



**TRANSYLVANIA**  
**UNIVERSITY**

**THE MICHAEL MINGER ACT  
REPORT FOR 2017**

**Transylvania University Activity Reported for Calendar Year 2016**

# MINGER REPORTING SYSTEM

Transylvania University Activity Reported for Calendar Year 2016

## Section 1: Campus Security Authority

### **List campus security authority personnel (definition at KRS 164.948(2)):**

Campus security authorities with the Transylvania Department of Public Safety includes, sworn officers, security officers and any official of the institution who has significant responsibility for student and campus activities, including student discipline, student housing, student judicial affairs and student life.

### **Describe the extent and nature of enforcement authority of campus security authority personnel:**

The department of Public Safety has the responsibility for law enforcement and criminal investigations at the University. The Public Safety officers are responsible for a full range of public safety services, including crime reports, investigations, medical emergencies, fire emergencies, traffic accidents, enforcement of state and local laws and all other incidents that require police assistance. These sworn officers receive their law enforcement authority through the Justice and Public Safety Cabinet (KRS 61.360). The duties of these officers shall be confined to the premises of the property to be protected, except while in pursuit of a person fleeing from the property after committing an act of violence or destruction of property.

### **Describe the working relationship of campus security authority personnel with state and local police agencies:**

The Transylvania University Public Safety Department is dedicated in developing a strong professional working relationship with the state and local agencies to provide services to the University community. Throughout the year the Public Safety Department meets regularly about common crime problems and criminal activity near campus. These meetings are held regularly to exchange crime related reports and statistics, including those for off campus locations owned or leased by the university. The partnership that is developed between the agencies assists in preparing and providing the most efficient response and service to the community.

## Section 2: Description of Information Programs

### **Describe programs that inform students and employees about:**

#### **(a) Campus safety and security:**

Campus safety and security programs are coordinated by the Department of Public Safety, located in Forrer Hall, the main women's residence facility. DPS employs these crime prevention programs and projects:

1. Escort Program: DPS provides individuals who request it, a campus escort 24 hours a day.
2. DPS makes crime prevention presentations to new students, faculty and staff at their respective orientations and to residence hall and campus fraternity and sorority residents. DPS also makes presentations available to the entire university.
3. Printed crime prevention brochures, posters, and bookmarks related to motor vehicle security, bicycle security, residence hall security, the escort service are distributed at crime prevention presentations and at various locations throughout the campus.

4. Exterior emergency telephones linked directly to DPS are located throughout the University's campus. There are a total of 67 emergency telephones.
5. Video surveillance is located throughout the University which also encompasses the various parking lots. There are 96 campus cameras. Security officers and DPS officers are assigned to the parking lots for safety and are assigned two way radios for communication to respond to most emergency situations.
6. DPS monitors a comprehensive network of door control, elevators, intrusion detection and fire alarm systems via a computer based electronic monitoring system.
7. DPS conducts weekly surveys of the exterior lighting and of the emergency telephones to ensure their proper working order.
8. Emergency procedures are posted on the Web at [http://inside/pages/residence/emergency\\_information.htm](http://inside/pages/residence/emergency_information.htm)

**(b) How to report a crime:**

Students and staff are advised to report criminal, threatening or suspicious activity as well as injury or serious illness promptly by calling the Department of Public Safety at 8118 or Text-a-Tip 859-351-7343. Students and staff also have the option of calling 911 for the Lexington Police Department and the Fire Department. Students are notified by material printed in the Student Handbook and information posted on bulletin boards related to reporting crimes to campus Public Safety and local law enforcement.

To report a sexual assault or get in touch with a rape crisis counselor, contact:

Lexington Rape Crisis Center (859-253-2511)

Department Of Public safety (859-233-8118 / Text a Tip 859-351-7343)

School Nurse (859-233-8127)

Residence Life (859-233-8181)

Residence Life RA person on duty by contacting Department of Public Safety (859-233-8118)

Lexington Police Department (859-258-3600) or Dial 911

**(c) How to prevent crimes:**

Along with student and new employee orientations, the Department of Public Safety provides crime prevention programs and brochures throughout the school year.

These orientation programs and brochures are presented so students and employees know the proper procedure for reporting crime and how they may help in the prevention of crime on campus. With students and employees having knowledge of reporting and prevention of crime, the Transylvania community can provide a safer learning and working environment.

Following is a listing of the crime prevention programs and projects employed by Transylvania University:

1. Escort Program - The Department of Public Safety provides 24-hour escort service for persons on campus.
2. New Student Orientation - Crime prevention presentations accompanied by brochures and other printed material are made available to new students. At the new student presentation, students are advised of fire safety procedures, personal and property safety procedures and proper techniques for securing their vehicle.
3. Residence Hall Security - Crime prevention presentations accompanied by brochures and other printed material are made available to residence halls and other on-campus resident students.
4. Emergency Telephones - Exterior emergency telephones linked directly to the Department of Public Safety are located throughout the University.

5. Crime Prevention Presentations - Crime prevention presentations are made available to campus groups and organizations throughout the school year.
6. New Employee Orientation - Crime prevention presentations accompanied by brochures and other printed material are made available to new employees throughout the year.
7. Printed Crime Prevention Materials - Printed crime prevention brochures and posters related to motor vehicle security, bicycle security, residence hall security and the escort service are widely distributed at crime prevention presentations and at various locations throughout the University's campus.
8. Operation Identification - The Department of Public Safety maintains engraving tools for use by members of the University community on a check out basis. Using this tool, valuable property may be identified if stolen. Bicycles, motor vehicles, computers, and audio/video equipment are examples of such equipment. In addition, participants in Operation Identification are encouraged to record serial and model numbers of such equipment and maintain this record in an off-site location. Operation Identification is encouraged particularly for on-campus residents.

