

2015 Annual Security and Fire Safety Report



POLICIES | SAFETY TIPS | SERVICES | STATISTICS

A Guide for Keeping Mason Safe



This annual report is intended to be used by George Mason University students, staff, faculty and visitors. It provides useful information and references for issues relating to campus safety, defines types of crimes that may occur, suggests safety tips, and identifies related safety programs and resources in an effort to promote a safe and secure environment. Safety is ultimately the responsibility of individuals, and their co-operation is essential to improve security for everyone. This report is published each year by October 1 to meet the requirement of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) to publish an Annual Security Report. The Department of Police and Public Safety works with many other departments on campus, such as the Office of Student Conduct; Office of Housing and Residence Life; Compliance, Diversity, and Ethics; Wellness, Alcohol, and Violence Education and Services; and the Office of Environmental Health and Safety, to compile this information. This report is also intended to meet the requirements of the Higher Education Opportunity Act to publish an Annual Fire Safety Report. Additional hard copies of the report may be obtained by completing the Annual Security and Fire Safety Report Request Form at the following link: police.gmu.edu/annual-security-report/request-for-annual-security-report/. Additional hard copies are also available to walk-in customers at the Department of Police and Public Safety Headquarters (accessed from University Drive, in front of the Rappahannock River Parking Deck, on the Fairfax Campus).

Quick Reference

Mason Emergency Telephone Numbers

*All EmergenciesDial 9-1-1

Mason Korea—Fire/Medical Emergencies .. Dial 1-1-9

Mason Korea—Police EmergenciesDial 1-1-2

**University phones connect directly with Mason Police.*

Non-University phones connect with local law enforcement.

Other Crime Reporting Options (non-emergency)

- Title IX Coordinator 703-993-8730
- Office of Student Conduct..... 703-993-6209
- Office of Housing and Residential Life.... 703-993-2720
- Employee Relations 703-993-3878
- Office of Student Support..... 703-993-3878
- Mason Crime Solvers—Anonymous
- Tip Line 703-993-4111

On-Campus Confidential Resources for Help

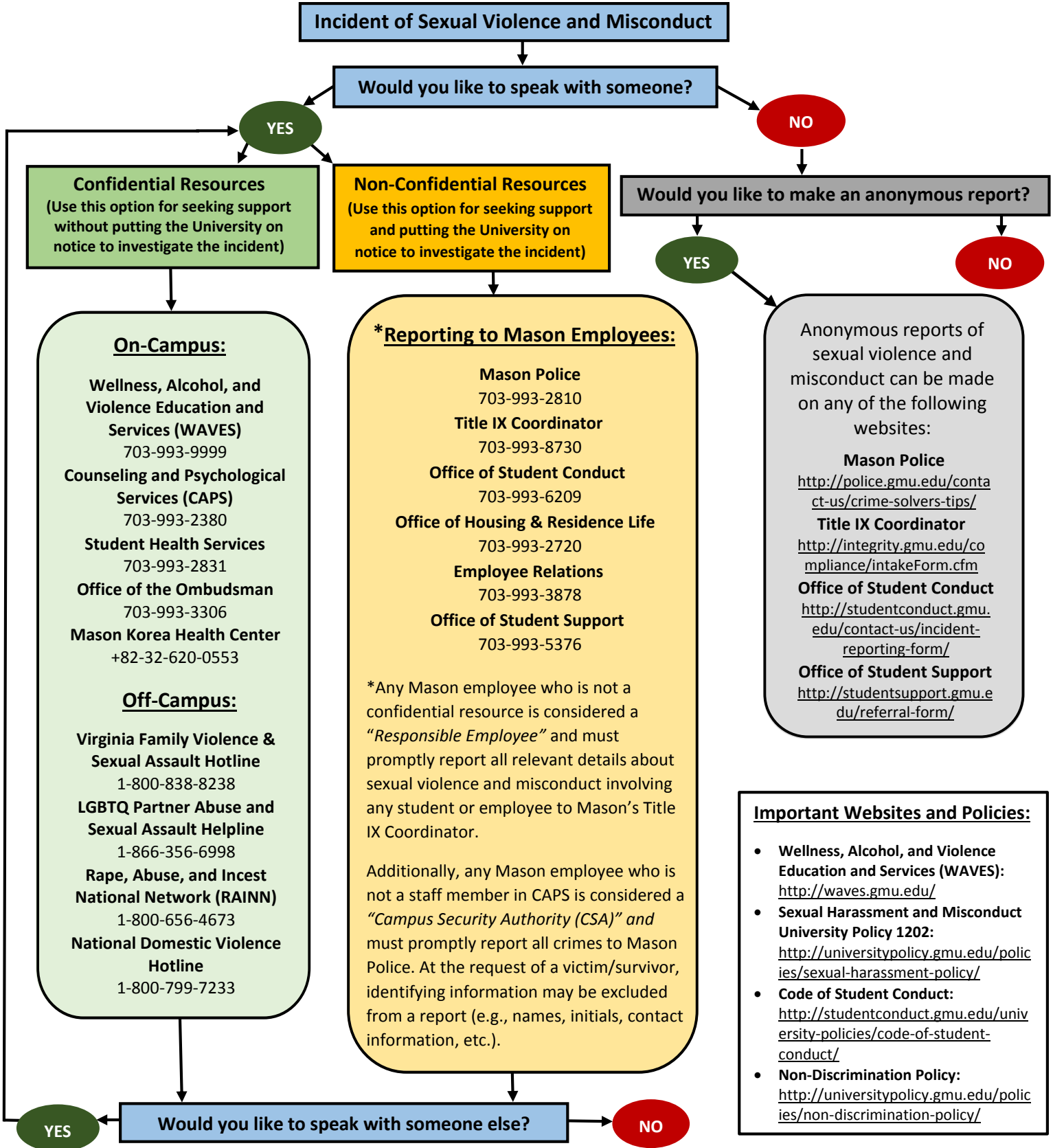
- Wellness, Alcohol, and Violence Education and Services (WAVES) 703-993-9999
- Counseling and Psychological Services (CAPS)..... 703-993-2380
- Student Health Services 703-993-2831
- Office of the Ombudsman..... 703-993-3306
- Mason Korea—Health Center +82-32-620-0553

Other Important Numbers

- University Operator 703-993-1000
- Mason Police—Non-Emergency..... 703-993-2810
- Security Escort Service 703-993-2810
- Motorist Assistance Program..... 703-993-2710
- Talk to an After-Hours Nurse..... 703-993-2831

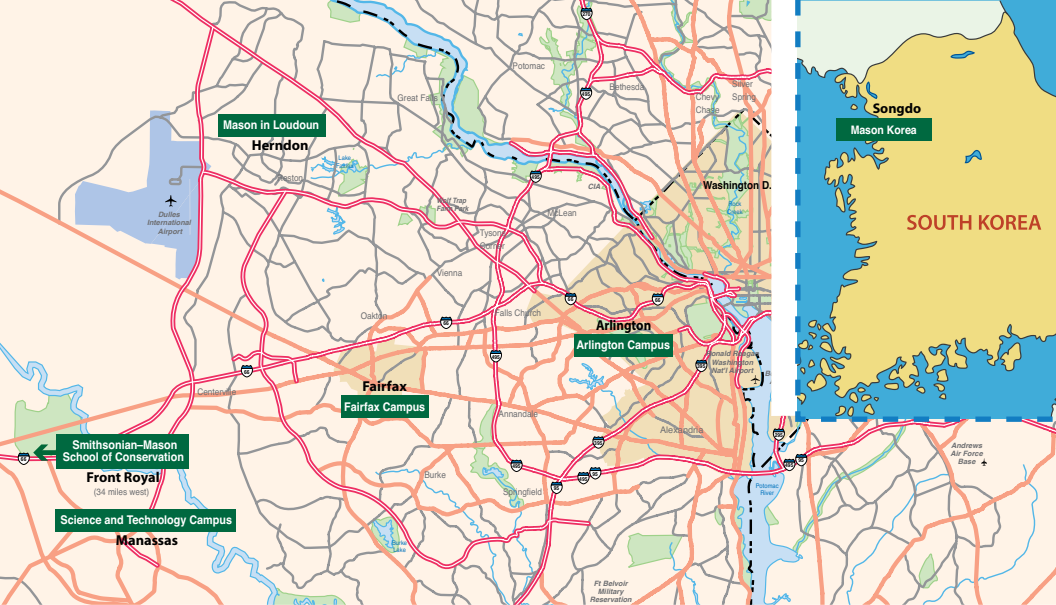
Sexual Violence and Misconduct: Support and Reporting Options

You can speak with anyone any time. Reporting is always an option. Choosing one route does not exclude other options. You should pursue whatever routes will be most helpful to recovery.



In an emergency, call 9-1-1 (for Mason Korea, call 1-1-9)





A Distributed University

Mason is a distributed university with campuses and locations strategically placed to serve the needs of Virginia and the region. Each site is known for its distinctive academic focus, which plays a critical role in the economy of its area. Information contained in this report covers all six of George Mason University's separate campuses, including: Fairfax Campus, Arlington Campus, Science and Technology Campus, Mason in Loudoun, the Smithsonian-Mason School of Conservation, and Mason Korea.

FAIRFAX CAMPUS

The Fairfax Campus is situated on 677 acres bordering the City of Fairfax in Fairfax County, Virginia. The campus combines the quiet of a suburban setting with accessibility to Washington, D.C. The primary law enforcement agency on the Fairfax Campus is the George Mason University Department of Police and Public Safety (Mason Police). Mason Police, under a regional mutual aid agreement, works closely with its neighboring jurisdictions in Fairfax County and Fairfax City.

ARLINGTON CAMPUS

The Arlington Campus is located in Arlington County, Virginia, just outside the District of Columbia. Situated on 5.2 acres, the campus is in the second phase of a long-term development process. Arlington Campus programs emphasize law, policy, economics, conflict resolution, social work, nonprofit management,

initiatives in educational transformation, and global studies. The primary law enforcement agency on the Arlington Campus is Mason Police. Mason Police, under a regional mutual aid agreement, works closely with the Arlington County Police Department.

SCIENCE AND TECHNOLOGY CAMPUS

The Science and Technology Campus is situated on 124 acres and borders Prince William County, Virginia, and the city of Manassas. The campus is home to the 110,000-square-foot Freedom Aquatic and Fitness Center, a state-of-the-art fitness facility; the Hylton Performing Arts Center; and the Biomedical Research Laboratory. The Prince William County Police Western District Station is located a quarter of a mile away from the campus. The primary law enforcement agency on the Prince William Campus is Mason Police. Mason Police, under a regional mutual aid agreement, works closely with the Prince William County and Manassas City Police departments.

MASON IN LOUDOUN

Mason's Loudoun County site is located in Sterling, Virginia. The campus is patrolled by the Loudoun County Sheriff's Department and access to the campus is controlled via an electronic card-lock access system. Mason Police maintains liaisons with the Loudoun County Sheriff's Department and campus



administrators to ensure the safety and well-being of visitors to the campus. The primary law enforcement agency at the Loudoun site is the Loudoun County Sheriff's Office. Mason provides a security officer on the site and responds to safety and security concerns when called upon.

SMITHSONIAN-MASON SCHOOL OF CONSERVATION

The National Zoo's Smithsonian Conservation Biology Institute (SCBI) in Front Royal, Virginia, is one of the premier conservation research facilities in the world. Mason students from the Smithsonian–Mason School of Conservation spend semesters there learning about conservation issues as part of the Smithsonian–Mason Semester, a 16-credit integrated learning community based at the 3,200-acre site. The SCBI is part of the Smithsonian Institution and is internationally recognized for its work and professional training programs in conservation. The primary law enforcement agency at the SCBI is the National Zoo Police. The National Zoo Police works closely with the Warren County Sheriff's Office and Mason Police to address the safety and security of the faculty, staff, students, and visitors to the institute.

MASON KOREA

Mason Korea, a part of the Songdo Global University Campus, opened its doors in 2014 and is located in the Incheon Free Economic Zone, which is in the middle of the West coast of the Korean Peninsula, 25 miles from Seoul. The campus accommodates 2,000 students and includes world-class teaching facilities, a library with state-of-the-art technology, a performing arts center, comfortable dormitories, faculty apartments, and guest housing. Other universities operating at Songdo Global University Campus include SUNY Korea, Ghent University, University of Utah, Yonsei University, and Incheon University. The Incheon Yeonsu Police Station in Incheon, South Korea, is responsible for investigating and responding to all reports of crime at Mason Korea.

STUDY-ABROAD PROGRAMS

The Center for Global Education (CGE) offers a wide range of international study, research, service, and leadership opportunities to George Mason students, faculty, staff, and members of the general public. CGE also designs and implements international programs for undergraduates, graduates, and professionals seeking knowledge and skills necessary to succeed in the culturally diverse society of the 21st century. Last but not least, CGE manages a variety of international programs in almost 50 countries: short-term programs during the winter break and summer term; semester and year-long exchanges; intensive language courses; internships; and an honors semester at the University of Oxford.



