

# **Annual Campus Crime Report- Cover Letter**

## **(Student Right-To-Know and Campus Security Act)**

### **University of the Potomac**

**August 29, 2016**

This document contains the 2015 Annual Campus Crime Report for the University of the Potomac (UOTP). UOTP publishes the report once a year and provides copies to all students, faculty and staff via emails sent through the University of the Potomac email system, including via UOTP-assigned student email accounts.

If you wish a hard copy of this report, Student Services maintains hard copies in its office. You can request a copy by mail, in person or by email to:

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University of the Potomac  
Student Services  
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[samrawit.yohannes@potomac.edu](mailto:samrawit.yohannes@potomac.edu)

Page 5 contains the general procedures for reporting a campus crime. It is reprinted below.

#### **General Procedures for Reporting a Crime or Emergency**

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety-related incidents to UOTP in a timely manner. To report a crime or an emergency at the Washington, DC campus, please call the main number at 202-274-2300 or go to the front desk to report an incident in person. To report a crime or an emergency at the Vienna, Virginia campus, please call the main number at 202-521-1290 or go to the front desk to report an incident in person. All incident reports are forwarded to the Director of Student Services for review and potential action. If assistance is required from a local police or fire department, UOTP will contact the appropriate unit.

This publication contains information about resources available to community members in the event they become the victim of a crime. Such resources are not reporting entities for UOTP. Crimes should be reported to UOTP to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community when appropriate.

**Walter Person – VP Assessment and IR**

# **Annual Campus Crime Report**

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#### **Introduction**

The University of the Potomac (UOTP) is concerned with the safety of its students, staff, faculty, guests and visitors. UOTP is a community annually of approximately 100 students, faculty and staff in the District of Columbia, 135 students, faculty and staff in Vienna, Virginia, and 100 students and faculty in the virtual online learning community.

While UOTP has not experienced a high crime rate, violent or otherwise, it is located in a city and, therefore, subject to such incidents. UOTP does not maintain an on-campus security or police force (the Washington, DC campus does maintain a Security Officer in the evenings and on Saturdays during business hours). To assist in prevention of crime, we ask that you take a common sense approach to protecting your valuables and your person, and we encourage you to report any incidents you witness or are aware of to the UOTP official. Please contact UOTP by phone at 202-274-2300 (DC) or 202-521-1290 (VA) or in person to personnel at the front desk in the lobby.

Please feel free to contact Ms. Samrawit Yohannes – UOTP Security Manager, if you have any questions about this 2013 Annual Campus Crime Report.

#### **Crime Statistics**

In 1990, the President of the United States signed into law the Student Right-To-Know and Campus Security Act. UOTP, like all other postsecondary educational institutions that administer federal student aid, is required to provide these statistics and specific security policies annually to students and staff and upon request to staff, prospective students and the public.

The reported crimes that UOTP is mandated to include in its Annual Campus Crime Report are:

- Murder and Non-Negligent Manslaughter
- Forcible Rape
- Robbery
- Aggravated Assault
- Burglary
- Arson
- Motor Vehicle Theft.

UOTP is also required to report the number of arrests for the following crimes occurring on campus: liquor law violations, drug abuse violations and weapon possession.

### **Timely Warnings**

In the event that a situation arises, either on or off campus, that in the judgment of UOTP administration constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued. The warning is issued through UOTP’s e-mail system to students, faculty and staff. Warnings are also issued by signs posted in the lobby and other public areas, if appropriate. Anyone with information warranting a timely warning should report the circumstances to UOTP by phone at 202-274-2300 (District of Columbia) or 202-521-1290 (Virginia) or in person to the front desk in the lobby.

### **Compiling the Annual Crime Statistics Report**

The following statistics are compiled by UOTP from reports from staff, faculty, students and local police departments.

The Washington, DC campus had no incidences of hate crimes. *(See Attachment I for the January 1, 2015 to December 31, 2015 crime statistics map)*

#### **DC Campus – Occurrences**

		2013	2014	2015
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
Sex Offenses – Forcible	On Campus	0	0	0
	Public Property	0	0	0
Sex Offenses – Non-Forcible	On Campus	0	0	0
	Public Property	0	1	0
Robbery	On Campus	0	0	0
	Public Property	1	11	16
Aggravated Assault	On Campus	0	0	0
	Public Property	0	0	2
Burglary	On Campus	0	0	0
	Public Property	0	0	0
Motor Vehicle Theft	On Campus	0	0	0
	Public Property	0	1	0
Arson	On Campus	0	0	0
	Public Property	0	0	0

