pack, resource information, and messages about health, safety, and helping their friends. Offered by Health Promotion and Education.

These programs are available throughout the entire calendar year with increased volume during fall semester as each new academic year ensues.

WMU policy and procedure information is presented at new employee orientation. All employees are invited to participate in two interactive on-line training programs customized by WMU. More information can be found at: <https://wmich.edu/hr/resources> and <https://wmich.edu/sexualmisconduct/education>.

1. **Preventing Harassment and Discrimination with Title IX/ Clery Module.** Prepares faculty and staff to cultivate and maintain a workplace culture resistant to discrimination, harassment and retaliation. Faculty and Staff will be equipped with the information and skills that promote intervention, empathy and allyship. This course includes a section specific to requirements under Title IX and the Clery Act.
2. **Diversity and Inclusion.** Explores the nature of diversity and provides practical strategies for workplace inclusion.

## **Procedures for Responding to a Sexual Assault, Dating/Domestic Violence, or Stalking**

WMU recognizes the right of a complainant to decide, without pressure or coercion, what action s/he will take following an assault. The University encourages all to report all crimes to the police and to pursue action through the WMU Sexual and Gender-Based Misconduct Policy at <https://wmich.edu/sexualmisconduct> as well.

Complainants and respondents receive the following materials from the Office of Institutional Equity: The Sexual Misconduct and Safety Campus Resource Guide which includes the link to the Sexual Misconduct Policy; an information letter on sexual misconduct; and the Sexual and Gender-Based Misconduct Page. Collectively, these materials include information on importance of preserving evidence, the rights of the victims and “no contact” orders, confidentiality, interim measures, care and support, and the investigation process. WMU Public Safety provides the person with a victim’s rights card and a YWCA card that has domestic and sexual assault crisis intervention services information.

WMU encourages complainants to take the appropriate steps after a sexual assault, domestic violence, dating violence, or stalking:

1. If you are in danger or need immediate medical attention, call 911.
2. Preserve physical evidence. Physical evidence may be critical to successfully prosecuting a case. Immediately after an assault, the complainant may not know whether s/he wants to file a police report and attempt to prosecute. Because sometimes a complainant changes their mind, it is prudent to preserve and document physical evidence before it is destroyed. Do not clean or straighten up the area where the assault occurred. Do not wash, brush teeth, comb hair, use the toilet or douche. Put the clothing you were wearing in a paper (not plastic) bag; turn this over to police.
3. Seek medical attention immediately:
  - To assess and treat physical trauma;
  - To receive treatment to prevent sexually transmitted infections and pregnancy, if applicable; and
  - To collect and officially document evidence that may later aid in criminal prosecution.
4. Call the YWCA Sexual Assault Program crisis line: (269) 385-2869. Depending on your needs and preferences, you will be directed to either the Sexual Assault Nurse Examiner (SANE) service at the YWCA or to a hospital emergency department. If you use any of these providers, a YWCA Sexual Assault Program trained victim advocate will be called and will provide you with information and emotional support during your visit. If you do not seek care from any of these providers, you should consider seeking treatment (preferably within 72 hours) to prevent certain sexually transmitted infections from developing and, if you choose, to prevent a possible pregnancy.
5. Report the assault to the police. If you seek care from a hospital or the YWCA SANE program, they are required to notify the police. An officer will come to take a report from you. You have the right to refuse to file an official report at this time. You also have the right to file a report at a later date. A police report is made with the police department that has jurisdiction in the location where the crime occurred. Filing a police report is not the same as deciding to prosecute the respondent. There are a number of steps between these decisions, and the final decision whether to prosecute is based on a number of factors and is made by both the complainant and the prosecuting attorney's office. Making a police report maintains the complainant's future option of criminal prosecution and may help support a University conduct action or a civil lawsuit against the respondent. Except as otherwise required by law or court order, the Department of Public Safety will not release the complainant's or

the respondent's name or any identifying information to the media or the general public.

## **Sex Offender Registry**

Michigan's Sex Offenders Registration Act of 1994 was amended by Public Act 542 of 2002 to require that sex offenders provide information to local law enforcement if the offender is working, volunteering, or attending an institution of higher learning. The information contained in the Michigan State Police Public Sex Offender Registry (PSOR) is obtained by local law enforcement agencies when sex offenders register with those local agencies. The PSOR is online at: <https://mspsor.com/Home/Search>. It provides the name, address, date of birth, and other information on registered offenders. One can search by zip code or by offender's name as well as other search options.

For questions or concerns regarding the PSOR, contact the Michigan State Police at 7150 Harris Drive, P.O. Box 30634, Dimondale, MI 48821 or call (517) 241-1806.

## **Sexual Assault Assistance**

Sexual assault, including date and acquaintance sexual assault, is a crime of very serious concern to the WMU Department of Public Safety. If you report that you are the victim of a sexual assault that occurs on campus, the Department of Public Safety provides assistance which may include:

1. DPS will meet with you privately to receive the information on the alleged assault.
2. You will not be pre-judged nor be blamed for what occurred.
3. Your complaint will be handled with sensitivity, understanding and professionalism.
4. If you feel more comfortable talking with a female or male officer, we will do our best to accommodate your request.
5. If you choose to go to FIRE Place Resource and Support Center at Sindecuse Health Center, DPS will offer to meet with you there.
6. DPS will provide resource support to obtain medical evaluation and treatment as needed.
7. DPS will assist you with contacting a counselor and make available other resources to help you through this process.
8. Your complaint will be thoroughly investigated, and appropriate steps taken. This may involve the arrest and full prosecution of the accused. To the extent allowed by law and requirements of the prosecutor's office, you will be kept informed on the progress of the investigation and/or prosecution.
9. DPS will continue to be available to you, to answer your questions, explain the systems and processes involved (prosecutor, courts, etc.) and to be a listening ear if you wish.

10. Your complaint will be taken seriously, regardless of your or the alleged assailant's gender identity, sex, or sexual orientation.

## **Reporting Options**

All individuals are encouraged to promptly report conduct that may violate the WMU Sexual and Gender-Based Misconduct Policy to the University. When someone reports to the institution that they have been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the reporting party a written explanation of rights and options (NORO). This written explanation identifies existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community. This document describes options for available assistance in and how to request changes to academic, living, transportation and working situations, or protective measures. The institution will provide accommodations/protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

In addition, all individuals are encouraged to report conduct that may also violate criminal law to both the University and to local law enforcement. These processes are not mutually exclusive. Any University student, employee or third party who seeks to make a complaint or report may:

- Make an internal complaint/report to the Title IX Coordinator's Office
- Contact the Department of Public Safety for assistance in filing a criminal complaint and preserving physical evidence; and/or
- Contact local law enforcement to file a criminal complaint.

### **WMU Resources for reporting sexual misconduct:**

Title IX Coordinator:	Felicia Crawford
Postal Address:	WMU Office of Institutional Equity 1903 West Michigan Avenue Kalamazoo, MI 49008-5405 USA
Campus Location:	1220 Trimpe Building
Email:	oie-info@wmich.edu
Telephone:	(269) 387-6316
Online Incident Report:	<a href="http://wmich.edu/sexualmisconduct/report">wmich.edu/sexualmisconduct/report</a>

WMU Department of Public Safety (WMU DPS)\*  
Postal Address: 511 Monroe Street  
Kalamazoo, MI 49006 USA  
Emergency: 911  
Dispatch Non-Emergency: (269) 488-8911  
Agency Telephone: (269) 387-5555

\*WMU DPS must direct incidents outside of their jurisdiction to the appropriate local law enforcement authority

Complainants may pursue some or all these steps at the same time (e.g., one may simultaneously pursue an internal complaint and a criminal complaint). When initiating any of the above, complainants need not know whether they wish to request any particular course of action, nor how to label what happened. Choosing to make a complaint and deciding how to proceed after making the complaint, can be a process that unfolds over time. Before or during this decision-making process, complainants and other reporting persons are encouraged to seek support and information from a confidential resource.

The University has a strong interest in supporting individuals impacted by sexual and gender-based harassment and violence, intimate partner violence, and stalking, and utilizes a trauma-informed approach. Individuals are provided with written information about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims both within the institution and the community. Reasonably available interim measures may be imposed that take into account the known facts and circumstances, the existence of a potentially hostile environment, and the interests of both the complainant and respondent.