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2015 Annual Security Report

Reporting Crimes and Other Emergencies

REPORTING CRIMES TO MASON POLICE

All crimes and other emergencies at the Fairfax, Arlington, and Science and Technology Campuses should be immediately reported to Mason Police by calling 703-993-2810 or 9-1-1. After receiving information concerning a crime or an emergency, Mason Police will ensure an effective investigation and appropriate follow-up actions, which may include issuing timely warning notifications to alert the campus community about crimes that pose a serious or continuing threat to safety, or issuing emergency notification and evacuation procedures to alert the campus community about significant emergencies or dangerous situations. Reporting all incidents to Mason Police also allows for accurate reporting of crime statistics in public disclosures such as the Annual Security and Fire Safety Report and the daily Crime and Fire Log. On occasion, Mason Police collaborates with local police, sheriff deputies, the Virginia State Police, and other state or federal agencies such as the Federal Bureau of Investigation or the Drug Enforcement Administration. For all campuses, certain incidents involving Mason students and employees are referred to various Mason officials for separate administrative investigations of suspected violations of university policy.

REPORTING CRIMES TO LOCAL POLICE RESPONSIBLE FOR MASON CAMPUSES

For the Mason in Loudoun and the Smithsonian-Mason School of Conservation Campuses, crimes and other emergencies should be immediately reported to local police and fire authorities by dialing 9-1-1. For Mason Korea, crimes and other emergencies should be immediately reported to local police and fire authorities by dialing 1-1-2 or 1-1-9.

VOLUNTARY AND CONFIDENTIAL CRIME REPORTING

Mason Police encourages anyone who is the victim or witness to any crime to promptly report the incident to Mason or local police. However, because police reports are public records, under state law, Mason Police cannot hold all reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other Campus Security Authorities at Mason. Confidential reports of crimes may also be made to Mason Crime Solvers at 703-993-4111.

OTHER CRIME REPORTING OPTIONS

While Mason prefers that community members promptly report all crimes and other emergencies directly to Mason or local police, we also recognize that some may prefer to report certain nonemergency incidents or crimes to people other than police. Thus, crimes may also be reported to the following individuals or office known as Campus Security Authorities and Responsible Employees:

- **Title IX Coordinator**—Title IX protects any person from sex-based discrimination, including sexual assault. Call 703-993-8730 or email hwillia9@gmu.edu. integrity.gmu.edu/compliance/titleIX.cfm.
- **Office of Student Conduct**—Responsible for resolving allegations of misconduct under the Code of Student Conduct, including sexual misconduct. Call 703-993-6209. studentconduct.gmu.edu.
- **Office of Housing and Residential Life**—Professional and student staff are available 24 hours a day to assist students and ensure safety. For 24-hour, nonemergency line, call 703-993-2720. housing.gmu.edu.
- **Employee Relations**—Provides assistance to university employees and their supervisors to help identify and resolve work-related problems and proactively avoid potential problems. Call 703-993-3878.
- **Office of Student Support**—Provides comprehensive services for students in an effort to foster the safety and well-being of the Mason community. Call 703-993-5376. studentsupport.gmu.edu.

Resources for Help

ON-CAMPUS CONFIDENTIAL

The following on-campus resources and services are available to provide assistance and counseling on a confidential basis. Speaking to these resources does not constitute a report to the university for the purposes of initiating an administrative or criminal investigation of crime. Identifying information will not be shared with anyone without consent from the victim/survivor unless there is an imminent threat of harm to self or others.

- ***Wellness, Alcohol, and Violence Education and Services (WAVES)**— Provides students impacted by sexual assault, dating/domestic violence, and stalking with a confidential space to discuss their reporting options and get support.

- WAVES Office Phone: 703-993-9999.
- WAVES 24-Hour Sexual and Intimate Partner Violence Crisis Line: 703-380-1434.
- Website: waves.gmu.edu.

Counseling and Psychological Services (CAPS)—Provides confidential counseling services to students in crisis and non-emergency situations. Crisis intervention assistance is provided to members of the university community who are experiencing crises that affect their ability to function in the community.

- Consultation or emergency assistance during office hours: 703-993-2380.
- Assistance during non-office hours, call University Police: 703-993-2810.
- For life-threatening emergencies: 9-1-1.
- Website: caps.gmu.edu.

***Student Health Services**—Provides confidential health care to enrolled students in emergency and non-emergency circumstances on the Fairfax, Arlington, and Science and Technology Campuses.

- If there is a medical emergency and Student Health Services is closed, please contact the free after-hours nurse (703-993-2831), a hospital emergency room, an urgent care facility, or call 9-1-1.
- Fairfax Campus: SUB I, Suite 2300, 703-993-2831, fax: 703-993-4365.
- Arlington Campus: Founders Hall, B102, 703-993-4863, fax: 703-993-9425.
- Science and Technology Campus: Occoquan Building, Room 229, 703-993-8374, fax: 703-993-1948.
- Website: shs.gmu.edu.

***Office of the Ombudsman**—Provides confidential services for students to discuss any concerns and complaints, and serves as a safe space to facilitate conflict resolution.

- Phone: 703-993-3306.
- Website: ombudsman.gmu.edu/index.cfm.

Mason Korea

- *Health Center on Campus: +82-32-626-0553.

*Reported Clery Act crimes that occur on or near campus are recorded for federal statistics purposes without any identifying information (e.g., names, initials, contact information, etc.).

OFF-CAMPUS CONFIDENTIAL RESOURCES AND SERVICES

Virginia Family Violence & Sexual Assault Hotline—Provides safety and support to those who have been hurt in the past or are hurting now. Also offers advice to friends, family members, and professionals, and provides information and resources about sexual assault, stalking, controlling behavior, and intimate partner violence. Free. Confidential. 24 hours a day.

- Phone: 1-800-838-8238.
- Chat (confidential instant messaging) Monday-Friday, 8 a.m. to 8 p.m.
Text: 1-804-793-9999.

LGBTQ Partner Abuse and Sexual Assault Helpline—Provides a free and confidential telephone service for lesbian, gay, bisexual, transgender, queer, or questioning callers looking for information or help regarding intimate partner abuse, sexual assault, and stalking.

- Phone: 1-866-356-6998 (Monday-Friday, 8 a.m. to 8 p.m.).

Rape, Abuse, and Incest National Network (RAINN)—Operates the National Sexual Assault Hotline that provides victims of sexual violence with free, confidential services 24 hours a day.

- 24-hour hotline/helpline: 1-800-656-HOPE (4673).
- Website: www.rainn.org.

National Domestic Violence Hotline—Operating around the clock, seven days a week, confidential and free of cost, the National Domestic Violence Hotline provides lifesaving tools and immediate support to enable victims to find safety and live lives free of abuse. Callers to the Hotline at 1-800-799-SAFE (7233) can expect highly trained experienced advocates to offer compassionate support, crisis intervention information, and referral services in more than 170 languages.

MASON KOREA SUPPORT RESOURCES

- Sexual offense services available 24 hours a day, crisis phone: 1366.
- Sexual assault prevention, support, and counseling: 032-338-5801, email: center@womenhotline.or.kr.
- Local Hospital: One-Stop Center (Inside of Incheon Medical Center) 217 Bang chuc ro, Dong Gu, Incheon 401-711 (032-580-6000 or 032-582-1170).

LOCAL AREA HOSPITALS

- Inova Fairfax Hospital, 3300 Gallows Road, Falls Church, VA 22042 (703-698-1110).
- Inova Fair Oaks Hospital, 3600 Joseph Siewick Drive, Fairfax, VA 22033 (703-391-3600).
- Inova Alexandria Hospital, 4320 Seminary Road, Alexandria, VA 22304 (703-504-3000).
- Loudoun Hospital Center, 44045 Riverside Parkway, Leesburg, VA 20176 (703-858-6000).
- Mount Vernon Hospital, 2501 Parker's Lane, Alexandria, VA 22306 (703-664-7000).
- Northern Virginia Community Hospital, 601 S. Carlin Springs Road, Arlington, VA 22204 (703-671-1200).
- Sentara Northern Virginia Medical Center, 2300 Opitz Boulevard, Woodbridge, VA 22191 (703-670-1313).
- Prince William Hospital, 8700 Sudley Road, Manassas, VA 20110 (703-369-8000).
- Reston Hospital Center, 1850 Town Center Parkway, Reston, VA 20190 (703-689-9000).
- Virginia Hospital Center, 1701 N. George Mason Drive, Arlington, VA 22205 (703-558-5000).

Preparation of the Annual Security and Fire Safety Report

The Annual Security and Fire Safety Report is required by the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (the Clery Act). The report includes, but is not limited to: campus safety and security policy disclosures; statistics for Clery Act crimes for Mason property, adjacent property, and non-university property owned or controlled by the university for the previous three years; and fire statistics for on-campus student housing facilities for the previous three years. To prepare the Annual Security and Fire Safety Report, the university, through Mason Police, collects, classifies, and counts crime reports and crime statistics. Crime statistics are collected throughout the year from Mason Police and members of the university designated as Campus Security Authorities (CSA). Crime statistics are also requested from local law enforcement agencies in jurisdictions where Mason owns or controls property.

CAMPUS SECURITY AUTHORITY

Mason has designated all university faculty, staff, and contractors, as well as students with significant responsibility for student activities (e.g., resident directors and resident assistants) as Campus Security Authorities (CSAs). CSAs have a legal obligation to notify Mason Police of any Clery Act crimes that were conveyed to them in good faith, meaning that there is reasonable basis for believing that the information is not rumor or hearsay. While CSAs must report any Clery Act crime that comes to their attention, at the request of the victim(s), identifying information may be excluded from the report (e.g., names, initials, contact information, etc.).

CSAs can submit Clery Act crimes to Mason Police in a number of ways, including by:

- completing the CSA Crime Statistics Reporting Form available at police.gmu.edu/clery-act-reporting/csa-form,
- contacting the Clery Compliance Coordinator directly at 703-993-5497 or efowler@gmu.edu, or
- calling Mason Police at 703-993-2810.

Certain individuals are encouraged to report crime statistics to Mason Police, but according to federal law, they are not designated as CSAs and are not required to report crime statistics. This reporting exemption extends only to the following:

- **Pastoral Counselor:** A person associated with a religious order or denomination who is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor. *An example is pastoral counselors, functioning in that capacity, at St. Robert Bellarmine Chapel, located at 4515 Roberts Road, Fairfax, VA 22032 next to Mason's Fairfax Campus.*
- **Professional Counselor:** A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution. *An example is professional mental health counselors, functioning in that capacity, at Mason's Counseling and Psychological Services (CAPS) centers at the Fairfax, Arlington, and Science and Technology Campuses.*

Additionally, Mason does not have procedures that encourage pastoral and professional counselors, at their discretion, to inform those they counsel to report crimes in a voluntary, confidential manner for the purposes of collecting crime statistics.

MAKING THE ANNUAL SECURITY AND FIRE SAFETY REPORT AVAILABLE

The Annual Security and Fire Safety Report is made available annually, by October 1, to all current and prospective students and/or employees of the university. An electronic version is published on Mason Police's website, and additional hard copies of the report may be obtained by completing the Annual Security and Fire Safety Report Request Form at the following link: police.gmu.edu/annual-security-report/request-for-annual-security-report/. Additional hard copies are also available to walk-in customers at the Department of Police and Public Safety Headquarters (accessed from University Drive, in front of the Rappahannock River Parking Deck, on the Fairfax Campus). Upon completion of the Annual Security and Fire Safety Report, Mason Police notifies all members of the university community, through university email, of the report's availability on Mason Police's website at police.gmu.edu/annual-security-report.

CLERY ACT DEFINITIONS

The following information comes from a variety of sources, including the Department of Education's *Handbook for Campus Safety and Security Reporting* (2011); *Uniform Crime Reporting Handbook*; Sex Offenses definitions from the National Incident-Based Reporting System Edition of the Uniform Crime

Reporting Program; and definitions of domestic violence, dating violence, and stalking adapted from the amendments made to the Violence Against Women Reauthorization Act of 2013. These definitions are used when preparing the annual disclosure of crime statistics.

Clery Act Crimes:

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

Criminal Homicide-Manslaughter by Negligence: The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

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, 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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed).

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding).

Sex Offenses: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. The term "Sexual Assault" encompasses an offense that meets the definition of the following:

- **Rape:** 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.
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- **Incest:** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence: Violence committed by a current or former spouse or intimate partner of the complainant, by a person with whom the complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth complainant 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.

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: 1) the reporting party's statement and with, 2) consideration of the length of the relationship, 3) type of relationship, and 4) frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: A) Fear for the person's safety or the safety of others, or B) Suffer substantial emotional distress. Examples of stalking behaviors include, but are not limited to, nonconsensual communication, including face-to-face contact, telephone calls, voice messages, email, texts, written letters; unwanted gifts; threatening or obscene gestures; pursuing or following; surveillance or other observation; trespassing; vandalism; and nonconsensual touching.

Hate Crimes: If any of the aforementioned crimes, or larceny-theft; simple assault; intimidation; destruction, damage, or vandalism of property; or any other crime involving bodily injury, manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim's actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity/national origin, or disability, then the incident must be reported as a hate crime.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbituates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).



Note about “unfounded” crimes: An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

CLERY CRIME GEOGRAPHIC CATEGORIES:

1. 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 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). “Controlled by” means that Mason rents, leases, or has some other type of written agreement (including an informal one, such as a letter or an e-mail) for a building or property, or a portion of a building or property. Even if there is no payment involved in the transaction, under Clery, a written agreement for use of space gives Mason control of that space for the time



period specified in the agreement. “Reasonably contiguous” refers to a building or property Mason owns or controls that’s in a location that Mason considers to be, and treats as, an integral part of its main or core campus, and is covered by the same security policies as its main campus.