#### **DC Campus – Disciplinary Actions and Arrests**

		2013	2014	2015
Illegal Weapons Possession	On Campus--Disciplinary	0	0	0
	Public Property--Arrest	0	0	0
Drug Abuse Violations	On Campus--Disciplinary	0	0	0
	Public Property--Arrest	0	0	0
Liquor Law Violations	On Campus--Disciplinary	0	0	0

	Public Property--Arrest	0	0	0
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### DC Campus VAWA Offenses

		2013	2014	2015
Domestic Violence	On Campus		0	0
	Public Property		0	0
Dating Violence	On Campus		0	0
	Public Property		0	0
Stalking	On Campus		0	0
	Public Property		0	0

\*VAWA – Violence Against Women Act

The Vienna, Virginia campus had no incidences of hate crimes. (*See Attachment II for the January 1, 2015 to December 31, 2015 crime statistics map*)

### VA Campus – Occurrences

		2013	2014	2015
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
Sex Offenses – Forcible	On Campus	0	0	0
	Public Property	0	0	0
Sex Offenses – Non-Forcible	On Campus	0	0	0
	Public Property	0	0	0
Robbery	On Campus	0	0	0
	Public Property	0	0	0
Aggravated Assault	On Campus	0	0	0
	Public Property	0	1	0
Burglary	On Campus	0	0	0
	Public Property	0	0	0
Motor Vehicle Theft	On Campus	0	0	0
	Public Property	0	0	0
Arson	On Campus	0	0	0
	Public Property	0	0	0

### VA Campus – Disciplinary Actions and Arrests

		2013	2014	2015
Illegal Weapons Possession	On Campus—Disciplinary	0	0	0
	Public Property—Arrests	0	0	0
Drug Abuse Violations	On Campus—Disciplinary	0	0	0
	Public Property—Arrests	0	0	0
Liquor Law Violations	On Campus—Disciplinary	0	0	0
	Public Property--Arrests	0	0	0

### **VA Campus VAWA Offenses**

		2013	2014	2015
Domestic Violence	On Campus		0	0
	Public Property		0	0
Dating Violence	On Campus		0	0
	Public Property		0	0
Stalking	On Campus		0	0
	Public Property		0	0

\*VAWA – Violence Against Women Act

### **Policy for Reporting the Annual Disclosure of Crime Statistics**

The UOTP prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with local law enforcement agencies that surround Potomac's DC and Virginia campuses. Campus crime, arrest and referral statistics include those reported to local law enforcement and designated UOTP officials. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law to be included. Each year, an e-mail notification is made to all enrolled students and staff that provides information on how to access this report on the UOTP website. Copies of the report may also be obtained from the DC campus by calling 202-274-2300.

### **Confidential Reporting Procedures**

If you are the victim of a crime and do not want to pursue action with the UOTP or the criminal justice system, you may still want to consider making a confidential report. With your permission, UOTP officials can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, UOTP can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to location, method or assailant and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for UOTP.

### **Access Policy**

During business hours, UOTP is open to students, parents, employees, contractors, guests and invitees. During non-business hours, access to all UOTP facilities is by key, if issued, or by admittance via facilities staff. In the case of periods of extended closing, UOTP will admit only those with prior written approval to all facilities.

### **General Procedures for Reporting a Crime or Emergency**

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety-related incidents to UOTP in a timely manner. To report a crime or an emergency at the CD campus, please call the main number at 202-274-2300 or go to the front desk to report an incident in person. To report a crime or an emergency at the Virginia campus, please call the main number at 202-521-1290 or go to the front desk to report an incident in person. All incident reports are forwarded to the Director of Student Services for review and potential action.

If assistance is required from a local police or fire department, UOTP will contact the appropriate unit.

This publication contains information about resources available to community members in the event they become the victim of a crime. Such resources are not reporting entities for UOTP. Crimes should be reported to UOTP to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community when appropriate.

### **Campus Law Enforcement**

UOTP maintains a Security Officer at its DC campus in the evenings and on Saturdays during business hours. The Security Office has the authority to ask persons for identification and to determine whether individuals have lawful business at UOTP. The Security Officer does not have arrest power. Criminal incidents are referred to local police who have jurisdiction on the campus.

### **Security Awareness and Crime Prevention Programs**

During orientation, students are informed of crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees. Crime prevention programs and sexual assault prevention programs are offered annually by UOTP.

A common theme of all awareness and crime prevention programs is to encourage students and staff to be aware of their responsibility for their own security and the security of others.

Since UOTP in Washington, DC has a campus contained within a larger building, it employs security personnel to open and close the campus Monday through Saturday. Security personnel are available from 7:30 a.m. until 10:00 a.m. and in the evening from 8:30 p.m. until 10:00 p.m. UOTP uses passcard to prevent unapproved entry during closed hours.