The University encourages complainants and respondents to pursue their rights under Michigan law regarding claims of prohibited conduct that may also violate state law. The University will offer assistance to involved parties by directing them to law enforcement agencies regarding criminal reports and cooperating with law enforcement agencies. A complainant has the right to notify, or decline to notify, law enforcement. This constitutes a recognized exception to the University Duty to Report policy, which generally requires that University employees report all potential criminal acts (see <https://wmich.edu/policies/criminal-0>).

In the context of sexual assault, intimate partner violence and stalking, federal law mandates that it is an adult complainant's option to notify or decline to notify law enforcement. The University's policy, definitions and burden of proof may differ from Michigan criminal law. The parties involved may seek recourse under this policy and/or pursue their rights under Michigan law. Neither law enforcement's determination whether or not to prosecute a respondent, nor the outcome of any criminal prosecution, are determinative of whether a violation of this policy has occurred. Proceedings under this policy may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.

At the request of law enforcement, the University may agree to defer its Title IX fact gathering until after the initial stages of a criminal investigation. The University will nevertheless communicate with the complainant regarding Title IX rights, procedural options and the implementation of interim measures to assure safety and well-being. The University will promptly resume its Title IX fact gathering as soon as it is informed that law enforcement has completed its initial investigation.

## **Supportive Measures**

As part of its Assessment, the University may provide supportive measures based on information gathered from a report or individual consultation with each party. The Title IX Coordinator, or designee, has the discretion to implement these measures as appropriate and in accordance with applicable University policies.

Supportive measures are designed to protect the parties involved. They are not sanctions. Supportive measures are non-disciplinary, non-punitive measures available to either party, without cost and regardless of whether the complainant chooses to pursue an investigation.

Supportive measures may include:

- Referral to counseling, medical, and/or other healthcare services;
- Safety planning;
- Public safety transportation and escort on campus;
- Changing class schedule, including the ability to take an “incomplete,” drop a course without penalty, or transfer sections (with the agreement of the appropriate faculty);
- Changing residence building;
- Changing work schedule or job assignment;
- Referral for academic accommodations and support services, such as tutoring;
- Instituting a no contact order; or
- Any other remedy that can be tailored to the individuals involved in order to achieve the goals of this Policy

While evaluating the need for supportive measures, the University may consider whether emergency removal of the respondent is necessary. After conducting an individualized safety and risk analysis, the University may remove a respondent from a University program or activity on an emergency basis if it determines that a respondent poses an immediate threat to the physical health or safety of any individual arising from the allegations of sexual misconduct.

The emergency removal will remain in place pending the results of an investigation or until the threat to health or safety has passed. If the University institutes emergency removal, respondent will receive notice and an opportunity to challenge the decision immediately

following their removal. For students, emergency removal follows the interim suspension provisions and process set forth in the WMU Student Code (see [wmich.edu/conduct/code](http://wmich.edu/conduct/code)). Employees will be placed on administrative leave. For employees, administrative leave may also be warranted when circumstances suggest the presence of respondent would significantly hinder the investigation.

Selection of supportive measures and whether to implement emergency removal will vary depending on the facts of each case. WMU will consider a number of factors, including:

- The specific needs expressed by the complainant and/or respondent;
- The age of the parties involved;
- The severity or pervasiveness of the allegations;
- Any continuing effects on either party or the campus community;
- Whether the complainant and respondent share the same residence building, dining hall, class, transportation, or job location;
- Overall safety of the campus community;
- Whether judicial measures have been taken to protect the Complainant (e.g., civil protection orders); and
- Respondent's due process rights.

While supportive measures are in place, the Title IX Coordinator, in consultation with other University administrators, may maintain contact with the parties so that all safety, emotional, and physical well-being concerns can be reasonably addressed.

Supportive measures will be kept private to the extent that maintaining that privacy does not impair the University's ability to provide assistance.

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution WMU complies with Michigan law in recognizing orders of protection by registering them with the WMU Department of Public Safety, and by assisting petitioners in the event of violations of such order. Any person who obtains an order of protection from any valid jurisdiction should provide a copy to the Department of Public Safety. A complainant may then meet with the Department of Public Safety to develop a Safety Action Plan to reduce risk of harm while on campus or coming and going from campus. WMU can issue an institutional No Contact order on behalf of a complainant or a respondent, but cannot apply, on behalf of the complainant nor the respondent, for a legal order of protection, no contact order or restraining order from any legal applicable jurisdiction. If WMU receives a report that such an institutional no contact order has been violated, WMU will initiate disciplinary proceedings appropriate to the status of the accused violator (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

## Resolution Options

When responding to a report of covered behavior, the University will undertake a grievance process in a timely manner. The grievance process includes assessment (including supportive measures or emergency removal) and informal resolution or formal resolution (investigation, hearing, finding, appeal of finding, sanction, appeal of sanction). The WMU Grievance Process and Procedures are available at <https://wmich.edu/sexualmisconduct>.

## Grievance Procedures

Western Michigan University is committed to providing accessible, prompt, thorough and fair methods of investigation and resolution of Formal Complaints filed under this Policy. In addition to the procedural rights afforded throughout this policy, both the complainant and respondent are entitled to the following rights:

1. To be treated with dignity by all persons involved in resolution processes under this Policy.
2. To reasonable accommodations for any documented disabilities.
3. To a reasonably prompt and thorough investigation of the allegations.
4. To a Fair hearing.
5. To equal access to information, evidence, and University resources, including information pertaining to counseling services.
6. To an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.
7. To information about this Policy.
8. To be free from intimidation, harassment, bullying, or any other form of retaliation throughout the resolution process.
9. To have reasonable steps taken to prevent any unnecessary or unwanted in-person contact with the other party(ies) during the resolution process including modifications to the live hearing process.
10. To report the incident to law enforcement at any time.

Anyone needing an accommodation or support to fully participate in any component of the grievance process should contact the Title IX Coordinator.

### 1. Assessment

Upon receipt of a report the Title IX Coordinator, or designee in Institutional Equity (IE), will conduct an assessment, which will be completed in no more than ten calendar days from IE's receipt of the Report. The Title IX Coordinator will consult with the Coordinated Response Team, as needed. The Team may consist of a representative from any of the following areas; Public Safety, Student Affairs, Academic Affairs, Human Resources and IE. Subject matter experts may be consulted as needed.

The assessment will proceed to the point where a reasonable assessment of the safety of complainant and of the campus community may be made, and the University has sufficient information to determine the best course of action. Relevant supportive measures or emergency removal will be discussed and implemented as needed. Complainant will be advised of resources and the importance of preserving physical evidence and the procedure for doing so in a timely manner. Complainant may have a support person and/or advisor present at any meeting or interview.

In the course of the assessment, the University will consider the interest of complainant and complainant's expressed preference for manner of resolution. As outlined in Policy Section 10: Complainant Agency and Autonomy Not to Proceed, where possible, and as warranted by an assessment of the facts and circumstances, the University will seek action consistent with complainant's request.

At the conclusion of the assessment, the Title IX Coordinator or designee will determine the appropriate action. The University, through the Title IX Coordinator, may:

1) Refer a report of behavior not covered by this policy to the Office of Student Conduct (OSC) or other administrative office;

2) File a formal complaint to pursue an informal resolution that does not involve disciplinary action against respondent; or,

3) File a formal complaint to initiate an investigation to determine if there has been a policy violation, and if so, whether sanctions/disciplinary actions are warranted.

In such cases where a report is referred, IE will not investigate, but will maintain a file for the case in the event that a future incident requires further review under the policy.

IE will communicate the decision as to how to proceed to complainant in writing. That notice will include whether the alleged incident meets the specific standards outlined in Title IX, which could allow additional recourse through the Department of Education, Office of Civil Rights. Complainant may appeal the designation of the report as Non-Title IX Sexual Misconduct.

Depending on the circumstances and requested resolution, respondent may or may not be notified of the report or resolution. Respondent shall be notified of the outcome of the assessment if the University seeks action that would impact respondent, such as emergency removal, other actions that restrict respondent's movement on campus, or the initiation of an investigation.

In identifying resolution options, the Title IX Coordinator, or designee will consider the nature of the reported behavior, the safety of the parties and of the campus community, complainant's expressed preference for resolution, the necessity of any safety measures, and respondent's due process rights.

Where conduct involves the potential violation of both the policy and the Nondiscrimination Policy, the provisions of the policy will apply. In such cases, IE will conduct a single investigation that encompasses all relevant allegations. Covered behavior may also be a violation of provisions of other University policies, rules, and collective bargaining agreement requirements.