- 2. On-campus Student Housing Facilities**—Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus, is considered an on-campus student housing facility.
- 3. 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. Public property refers to property owned by a public entity, such as a city or state government.
- 4. Noncampus buildings or property**—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 about Study-Abroad Trips: Mason may have Clery-reportable non-campus buildings or property if Mason has entered written agreements to rent or lease physical space for students in a hotel or student housing facility for a period of three or more days. Clery crimes are reportable if they occur in physical spaces that Mason owns or controls (e.g., hotel rooms, apartments, etc.) or areas that are used to access those physical spaces for the period of time specified in a written agreement.

If you have any questions about the preparation of the Annual Security and Fire Safety Report, please contact Mason’s Clery Compliance Coordinator at 703-993-5497 or cleryact@gmu.edu.

Crime Statistics

FAIRFAX CAMPUS	On-Campus			On-Campus Student Housing ¹			Noncampus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
CRIMES REPORTED²												
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape ³	•	•	11	•	•	8	•	•	0	•	•	0
Fondling ³	•	•	7	•	•	6	•	•	0	•	•	0
Forcible Sex Offense ³	7	9	•	4	8	•	0	0	•	1	0	•
Statutory Rape ³	0	1	0	0	0	0	0	0	0	0	0	0
Incest ³	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	1	0	0	0	0	0	0	0	0	1	0
Aggravated Assault	3	2	1	2	0	0	0	0	0	0	1	0
*Burglary ⁴	39	11	10	8	9	7	0	0	0	0	0	0
Motor Vehicle Theft ⁴	3	1	1	0	0	0	0	0	0	3	1	0
**Arson	2	1	0	1	1	0	0	0	0	0	0	0
Domestic Violence	0	0	3	0	0	0	0	0	0	0	0	0
Dating Violence	4	12	11	2	9	7	0	0	1	0	0	0
Stalking	30	12	34	3	2	2	0	0	0	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS												
Liquor Law Arrests	247	70	20	96	13	9	1	1	0	133	46	4
Liquor Law Referrals	560	403	488	543	361	445	0	0	0	16	31	7
Drug Arrests	154	74	30	30	16	15	0	0	3	123	22	12
Drug Referrals	42	65	60	27	57	49	0	0	0	14	7	1
Weapons Arrests	1	2	1	0	0	0	0	0	0	1	0	1
Weapons Referrals	0	1	3	0	1	2	0	0	1	0	0	0
HATE CRIMES												
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault ⁵	0	0	2	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism ⁶	0	3	0	0	0	0	0	0	0	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0

1 The On-Campus Student Housing location category is a subcategory of On-Campus. All crimes in the On-Campus Student Housing category are also included in the On-Campus category.

2 None of the offenses listed in the Crimes Reported category were motivated by bias or hate. See Hate Crimes category for a list of crimes motivated by bias or hate.

3 The total number of Rapes and Fondlings in 2012 and 2013 are not provided in this table due to recent changes to Clery Act reporting requirements. Prior to 2014, sex offense crime statistics were collected from Campus Security Authorities (CSAs) and local law enforcement agencies as either Forcible or Nonforcible sex offenses. The specific offense involved in Forcible sex offenses (e.g., Rape or Fondling) provided by CSAs cannot be verified by Mason Police. (1) Nonforcible sex offense was reported between 2012–2014 and is reflected in the Statutory Rape On Campus category for 2013.

4 **Crimes determined by sworn law enforcement personnel to be unfounded:** In 2012, (3) Burglaries On-Campus and (1) Burglary in On-Campus Student Housing Facility. In 2013, (1) Burglary in On-Campus Student Housing Facility. In 2014, (1) Motor Vehicle Theft On-Campus.

5 In 2014, (1) Simple Assault was motivated by Anti-White and (1) Simple Assault was motivated by Anti-Male Homosexual.

6 In 2013, (1) Vandalism was motivated by Anti-Jewish and (2) Vandalisms were motivated by Anti-Islamic (Muslim).

Amendments are in red and reflect corrections to previous addition.

*There were zero reportable Burglaries on Public Property in 2013.

**There was only one confirmed Arson reported in 2013 in a student housing residence on campus.

ARLINGTON CAMPUS ¹	On-Campus			Noncampus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014
CRIMES REPORTED²									
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	1
Burglary	1	0	3	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	2
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS									
Liquor Law Arrests	0	0	0	0	0	0	0	0	10
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Arrests	1	0	0	0	0	0	0	0	2
Drug Referrals	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0
HATE CRIMES									
Larceny/Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0

1 There are no On-Campus Student Housing facilities at the Arlington Campus.

2 None of the offenses listed in the Crimes Reported category were motivated by bias or hate.

Unfounded Clery Act Crimes: There were no reported Clery Act crimes unfounded by sworn law enforcement personnel between 2012–2014.

SCIENCE AND TECHNOLOGY CAMPUS	On-Campus			On-Campus Student Housing ¹			Noncampus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
CRIMES REPORTED²												
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	1	0	0	1	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS												
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Arrests	0	0	1	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES												
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0

1 The On-Campus Student Housing location category is a subcategory of On-Campus. All crimes in the On-Campus Student Housing category are also included in the On-Campus category.

2 None of the offenses listed in the Crimes Reported category were motivated by bias or hate.

Unfounded Clergy Act Crimes: There were no reported Clergy Act crimes unfounded by sworn law enforcement personnel between 2012–2014.

MASON IN LOUDOUN ¹	On-Campus			Noncampus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014
CRIMES REPORTED									
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS									
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Arrests	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0
HATE CRIMES									
Larceny/Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0

1 There are no On-Campus Student Housing facilities at Mason in Loudoun Campus.

Unfounded Clergy Act Crimes: There were no reported Clergy Act crimes unfounded by sworn law enforcement personnel between 2012-2014.

SMITHSONIAN– MASON SCHOOL OF CONSERVATION	On-Campus			On-Campus Student Housing			Noncampus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
CRIMES REPORTED²												
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS												
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES												
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0

Unfounded Clery Act Crimes: There were no reported Clery Act crimes unfounded by sworn law enforcement personnel between 2012–2014.

MASON KOREA CAMPUS ¹	On-Campus	On-Campus Student Housing	Noncampus Property	Public Property
	2014	2014	2014	2014
CRIMES REPORTED				
Murder/Nonnegligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Statutory Rape	0	0	0	0
Incest	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS				
Liquor Law Arrests	0	0	0	0
Liquor Law Referrals	0	0	0	0
Drug Arrests	0	0	0	0
Drug Referrals	0	0	0	0
Weapons Arrests	0	0	0	0
Weapons Referrals	0	0	0	0
HATE CRIMES				
Larceny/Theft	0	0	0	0
Simple Assault	0	0	0	0
Intimidation	0	0	0	0
Vandalism	0	0	0	0
Other Bodily Injury	0	0	0	0

1 Mason Korea opened its doors to Mason students in 2014. Therefore, crime statistics are not applicable for 2012 and 2013.

Unfounded Clery Act Crimes: There were no reported Clery Act crimes unfounded by sworn law enforcement personnel in 2014.

STUDY-ABROAD TRIPS	Noncampus Property ¹		
	2012	2013	2014
CRIMES REPORTED			
Murder/Nonnegligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Forcible Sex Offense	0	0	0
Statutory Rape	0	0	0
Incest	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
ARRESTS AND DISCIPLINARY REFERRALS			
Liquor Law Arrests	0	0	0
Liquor Law Referrals	0	0	0
Drug Arrests	0	0	0
Drug Referrals	0	0	0
Weapons Arrests	0	0	0
Weapons Referrals	0	0	0
HATE CRIMES			
Larceny/Theft	0	0	0
Simple Assault	0	0	0
Intimidation	0	0	0
Vandalism	0	0	0
Other Bodily Injury	0	0	0

1 Crimes that occur during Study-Abroad Trips may be reportable if they occur in physical spaces that Mason owns or controls, or in areas that are used to access those physical spaces, such as hotels and apartments, for the period of time specified in a written agreement. Per federal guidelines, these areas are considered part of Mason's Noncampus Property for crime reporting purposes. The On-Campus, On-Campus Student Housing, and Public Property Clery Crime Geographic Categories do not apply to Study-Abroad Trips at Noncampus locations.

Unfounded Clery Act Crimes: There were no reported Clery Act crimes unfounded by sworn law enforcement personnel between 2012–2014.



About Mason Police

ROLE, AUTHORITY, AND TRAINING

Mason Police is professionally accredited by the Commission on Accreditation for Law Enforcement Agencies. Mason Police officers are state-certified police officers empowered to enforce all state and local laws with the authority to make arrests and carry firearms, and are trained in emergency first aid, criminal law, criminal investigation, defensive tactics, crime prevention, use of firearms, sexual assault victim counseling, crisis intervention, crowd control, and enforcement of traffic regulations. A criminal background investigation is completed on all police personnel. Available 24 hours a day year round, Mason Police officers regularly patrol the streets, parking lots, buildings, and grounds of the Fairfax, Arlington, and Science and Technology Campuses. In addition to motor and foot patrols, casually uniformed officers from the Community Outreach Patrol use bicycles to monitor the grounds, particularly those areas not readily accessible by patrol car. The bicycle patrol enhances communication between officers and persons on campus and improves response time. Mason Police officers are responsible for maintaining order and public safety during all university events, such as those held at the EagleBank Arena, the Center for the Arts, and the Hylton Performing Arts Center.

Mason Police Mission Statement

The mission of the George Mason University Department of Police and Public Safety is to provide a safe and secure environment for all university employees, students, and guests. Embracing the principles of community policing, the department will work collaboratively with academic and administrative units, individuals, and organizations in furtherance of the mission of the university.

WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES

Mason Police officers do not actively monitor off-campus activity. However, Mason Police does maintain a close working relationship with the Virginia State Police; the police departments of Fairfax County, Arlington County, Prince William County, the City of Fairfax, the City of Manassas, and the Loudoun County Sheriff's Office. Mason Police also exchanges information concerning off-campus criminal activities involving students with local and state police as a part of the Northern Virginia Mutual Aid Agreement. The Incheon Yeonsu Police Station in Incheon, South Korea, is responsible for investigating and responding to all reports of crime at Mason Korea. As a participant in the National Crime Information Center and the Virginia Crime Information Network, Mason Police shares information with other police agencies nationwide. Through its membership in a wide network of other regional, state, and international law enforcement organizations, Mason Police can exchange information used in investigating crimes and learn new crime prevention techniques.

Emergency Response and Evacuation Procedures

EMERGENCY RESPONSE

Notify Mason Police or local police at 9-1-1 in case of emergency. For students and faculty at Mason Korea, notify local police by calling 1-1-2 (police) or 1-1-9 (fire/medical).

All members of the Mason community are notified on an annual basis that they are required to notify Mason or local emergency services of any situation that involves a significant emergency or danger that may pose an immediate or ongoing threat to the health and safety of the campus community. Mason Police and/or outside law enforcement agencies respond to such situations to assess the

potential threat and summon the necessary resources to mitigate, investigate, or document any situation that may pose a significant emergency or danger. In addition, Mason Police and/or outside law enforcement respond to such incidents to determine if the situation does in fact pose an immediate threat to the community. If an immediate threat does exist, federal law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

Emergency Notifications

PROCEDURES USED TO NOTIFY THE CAMPUS COMMUNITY

In the event of a significant emergency or dangerous situation involving the immediate threat to the health or safety of persons on the campus, Mason will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system unless issuing a notification will, in the professional judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System

1. Mason Police and/or other first responders may become aware of a critical incident or other emergency situation that potentially affects the health or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to Mason's Emergency Communications Center or upon discovery during patrol or other assignments.
2. Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors at Mason Police or the Environmental Health and Safety Office (EHS) to issue an emergency notification.
3. The Chief of Police, Assistant Vice President for Safety, Emergency, and Enterprise Risk Management, or their designee will make the appropriate notifications to Mason's executive leadership and initiate all or some portions of Mason's emergency notification system.

EVACUATE

If you discover smoke or a fire, do the following:

- Activate the fire alarm using a manual pull station.
- Notify others and evacuate the building.
- Do not use elevators during a fire or evacuation.
- Assemble at the designated assembly area and await further instruction from emergency response personnel.

Note: It is a violation of state law to ignore a sounding fire alarm.

SHELTER-IN-PLACE

During severe weather, a hazardous materials spill, or an on-campus violence emergency, do the following:

- Warn others in the area about the emergency.
- Move to an interior room without windows, close the door, and lock the door if appropriate.
- Do not exit the area until the emergency has passed or you are instructed to do so by emergency response personnel.

SEVERE WEATHER AND TORNADOS

- Monitor television, radio, or weather radio for information about approaching storms.
- If severe weather is expected to impact your area, seek shelter in a hardened structure and follow shelter-in-place procedures (above).
- Stay away from large objects that may fall during a storm, e.g., book cases and shelves.
- If you are unable to find shelter, lie down flat and cover your head with your hands.

MEDICAL EMERGENCY

- Contact Mason Police, and provide information about the injury and the location of the victim(s).
- If trained, provide first aid or medical assistance.
- Remain with the victim until emergency response personnel arrive.
- If a victim is unconscious and not breathing, start CPR, locate an AED, turn it on, and follow the instructions provided by the unit.

ON-CAMPUS VIOLENCE

- If a person enters a building with a weapon, immediately evacuate the building.
- If a person is seen with a weapon outdoors, immediately seek shelter in the nearest building.
- Contact Mason Police and provide as much information as possible about the situation.
- Warn other people in the area, provide assistance as needed, and remain calm.
- Locate a secure area or building and follow shelter-in-place procedures (above).
- Follow instructions provided by emergency response personnel.