### **Sexual Assault Prevention**

Student orientation at UOTP includes a discussion of personal safety and sexual assault prevention steps. Students are encouraged to use lighted sidewalks to get to the campus, walk in pairs if possible and watch what is happening around them. Suspicious behavior should be reported immediately to the security guard at the front desk. Evening students are encouraged to have the security guard walk them to their car if they parked some distance from UOTP.

UOTP provides alternatives for a victim's academic situation if requested by a victim of sexual assault. Alternatives include changing course attendance hours or providing online coursework. Because UOTP does not have student housing, alternatives are limited.

Any member of UOTP who requires additional information on sexual assault should contact the toll-free, 24-hour National Sexual Assault Hotline at 1-800-656-4673.

### **Policy on Alcoholic Beverages**

The possession, sale or furnishing of alcohol on UOTP campuses is governed by DC state law for the DC campus and Virginia state law for the Virginia campus. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.

### **Policy on Illegal Drugs**

UOTP has been designated “drug free” and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by UOTP officials. Violators are subject to UOTP disciplinary action, criminal prosecution, fine and imprisonment.

### **Alcohol and Substance Abuse Information**

UOTP does not have professional or pastoral counselors on staff. However, the following resources are available in the local community:

#### **District of Columbia**

Next Step	202-296-4422
Chemical Dependency Program	202-741-2888 (Private Pay)
Kolmac Clinic	202-638-1992
Addiction Treatment Center, Suburban Hospital	301-896-2036

<http://www.drug-rehab-center-hotline.com/washingtondcdrugrehabilitation.html>

#### **Northern Virginia**

Recovery Center of Northern Virginia	703-464-5122
Loudoun County Mental Health Center	703-771-5100
Inova Kellar Center	703-218-8500
Life Line Counseling Center	703-691-3029
Living Free Health Services	703-750-1292

UOTP makes no guarantee with regard to the quality of off-campus services. UOTP merely lists these services as a convenience to students and staff.

### **Sexual Assault Prevention and Response**

If you are a victim of a sexual assault at UOTP, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. UOTP strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor in evidence collection and preservation. An assault should be reported directly to an UOTP official. Filing a report with a UOTP official does not obligate a victim to prosecute, nor does it subject a victim to scrutiny or judgmental opinions from officers. Filing a report

- Ensures that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provides an opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally, a victim of sexual assault should not wash, douche, use a toilet or change clothing prior to a medical/legal examination);

- Assures the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding. The right to have others present and to be informed of the outcome apply to UOTP Disciplinary proceedings, regardless of the where the alleged sex offense occurred.

When a sexual assault victim contacts a police department, the Metro Police Sex Crimes Unit is notified as well. The victim of a sexual assault may choose to pursue the investigation through the criminal justice system and UOTP, or through one or the other options. An UOTP representative guides a victim through available options and supports the victim in his or her decision. Various counseling options are available within the community and referral options are provided.

A student found guilty of sexual misconduct could be criminally prosecuted in the courts and may be suspended or expelled from UOTP for a first offense.

### **Sexual Offender Registration**

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. In accordance with this Act, UOTP provides a link to the District of Columbia and Virginia State Police Sex Offender Registries.

Registry information provided shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation may be punishable as a Class 1 misdemeanor. The Metropolitan Police in the District of Columbia are responsible for maintaining its registrar: <http://sexoffender.dc.gov>. The Virginia State Police are responsible for maintaining its registry: <http://sex-offender.vsp.virginia.gov/sor>.