## 2. Informal Resolution

Informal resolution is an option available to the parties at any time after a formal complaint has been filed. It is designed to eliminate a hostile environment by taking alternative actions that do not involve disciplinary action against respondent. Where the Title IX Coordinator or designee concludes that an informal resolution may be appropriate, the University may take corrective action through the imposition of individual and community remedies designed to maximize complainant's access to the educational, extracurricular, employment and other activities at the University, to eliminate any hostile environment, but not unreasonably burden either Party.

Potential remedies may include safety measures, targeted or broad-based educational programming or training, supported direct confrontation of respondent, emergency removal of respondent(s), and/or indirect action as determined by the University. Participation in an informal resolution is voluntary and either party may request to end it at any time and continue with the formal resolution process.

For an informal resolution, the University may offer mediation or restorative justice options for appropriate cases, but it will not compel complainant to directly confront respondent, or to participate in any particular form of an informal resolution. The decision to use an informal resolution will be made when the University has sufficient information about the nature and scope of the conduct, which may occur at any time after a formal complaint has been filed.

If the University and parties decide to use informal resolution, the University will provide written notice to the parties. IE will maintain records of all reports and conduct referred for an informal resolution in accordance with the University's document retention guidelines.

## 3. Formal Resolution

If complainant elects to go forward with a formal resolution, IE will open an investigation into the allegation(s). The investigation will be followed by a live hearing. The hearing will result in a determination of whether respondent is responsible for violating the policy.

## A. Investigation

It is the responsibility of the University, not the parties, to gather relevant evidence, to the extent reasonably available.

Upon beginning an investigation, IE will provide written notice to the parties. At any time in the grievance process, respondent may opt to accept responsibility for the alleged behavior in writing. The signed written complaint and signed acceptance of responsibility will be maintained in the evidence file.

The investigator or designee will provide timely updates, as appropriate or requested, about the timing and status of the investigation.

The University will use its best efforts to complete its investigation within 60 calendar days of receipt of the signed formal complaint. This timeframe may be extended for good cause. Good cause may exist for a variety of factors including: the complexity of the circumstances of each allegation; the integrity and completeness of the investigation; the need to comply with a request from external law enforcement; to accommodate the availability of witnesses; to account for University breaks or vacations; or for other legitimate bases. If the process will take longer than 60 calendar days, IE will notify the parties of the delay, the reason for the delay, and an anticipated timeframe for moving forward.

The University will designate an investigator(s) of its choosing. The investigator will typically be a member of IE staff; however, the investigator may be any appropriately designated employee of the University, or an external investigator engaged to assist the University in its fact gathering. Any investigator chosen to conduct the investigation must be impartial, free of any actual or perceived conflict of interest, and receive, at minimum, annual training on the issues related to sexual and gender-based misconduct, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The investigator will conduct the investigation and coordinate gathering information from complainant, respondent and any other individuals who may have information relevant to the determination. The investigator will also gather any available physical evidence, including documents, communications between the parties, and other electronic records as appropriate.

The investigator may record interviews and have them transcribed. If so, the relevant portions of the interview will be included with other evidence and in the investigative report for review. The recording will be maintained as part of the case materials with IE. The recording will remain the property of the University. Audio or digital recordings are prohibited by anyone other than the investigator. Parties or witnesses who fail to abide by this expectation are subject to disciplinary action through applicable University policies or other appropriate sanctions.

If the investigator consults a medical expert for an opinion or other evidence to assist in the investigation, that medical professional shall not have an actual or perceived conflict of interest relating to any of the Parties or the University.

The investigation will be thorough, impartial and fair, and all individuals will be treated with sensitivity and respect. The investigation will be conducted in a manner that is respectful of individual privacy concerns and in a manner appropriate in light of the circumstances of the case.

All parties and witnesses must provide truthful information. Knowingly providing materially false or misleading information in bad faith is a violation of University policy and may subject a student or employee to disciplinary action. A determination regarding responsibility, alone, is not sufficient to demonstrate that a party acted in bad faith.

In gathering information, the investigators may consider other allegations of, or findings of responsibility for, similar conduct by respondent to the extent such information is relevant to the report being investigated and is available. Such information may be relevant to prove motive, intent, absence of mistake, pattern or another material fact.

A complainant's prior sexual history or predisposition relates to the matter being investigated only in the following circumstances:

- It is offered to prove that someone other than respondent(s) committed the conduct alleged by complainant(s); or
- It concerns specific incidents of complainant's prior sexual behavior with respect to respondent and are offered to prove consent.

Complainant and respondent will have an equal opportunity to be heard, to submit information, and to identify witnesses who may have relevant information. Witnesses must have observed the acts in question or have information that relates to the alleged covered behavior.

The investigator will determine whether any proffered information relates to the complaint. The investigator will not consider statements of personal opinion, rather than direct observations or reasonable inferences from the facts, or statements as to any party's general reputation for any character trait, including honesty.

## B. Review of Evidence and Investigative Report

At the conclusion of the investigation, but prior to the completion of the investigative report, the investigator will gather all related evidence and provide it to each party. parties will have ten calendar days from when the investigator provided it to review. Either party may offer correction, clarification, or additional evidence during that time.

The investigators will then prepare a written report that summarizes the complaint, details any exculpatory and inculpatory evidence, identifies the potential policy violations, and synthesizes the areas of agreement and disagreement between the parties and any supporting information or accounts.

The parties will be given the investigative report no less than ten calendar days before the scheduled hearing. Any party may submit a response to the investigative report. Any party may request an informal resolution after reviewing the evidence and/or the investigative report.

### C. Hearing

The University will appoint a hearing officer to oversee the hearing and make a finding using the preponderance of the evidence standard (more likely than not; greater than 50%). The hearing officer may not be the Title IX Coordinator nor an investigator who investigated the. In reaching a determination, the hearing officer may consult with the Office of the General Counsel or other appropriate administrator.

The hearing date will be set to allow parties a reasonable amount of time to prepare, but in no case will it be sooner than ten calendar days after the University sends the investigative report to the parties.

The hearing may be conducted using videoconferencing, which allows the parties to participate from separate locations.

IE will provide procedures and guidelines to assist the parties and advisors through the hearing process. Each party shall have the same opportunities and rights within those procedures. An advisor (meaning any individual who provides the accuser or accused support, guidance, or advice) is required; if a party does not have an advisor, the University will provide one at no charge prior to the hearing. IE will provide a list of on-campus and community advisors. The party and advisor will participate in a pre-hearing orientation to review the hearing process and decorum.

During the hearing, the advisor for each party will have an opportunity to ask questions of investigator(s) and any person that submitted statements or evidence related to the allegation. The hearing officer will review each question before the participant answers to assess relevance and determine whether the question may proceed. The hearing officer must explain the basis of their relevance determination. No party will be permitted to ask questions of any other party, investigators, or any witness.

After the hearing, the hearing officer will decide whether respondent violated the policy based on the investigative report and the information obtained in the hearing.

The hearing officer will prepare a final report for the Title IX Coordinator, which includes the finding and the rationale. Notwithstanding the finding in cases involving employee respondents, a hearing officer may recommend changes in the workplace to remedy the environment.

Within 30 calendar days of the hearing, parties will simultaneously receive a written outcome notice which will include a summary of the investigation steps, the finding, the rationale for the finding, sanctions (if applicable) and instructions for filing an appeal of the finding or sanction. The notice will contain the date by which the requirements must be satisfied by respondent (if applicable), and the consequences of failure to satisfy the requirements. The outcome letter will also provide each party with their appeal options. If, under extenuating circumstances, there are any changes to the outcome, both parties will be simultaneously notified at the earliest possible time.

The University may notify appropriate administrators as necessary to implement the outcome and/or sanctions.

#### D. Sanctions

Sanctions may only be imposed by a designated disciplinary authority.

Any sanction will be designed to eliminate the misconduct, prevent its recurrence, and remedy its effects, while supporting the University's educational mission and Title IX obligations. Sanctions or interventions may also serve to promote safety or deter individuals from similar future behavior.