POWER OUTAGE OR UTILITY FAILURE

- Contact Facilities Management at 703-993-2525 to report a power outage.
- Remain calm, turn off sensitive equipment, exit the area, and provide assistance to others if necessary.
- Buildings without power, water, heating, ventilation, or air conditioning should not be occupied until utilities are restored.

HAZARDOUS MATERIALS RELEASE

- Report all hazardous material spills and releases to Mason Police.
- Evacuate the area or building if safety permits.
- Assemble at the designated assembly area and remain upwind of the chemical spill.
- If a chemical spill occurs outdoors, shelter-in-place and listen for instructions from emergency personnel.
- Notify Mason Police if you are exposed to a chemical.

SUSPICIOUS PERSON OR PACKAGE

- Do not physically confront a suspicious person or handle a suspicious package.
- Contact Mason Police and provide as much information as possible about the situation.
- Notify your supervisor or professor.
- Leave the area or await further instruction from Mason Police.

REGIONAL EMERGENCY

- Check local news media for updates regarding evacuation, evacuation routes, and emergency shelters.
- Monitor www.gmu.edu for closing or operational modifications.
- Make an emergency plan and keep an emergency supply kit at home, at work, and in your car.
- Visit ReadyVirginia.org for an emergency plan template and tips on building an emergency supply kit.

4. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, Mason may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, Mason will issue the emergency notification to the campus community.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

Mason Police and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification in determining what segment or segments of the Mason community should receive the notification. Generally, Mason officials will distribute the notification to the entire campus community.

Determining the Contents of the Emergency Notification Procedures Used to Notify the Campus Community

Mason Police shares responsibility with EHS for issuing emergency notifications and determining the contents of the notifications. Mason has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no predetermined template messages in the system, the individual authorizing the alert will develop a message to convey the appropriate information to the community. Messages are designed to convey the nature of the emergency and response actions that should be taken to protect life, property, and the environment.

Emergency Notification Procedures Applicable to Mason Korea

In the event that there is a need to alert the campus of an emergency, emergency notification will be activated and approved by the President and Provost. Emergency notifications will be sent to all students, employees, and affiliate universities via email and text message. Incheon Global Campus Foundation is responsible for notifying affiliate universities of emergency situations.

The procedures for issuing an emergency notification message are as follows:

1. Upon awareness of an emergency, the President and Provost will direct the manager or assistant manager of Academic and Student Affairs to distribute notification on their behalf.

2. The manager or assistant manager of Academic and Student Affairs will log into the emergency notification system (alert.gmu.edu) to distribute emergency messages.

ENROLLING IN MASON ALERT—EMERGENCY NOTIFICATION SYSTEM

Mason Alert is George Mason University’s emergency notification system that is used to send emergency notifications and timely warnings to the university community via text, email, telephone call, and digital signage.

How to Manage Mason Alert Email Addresses

All university students and employees are automatically enrolled in Mason Alert and are strongly advised to register cell phone number(s) and additional email addresses to ensure emergency messages are received in a timely manner.

To login to your Mason Alert, visit alert.gmu.edu. Use only the first portion of your email address before the @ symbol as your username; your password is your normal Patriot Pass password. This portal will allow you to change your notification preferences and registered devices.

Those who do not have @masonlive.gmu.edu or @gmuedu account can use the guest account portal located at www.getrave.com/login/gmucommunity. This portal will allow you to receive the same alerts sent to Mason students and employees.

Parents, Guardians, Family, and Friends

Please ask your student(s) to register all of your appropriate cell phone numbers and email addresses on their @masonlive.gmu.edu or @gmuedu accounts to allow the university to maintain your account for the duration of your student’s time at Mason.

If you have any questions or concerns about the Mason Alert Emergency Notification System, please send an email to alert@gmu.edu. Please visit emergency.gmu.edu for information about emergency management at Mason and emergency preparedness resources.

Annual Notification and Testing of Emergency Response Procedures

DRILLS, EXERCISES, AND TRAINING

The Environmental Health and Safety Office (EHS) conducts a variety of testing activities throughout the year. A testing calendar is available online at ehs.gmu.edu/firesafety/testing-schedule, which maintains a schedule of testing activities for your knowledge and convenience. Select any event on the calendar to view additional details. For questions about the testing schedule, please contact EHS at 703-993-8448.

Earthquake Drills

Each September, Mason participates in the Great Southeast Shakeout Earthquake Drill. This drill is designed to promote awareness of earthquake response procedures. This earthquake drill is announced via Mason Alert. Participation is voluntary, but all are encouraged to participate. Information on how to prepare for and respond to an earthquake is available in the Earthquake Preparation and Response Guide at ehs.gmu.edu/exercises-and-drills.

Tornado Drills

Each March, Mason participates in a statewide Tornado Drill. This drill is designed to promote awareness of tornado and severe weather response procedures. This earthquake drill is announced via Mason Alert. Participation is voluntary, but all are encouraged to participate. Information on how to prepare for and respond to tornados and severe weather is available in the Tornado and Severe Weather Response Guide at ehs.gmu.edu/exercises-and-drills.

Fire Drills

Fire Drills are conducted on campus in accordance with the Virginia Statewide Fire Prevention Code. Drills are held in all university buildings and are unannounced. Primary entrances to buildings are posted with an evacuation drill notice one day prior to the drill. Building contacts may request that signs not be posted. For more information on fire drills, please reference the University Fire Safety Plan at ehs.gmu.edu/exercises-and-drills.

Emergency Exercises

Annually, Mason conducts tabletop, function, and/or full-scale emergency exercises with the Executive Council and the university's Emergency Operations Group. These exercises are designed to prepare university personnel to respond to various emergencies that may occur on campus, recover from emergencies as quickly as possible, and provide the appropriate support to students, employees, and university operations.

Testing

Emergency evacuation and fire drills are required for most university buildings, depending upon occupancy and use, and must be conducted in accordance with the Virginia Statewide Fire Prevention Code and International Fire Code. All emergency evacuation drills are scheduled and conducted by EHS. The frequency and required participation of fire drills is as follows:

GROUP OR OCCUPANCY	FREQUENCY	EXAMPLES
Assembly Buildings Group A	Quarterly	EagleBank Arena, Center for the Arts, Johnson Center
Educational / Business Group B	Annually	Innovation Hall, Research Hall, Thompson Hall
Adult and Child Care Group E	Monthly	Child Development Center
Residence Halls Group R-2	Four Annually	Northern Neck, Commonwealth Hall, Wilson Hall

Timely Warning Notifications

Mason is required by federal law to issue timely warnings to the campus community when there is information that a Clery Crime or pattern of Clery Crimes has occurred on the university's Clery geography that is considered by the institution to represent a serious or continuing threat to campus safety.

CRIMES SUBJECT TO TIMELY WARNING NOTIFICATIONS

- Criminal homicide (murder and non-negligent manslaughter; and negligent manslaughter)
- Sex offenses (rape, fondling, incest, and statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crime motivated by race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and/or disability involving any of the offenses listed above or any of the following offenses: larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property
- Dating violence
- Domestic violence
- Stalking
- Arrests or referrals for liquor law violations, drug law violations, and illegal weapons possession

ISSUING A TIMELY WARNING NOTIFICATION

The Chief of Police or designee, with consultation with university senior leadership, makes the decision whether to issue a timely warning on a case-by-case basis in light of all the facts surrounding the incident. Timely warnings are issued as soon as possible after Mason Police is notified; however, the release of the warning is subject to the availability of accurate facts concerning the incident. Criteria to be evaluated may include:

- The nature of the crime
- The continuing danger to the campus community
- The possible risk of compromising law enforcement efforts

Timely warnings include information that promotes safety and would aid in the prevention of similar crimes, including, but not limited to:

- Brief description of the crime(s) that occurred
- Date and time when the crime(s) occurred
- Location of the crime(s)
- Possible connections between incidents (if applicable)
- Description of suspect(s) and/or any available information to aid in the apprehension of the offender(s) (if applicable)
- Recommended actions
- Precautions for the campus community to protect itself
- Description of crime reporting options at the university

Timely warnings are issued to the campus community in a manner that is timely and that withholds as confidential the names and other identifying information of victims through one or more electronic communications, including, but not limited to, university email with the assistance of the director of Strategic Communications or designee, Mason Police's website, or social media outlets.

Every effort is made to prevent identifying victims of crime.

Daily Crime and Fire Log

In accordance with the Clery Act, Mason must keep a crime log of all reported crimes that occur on and near property owned or controlled by the university for the most recent 60-day period. Additionally, Mason must keep a fire log of all reported fires that occur in on-campus student housing facilities for the most recent 60-day period. Crime and fire logs are open to public inspection, upon request, during normal business hours. Crime and fire logs older than 60 days are available within two business days of a request for public inspection.

An electronic version of the combined Daily Crime and Fire Log is posted on Mason Police's website within two business days of receiving a report (police.gmu.edu/crime-log-test), and is also made available, in hard-copy format, to walk-in customers from Mason Police's Records Office located in the front lobby area of the Department of Police and Public Safety Headquarters (accessed from University Drive, in front of the Rappahannock River Parking Deck, on the Fairfax Campus). The Records Office is open to the public Monday through Friday, 8 a.m. to 4 p.m. (closed between noon and 12:30 p.m., and holidays).

Security of and Access to University Facilities

Security and fire safety considerations go into the planning and design of all campus buildings. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings, and from building to building. Mason encourages community members to promptly report any security concerns, including concerns about locking mechanisms, lighting, or landscaping to Mason Police. Upon request, Mason Police will evaluate the security strength of university offices and residences and recommend corrective action. Mason Police also works closely with Facilities Management to ensure prompt repair of maintenance issues that pose a safety or security concern to the community. All university buildings can be secured by a key or card-lock system. Students are given keys or electronic access to their residence halls, and authorized faculty and staff are issued keys to their workplaces. After-hours access to locked academic buildings is restricted to authorized persons holding keys or electronic access cards for the facilities.

SPECIAL CONSIDERATIONS FOR RESIDENCE HALL ACCESS

On campus, most residence halls operate under a computerized Access Control and Security Monitoring System. Identification cards are coded so that only students who are residents in a particular hall are authorized electronic access entry to that hall; the system denies entry to all unauthorized persons. Resident assistants and neighborhood assistants are responsible for checking and securing doors. All members of the Mason housing community are reminded to lock all doors and windows. Most residence hall and apartment exterior

doors are equipped with locks and with crash bars to ensure a quick emergency exit. Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident's responsibility to ensure that their guest is aware of and abides by Mason's policies. Guests are not provided with room keys or door access cards. Residence halls and neighborhood desks are staffed 24 hours a day. Mason Police also conduct regular checks of residence hall areas. Incheon Global Campus security guards patrol the Mason Korea Campus 24 hours a day.

SECURITY LIGHTING, EMERGENCY CALLBOXES, AND SECURITY CAMERAS

Parking lots, sidewalks, and all major walkways are lit at night. On an annual basis, Student Government hosts a Night Walk where members of the Student Government and university administrators patrol the campus and assess every area for safety concerns, suggestions, and feedback. Emergency callboxes are located around the Arlington Campus only. The callboxes ring directly to Mason Police's Emergency Communications Center. Security cameras are strategically located throughout the Arlington, Science and Technology, Fairfax, and Korea Campuses. The Songdo Global University Foundation is responsible for mounting, monitoring, and maintaining appropriately placed security cameras at Mason Korea.

SECURITY OFFICERS AND POLICE CADETS

Mason also employs security officers and police cadets to support the university and the mission of the police department. Security officers are non-sworn employees who patrol the Fairfax, Arlington, and Science and Technology Campuses on foot, and provide security in the buildings 24 hours a day. Police cadets staff the escort service, perform security patrols, and supplement officers at special events on the Fairfax Campus. Police cadets are part-time student employees who perform their duties under supervision of Mason Police. Incheon Global Campus security guards patrol the Mason Korea Campus 24 hours a day.

SECURITY ESCORT SERVICE

Upon request, Mason police officers or cadets will accompany members of the Fairfax, Arlington, and Science and Technology Campuses between academic or residence buildings and parking lots. Escorts carry photo IDs at all times. They also carry flashlights, wear reflective clothing, and maintain communication with a communications officer via two-way radio. To request an escort, call Mason Police at 703-993-2810.

Crime Prevention and Safety Awareness Programs

Periodically throughout the year, Mason Police, in collaboration with other university organizations and departments, present at new student orientations, new hire orientations, and other events on campus. Listed below are a sampling of programs and services offered by Mason Police.

Crime Prevention Services

Mason Police conducts orientation sessions for new students, new employees, housing coordinators, and resident advisors on safety procedures and alcohol and drug awareness. Throughout the year, police representatives are available to speak to interested groups of students, faculty, and staff on such topics as sexual assault, dating safety, theft prevention, personal security, victim services, and alcohol and drug awareness.

LGBTQ Liaison

A Mason Police officer, located on the Fairfax Campus, serves as the lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) liaison. The position was established to enhance the relationship between Mason Police and the campus's LGBTQ community. The officer appointed to this position works closely with the Office of Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning Resources. Members of the campus community needing to contact the LGBTQ liaison may do so by calling 703-675-9249.

Crime Solvers Program

Mason Police is a member of the Fairfax City Crime Solvers Program. Information reported to Mason Police that leads to an arrest may be eligible for a reward of up to \$1,000. Mason Police maintains a confidential information phone line, 703-993-4111, through which persons can supply information regarding suspicious or illegal activity.