### Section 3: Statements of Policies and Procedures

**(a) Provide the institution's policy statement on making Special Reports to the campus community of crimes that present a safety or security threat to students or employees. KRS 164.9481(d)**

It is the policy of Transylvania University that when an incident occurs which has a direct bearing on the safety of students and staff a T-Alert will immediately be disseminated to the University community. Information on the type of incident and threat imposed on the Transylvania community will be given along with recommended safety practices and procedures related to the incident. Information will be posted in resident dorms, faculty buildings and all common gathering areas. Information will also be posted on the Transylvania University Intranet information page. The Transylvania community is urged to heed any advisories issued by the University and work together in the joint effort of making the campus a safe place to live, work, and learn.

**(b) If the institution provides student housing facilities, describe the institution's procedure for disclosing the existence or nonexistence of automatic fire suppression systems in on-campus housing facilities. KRS 164.9492**

In accordance with State Senate Bill 63, students are provided a sheet describing each dorms fire suppression system or fire notification system, such as sprinklers and smoke detectors. This form is provided in the student's housing package which they are required to sign. This form remains on file in the Residence Life Office.

**(c) If the institution provides student housing facilities, provide the institution's policy for giving students with disabilities priority for first-floor housing. KRS 164.9495 (1)**

Once Transylvania has been informed that a student has a disability, they are provided with first floor housing.

**(d) If the institution provides student housing facilities, describe the institution's policy for maintaining a record of any on-campus housing assignment for students with disabilities, and the procedure for alerting safety and emergency personnel of the location of students with disabilities. KRS 164.9495 (2)**

This record is kept in the Dean of Student's Office and the Department of Public Safety Office. The Lexington Fire Department is provided a map of the locations of students with disabilities.

<i>Section 4: Crime Table</i> <b>Crime Category</b>	<b>Total Campus Property Crimes</b>	<b>Residential Facility Crimes</b> <small>(subset of Campus)</small>	<b>Recognized/owned/ Leased/controlled Property Crimes</b>	<b>Public Property Crimes</b>
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	4	3		0
Criminal Damage	7	3	1	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	1	0	0	0
Sex Offenses - Forcible	1	1	0	0
Sex Offenses – Non- Forcible	0	0	0	0
Stalking	2	2		0
Terroristic Threatening	0	0	0	0
Theft	25	4	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	3	3	0	0
<b>Category of Prejudice</b>				
Bias – Race	0	0	0	0
Bias – Gender	0	0	0	0
Bias – Gender Identity	0	0	0	0
Bias – Religion	0	0	0	0
Bias – Sexual Orientation	0	0	0	0
Bias – Ethnic	0	0	0	0
Bias – Disability	0	0	0	0
Bias – National Origin	1	0	0	0
<b>Arrest Only</b>				
Drug-related Violations	0	XXXXXXXX	0	0
Liquor-law Violations	5	XXXXXXXX	0	0

<i>Section 5: Criminal Attempts Table</i> <b>Crime Category</b>	<b>Total Campus Property Crimes</b>	<b>Residential Facility Crimes</b> (subset of Campus)	<b>Recognized/Owened /Leased/controlled Property Crimes</b>	<b>Public Property Crimes</b>
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses – Non-Forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	0	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
<b>Category of Prejudice</b>				
Bias – Race	0	0	0	0
Bias – Gender	0	0	0	0
Bias – Gender Identity	0	0	0	0
Bias – Religion	0	0	0	0
Bias – Sexual Orientation	0	0	0	0
Bias – Ethnic	0	0	0	0
Bias – Disability	0	0	0	0
Bias – National Origin	0	0	0	0
<b>Arrest Only</b>				
Drug-related Violations	0	XXXXXXXX	0	0
Liquor-law Violations	0	XXXXXXXX	0	0

<i>Section 6: Incidents Table</i> <b>Crime Category</b>	<b>Total Campus Property Crimes</b>	<b>Residential Facility Crimes</b> (subset of Campus)	<b>Recognized/owned/ Leased/controlled Property Crimes</b>	<b>Public Property Crimes</b>
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses – Non- Forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	0	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
<b>Category of Prejudice</b>				
Bias – Race	0	0	0	0
Bias – Gender	0	0	0	0
Bias – Gender Identity	0	0	0	0
Bias – Religion	0	0	0	0
Bias – Sexual Orientation	0	0	0	0
Bias – Ethnic	0	0	0	0
Bias – Disability	0	0	0	0
Bias – National Origin	0	0	0	0
<b>Arrest Only</b>				
Drug-related Violations	0	XXXXXXXX	0	0
Liquor-law Violations	0	XXXXXXXX	0	0

<sup>1</sup>Section 5 of this administrative regulation provides guidance in defining crimes committed.

<sup>2</sup>Assistance in defining campus property may be found in 34 CFR § 668.46(a).

<sup>3</sup>Number of crimes that occurred in institution residence halls, student apartment housing, or Greek sponsored housing facilities, if appropriate. These numbers are included in the on-campus property totals.

<sup>4</sup>Non-campus property is any of the officially recognized/owned/leased/controlled institution properties that are located off the main campus area. Assistance in defining non-campus property may be found in 34 CFR § 668.46(a).

<sup>5</sup>Assistance in defining public property may be found in 34 CFR § 668.46(a).

<sup>6</sup>Category of Prejudice -- These are not additional crimes. These are crimes already reported in the various crime categories that also fall into one of the reportable categories as required by KRS 164.948(s), or other crimes in which the victim was intentionally selected because of an actual or perceived prejudice.



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