In order to reach a just and appropriate resolution in each case, the disciplinary authority will consider the following factors when determining whether to impose a sanction and/or what sanction to impose:

- The nature and violence of the conduct at issue;
- The impact or implications of the conduct on complainant, the community, or the University;
- Prior misconduct by respondent, including respondent's relevant prior discipline history, both at the University or elsewhere, and any criminal convictions;
- Whether respondent has accepted responsibility for the conduct;
- Maintaining a safe and respectful environment conducive to learning;
- Protecting of the University community; and,
- Any other mitigating, aggravating, or compelling circumstances.

The disciplinary authority may consult with the Title IX Coordinator, General Counsel or other appropriate administrator as necessary. The disciplinary authority must notify IE, in writing, of the sanction, and the rationale for the sanction, for inclusion in the above referenced outcome letter.

i. Additional Considerations for faculty and staff

Sanctions for faculty and staff as respondents will be determined as follows:

- Sanctions for employees who are members of a collective bargaining unit will be imposed in accordance with the applicable collective bargaining agreement.
- Sanctions for other employees shall be determined in accordance with Human Resources' policies and procedures, individual contracts, and/or appointment letters.
- All rights afforded to respondent employees through a collective bargaining agreement, Human Resources policy or procedure, individual contract, or appointment letter will also be afforded to complainant.
- Potential sanctions include training, referral to counseling, job modification, warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay and termination.

Nothing in this Policy is intended to limit employee rights under Title VII of the Civil Rights Act of 1964.

ii. Additional Considerations for Students

The Director of OSC or designee will be the disciplinary authority for student respondents. For a student employee who is acting within the scope of their employment at the time of the incident, the outcome may involve additional sanctioning imposed by their employment supervisor.

The sanctions listed below may be imposed upon any student found to be responsible for violating this Policy. Sanctions may be used independently or in combination depending on the particular circumstance of the violation. More than one of the sanctions may be imposed for any single violation; previous violations of this Policy and/or any policies listed in the WMU Student Code shall increase the severity of sanctions applied. Sanctions are listed in order of severity from least severe to most severe.

- Warning: verbal or written notice that specific inappropriate conduct is unacceptable
- Reprimand: an official written censure containing three components: A reprimand for inappropriate behavior, notice that the conduct associated with the violation must stop immediately and permanently, and notice that additional violations shall result in more severe sanctions
- Behavior Contract: a written contract between the student and the University wherein the student agrees to correct inappropriate behaviors.
- Discretionary Sanctions: Service to the University, service to the community, attendance at educational seminars, classes, or workshops, written assignments, or other activities deemed appropriate by the conduct body. The student is required to submit written proof of

participation in and/or completion of the sanction to the conduct body.  
(Some seminars, classes, and workshops may require a registration fee.)

- **Loss of Privileges:** Denial of specified privileges for a designated period of time. Examples of privileges that can be denied include: academic program dismissal, campus registration of an automobile, parking in a specific area or during specific time periods, access to a building or portion of a building, access to a program, on-campus living, holding of an office in a Registered Student Organization, participation in extracurricular activities, access to a particular living group and any other privilege that the conduct body deems appropriate to deny.
- **Probation:** Probation requires that a student's conduct be reviewed for a specified period of time. Conditions of the probationary period will be specified to the student by the OSC Director/designee and may be applied during the probationary period. All conditions must be satisfied and verified prior to the completion of the probationary period. If a student is found responsible for violation of any institutional policy(s) during the probationary period, more severe sanctions could be applied.
- **Suspension:** Separation of the student from the University or a University program for a period of time, after which the student is eligible to return. During this time, the student under suspension shall forfeit all rights of her/his student status for the duration of her/his suspension and may have her/his privileges of access to University premises revoked. Conditions for readmission and/or continued enrollment after readmittance may be specified. All conditions for readmission must be satisfied, completed and certified to the OSC/or designee prior to readmittance. Also, a written plan for adherence to conditions of continued enrollment after re-admittance from a suspension shall be provided to the OSC/or designee for review and approval.
- **Expulsion:** Permanent separation of the student from the University. An expelled student shall have no access to University premises and shall forfeit all rights of her/his student status immediately and permanently upon expulsion
- **Revocation of Degree:** A degree awarded from WMU may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation. Being a degree holding alumnus is sufficient association with the University and basis for application of this sanction.
- **Withholding Degree:** The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Policy, including the completion of all sanctions imposed, if any.

## E. Appeal of Finding

Either party may appeal the finding within five calendar days of the date on the written notice of the outcome. The following are the accepted bases for appealing a finding, but only if they affect the outcome of the matter:

- Procedural irregularity;
- Newly discovered evidence; and/or
- When it is determined that the Title IX Coordinator, investigator, or decision-maker(s) had a conflict of interest or bias.

Appeals must be in writing, cite one of the above bases for the appeal, and provide sufficient and detailed information to support the appeal. The University may deny an appeal if these conditions are not met. An interdisciplinary appeals committee will review and decide appeals. Each member of the committee shall be trained to handle issues related to sexual misconduct and the policy and will be impartial.

Appeals shall be limited to a review of the file and supporting documents (except as necessary to gain insight into any new information).

After review, the appeals committee may take any of the following actions in response to an appeal:

- Uphold the findings;
  - Reverse a finding of responsibility for any or all charges;
  - Require that IE reopen the investigation and re-adjudicate the claim.
- Decisions made by the committee shall be final.

## F. Appeals of Sanctions

Either party may appeal the sanction within five calendar days of the date on the written notice of the outcome. The following are the accepted bases for appeal of the sanction(s), but only if they affect the outcome of the matter:

- Procedural irregularity; and/or
- The disciplinary authority had a conflict of interest or bias.

The underlying investigation and the determination of responsibility will provide the foundation for any further review of the sanction; no new investigation or finding with respect to responsibility will occur.

Employee complainants and employee respondents may appeal sanctions through established grievance processes for their employee group. The Title IX Coordinator will assist the party in initiating the process. The grievance decision-

maker will forward the appeal decision in writing to the parties, Human Resources and IE.

Student complainants or respondents may submit written appeal to the Vice President of Student Affairs within five business days of the date on the written outcome notice. The receipt of the appeal will be acknowledged in writing by the OSC, which may include email. Each party will be given the opportunity to review and respond in writing to the other party's appeal. Any review of the other party's appeal and any subsequent response by the opposing party must be submitted to the OSC within five (5) University business days from the notification of the appeal. All appeal documents from each party will be considered together in one review process.

The Vice President for Student Affairs or designee will review the appeal of student sanctions and must remain impartial in performing this function. They will forward the appeal decision in writing to the OSC and IE. The OSC will contact the parties with the outcome. The appeal decision of the Vice President for Student Affairs or designee is final.

In some cases, at the discretion of the Title IX Coordinator and Director of the OSC, the imposition of student sanctions may take effect immediately and will not be stayed pending the resolution of the appeal. In most instances, however, decisions made regarding student sanctions shall not be final until an appeal deadline has passed with no appeal by either party or at the conclusion of the appeal process.

## **Sexual Assault Support Resources**

### **Medical Care**

#### **YWCA Sexual Assault Nurse Examiner Program**

353 E. Michigan Ave.

Kalamazoo, MI

(269) 385-3587

Must telephone before to access; service available 24/7. Forensic sexual assault evidence exam, other necessary treatment, emotional support. Not appropriate for physical injury. Free.

#### **Bronson Methodist Hospital**

601 John St.

Kalamazoo, MI

(269) 341-6386 Emergency Department.

24-hour emergency care. Fee for service.

**Borgess Medical Center**

1521 Gull Road  
Kalamazoo, MI  
(269) 226-4834 Emergency Department.  
24-hour emergency care. Fee for service.

**Planned Parenthood of South Central Michigan**

4201 W. Michigan Ave.  
Kalamazoo, MI  
(269) 372-1200  
Testing and treatment for pregnancy and sexually transmitted infections; no emergency or trauma care; no sexual assault evidence exam. Fee for service.

**Sindecuse Health Center - Western Michigan University**

(269) 387-3287  
Testing and treatment for pregnancy and sexually transmitted infections; emotional support and referral for other assistance; no emergency or trauma care; no sexual assault evidence exam. Fee for service.

**Counseling Services****WMU Counseling Services**

Sindecuse Health Center - WMU  
(269) 387-1850

Counseling Services provides free, confidential counseling services to students only. Staff will not give any information about a client to anyone without the written permission of the student client. One or two appointments are left open every day for use by students in crisis. If there is a waiting list to obtain a regular, weekly appointment with the same counselor, students who indicate an immediate crisis will be given priority placement on the list and/or be referred elsewhere.