Crime Victim and Witness Services

Mason Police's Victim and Witness Assistance Program is designed to help students, faculty, staff, and visitors who become victims of crime. This help includes assisting victims and witnesses who need to report crimes, preparing

them to testify against accused persons, escorting them to court appearances, preparing status reports on cases, regaining property used as evidence during a trial, getting compensation for losses, and assisting with academic intervention as necessary. Mason Police has personnel trained in counseling victims of crime.

Operation Identification

Mason Police can help students on the Fairfax Campus engrave unique identifiers on personal items kept on campus, such as bikes, computers, radios, and stereo systems. This nationally recognized identification procedure has been shown to facilitate the recovery of stolen items. Mason Police also suggests keeping a record of serial numbers and unique identifiers, and taking photos of valuable items kept on campus to aid in identification and recovery.

Rape Aggression Defense

Mason Police offers Rape Aggression Defense (RAD) Systems training to university-affiliated women at convenient times throughout the year. This 12-hour training includes discussion on victim awareness and risk reduction. In addition, it provides realistic and dynamic hands-on training using practical techniques of self-defense. The training allows women to think about and practice self-defense options in a safe atmosphere. RAD program completion gives participants lifetime membership, which includes free refresher training throughout the United States and Canada, wherever the course is offered. The instructors, who are Mason Police officers, are committed to this confidence-building program. They have completed a 30-hour instructor course, maintain close contact with other area instructors, and read regional publications.

Criminal Trespass Warnings and Reporting Suspicious Behavior

Extensive efforts are made to create a campus environment that fosters personal safety and property security for students, faculty, staff, and visitors. Members of the university community are urged to immediately advise Mason Police of any criminal action or suspicious behavior. Criminal trespass warnings can be issued to suspicious persons and those who violate laws. Anyone returning to a Mason campus after being issued a trespass warning is subject to arrest.

YOU'RE NOT **MASON READY** UNLESS YOU'RE MOBILE READY



IN CASE OF CRISIS

WHAT IS IT?

A campus emergency preparedness and crime/tip reporting app.

WHY DO I NEED IT?

You never know when an emergency will strike, so be prepared for the unexpected. *In Case of Crisis* is the perfect mobile companion to help you prepare for an emergency on campus.

WHAT DO I NEED TO DO?

Scan the QR Code Below.

Download *In Case of Crisis - Education* to Your Device.

Search for George Mason University.

Take a Look Around - Get to Know the App!



LEARN MORE @ READY.GMU.EDU

Personal Safety Tips

Mason's safety and security measures are designed to address every area of campus life, but a safe environment also depends on the awareness and cooperation of individual community members.

Here are some common-sense steps you can take for personal safety and loss prevention:

- Do not leave laptops, mobile phones, backpacks, or other personal items unattended for any length of time.
- Remember to call 9-1-1 in case of an emergency (for Mason Korea, call 1-1-9 or 1-1-2).
- Know the non-emergency phone number of Mason Police: 703-993-2810. Program it into your cell phone.
- Notify Mason Police, campus security, or a university employee of any individual who appears not to have legitimate business on campus or whose actions arouse suspicion or concern.
- Remain alert, pay attention to your surroundings, and avoid listening to musical devices such as an iPod to make it more difficult to be taken by surprise.
- When traversing the campus at night, stay within well-lit walkways. Do not take shortcuts through wooded areas.
- Never prop doors open, even for a short time.
- Park in well-lighted areas, and check the inside of your vehicle before entering it.
- Although the campuses are considered safe, students and staff are encouraged to walk in pairs or groups after dark. Students may request a security escort by calling Mason Police at 703-993-2810.
- Avoid using stairs in remote sections of a building.
- Avoid working or studying alone in a building at night.
- Keep car doors and windows locked. Check front and back seats and the cargo area before entering.
- Keep the doors and windows to your residence locked, even if you will be gone only a short time.
- Keep your bike locked in a rack or storage facility when not using it.

- Carry only the credit cards and cash you need for the day, and do not conduct ATM transactions alone, especially at night.
- Carry a small flashlight and whistle with you.
- Keep your keys in your possession. Never place them under mats or in other obvious hiding places.
- If your purse or wallet is snatched, do not fight back. Give it up rather than risk personal injury, and report the incident to the Mason Police immediately.
- Do not put an ID tag with your name, address, or license number on your key chain; if lost, the key chain could lead to theft.
- Do not put personal information on social networking sites.
- Do not accept drinks from strangers or leave drinks unattended.

Programs to Prevent Sexual Violence

Mason prohibits sexual violence, which includes the crimes of dating violence, domestic violence, sexual assault, and stalking. Mason is committed to increasing the awareness of and preventing sexual violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs.

Awareness Programs are community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

Ongoing Prevention and Awareness Campaigns feature programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution and including information described in Mason's most recent Annual Security Report.

Primary Prevention Programs focus on programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage

safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include:

- **Turn off the Violence:** Each October since 1997, Wellness, Alcohol, and Violence Education and Services (WAVES—formerly Sexual Assault Services) has sponsored a week dedicated to helping the Mason community work to end violence against women and honor its victims. The week brings awareness of sexual violence and dating/partner violence to campus. Turn Off the Violence Week events include the Clothesline Project and Mason’s annual Take Back the Night rally.
- **The Clothesline Project:** Developed in 1990, the Clothesline Project is a global effort to raise awareness of sexual and intimate partner violence. Survivors and supporters can decorate shirts to honor victims and break the silence surrounding these crimes. The Clothesline is an educational tool for the community, a healing tool for survivors, and a reminder to victims that they are not alone. By designing a shirt, survivors and their supporters gain a voice and promote healing. The project is especially eye-opening for those who have never thought about sexual violence and dating/partner violence and its occurrence on Mason’s campuses.
- **The White Ribbon Campaign:** In 1991, a handful of Canadian men started The White Ribbon Campaign to encourage men to work to end violence against women. The campaign and its efforts to educate men and boys have spread globally. By wearing a white ribbon, men visibly demonstrate their pledge to “never commit, condone, or remain silent about violence against women and girls.” Through events and education, the campaign encourages men to respect women and act as role models for their peers and future generations. The White Ribbon Campaign at Mason occurs each fall during Turn off the Violence Week. White ribbons are given out with attached information promoting awareness among men on the Mason campus. This campaign enlists the support of fraternities, student athletes, and other groups to raise awareness of the impact men can have on stopping violence.
- **Fear 2 Freedom 2014:** On October 7, 2014, Mason assembled hundreds of “Fear 2 Freedom” (F2F) after-care kits, which were provided as an essential element to healing for those affected by sexual assault, child abuse, domestic violence, or sex trafficking. The F2F kits were distributed to Mason’s Student Health Services and WAVES, and to local hospitals in Fairfax and Prince William counties. F2F is a global nonprofit dedicated to redeeming and

restoring the lives of those affected by sexual assault, bringing them hope and healing. The goal is to raise awareness of sexual abuse, bring change through vigilance, and healing through compassion.

- **AnyOne Can Step UP!** The Step UP! program is designed to help students learn strategies and techniques to intervene both directly and indirectly in emergency and non-emergency situations. The program contains support materials to address a wide range of issues, including academic integrity, alcohol abuse, anger, depression, discrimination, disordered eating, gambling, hazing, relationship abuse, and sexual assault.
- **Take Back the Night:** International grassroots marches and rallies have advocated against sexual violence throughout the past 30 years under the slogan Take Back the Night (TBTN). TBTN Foundation was created in 2001 to support these efforts and to fashion a movement of awareness, empowerment, healing, and support. Sponsored rallies, marches, and vigils give voice to survivors of rape, sexual assault, sexual abuse, and domestic violence. The rally provides a safe place to celebrate the night without fear and creates awareness in the larger community. Mason hosts TBTN each fall during Turn Off the Violence Week. Started in 1997 by WAVES, this event incorporates a rally with speakers, performances, and a march through campus. The rally is co-sponsored by the Women and Gender Studies Department and the Feminist Student Organization.
- **Survivor Space:** Following Take Back the Night, Survivor Space began in 2000 as a way for survivors to join WAVES in speaking out against sexual and domestic violence. Survivors of recent or previous sexual abuse, sexual assault, or intimate partner violence are welcome to find and offer support and encouragement. In this supportive and safe setting, participants can explore the impact their victimization has had on their lives by relating with others who have experienced similar traumas. Counselors and advocates are also available to help individuals interested in privately discussing an incident or working through any difficulties. Survivor Space takes place in the fall.
- **Intimate Partner Violence Panel Discussion:** In October 2014, Women and Gender Studies hosted an intimate partner violence panel discussion with survivors and professionals who work with abusers.
- **The Goddess Diaries:** The Goddess Diaries is an ensemble performance of personal narratives of women's lives—some funny, some heartbreaking—interspersed with music and dance. The Goddess Diaries raises awareness of women's issues and is a fundraising vehicle for women-based charities.

Proceeds of the show benefit the Women and Gender Studies Department at Mason. Ticket information is provided each fall.

- **Emerge:** Emerge is a training program hosted by WAVES that prepares members of the Mason community to respond to survivors of sexual and relationship violence and to create a network of faculty, staff, and students dedicated to supporting survivors.
- **Denim Day:** Every April, WAVES hosts a Denim Day event drawing attention to sexual assault and educating the Mason community that it is NEVER the fault of the victim. This campaign began in 1992 when a rapist's conviction was overturned on appeal in Rome, Italy. The judge announced that the victim's jeans were so tight, she had to assist the rapist in removing them and that constituted "consent." Women in the Italian Parliament wore jeans and carried signs in protest, and the California legislature brought this issue home. Since then, Denim Day has been an opportunity to remind the community that clothing choices do not communicate consent to any sexual contact. WAVES has hosted a variety of Denim Day events, most recently a fashion show in Mason's largest food court.
- **Red Flag Campaign/Red Zone:** The Red Flag Campaign helps students identify "red flags" for dating violence in relationships and encourages them to intervene or get support. The Red Flag Campaign is the result of the combined work of students, faculty, and victim advocates, and is a project of the Virginia Sexual and Domestic Violence Action Alliance. WAVES brought it to Mason during the official statewide launch in 2007. Currently, WAVES distributes "bouquets" of red flags to offices and departments across campus during the "Red Zone" period—the first six weeks of the academic year when students, especially freshmen and sophomores, are particularly at risk for sexual assault. These vases of flags include information about this at-risk time, and contact information for WAVES, where students and others can speak to confidential advocates or get additional information about sexual and dating/domestic violence.
- **Student Programs/Workshops:** WAVES offers a variety of free programming options to Mason that are frequently used by professors of freshmen, by the Honors College, and by various on-campus organizations. Topics include bystander intervention, sexual assault, healthy relationships, stalking, relationship violence, and consent (with or without an alcohol component).
- **Campus Clarity:** *Think About It* is an ongoing online substance and sexual abuse training program that prepares students to confront and prevent

serious campus problems. Our program delivers Title IX and Campus SaVE Act training with a nonjudgmental approach to effectively reach students. It is offered to all freshmen and transfer students.

Contact WAVES for more information about any upcoming programs to prevent sexual violence at Mason. Call 703-993-9999 or visit waves.gmu.edu.

Definition of Consent in Reference to Sexual Activity

Virginia code section § 18.2-61 (rape) states that consent to a sexual act cannot be given if a sexual act is “accomplished (i) against the complaining witness’s will, by force, threat, or intimidation of or against the complaining witness or another person; or (ii) through the use of the complaining witness’s mental incapacity or physical helplessness; or (iii) with a child under age 13 as the victim.”

If any of the following are present, consent cannot be given:

- 1. Force** is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that overcome resistance or produce consent.
- 2. Coercion** is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another.
- 3. Incapacitation** is a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why, or how” of their sexual interaction). Sexual activity with someone who you should know to be—or based on the circumstances should reasonably have known to be—mentally or physically incapacitated (by alcohol or other drug use, unconsciousness, or blackout), constitutes a violation of university policy. University policy covers a person whose incapacity results from mental disability, sleep, or involuntary physical restraints, or from taking drugs or other substances.

According to University Policy 1202, Sexual Harassment and Misconduct, **Consent** is clear, knowing, and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words

or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the condition of) sexual activity. Consent to any one form of sexual activity cannot automatically imply consent to other forms of sexual activity. Previous relationships or prior consent cannot imply consent to future sexual acts. Consent can be withdrawn at any time.

Safe and Positive Options for Bystander Intervention

Everyone has a role to play in preventing sexual assault. There are many different ways that you can step in or make a difference if you see someone at risk. This approach to preventing sexual assault is referred to as “bystander intervention.”

Bystander Intervention involves safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

- Be aware of comments and behaviors from others that would indicate they are intent on having sexual intercourse even if a partner is unwilling.
- Notice if someone is getting ready to have sexual intercourse with a partner who is incapacitated.
- Never pressure or encourage friends to drink or have sex as often or with as many people as possible.
- Never joke about sexual assault; comments and jokes that are meant to “ease the tension” or are “just kidding around” can trivialize the severity of the behavior.
- Know your level of comfort with conversations and talk about sexual behavior. If you find groups or individuals who talk about sexual relationships that are not in sync with how you feel, or the type of relationship you want, do not be afraid to state your position.

- Many perpetrators are unaware that what they have done is a crime. They may say, “Yeah, that was messed up, but it was fun.” Let them know that what they did was not right and was against the law.