**END OF REPORT**



# Attachment I

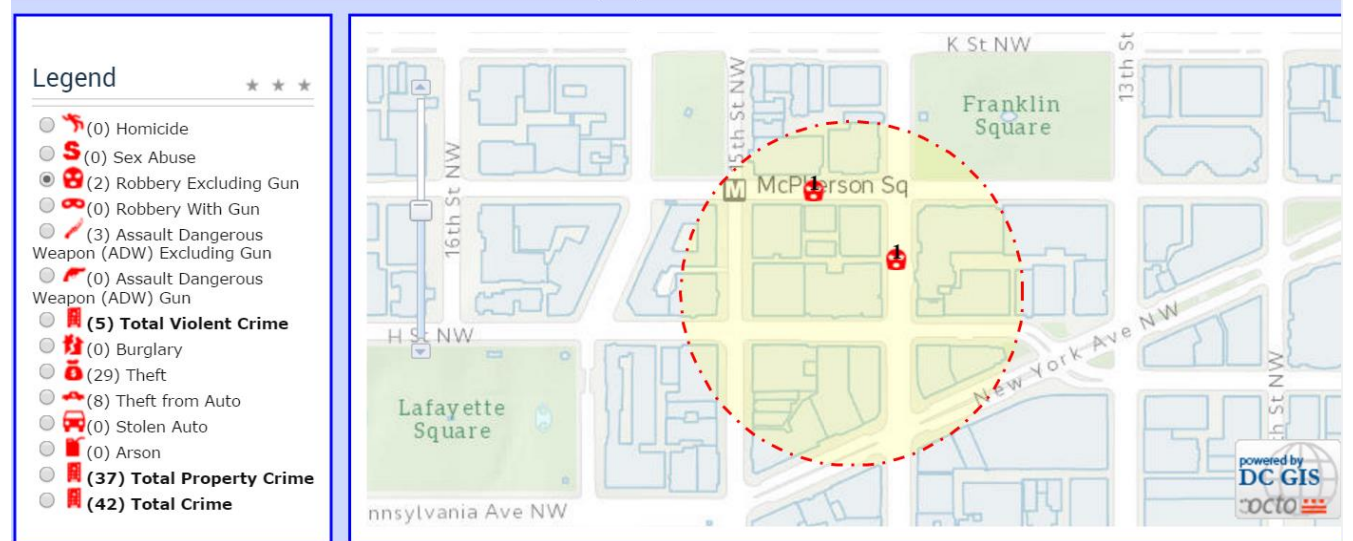
## University of the Potomac – Washington DC - Main Campus 2015 Campus Safety and Security Survey

Shown for crimes which occurred within 500 feet of 1401 H STREET NW, located in the **SECOND, FIRST** Police District(s) between 01/01/2015 and 12/31/2015.

[Download Crime Data](#) | [Crime Definitions](#) | [New Search](#) | [Return to Report](#)