**YWCA Sexual Assault Program**

353 E. Michigan Ave.  
Kalamazoo, MI  
(269) 345-5595 (office)  
(269) 385-2869 (crisis line)  
(269) 385-3587 (24-hour hotline)

YWCA-SAP provides free counseling for female and male survivors as well as an ongoing support group. In addition to providing general support and assistance, staff will be especially helpful with questions and concerns about criminal prosecution and non-University counseling resources.

## Information and Support

### **WMU Title IX Coordinator in the Office of Institutional Equity**

1220 Trimpe Building  
(269) 387-6316

Receives reports of sexual misconduct, assists with interim measures, connects individuals to resources for safety and support, conducts assessments, determines course of action, oversees investigations pertaining to violations of the Sexual and Gender-Based Misconduct Policy and Procedures.

### **YWCA Sexual Assault Program**

353 E. Michigan Ave.  
Kalamazoo, MI  
(269) 345-5595 (office)  
(269) 385-2869 (crisis line)  
(269) 385-3587 (24-hour hotline)

24-hour on-site support and assistance to victim and family/friends at hospital or police station; support and assistance to victim during all phases of prosecution; free. Additionally, the YWCA has a DOJ-accredited representative providing immigration assistance for VAWA-related claims, including status adjustments and legal guidance.

### **Victim Assistance Unit**

Kalamazoo Prosecuting Attorney's Office  
227 W Michigan Ave, Kalamazoo, MI 49007  
(269) 383-8677

Assistance to crime victims involved in a court case; assistance in filing Crime Victim's Compensation claim, which may compensate a victim for expenses related to medical and counseling services and lost wages.

### **Personal Protection Order (PPO) Coordinator**

Judge Charles A. Pratt Justice Center  
Circuit Court Trial Division  
330 Eleanor St.  
Kalamazoo, Michigan 49007  
(269) 385-6081

A personal protection order (PPO) is a court order that restrains a named individual from certain actions. A PPO takes precedence over any existing custody or parenting time order until the PPO expires or is amended or terminated. The Court's PPO Coordinator assists petitioners by guiding them through the process and helping with the completion and filing of necessary paperwork.

### **Office of Health Promotion and Education,**

Sindecuse Health Center – WMU (269) 387-3263 and

**Associate Vice President for Student Affairs,** (269) 387-2150

In addition to providing general support and assistance, these staff members are especially helpful with University-related issues and concerns, e.g., University

counseling resources, academic problems, campus housing concerns, University conduct process.

**FIRE Place Resource and Support Center**

Room 3130 Sindecuse Health Center - WMU  
(269) 387-2990

[hpe-firepeered@wmich.edu](mailto:hpe-firepeered@wmich.edu)

Addresses issues of sexual assault and other biased incidents (racism, homophobia, etc.) through providing a safe space for students and WMU employees to gain support, healing art projects, references, and referrals. The center works with survivors, friends of survivors, or those wanting to know how to support survivors or report an incident.

**Office of Student Conduct**

2308 Faunce Student Services - WMU  
(269) 387-2160

Provides support to complainants and respondents throughout the conduct process. Administers the University's conduct system for handling complaints of student violations of the Student Code.

**WMU Department of Public Safety**

511 Monroe St.  
Kalamazoo, MI  
(269) 387-5555

**Student Engagement**

<https://wmich.edu/studentengagement/rso> provides a list of faith or spiritual-focused registered student organizations with ordained clergy/pastoral counselors acting as advisor.

**Victim Confidentiality**

Western Michigan University is committed to protecting the privacy of all individuals involved in a report under the Sexual Misconduct Policy. All employees who are involved in the University's response to reports of sexual assault, domestic violence, dating violence or stalking, including the Title IX Coordinator; investigators; adjudicators; and members of Sexual Misconduct Appeals Panels receive specific training and guidance about safeguarding private information, including the protections set forth in Title IX, the Clery Act, and the Family Educational Rights and Privacy Act (FERPA).

Privacy and confidentiality have distinct meanings under the Sexual Misconduct Policy. Privacy refers to the discretion that will be exercised by the University in the course of any investigation or disciplinary processes under this policy. Information related to a report

under the Sexual Misconduct Policy will be handled discreetly and will be shared with a limited circle of individuals “who need to know” in order to assist in the active review, investigation, resolution of the report, and related issues. Confidentiality means that information shared by an individual with designated campus or community professionals cannot be revealed to any other individual without express permission of the individual, or as otherwise permitted by law. These individuals, including medical professionals and licensed mental health counselors, must maintain confidentiality unless (i) they are given permission to do so by the person who disclosed the information; (ii) there is an imminent threat of harm to self or others; (iii) the conduct involves suspected abuse of a minor under the age of 18, or (iv) as otherwise required or permitted by law or court order.

If a report of sexual assault, domestic violence, dating violence or stalking discloses a serious or continuing threat to the campus community, the University will issue a timely notification to the community to protect the health and safety of the community as required by the Clery Act. In Timely Warnings, Emergency Notifications, as well as in the Daily Crime Log, information is reported in a manner that does not include personally identifying information about persons involved in an incident, unless identification of a Respondent is required to provide sufficient warning or notification.

### **Confidential Support at WMU:**

#### **On Campus:**

Sindecuse Health Center  
700 Central Campus Dr  
Kalamazoo, MI 49008  
(269) 387-3287

WMU Counseling Services  
Sindecuse Health Center - WMU  
(269) 387-1850

#### **Off Campus:**

YWCA Assault Program  
353 E. Michigan Ave.  
Kalamazoo, MI  
(269) 385-3587

Bronson Methodist Hospital  
601 John St.  
Kalamazoo, MI  
(269) 341-6386 Emergency Department. 24-hour emergency care

Borgess Medical Center  
1521 Gull Road  
Kalamazoo, MI  
(269) 226-4834 Emergency Department. 24-hour emergency care.

## **Timely Warning**

WMU issues a timely warning for all Clery Act crimes that occur on WMU's Clery Act geography that are reported to WMU DPS directly, by a campus security authority, or a local police agency that in the judgment of the Director of Public Safety or his/her designee constitutes a serious or continuing threat. The timely warning is issued through WMU Alert or the University email system. The warning may also be posted on the GoWMU website as a campus announcement or in the *Western Herald* student newspaper. The names of any victims are withheld and remain confidential.

## **Emergency Response**

Based on an "all hazards" approach, Western Michigan University developed a critical incident response plan that includes a comprehensive set of guidelines to provide emergency management response and recovery should a critical incident occur at WMU. With guidance provided by the Michigan State Police Emergency Management and Homeland Security Division, the plan includes two main groups:

1. The Chief Executive Officer (President) and the Critical Incident Policy Group (Vice Presidents).
2. The Emergency Operations Center (EOC) comprised of the following six teams: Academic Support, Damage Assessment, Human Services, Logistical Support, Public Information, and Public Safety.

Each team also has specific emergency action guidelines that include checklists of actions to consider, emergency contact information, and additional reference materials. As a living document, emergency action guidelines are continually reviewed and updated.

Generally, WMU Public Safety will be the first to respond to an incident, but not always. There may be incidents in a residence hall or an academic area in which law enforcement involvement is not warranted. In each case, the first responders will evaluate the seriousness of the incident and notify through their reporting structure to their vice president as appropriate. From the vice president, the incident will be brought to the attention of the WMU president (chief executive official). In this process, it may be determined that only a routine response is necessary; and the incident can be handled on a local level within the division or department. If the incident requires the involvement and

coordination of multiple divisions, outside agencies, or is complex in nature, the president or his or her designate alone or in consultation with some or all president's Critical Incident Policy Group will request that the emergency operations center manager activates the Emergency Operations Center.

Activating the EOC involves contacting and requesting that the six team leads or their alternates report to one of the two EOC locations on campus. The team leads will activate and coordinate the activities of their teams who have distinct functions in responding to the critical incident as outlined in their specific emergency action guidelines. The teams are organized by function and several of the teams have representatives from more than one vice presidential area. In some instances, not all team leads may need to be activated to the EOC.

The EOC manager works closely with the president and advises on the status of the critical incident. The EOC manager may recommend that the president "Declare a Local State of Emergency" and forward a request for assistance to the Kalamazoo County Emergency Manager. This declaration provides certain authorities as outlined in the Michigan Emergency Management Public Act 390 of 1976, as amended.