Your role in preventing sexual assault

The key to keeping your friends safe is learning how to intervene in a way that fits the situation and your comfort level. Having this knowledge on hand can give you the confidence to step in when something isn't right. Stepping in can make all the difference, but it should never put your own safety at risk.

- **Create a distraction.** Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place. Cut off the conversation with a diversion like, “Let's get pizza, I'm starving,” or “This party is lame. Let's try somewhere else.” Bring out fresh food or drinks and offer them to everyone at the party, including the people you are concerned about. Start an activity that draws other people in, like a game, a debate, or a dance party.
- **Ask directly.** Talk directly to the person who might be in trouble. Ask questions such as “Who did you come here with?” or “Would you like me to stay with you?”
- **Refer to an authority.** Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation, such as a resident assistant, security guard, bartender, or other employee. It's in their best interest to ensure that their patrons are safe, and they will usually be willing to step in. Don't hesitate to call 9-1-1 if you are concerned for someone else's safety.
- **Enlist others.** It can be intimidating to approach a situation alone. Enlist another person to support you or to come with you to approach the person at risk. Or ask someone to intervene in your place. For example, you could ask someone who knows the person at risk to escort that person to the bathroom. Enlist the friend of the person you're concerned about by saying, “Your friend looks like they've had a lot to drink. Can you check on them?”

WAVES offers bystander intervention training to help you identify risky situations and practice intervention techniques. Check out waves.gmu.edu or contact the WAVES office at 703-993-9999 for upcoming AnyOne Can STEP UP! training sessions.

If you become aware that a sexual assault has occurred or are told of an assault occurring:

- Believe the person.
- Tell the victim it is not their fault.

- Encourage the victim to talk to a professional, such as someone from WAVES (confidential resource), Mason Police, the dean of students, or the campus health center. Realize, however, there may be reasons that the person does NOT want to do that at this time. Respect that decision.
- Don't pry or try to get information out of the person if they are unwilling to be forthcoming with information. Be ready to listen when the individual is ready to talk.
- If you learn of the perpetrator's identity, don't suggest physical retaliation of any kind.
- Know available resources.
- Listen.
- Be patient.

Sexual Violence Risk Reduction

The following are some strategies to reduce one's risk of sexual violence (adapted from the Rape, Abuse, and Incest National Network at www.rainn.org and Love is Respect at www.loveisrespect.org). Risk reduction options are designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

If someone is pressuring you:

If you need to get out of an uncomfortable or scary situation, here are some things that you can try:

- **Remember that being in this situation is not your fault.** You did not do anything wrong; it is the person who is making you uncomfortable who is to blame.
- **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.
- **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 get you or make up an excuse for you to leave.

- **Lie.** If you don't want to hurt the person's feelings, it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- **Try to think of an escape route.** How would you try to get out of the room? Where are the doors or windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- 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.

In a social situation:

- 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.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately.
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, get a new one.
- 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.
- Make or order your own drinks and never feel pressured to have "just one more."
- 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.
- If you suspect you or a friend has been drugged, contact law enforcement immediately. Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

Sexual Assault, Dating Violence, Domestic Violence, and Stalking Laws in Applicable Jurisdictions

DEFINING SEXUAL ASSAULT IN APPLICABLE JURISDICTIONS

The term “sexual assault” is not defined by any jurisdictions applicable to Mason. The following is a list of crimes in Virginia and South Korea that meet general definitions of sexual assault:

Virginia Crime Definitions Related to Sexual Assault Include:

§ 18.2-61. Rape.

A. If any person has sexual intercourse with a complaining witness, whether or not his or her spouse, or causes a complaining witness, whether or not his or her spouse, to engage in sexual intercourse with any other person and such act is accomplished (i) against the complaining witness's will, by force, threat, or intimidation of or against the complaining witness or another person; or (ii) through the use of the complaining witness's mental incapacity or physical helplessness; or (iii) with a child under age 13 as the victim, he or she shall be guilty of rape.

§ 18.2-67.1. Forcible sodomy.

A. An accused shall be guilty of forcible sodomy if he or she engages in cunnilingus, fellatio, anilingus, or anal intercourse with a complaining witness whether or not his or her spouse, or causes a complaining witness, whether or not his or her spouse, to engage in such acts with any other person, and

1. The complaining witness is less than 13 years of age; or
2. The act is accomplished against the will of the complaining witness, by force, threat, or intimidation of or against the complaining witness or another person, or through the use of the complaining witness's mental incapacity or physical helplessness.

§ 18.2-67.2. Object sexual penetration; penalty.

A. An accused shall be guilty of inanimate or animate object sexual penetration if he or she penetrates the labia majora or anus of a complaining witness, whether or not his or her spouse, other than for a bona fide medical purpose, or causes such complaining witness to so penetrate his or her own body with

an object or causes a complaining witness, whether or not his or her spouse, to engage in such acts with any other person or to penetrate, or to be penetrated by, an animal, and

1. The complaining witness is less than 13 years of age; or
2. The act is accomplished against the will of the complaining witness, by force, threat, or intimidation of or against the complaining witness or another person, or through the use of the complaining witness's mental incapacity or physical helplessness.

§ 18.2-67.3. Aggravated sexual battery; penalty.

A. An accused shall be guilty of aggravated sexual battery if he or she sexually abuses the complaining witness, and

1. The complaining witness is less than 13 years of age, or
2. The act is accomplished through the use of the complaining witness's mental incapacity or physical helplessness, or
3. The offense is committed by a parent, step-parent, grandparent, or step-grandparent and the complaining witness is at least 13 but less than 18 years of age, or
4. The act is accomplished against the will of the complaining witness by force, threat or intimidation, and
 - a. The complaining witness is at least 13 but less than 15 years of age, or
 - b. The accused causes serious bodily or mental injury to the complaining witness, or
 - c. The accused uses or threatens to use a dangerous weapon.

§ 18.2-67.4. Sexual battery.

A. An accused is guilty of sexual battery if he sexually abuses, as defined in § 18.2-67.10, (i) the complaining witness against the will of the complaining witness, by force, threat, intimidation, or ruse, (ii) within a two-year period, more than one complaining witness or one complaining witness on more than one occasion intentionally and without the consent of the complaining witness.

§ 18.2-63. Carnal knowledge of child between 13 and 15 years of age.

A. If any person carnally knows, without the use of force, a child 13 years of age or older but under 15 years of age, such person shall be guilty of a Class 4 felony.

- B. If any person carnally knows, without the use of force, a child 13 years of age or older but under 15 years of age who consents to sexual intercourse and the accused is a minor and such consenting child is 3 years or more the accused's junior, the accused shall be guilty of a Class 6 felony. If such consenting child is less than three years the accused's junior, the accused shall be guilty of a Class 4 misdemeanor. In calculating whether such child is three years or more a junior of the accused minor, the actual dates of birth of the child and the accused, respectively, shall be used.
- C. For the purposes of this section, (i) a child under the age of 13 years shall not be considered a consenting child and (ii) "carnal knowledge" includes the acts of sexual intercourse, cunnilingus, fellatio, anilingus, anal intercourse, and animate and inanimate object sexual penetration.

§ 18.2-67.4:2. Sexual abuse of a child under 15 years of age; penalty.

Any adult who, with lascivious intent, commits an act of sexual abuse, as defined in § 18.2-67.10, with any child 13 years of age or older but under 15 years of age is guilty of a Class 1 misdemeanor.

§ 18.2-67.5. Attempted rape, forcible sodomy, object sexual penetration, aggravated sexual battery, and sexual battery.

- A. An attempt to commit rape, forcible sodomy, or inanimate or animate object sexual penetration shall be punishable as a Class 4 felony.
- B. An attempt to commit aggravated sexual battery shall be a felony punishable as a Class 6 felony.
- C. An attempt to commit sexual battery is a Class 1 misdemeanor.

§ 18.2-361. Crimes against nature; penalty.

- A. If any person carnally knows in any manner any brute animal or voluntarily submits to such carnal knowledge, he is guilty of a Class 6 felony.
- B. Any person who performs or causes to be performed cunnilingus, fellatio, anilingus, or anal intercourse upon or by his daughter or granddaughter, son or grandson, brother or sister, or father or mother is guilty of a Class 5 felony. However, if a parent or grandparent commits any such act with his child or grandchild and such child or grandchild is at least 13 but less than 18 years of age at the time of the offense, such parent or grandparent is guilty of a Class 3 felony.
- C. For the purposes of this section, parent includes step-parent, grandparent includes step-grandparent, child includes step-child, and grandchild includes step-grandchild.

§ 18.2-366. Adultery and fornication by persons forbidden to marry; incest.

- A. Any person who commits adultery or fornication with any person whom he or she is forbidden by law to marry shall be guilty of a Class 1 misdemeanor except as provided by subsection B.
- B. Any person who commits adultery or fornication with his daughter or granddaughter, or with her son or grandson, or her father or his mother, shall be guilty of a Class 5 felony. However, if a parent or grandparent commits adultery or fornication with his or her child or grandchild, and such child or grandchild is at least 13 years of age but less than 18 years of age at the time of the offense, such parent or grandparent shall be guilty of a Class 3 felony.
- C. For the purposes of this section, parent includes step-parent, grandparent includes step-grandparent, child includes a step-child, and grandchild includes a step-grandchild.

§ 18.2-370. Taking indecent liberties with children; penalties.

- A. Any person 18 years of age or over, who, with lascivious intent, knowingly and intentionally commits any of the following acts with any child under the age of 15 years is guilty of a Class 5 felony:
 - 1. Expose his or her sexual or genital parts to any child to whom such person is not legally married or propose that any such child expose his or her sexual or genital parts to such person; or
 - 2. [Repealed.]
 - 3. Propose that any such child feel or fondle his own sexual or genital parts or the sexual or genital parts of such person or propose that such person feel or fondle the sexual or genital parts of any such child; or
 - 4. Propose to such child the performance of an act of sexual intercourse, anal intercourse, cunnilingus, fellatio, or anilingus or any act constituting an offense under § 18.2-361; or
 - 5. Entice, allure, persuade, or invite any such child to enter any vehicle, room, house, or other place, for any of the purposes set forth in the preceding subdivisions of this subsection.
- B. Any person 18 years of age or over who, with lascivious intent, knowingly and intentionally receives money, property, or any other remuneration for allowing, encouraging, or enticing any person under the age of 18 years to perform in or be a subject of sexually explicit visual material as defined in § 18.2-374.1 or who knowingly encourages such person to perform in or be a subject of sexually explicit material is guilty of a Class 5 felony.

- C. Any person who is convicted of a second or subsequent violation of this section is guilty of a Class 4 felony, provided that (i) the offenses were not part of a common act, transaction or scheme; (ii) the accused was at liberty as defined in § 53.1-151 between each conviction; and (iii) it is admitted, or found by the jury or judge before whom the person is tried, that the accused was previously convicted of a violation of this section.
- D. Any parent, step-parent, grandparent, or step-grandparent who commits a violation of either this section or clause (v) or (vi) of subsection A of § 18.2-370.1 (i) upon his child, step-child, grandchild, or step-grandchild who is at least 15 but less than 18 years of age is guilty of a Class 5 felony or (ii) upon his child, step-child, grandchild, or step-grandchild less than 15 years of age is guilty of a Class 4 felony.

§ 18.2-67.10. General definitions.

As used in this article:

1. “Complaining witness” means the person alleged to have been subjected to rape, forcible sodomy, inanimate or animate object sexual penetration, marital sexual assault, aggravated sexual battery, or sexual battery.
2. “Intimate parts” means the genitalia, anus, groin, breast, or buttocks of any person.
3. “Mental incapacity” means that condition of the complaining witness existing at the time of an offense under this article which prevents the complaining witness from understanding the nature or consequences of the sexual act involved in such offense and about which the accused knew or should have known.
4. “Physical helplessness” means unconsciousness or any other condition existing at the time of an offense under this article which otherwise rendered the complaining witness physically unable to communicate an unwillingness to act and about which the accused knew or should have known.
5. The complaining witness’s “prior sexual conduct” means any sexual conduct on the part of the complaining witness which took place before the conclusion of the trial, excluding the conduct involved in the offense alleged under this article.
6. “Sexual abuse” means an act committed with the intent to sexually molest, arouse, or gratify any person, where:
 - a. The accused intentionally touches the complaining witness’s intimate parts or material directly covering such intimate parts;

- b. The accused forces the complaining witness to touch the accused's, the witness's own, or another person's intimate parts or material directly covering such intimate parts;
- c. If the complaining witness is under the age of 13, the accused causes or assists the complaining witness to touch the accused's, the witness's own, or another person's intimate parts or material directly covering such intimate parts; or
- d. The accused forces another person to touch the complaining witness's intimate parts or material directly covering such intimate parts.

South Korea Crime Definitions Related to Sexual Assault Include:

Article 297 (Rape)

A person who, through violence or intimidation, has sexual intercourse with a female, shall be punished by limited imprisonment for not less than three years.

Article 298 (Indecent Act by Compulsion)

A person who, through violence or intimidation, commits an indecent act on another shall be punished by imprisonment for not more than 10 years or by a fine not exceeding 15 million won.

Article 299 (Quasi-Rape, Quasi-Indecent Act by Compulsion)

A person who has sexual intercourse with a female or commits an indecent act on another by taking advantage of the other's condition of unconsciousness or inability to resist, shall be punished in accordance with the preceding two Articles.

Article 302 (Sexual Intercourse with Minor, etc.)