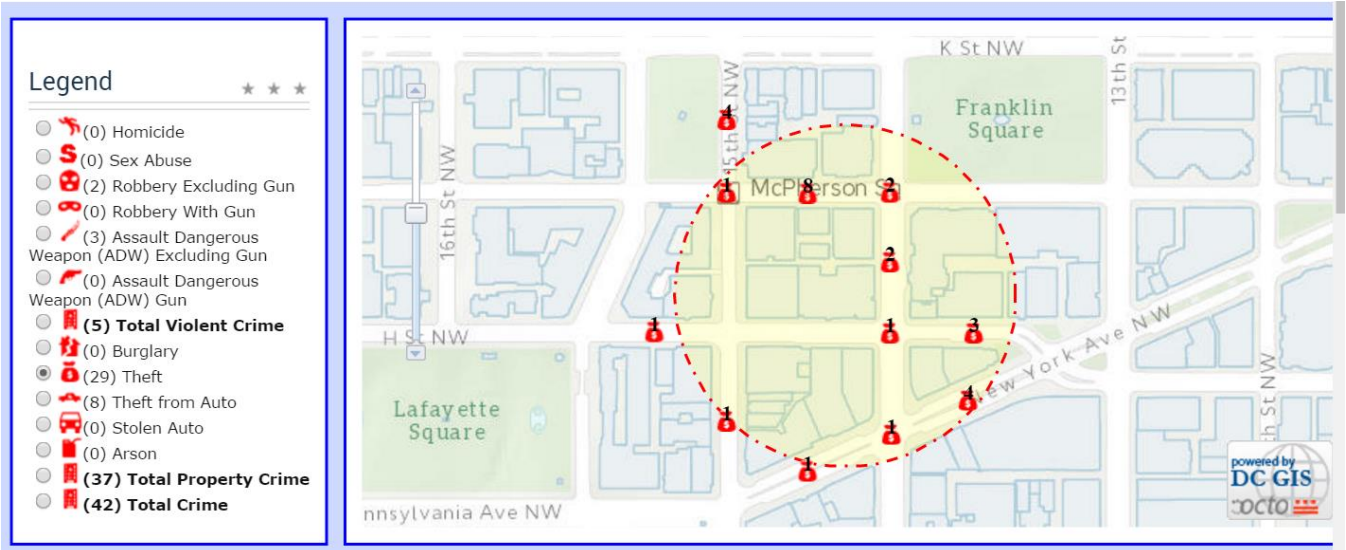


2 Assaults – Dangerous Weapon

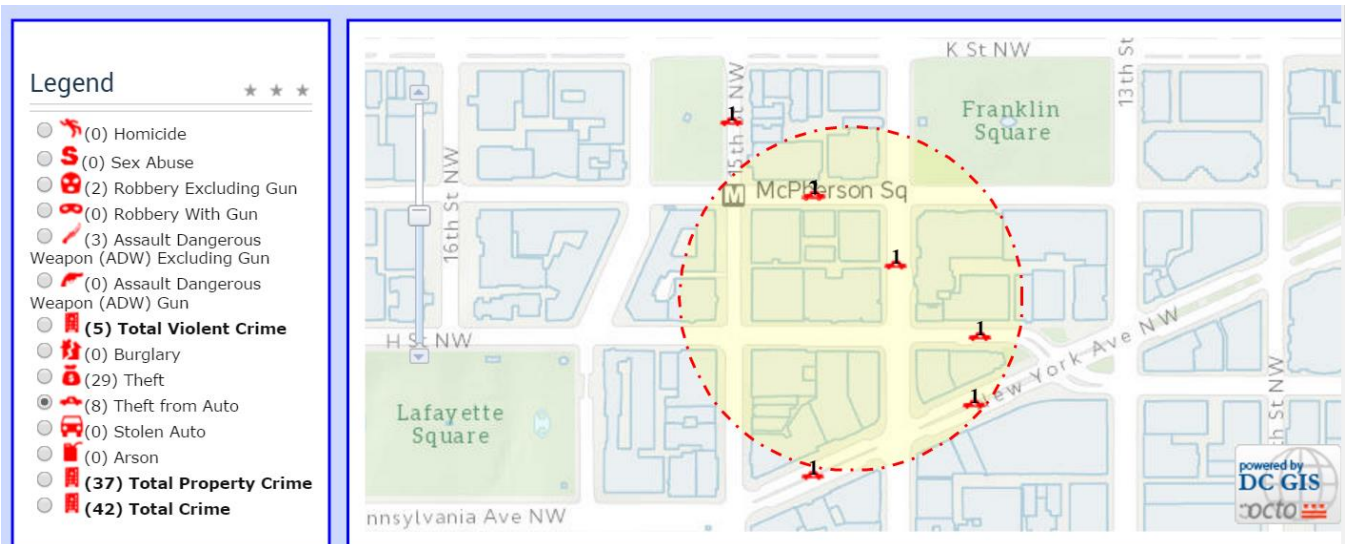


2 - Robberies

# Attachment I



12 Thefts



2 Thefts from Autos



Metropolitan Police Department

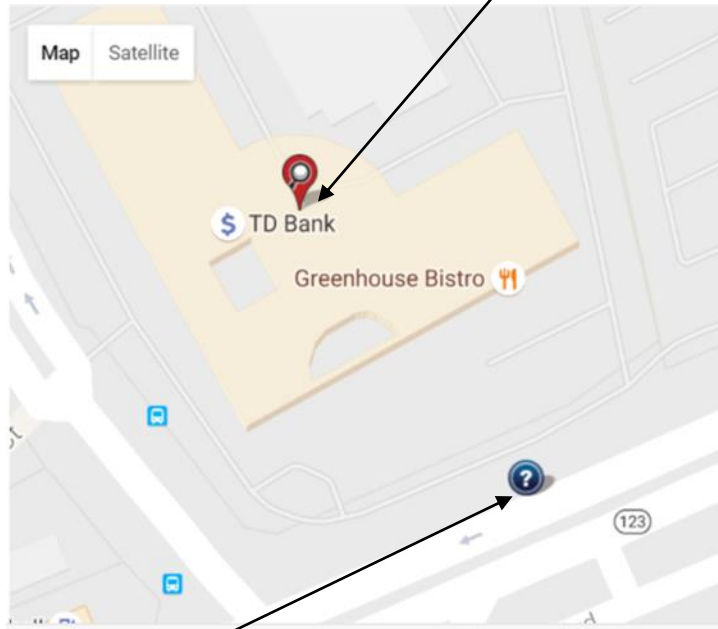
URL- <http://crimemap.dc.gov/MapFrame.aspx?CrimeType=Total%20Crime>

IRD August 29, 2016- WHP

## Attachment II

### University of the Potomac 2015 Campus Crime Report for 2070 CHAIN BRIDGE RD, SUITE G100, VIENNA, VA 22182-2536

A review of the Fairfax County Crime database showed one reported crime in the area of Potomac's Vienna, VA campus for **1/1/2015 to 12/31/2015**.



**Source:** Fairfax County, VA Crime Map - Showing Crimes in Fairfax County

<http://www.spotcrime.com/va/fairfax+county>

**In 2015, there was one “other” crime report area adjacent to the campus.**

**August 29, 2016**

**IRD - whp**