## **Emergency Notification**

WMU Public Safety is primarily responsible for confirming a significant emergency or dangerous situation on campus that may be an immediate threat to the health and/ or safety of the University community. WMU Public Safety will work in conjunction with other University departments, such as the Marketing Department and Human Resources, as appropriate, to confirm the situation and to take appropriate action, taking into account the nature, location, and scope of the emergency or threat.

Decisions made by WMU Public Safety will also, without delay, and taking into account the safety of the community, determine the appropriate parts or offices of the university community that receive notification, the content of the notification, and the initiation of the notification system. While a number of pre-scripted messages are available, the exact message content is determined by the Director of WMU Public Safety or his/her designee based upon the particular circumstances of the emergency.

Emergency Notifications will typically be sent out, without delay, unless issuing such notification would, in the professional judgment of WMU Public Safety, compromise the efforts to assist a victim or compromise the efforts to contain, respond to, or otherwise mitigate the emergency.

Any of the following can authorize WMU Public Safety or WMU Marketing and Strategic Communications (MarCom) to activate emergency communications:

1. WMU President or his/her designee.
2. WMU Director of Public Safety or senior officer on duty.
3. WMU Vice President for Business and Finance and CFO or his/her designee.

If the emergency or dangerous situation involves only a segment of the campus population as in the case of isolated to one building, then notification may be made only to that facility through the building coordinator and/or emergency volunteer team facilitator and/or their designees. When the emergency or dangerous situation has the potential to impact a very large segment of the campus community, then several notification methods as appropriate for the situation are implemented as described below.

Emergency notification can be made using a variety of methods including the following:

- WMU Alert - WMU students, faculty, and staff can register one phone number to receive text message and/or phone call notification for on-campus emergencies with the potential to impact the health and/or safety of the WMU community. WMU Alert is activated by WMU Public Safety. WMU Alert has pre-programmed messages that were developed jointly between Public Safety and MarCom. In consultation with MarCom, Public Safety can generate custom messages in real time.

Steps to register for WMU Alert:

- i. From the WMU home page <https://wmich.edu>, click "GOWMU" (located in the top right-hand portion of the page) and enter your Bronco NetID and password.
  - ii. Click the WMU Alert triangle link [top right-hand portion of the page].
  - iii. Enter your phone number for emergency notification contact.
  - iv. Select either text messaging, phone calls, or both.
  - v. Click the **Save** button.
- WMU mass email to the campus community is handled by MarCom
  - External speakers broadcast pre-programmed messages on the main campus when activated by WMU Public Safety
  - WMU emergency information line (269) 387-1001 is managed by MarCom and provides a recorded message about campus emergencies
  - Building evacuation alarms can be centrally activated by WMU Public Safety
  - Campus emergencies are posted on the WMU home page with links to additional information and are managed by MarCom
  - WMU police vehicles have public address systems
  - MarCom coordinates communications with the public media and provides ongoing updates to the WMU emergency information line and WMU home page where requests for additional information will be directed as appropriate

The mass email is considered the primary notification option because all current students and employees have a WMU email address. Students and employees must opt-in for text message and/or phone call notifications WMU Alert system.

Students and employees may also opt-in to receive advisory notifications about incidents that may occur near campus when WMU public safety officers become aware of such events. The University and its Department of Public Safety are not always notified about near-campus or off-campus emergencies by surrounding law enforcement agencies. In addition, some incidents will not be immediately reported if the primary agency believes a notification will hinder the investigation and/or potentially put more people at risk.

Most WMU Alerts and advisory notifications are posted to the WMU Public Safety Instagram account (@wmu\_publicsafety) and the WMU Public Safety Facebook account (WMU Public Safety) allowing those with an Instagram or Facebook account to get most of these notifications if they follow WMU DPS. Social media postings are supplementary and do not replace official WMU Alerts or emergency notifications.

The regional locations included in this report can also activate WMU Alert for their respective sites. The same registration steps listed above are used; however, those registering have the option to select two regional locations for specific notifications from those sites. The same protocols in place on the main campus are also followed by the regional locations with one exception: the senior staff member available at each site can authorize the activation to ensure that notifications can be quickly issued.

### **Visitor Access to WMU Alerts and Advisory Notifications:**

Visitors to Western Michigan University can receive WMU Public Safety alerts and advisory notifications via text message for one year by using the SMS opt-in feature.

How to Opt In:

- Text WMUPublicSafety (not case-sensitive) to 226787 or 67283.

How to Opt Out:

- Text STOP WMUPublicSafety to 226787 or 67283.
- Note: Sending STOP or STOP ALL may also cancel other messaging services you are subscribed to.

Message and data rates may apply, depending on your mobile carrier. The university typically sends about 10–15 alerts and advisories each year, although this number may vary. WMU is committed to protecting your privacy, and your phone number will not be shared with third parties for solicitation purposes. Additionally, this SMS opt-in feature is intended only for campus visitors and members of the general public. WMU students and employees should not use this method; instead, they must sign up for WMU Alerts and Advisory Notifications through the goWMU Portal.

More details about the SMS opt-in system are available here: <https://www.wmudps.wmich.edu/safety-info.php#sms-opt-in>.

## **Testing Emergency Response and Evacuation Procedures**

The residence halls have one tornado drill in the spring. Fire drills are conducted once in the fall semester after sunset and within the first 21 days of semester, once in the spring semester, and once in the summer semester in buildings which have occupants.

The purpose of the drills is to practice the evacuation procedures so that building occupants become familiar with the sound of the fire alarm, the location of exits and the re-assembly area. When the fire alarm is activated, residents are to immediately evacuate to the appropriate re-assembly area. Drills also provide additional opportunities to test the operability of the fire alarm system components. Any deficient equipment is promptly reported so that repairs can be made immediately.

The drills may be either announced or unannounced. In all cases, the drills are observed and timed by Environmental Health and Safety. A debriefing with the residence hall staff occurs immediately following the drills. The residence hall staff includes follow-up discussion at floor meetings. Additional drills offer the opportunity to evaluate the evacuation procedures. The Environmental Health and Safety observations and comments are summarized for all residence hall drills and emailed to the Director of Residence Life. A summary of all resident hall drills including date, time, and observations is provided to the V.P. of Business and Finance and maintained by the WMU Environmental Health and Safety Department.

To ensure WMU's Emergency Operations Plan remains current and actionable, WMU Public Safety will conduct an emergency management exercise, at least once a year. These exercises may include tabletop drills, emergency operations center exercises, functional exercises, or full-scale emergency response exercises. The University conducts after-action reviews of all emergency management exercises. In conjunction with at least one emergency management exercise each year, WMU will notify the community of the exercise and remind the community of the information included in the University's publicly available information regarding emergency procedures. The scenarios for these exercises change from year-to-year, and include several University departments and off-campus emergency response agencies.

## Residence Hall Evacuation Guidelines

The residence hall evacuation guidelines are reviewed, updated as needed, and emailed to the director of residence life for distribution to the hall directors. The guidelines are posted in the residence halls and shown below:

### **BEFORE A FIRE**

1. Know the location of:
  - All fire alarm pull stations
  - The nearest exit and at least one alternate exit in your area
  - The evacuation reassembly area for your building (please refer to emergency information signs near building exits)
2. Know the location of fire extinguishers in your area. Contact Environmental Health and Safety at (269) 387-5590 for fire extinguisher training. Fire extinguishers are used to extinguish small fires (trashcans, cloth, small appliances, etc.). Only if the fire is small and you have received fire safety training should you try to extinguish it.
3. If you will need special assistance during an evacuation, please notify the residence hall staff who will register you with the Department of Public Safety.

### **IF YOU DISCOVER A FIRE**

1. **Sound the Alarm.** Pull the nearest fire alarm pull station. The fire alarm will sound throughout the building. Generally, pull stations are located near egress points: entrances to stairwells and exit doors.
2. **Evacuate.** Follow the evacuation procedure described below under "When the Fire Alarm Sounds."
3. **Call Dispatch.** All residence hall fire alarm panels alert the county emergency dispatch center when the fire alarm is ringing. To confirm notification, dial 911.