A person who, through fraudulent means or by the threat of force, has sexual intercourse or commits an indecent act on a minor or feeble-minded person, shall be punished by imprisonment for not more than five years.

Article 303 (Sexual Intercourse by Abuse of Occupational Authority, etc.)

1. A person who, through fraudulent means or by the threat of authority, has sexual intercourse with a female who is under his protection or supervision by reason of his business, employment, or other relationship, shall be punished by imprisonment for not more than five years or by a fine not exceeding 15 million won.
2. A person who has sexual intercourse with a female held in his custody according to Acts, shall be punished by imprisonment for not more than seven years.

Article 305 (Sexual Intercourse or Indecent Act with Minor)

A person who has sexual intercourse with a female under 13 years of age or commits an indecent act on such a person shall be punished in accordance with Articles 297, 298, 301, and 301-2.

DEFINING DATING VIOLENCE AND DOMESTIC VIOLENCE IN APPLICABLE JURISDICTIONS

***Dating Violence* is not defined by any jurisdictions applicable to Mason.**

The following is a list of crimes in Virginia and South Korea that meet general definitions of domestic violence.

Virginia Crime Definitions Related to Domestic Violence

§ 18.2-57.2. Assault and battery against a family or household member; penalty.

A. Any person who commits an assault and battery against a family or household member is guilty of a Class 1 misdemeanor “Family or household member” means (i) the person’s spouse, whether or not he or she resides in the same home with the person, (ii) the person’s former spouse, whether or not he or she resides in the same home with the person, (iii) the person’s parents, step-parents, children, stepchildren, brothers, sisters, half-brothers, half-sisters, grandparents, and grandchildren, regardless of whether such persons reside in the same home with the person, (iv) the person’s mother-in-law, father-in-law, sons-in-law, daughters-in-law, brothers-in-law, and sisters-in-law who reside in the same home with the person, (v) any individual who has a child in common with the person, whether or not the person and that individual have been married or have resided together at any time, or (vi) any individual who cohabits or who, within the previous 12 months, cohabited with the person, and any children of either of them then residing in the same home with the person.

§ 18.2-60. Threats of death or bodily injury to a person or member of his family; threats to commit serious bodily harm to persons on school property; penalty.

A. 1. Any person who knowingly communicates, in a writing, including an electronically transmitted communication producing a visual or electronic message, a threat to kill or do bodily injury to a person, regarding that person or any member of his family, and the threat places such person in reasonable apprehension of death or bodily injury to himself or his family member, is guilty of a Class 6 felony. However, any person who violates this subsection with the intent to commit an act of terrorism as defined in § 18.2-46.4 is guilty of a Class 5 felony.

South Korea Crime Definitions Related to Domestic Violence

Article 257 (Inflicting Bodily Injury on Other or on Lineal Ascendant)

1. A person who inflicts a bodily injury upon another shall be punished by imprisonment for not more than 7 years or suspension of qualifications for not more than 10 years or by a fine not exceeding 10 million won.
2. When the crime as referred in paragraph (1) is committed on a lineal ascendant of the offender or of his spouse, one shall be punished by imprisonment for not more than 10 years or a fine not exceeding 15 million won.
3. Attempts to commit the crimes of the preceding two paragraphs shall be punished.

Article 258 (Aggravated Bodily Injury on Other or on Lineal Ascendant)

1. A person who inflicts bodily injury upon another, thereby endangering one's life, shall be punished by imprisonment for not less than 1 year nor more than 10 years.
2. The preceding paragraph shall apply to a person who, in consequence of injuring another, causes one to be crippled or incurably or hopelessly diseased.
3. When the crimes of the preceding two paragraphs are committed on a lineal ascendant of the offender or of one's spouse, one shall be punished by limited imprisonment for not less than two years.

DEFINING STALKING IN APPLICABLE JURISDICTIONS

Virginia defines stalking as the following:

§ 18.2-60.3. Stalking; penalty.

- A. Any person, except a law-enforcement officer, as defined in § 9.1-101, and acting in the performance of his official duties, and a registered private investigator, as defined in § 9.1-138, who is regulated in accordance with § 9.1-139 and acting in the course of his legitimate business, who on more than one occasion engages in conduct directed at another person with the intent to place, or when he knows or reasonably should know that the conduct places, that other person in reasonable fear of death, criminal sexual assault, or bodily injury to that other person or to that other person's family or household member is guilty of a Class 1 misdemeanor.
- B. Any person who is convicted of a second offense of subsection A occurring within five years of a prior conviction of such an offense when the person was also convicted within the five-year period prior to the instant offense of a violation of (i) § 18.2-51, 18.2-51.2, 18.2-51.6, 18.2-52, or 18.2-57 and the

victim of that crime was the same person who is the victim of the stalking activity in the instant conviction, (ii) § 18.2-57.2, or (iii) a protective order, is guilty of a Class 6 felony.

- C. Any person convicted of a third or subsequent conviction of subsection A occurring within five years of a conviction for an offense under this section or for a similar offense under the law of any other jurisdiction is guilty of a Class 6 felony.
- D. A person may be convicted under this section irrespective of the jurisdiction or jurisdictions within the commonwealth wherein the conduct described in subsection A occurred, if the person engaged in that conduct on at least one occasion in the jurisdiction where the person is tried. Evidence of any such conduct that occurred outside the commonwealth may be admissible, if relevant, in any prosecution under this section provided that the prosecution is based upon conduct occurring within the commonwealth.

Stalking is not defined by South Korea.

Procedures Victims Should Follow in Cases of Sexual Violence

IF THE ASSAULT JUST OCCURRED

- Remember the assault was not your fault.
- Make sure you are in a safe place.
- **If you do not feel safe and need immediate police or medical assistance, call 9-1-1.** Police can also take you to the hospital or meet you there.
- **For students at Mason Korea, call 1-1-2.**
- Contact someone who can help you: a friend, police, Mason’s Wellness, Alcohol, and Violence Education and Services (WAVES)—any or all of the above. You can reach WAVES at any time by calling the **24-hour Sexual and Intimate Partner Violence Crisis Line: 703-380-1434.**
- Get medical attention at a hospital emergency room right away. You do not have to report the incident to the police to be seen in the emergency room or to have an evidence-gathering exam (e.g., using a physical evidence recovery kit, or PERK).

- Seek medical help whether or not you want to report the incident. You may have injuries you are not aware of, and a doctor can help you do what you can to prevent pregnancy or sexually transmitted infections.
- Do not shower, drink or eat, douche, or change your clothes. These activities destroy important physical evidence in the event that you decide to press criminal charges against the assailant.
- As soon as you have a quiet moment, write down everything that you remember happening, with as much detail as possible. This will help with your own healing process and in any legal action you might decide to take.

PRESERVING PHYSICAL EVIDENCE

If an incident of sexual assault, domestic violence, dating violence, or stalking occurs, it is important to preserve evidence to aid in the possibility of a successful criminal prosecution. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries following an incident of domestic or dating violence should be documented including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voicemail, or other electronic communications should be saved and not altered in any way. For more information about how to preserve evidence, contact Wellness, Alcohol, and Violence Education and Services at 703-380-1434.

MEDICAL EXAM FOLLOWING SEXUAL ASSAULT

If you go to a hospital as a result of a sexual assault, you are entitled to a free evidence collection examination performed by a sexual assault nurse examiner. In Northern Virginia, the preferred hospital for such an exam is Inova Fairfax Hospital where they have specially trained nurses on call 24 hours a day for such purposes. Inova Fairfax Hospital provides care to sexual assault victims no matter where in Northern Virginia the crime occurred. The nurse will collect the evidence and ask the police in the jurisdiction where the crime occurred to pick it up and store it for at least six months. The evidence will be in a box marked only with a number, not your name. You are not required to make an official police report for this evidence to be collected. If you later decide to make such a report, the hospital will give your name to the police and the evidence kit will be tested for possible use in a court case. For assistance in this process, contact Wellness, Alcohol, and Violence Education and Services at 703-380-1434.

IF THE ASSAULT OCCURRED SOME TIME AGO

You may just now be realizing that your experience was unwanted, or may finally be ready to call the experience a sexual assault. Even if the incident did not take place recently, you still have options.

- Remember that sexual assault is never your fault. Believe in yourself. Get the support you deserve and give yourself time to heal.
- Consider seeking medical attention. You may still need treatment of physical symptoms.
- Seek counseling. Unresolved experiences of sexual assault can have long-term psychological and social effects.
- Take advantage of resources that are there for you. Consult with Wellness, Alcohol, and Violence Education and Services (WAVES) to explore your options regarding:
 - receiving medical care
 - reporting the incident to the police
 - pursuing campus judicial intervention
 - seeking academic or administrative intervention
 - WAVES is located on the Fairfax Campus in SUB I, Suite 3200. Call 703-993-9999 between 9 a.m. and 5 p.m. Monday through Friday. waves.gmu.edu/interpersonal-violence-or-ipv/sexual-assault/recovery-after-sexual-assault
- **For students at Mason Korea**, contact the Sexual Offense Services 24-hour crisis line at 1366 or contact Sexual Assault Prevention, Support, and Counseling at 338-5801. Email center@womenhotline.or.kr

IN CASES OF STALKING

Under no circumstances should you agree to meet with the perpetrator face to face to “work it out” or “talk.” Meeting a stalker in person can be very dangerous.

- **Tell someone.** Resources like Mason Police and Wellness, Alcohol, and Violence Education and Services (WAVES) are here to support and assist you. Victims under the age of 18 should tell a parent or other trusted adult about any harassments or threats.
- **Send one, clear written warning.** This warning should convey that the contact is unwanted, and tell the perpetrator to cease all communications of

any kind. Do this only once. Then, no matter the response, under no circumstances have further contact with the stalker.

- **Collect and document all evidence.** Save all email, postings, or other communications in both electronic and hard-copy form. If possible, save all of the header information from emails and newsgroup postings (use the *Help* feature on whatever service you are using for instructions). Record the dates and times of any contact with the stalker. All evidence of stalking should be preserved to aid in obtaining a protection order against a perpetrator.
- **Keep a detailed log of stalking behavior.** Start a log detailing each communication (e.g., date, time, type of incident, witnesses, etc.). You may also want to document how the stalking is affecting you and any steps you have taken to stop it (e.g., blocked number, unfriended on Facebook, asked the stalker to stop). A free Stalking Log is available at: www.victimsofcrime.org/docs/src/stalking-incident-log_pdf.pdf.
- **File a report with Mason Police or local law enforcement.** Save copies of police reports and record all contact with law enforcement officials and the prosecutor's office. Add these notes to your Stalking Log.
- **Change your contact information.** You may want to consider changing your email address, Internet Service Provider (ISPs), and/or phone number, and consider using encryption software or privacy protection programs.
- **File a complaint with both parties' ISPs.** Many ISPs offer tools that filter or block communications from specific individuals.
 - Look for the "Message ID" and/or "NNTP Posting Host" lines. You'll find the real ISP that the person is using on these lines. Send a copy of the offending mail with the full headers to the ISP to Ex.postmaster@gmu.edu.
- **If contacting the ISP does not produce results:**
 - Contact WAVES for help and guidance at 703-993-9999.
 - Call Mason Police at 703-993-2810.
 - Call Virginia State Police Computer Crimes Unit at 804-333-3800.
 - Call the FBI Computer Crimes Unit at 703-762-3160.
 - Contact online directory listings. Request removal from directories such as www.four11.com, www.switchboard.com, and www.whowhere.com.

IN CASES OF RELATIONSHIP VIOLENCE

Getting Help

- Violence is never the victim's fault.
- Know that you have legal choices. Call Mason Police at 703-993-2810 or Wellness, Alcohol, and Violence Education and Services at 703-993-9999 for assistance or to learn about your choices. For students at Mason Korea, call 1-1-2 for police assistance.
- Trust your instincts and do not second-guess your feelings.
- Know that you are not alone. More than two million reports of dating/ domestic violence occur every year.
- Ask a friend, family member, professor, or crisis center for help.
- If you are physically hurt, seek medical attention.
- Getting help is the best thing you can do for yourself and your health.

Giving Help

- Believe the person. He or she will need you to be supportive and understanding.
- Do not ask too much. The person may feel uncomfortable about involving others, and will open up when ready.
- Be supportive by listening or gathering information and resources.

See "Resources for Help" section (page 2) for a full list of available confidential/nonconfidential on-campus and off-campus resources.

Orders of Protection

NO-CONTACT ORDERS ISSUED BY MASON

No-contact orders are designed so that students involved in a campus conduct process do not have any communication with each other to help minimize further altercations between those involved. Students who have no-contact orders are not to contact each other using ANY means. This includes, but is not limited to: comments, words, or gestures in person, through postal mail, email, social networking sites, or through others (friends, acquaintances, family members,

etc.) acting on the student's behalf. An order of no contact will remain in place until both parties agree, in writing, to cancel the order, pending final approval by the Office of Student Conduct.

PROTECTIVE ORDERS ISSUED BY A COMMONWEALTH OF VIRGINIA CRIMINAL COURT

Protective orders (i.e., no-contact orders) are free, legal documents issued by a judge or magistrate to protect the health and safety of a person who is alleged to be a victim of *any act involving violence, force, or threat that results in bodily injury or places that person in fear of death, sexual assault, or bodily injury*. Contact Mason Police at 703-993-2810; the Wellness, Alcohol, and Violence Education and Services office at 703-993-9999; or the 24-Hour Sexual and Intimate Partner Violence Crisis Line at 703-380-1434 for assistance in filing a protective order.