### **WHEN THE FIRE ALARM SOUNDS**

1. **Automatically Assume There is a Fire.** When the fire alarm rings, follow these evacuation procedures:
  - **Close doors.** If time permits, close doors as you exit. This helps confine the fire and protect your possessions from smoke damage.
  - **Leave the building.** Evacuate the building quickly by using the nearest stairway and exit. **Walk - do not run** out of the building.
  - **DO NOT USE ELEVATORS** – if you need assistance, dial 911 and tell the emergency dispatch center your location. They will notify the Fire Department that you need assistance.

- **Go to your reassembly area.** Let your residence advisor or hall director know you are there.
  - **Do not** go back into the building until the Fire Department or Public Safety says it is safe to do so.
2. **Specific Responsibilities for the Residence Hall Director's Office:** Once you have evacuated, contact the emergency dispatch center to confirm notification. Dial 911 from a safe location.

## **SHOULD YOU LEAVE YOUR ROOM WHEN THERE IS A FIRE?**

**Feel Doors Before Opening.** Before opening any door, feel the metal doorknob or the back of the door. If it is hot, do not open the door. If it is cool, open the door slightly; if heat or heavy smoke is present, close the door and stay in the room. Seal the cracks around the door with towels or other materials. If a telephone is available, dial **911** and let the emergency dispatch center know your location and that you are unable to exit. Open the windows and keep the doors closed. Hang an object (like a jacket or shirt) out the window to attract the Fire Department's attention.

## **FIRE FIGHTING EQUIPMENT**

1. **Keep Fire Doors Closed.** Stairway and hallway fire doors confine smoke **if they are closed** and help protect you until you can get outside. **Fire doors are never to be blocked open.**
2. **Do Not Tamper with or Misuse Fire Equipment.** To protect your life and possessions, fire equipment must be in place and in operating condition. Fire doors, exit signs, fire alarms, and fire extinguishers are all essential components for fire protection. Tampering with or misusing fire equipment can result in death and destruction of property. Such vandalism cannot be tolerated and will result in quick and firm disciplinary action.
3. **Report Damaged or Missing Fire Equipment.** To maintain all fire equipment in operating condition, immediately report any damaged or missing fire equipment to Environmental Health and Safety at 7-5590 or 269-387-5590.

## **Evacuation Guidelines for Individuals with Disabilities**

WMU recognizes that all emergency situations are unique. These guidelines are not meant to be the only plan you may use, but instead can serve as a starting point for your own plan. Situations may change and even the most thoroughly thought-out plans could have to adapt to meet those changes. Please take this into account when you are developing your individual evacuation plan.

All building occupants should familiarize themselves with primary and alternate routes of evacuation. Thinking ahead and planning is especially important for persons with disabilities who may need more time or assistance during an evacuation.

If you have a temporary or permanent disability that might prevent your prompt and safe evacuation from a building, please take the following planning steps:

### **Planning Steps:**

- Study and remember the features of the building you are in - including accessible exit routes, stairways, phone locations, and other building safety items like fire alarm pulls.
- Identify nearest, safest route to exits, stairwells or other safe areas that can provide protection from smoke or fire.
- Locate building phones, fire alarm pull stations, police call boxes or cell phones that can be used to call 911 or dispatch in the event of an emergency.
- Be prepared to give your name, building, location, and type of emergency to the dispatcher.
- Consider recruiting the assistance of friends, coworkers, colleagues, or others to escort or assist you during an evacuation. Provide individuals you have recruited advice regarding the best way to assist you.
- If you have questions about developing planning steps, students should contact Disability Services for Students at (269) 387- 2116, and employees should contact Institutional Equity at (269) 387-6316.

### **During an Evacuation:**

- Immediately leave the building.
- Exit the building using the nearest, safest exit route identified in your planning steps.
- If you are unable to exit the building, seek refuge in the safe area identified in your planning steps.
- Call 911 and let them know that you are proceeding to the stairwell or safe area designated in your planning steps.
- Advise others who may be assisting you to continue to evacuate once you have reached your safe area. Remind them to immediately tell emergency responders where you are in the building.

# **Fire Safety Report**

## **Information and Rules**

Recognizing the health, safety, and comfort benefits of smoke-free air and tobacco-free spaces, WMU became a tobacco-free campus on September 1, 2014. The use of tobacco products is not permitted indoors or outdoors on any University property. Tobacco products are defined to include the following: cigarettes, electronic-cigarettes, cigars, bidis, snuff, snus, water pipes, pipes, hookahs, chew and any other non-combustible tobacco products. The use of tobacco products is only permitted in enclosed personal vehicles.

Tobacco cessation programs for students and employees are available at WMU. Please contact the Sindecuse Health Center, Unified Clinics or Human Resources for information regarding tobacco cessation programs sponsored by the University.

### **Residence Halls and WMU Apartments:**

**Electrical appliances:** all electrical equipment in the residence halls must have an approved UL rating. Appliances or equipment may not be directly wired in any room. A maximum of two surge protectors/power strips is allowed per room. Linking multiple surge protectors/power strips is prohibited. Appliances equipped with an auto shut-off feature and fully enclosed heating elements are approved. Common examples of approved items include, but are not limited to surge protectors, desk lamps, clothes iron, curling iron/flat iron, window fans, hair dryers, “Keurig”–style coffee pots, crock pots, and electric rice cookers. Small microwaves and refrigerators are allowed if they use less than 1.5 amps of electric current.

Appliances with exposed heating elements or no automatic shut-off pose a safety hazard and are not allowed.

### **Residence Halls:**

All residence halls have the following:

- Fire alarm systems centrally monitored by Facilities Management
- Annunciator panel that will indicate the location of the activated pull station
- Hard-wired smoke detectors with a battery back-up in every room
- Fire doors that reduce the spread of a fire
- Fire extinguishers on every floor no more than 75 feet apart
- Pull stations for building-wide activation of horns
- An evacuation guide is located on the back of every residence room door
- Room inspections by Residence Life staff during breaks
- Building inspections by Environmental Health and Safety

- Fire extinguisher maintenance and inspection twice a year
- Fire alarm testing and system inspection twice a year

**Prohibited:**

- Appliances like toasters, toaster ovens, traditional coffee pots, wax warmers/melters, sandwich makers, George Forman style grills, induction cook tops, hot plates, mug warmers, electric woks/cookware, lava lamps, spider lamps with plastic shades, halogen lamps, space heaters, air conditioners, and fog machines\*
- “Hoverboard” style scooters\*

\*If found in a residence, for the safety of all residents, hall staff will confiscate the item and keep it in storage until the resident can take the prohibited item home.

**Open flames:** no items with an open flame are allowed. Residents may not possess lit or unlit candles, incense sticks, or any item with an open flame. Candles are not allowed in the residence halls even as decorations.

**WMU Apartments:**

**Prohibited:**

- Electrical appliances: large appliances such as washers, dryers, portable dishwashers and freezers are prohibited. Possession or use of unapproved electrical appliances, such as hot plates or spider lamps, is a violation of the fire safety policy.
- The storing of kerosene, gasoline or other combustible or flammable materials is prohibited. Gas grills are not allowed.
- Candles and incense, even if only for decoration purpose, are not permitted in campus apartments.
- “Hoverboard” style scooters are prohibited.

In Stadium Drive complexes, residents may use their own window air conditioner, subject to safety and size restrictions. For safety reasons, University maintenance personnel must install all air conditioners.

**Fire Statistics**  
**Western Michigan University: Fire Safety Information**

Residential Facility:	Number of Fire Drills in 2022	Number of Fire Drills in 2023	Number of Fire Drills in 2024	Monitored Fire Alarm	Smoke Detectors (in every room)	Fire Extinguishers	Partial Sprinkler System	Full Sprinkler System
<b>Residence Halls:</b>								
Henry *	N/A	N/A	1	Yes	Yes	Yes	Yes <sup>1</sup>	
Spindler	3	3	3	Yes	Yes	Yes	Yes <sup>1</sup>	
Valley I: Ackley/Schilling & Britton/Hadley	2	3	2	Yes	Yes	Yes	Yes <sup>i</sup>	
Valley II: Eicher/LeFevre & Garneau/Harvey	2	2	2	Yes	Yes	Yes	Yes <sup>ii</sup>	
Valley III: ** Harrison/Stinson Eldridge/Fox	2	2	N/A	Yes	Yes	Yes	Yes <sup>7</sup>	
Hall-Archer-Pickard East	2	2	2	Yes	Yes	Yes		Yes <sup>8</sup>
Hall-Archer-Pickard West	3	2	3	Yes	Yes	Yes		Yes <sup>8</sup>
<b>WMU Apartments:</b>								
Arcadia Flats	0	0	0	Yes	In each apt.	Yes		Yes <sup>8</sup>
Stadium Drive	0	0	0		In each apt.	In each apt.		
Western View	0	0	0	Yes	In each apt.	In each apt.		Yes <sup>8</sup>

\* Henry Hall was offline/unoccupied until 2024.

\*\* Valley III (Harrison/ Stinson, Eldridge/Fox) was offline/unoccupied in 2024

Incinerator room

Trash room

Large basement storage room and incinerator room

Trash room, laundry room, chute, storage rooms, and chute feed rooms

Food service storage areas; laundry, incinerator, and hall storage rooms; refuse chutes; and refuse chute feed rooms

Food service storage basement and first level, trash rooms, laundry rooms, and storage areas <sup>7</sup>Food service storage, incinerator rooms, feed rooms, laundry room, and residence hall storage areas

<sup>8</sup>Complies with NFPA 13R.

## Western Michigan University: 2022 Fire Statistics

Residential Facility:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
<b>Residence Halls</b>					
Ackley 260 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Britton 320 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Eicher 225 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Eldridge 200 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Fox 150 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Garneau 125 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Hadley 310 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Harrison 250 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Harvey 175 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Henry 2002 W. Michigan Ave	0	N/A	N/A	N/A	N/A
LeFevre 265 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Shilling 210 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Spindler 1210 Oliver	0	N/A	N/A	N/A	N/A
Stinson 300 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard East 1925 Ring Rd N	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard West 1935 Ring Rd N	0	N/A	N/A	N/A	N/A

**Western Michigan University: 2022 Fire Statistics (continued)**

<b>WMU Apartments:</b>	<b>Number of Fires</b>	<b>Cause of Fire</b>	<b>Number of Injuries</b>	<b>Number of Deaths</b>	<b>Value of Property Damage</b>
<b>Arcadia Flats</b>	0	N/A	N/A	N/A	N/A
<b>Stadium Drive</b> 1940 Howard					
Building 253-282	0	N/A	N/A	N/A	N/A
Building 283-300	0	N/A	N/A	N/A	N/A
Building 501-524	0	N/A	N/A	N/A	N/A
Building 525-554	0	N/A	N/A	N/A	N/A
<b>Western View</b>					
Building 301 2400-2402-2404 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 302 2390-2392-2394 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 303 2270-2272 Ring Rd S	1	Towel left on stovetop while cooking	0	0	10,000-24,999
Building 304 2310-2312-2314-2316 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 305 2321-2323-2325-2327 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 306 2411-2413-2415 Ring Rd S	0	N/A	N/A	N/A	N/A

## Western Michigan University: 2023 Fire Statistics

Residential Facility: Residence Halls	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Ackley 260 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Britton 320 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Eicher 225 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Eldridge 200 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Fox 150 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Garneau 125 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Hadley 310 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Harrison 250 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Harvey 175 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Henry 2002 W. Michigan Ave	0	N/A	N/A	N/A	N/A
LeFevre 265 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Shilling 210 Valley 1 Dr	1	Stove fire from cooking	0	0	1,000-9,999
Spindler 1210 Oliver	0	N/A	N/A	N/A	N/A
Stinson 300 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard East 1925 Ring Rd N	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard West 1935 Ring Rd N	1	Accidentally lit plastic cabinet on fire after setting hot torch lighter on it	0	0	0-99

**Western Michigan University: 2023 Fire Statistics (continued)**

<b>WMU Apartments:</b>	<b>Number of Fires</b>	<b>Cause of Fire</b>	<b>Number of Injuries</b>	<b>Number of Deaths</b>	<b>Value of Property Damage</b>
<b>Arcadia Flats</b>	0	N/A	N/A	N/A	N/A
<b>Stadium Drive</b> 1940 Howard					
Building 253-282	0	N/A	N/A	N/A	N/A
Building 283-300	0	N/A	N/A	N/A	N/A
Building 501-524	0	N/A	N/A	N/A	N/A
Building 525-554	0	N/A	N/A	N/A	N/A
<b>Western View</b>					
Building 301 2400-2402-2404 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 302 2390-2392-2394 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 303 2270-2272 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 304 2310-2312-2314-2316 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 305 2321-2323-2325-2327 Ring Rd S	0	N/A	N/A	N/A	N/A
Building 306 2411-2413-2415 Ring Rd S	0	N/A	N/A	N/A	N/A

## Western Michigan University: 2024 Fire Statistics

<b>Residential Facility:</b>	<b>Number of Fires</b>	<b>Cause of Fire</b>	<b>Number of Injuries</b>	<b>Number of Deaths</b>	<b>Value of Property Damage</b>
<b>Residence Halls</b>					
Ackley 260 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Britton 320 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Eicher 225 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Eldridge 200 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Fox 150 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Garneau 125 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Hadley 310 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Harrison 250 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Harvey 175 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Henry 2002 W. Michigan Ave	0	N/A	N/A	N/A	N/A
LeFevre 265 Valley 2 Dr	0	N/A	N/A	N/A	N/A
Shilling 210 Valley 1 Dr	0	N/A	N/A	N/A	N/A
Spindler 1210 Oliver	0	N/A	N/A	N/A	N/A
Stinson 300 Valley 3 Dr	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard East 1925 Ring Rd N	0	N/A	N/A	N/A	N/A
Hall-Archer-Pickard West 1935 Ring Rd N	0	N/A	N/A	N/A	N/A

**Western Michigan University: 2024 Fire Statistics (continued)**

WMU Apartments:	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
<b>Arcadia Flats</b>	0	N/A	N/A	N/A	N/A
<b>Stadium Drive</b> 1940 Howard Building 253-282 Building 283-300 Building 501-524 Building 525-554	0 0 0 0	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A
<b>Western View</b> Building 301 2400-2402-2404 Ring Rd S  Building 302 2390-2392-2394 Ring Rd S  Building 303 2270-2272-2274 Ring Rd S  Building 304 2310-2312-2314-2316 Ring Rd S  Building 305 2321-2323-2325-2327 Ring Rd S  Building 306 2411-2413-2415 Ring Rd S	0  0  0  0  0  0	N/A  N/A  N/A  N/A  N/A  N/A	N/A  N/A  N/A  N/A  N/A  N/A	N/A  N/A  N/A  N/A  N/A  N/A	N/A  N/A  N/A  N/A  N/A  N/A

## **Fire Safety Education and Training**

Fire safety is discussed at new student orientation sessions. The “Fall Welcome” program includes fire safety education in the “Risky Business” production presented to incoming freshmen. Presentations are made to First Year Experience classes. Annually, DPS and Environmental Health and Safety provide residence hall specific training sessions for hall directors, graduate assistants, and residence assistants.

Students living in the campus residence halls and WMU apartments can review a fire safety video at <https://wmich.edu/ehs/services-0/fire-safety>.

Throughout the year, a variety of fire safety education sessions including hands-on fire extinguisher training are offered for students, faculty, and staff. In addition, many departments such as Miller Auditorium, theatre, and chemistry regularly participate in training specific to their environment.

Emergency signs posted in the lobby/main entrance and at the elevator(s) in the residence halls show the location of fire extinguishers, pull stations, tornado shelters, and the primary and secondary evacuation re-assembly areas. In addition, each resident hall room has an evacuation guide on the back of the room door. In the Stadium Drive complexes, each apartment has a magnet on the refrigerator or an emergency instructions sheet on back of the apartment door with information regarding where to go in case of severe weather. Western View and Arcadia Flats emergency procedures are located on the back of the apartment’s front door.

## **Reporting Fires in On-Campus Student Housing Facilities**

Federal law requires that Western Michigan University annually disclose statistical data on all fires that occur in on-campus student housing facilities. To report on-campus student housing fires that have already been extinguished, please contact the county dispatch center at (269) 488-8911 and request a WMU police officer.

## **Plans for Future Fire Safety Improvements**

As funding allows, the fire systems are upgraded to current technology.

## Fire Log

DPS maintains a fire log for fires that occur in on-campus student housing facilities. It includes the date the fire was reported and documents the date, time, the nature of the fire, and its general location. Entries are made within two business days of receiving the information. The fire log is available at <https://wmudps.wmich.edu/fire-log.php>. A hard copy of the log is available at the WMU Department of Public Safety, 511 Monroe St., Kalamazoo, MI.

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