Victim's Options for Reporting Sexual Violence

As a crime victim, you will have questions. What should you do? Generally speaking, a victim of sexual assault, dating violence, domestic violence, or stalking has four choices:

1. Choose to not report the crime to police or any campus authority.
2. Report the crime to Mason Police anonymously using the Mason Crime Solvers anonymous tip line at 703-993-4111.
3. Report the crime to Mason or local police with the intent of pressing criminal charges.
4. Report the crime to the university, including the Title IX Coordinator, with the intent of using the Conduct Process to hold the offender responsible. See Mason's Sexual Misconduct Policy and Procedures on page 78.

Only the victim can make this decision. It may be difficult to make complex decisions immediately after the assault. Talking with someone who can give immediate support and information, such as a sexual assault crisis counselor, a victim/witness advocate, or a family member or friend, may help you make a decision.

REPORTING WITH INTENT TO PRESS CRIMINAL CHARGES

When a victim decides to report the crime to police and to file criminal charges, they need to be aware of the steps involved:

- initial law enforcement officer's interview
- medical examination
- investigator's interview
- prosecutor's interview
- court procedures

This may all seem overwhelming. An understanding of the benefits of reporting encourages many victims to choose to press criminal charges, resulting in the convictions of more defendants. Contact WAVES for assistance at 703-993-9999 or Mason Police at 703-993-2810.

OPTION NOT TO REPORT

Not all victims want to report crimes to a law enforcement agency. This is an individual decision. Without an official report, however, the law enforcement agency will not know that a sexual assault has occurred. Law enforcement agencies can only help the community when they are aware of crimes being committed. If the assailant was a stranger, the prospect of identifying the suspect greatly decreases over time, and crucial physical evidence will be lost as well. Even if you choose not to report, it is important for your own well-being that you receive medical attention immediately after the assault. Contact WAVES for assistance at 703-993-9999.

YOUR RIGHTS AS A CRIME VICTIM

The *Crime Victim and Witness Rights Act* was made law by the Virginia General Assembly in 1995. The purpose of this law is to ensure that victims and witnesses of crime:

- are treated with dignity, respect, and sensitivity, and that their privacy is protected where the law allows
- are informed of their rights
- have the opportunity to make the courts aware of the full impact of the crime
- receive authorized services
- have the opportunity to be heard at all stages of the criminal justice process

COMPENSATION FOR VICTIMS OF CRIME

If you are the victim of a crime in Virginia; physically/emotionally injured during the crime; injured trying to stop a crime; injured trying to catch a person who committed a crime; or are the surviving spouse, parent, grandparent, sibling, or child of a victim who was killed, then you may be awarded benefits up to a maximum award of \$15,000 for certain unreimbursed losses, such as wages, medical expenses, mental health counseling expenses, funeral/burial expenses up to \$3,500, moving expenses up to \$1,000, crime scene clean-up expenses, pregnancy expenses resulting from rape, and other reasonable/necessary expenses incurred as a result of the crime (e.g., prescriptions).

In order to be eligible to apply you must:

- Report the crime to law enforcement within 120 hours (5 days) after the crime (or show good cause for not doing so), cooperate with law enforcement agencies, be willing to press criminal charges, and file a compensation claim within 1 year from the date of the crime (or show good cause for not doing so).*

**A victim of child sexual assault has 10 years past the date of their 18th birthday to file a claim.*

For more information or an application, contact the Criminal Injuries Compensation Fund: Toll-free statewide 800-552-4007 or WAVES at 703-993-9999.

Sex Offender Registry Access

The federal Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. In Virginia, the information is available at the following Virginia State Police website: www.vsp.state.va.us (click on “Sex Offender Registry”). For students at Mason Korea, sex offender registration information is available at the following South Korean Government website: www.sexoffender.go.kr/index.nsc.

Missing Student Notification Policy

All higher education institutions that provide on-campus housing, and are subject to the Higher Education Opportunity Act of 2008, are required to establish missing student notification procedures for students who reside in on-campus housing. A missing person is an individual whose whereabouts are unknown; they have disappeared for no known reason and there is reasonable concern for their well-being and safety. If a student or employee is believed to be missing and there is reasonable concern for his or her well-being and safety, Mason Police must be contacted immediately.

NOTIFICATION PROCEDURES

If you suspect someone you know is missing, **notify Mason Police immediately at 9-1-1 or 703-993-2810** and provide a detailed description of the missing person, including the following information:

- the missing person's full name and nicknames or aliases
- full description to include sex, race, date of birth (age), height, weight, eye color, and hair color
- photograph
- medications
- vehicle information
- unusual or visible physical attributes such as birthmarks, tattoos, scars, or piercings
- date and time of last contact
- last known whereabouts
- what they were last seen wearing
- who they were last seen with
- fingerprints, recent photos, dental records, and all other significant and relevant information, if available

Response

Once Mason Police determines or suspects that an individual is missing, they will conduct the following activities as appropriate or necessary:

- Collect all other pertinent information about the missing person and conduct interviews if necessary.

- Notify the appropriate federal, state, and local officials using official notification procedures and Mason Police policies.
- Notify the appropriate Mason administrators and law enforcement officials if suspicious circumstances are involved or if the person's physical or mental health is in jeopardy.
- Involve external law enforcement and emergency response agencies as appropriate to assist in locating the missing individual.
- Conduct a search of university property and surrounding areas.
- Notify the Office of Housing and Residence Life (OHRL) and request assistance from staff if the individual is a student resident.
- Contact all local hospitals, detention centers, and police agencies to inquire about the individual.
- Complete an official police investigation.
- Contact the emergency contact(s) identified by the employee or student.

Mason Police and the OHRL maintain internal and confidential plans to respond to reports of missing students and employees.

Student Residents

Student residents should notify the OHRL resident director or resident advisor as soon as they suspect that a fellow student resident is missing. OHRL will attempt to locate the student, report missing students to Mason Police and/or local police within 24-hours, and lend assistance to Mason and local law enforcement as necessary.

The Higher Education Opportunity Act requires that the university:

- Allow each student the option to identify any individual(s) who will be contacted by the university if the student is determined to be missing.
- Provide each such student a means to register confidential contact information in the event that the student is determined to be missing for a period of more than 24 hours.

All student residents must complete the following steps prior to registration or complete this process at registration before they will be provided with a key to their residence hall room:

1. Access the Housing and Residence Life website at housing.gmu.edu.
2. Select the "Student Web" tab on the left of the website.

3. Log into your Student Web account.
4. Enter or update emergency contact information.

Students may identify emergency contacts other than their parents or legal guardians unless they are younger than 18 years of age and are not emancipated, in which case they must identify their parents or legal guardians as emergency contacts. Emergency contacts will be notified in the event of that a student is suspected missing. Parents of students who are less than 18 years of age and not emancipated will be contacted within 24 hours from the time that the student is suspected or determined to be missing. Notification of emergency contacts, parents, or legal guardians may be made sooner if necessary.

Employees and Nonresident Students

Mason provides an easily accessible and secure electronic record for nonresident students and employees to record one or more emergency contacts. To register confidential emergency contact information on the university's student record and employee information web portal, patriotweb.gmu.edu, using the following steps:

1. Log into Patriot Web (patriotweb.gmu.edu).
2. Select "Personal Information."
3. Select "Update Emergency Contacts."
4. Select "New Contact" and complete the template.
5. Select "New Contact" again to add one or more additional emergency contacts.

Emergency contacts will be contacted in the event that a student or employee is suspected missing, is injured, or is otherwise unable to contact their emergency contact(s).

PROCEDURES TO FOLLOW FOR MISSING STUDENTS AT MASON KOREA

- Notify the President and Provost, the Director of Operations and Administration, and the Office of Academic and Student Affairs.
- Notify Mason Police (+1-703-993-2810).
- Notify emergency services immediately at 1-1-2 and provide the following information:
 - the person's full name, nickname(s), or aliases

- full description including sex, race, date of birth (age), height, weight, eye color, and hair color
- unusual or visible physical attributes such as birthmarks, tattoos, scars, or piercings
- date and time of last contact
- last known whereabouts
- what they were last seen wearing
- who they were last seen with
- Provide additional information and assistance to the investigating agency(ies) as necessary.
- If the student is a Korean national, the local responding agency will be responsible for notifying the student's guardian or emergency contact.
- If the student is a U.S. or international student (non-Korean), provide all documentation and reports to Mason Police.
- If the student is a U.S. or non-Korean international student, Mason Police will notify the individual's guardian or emergency contact(s) in accordance with university policy.
- Mason Police will coordinate with the appropriate Korean agency to notify the individual's legal guardian if the missing student(s) is a Korean national.

Drug and Alcohol Policy

STUDENT DRUG AND ALCOHOL POLICY

The Student Drug and Alcohol Policy applies to all Mason students at all university locations. The full Student Drug and Alcohol Policy is available at student-conduct.gmu.edu/university-policies/drug-and-alcohol-policies.

Policy Statement Regarding the Possession, Use, and Sale of Alcoholic Beverages and Enforcement of State Underage Drinking Laws:

Virginia state law §4.1-305 prohibits the purchase, possession, or consumption of alcoholic beverages by persons under the age of 21. Those who choose to purchase, possess, and consume alcoholic beverages on campus must do so responsibly and be of legal age (21). Mason Police will enforce all applicable local,

state, and federal laws in accord with established standing orders, procedures, and guidelines.

1. The possession and consumption of alcoholic beverages is limited to those locations and circumstances authorized by university policy.
2. Alcohol possession or consumption is prohibited in any residence hall room or suite where all residents assigned to that space are under the age of 21. Students over the age of 21 may possess alcoholic beverages in accordance with established university policy.
3. No alcoholic beverages may be consumed in public areas of residence halls. This includes, but is not limited to, hallways, study rooms, and lounges.
4. All offenses of this policy will be adjudicated by a hearing officer within the Office of Housing and Residence Life or the Office of Student Conduct.
5. A common sanction for an alcohol policy violation will be primarily educational, but (depending on severity and frequency of violations) may include a housing assignment change, probation period, suspension and/or dismissal from housing, or suspension and/or expulsion from the university.
6. All cases involving severely intoxicated students and/or police or emergency medical responses will normally be referred to the Office of Student Conduct. The hearing officer may mandate an evaluation by the Wellness, Alcohol, and Violence Education and Services office or an equivalent outside agency.
7. The university will encourage parental involvement in accord with the provisions of the Family Educational Rights and Privacy Act (FERPA).

NOTE: Starting in the academic year 2014-15, George Mason University adopted a medical amnesty program for students seeing medical attention due to intoxication. The goal of medical amnesty is to foster and protect the health and safety of the George Mason University community. The details of the Medical Amnesty Program are further described at studentconduct.gmu.edu.

Policy Statement Regarding the Possession, Use, and Sale of Illegal Drugs and Enforcement of Federal and State Drug Laws

1. Use and/or possession of illegal drugs and drug paraphernalia are prohibited at Mason. Use and/or possession and distribution of prescription drugs without proper medical documentation is within the scope of this policy. Violation of this community standard will be considered a serious offense. Implementation of this policy will be in accord with established university procedures as contained in the Code of Student Conduct.

2. Mason Police will enforce all applicable local, state, and federal laws in accord with established standing orders, procedures, and guidelines.
3. There will be a university review of all reports of drug offenses involving Mason students. Student Conduct processes will operate independently of the criminal justice system.
4. Any student found responsible for a Code of Conduct policy violation involving drugs may, at the discretion of the hearing officer, be required to undergo an evaluation administered by personnel of the university's Wellness, Alcohol, and Violence Education and Services office as a sanction, or prior to re-admittance to the university if suspended.
5. The housing status of a residential student found in violation of a campus drug policy will be determined by the hearing officer. Guests and visitors found responsible for violating a campus drug regulation while in a residence hall will likely be issued a trespass order prohibiting their presence in any and all residential buildings of the Mason campuses. This trespass order will be in effect for a minimum of one calendar year.
6. A common sanction for a student's first violation involving possession or use of marijuana is likely to be a one-semester suspension from the residence halls (for students residing on campus), a disciplinary probation period, and an educational referral. Repeated violations are likely to result in a suspension or dismissal from housing, and/or a university suspension.
7. A common sanction for any student found responsible for a violation involving sale or possession of an illegal substance, including prescription drugs, with intent to distribute, is expulsion.
8. A common sanction for any student found responsible for use or possession of an illegal drug other than marijuana, including prescription drugs, is likely to be suspension from the university for a minimum of one year, and/or housing suspension or dismissal. The suspended student may be asked to provide documentation of successful completion of a drug treatment program prior to reinstatement.

EMPLOYEE DRUG AND ALCOHOL POLICY

The Employee Drug and Alcohol Policy applies to all administrative and professional faculty, full and part-time classified, and all wage employees of Mason, at all university locations. The full Employee Drug and Alcohol Policy is available at universitypolicy.gmu.edu/policies/employee-drug-and-alcohol-policy.

Policy Statement

Mason prohibits unauthorized manufacture, distribution, possession, and use of alcohol or other drugs by employees in the workplace. Mason also prohibits the impairment of an employee in the workplace due to the use of alcohol or other unauthorized drugs. Employees must comply with federal and state laws and regulations regarding alcohol and other drugs. The illicit use of drugs and alcohol could create a serious threat to the safety and welfare of the university community, as well as undermine the productivity of the workforce.

All university employees are expected to comply with federal and state laws regarding the use of alcohol and other drugs, as well as state regulations and university regulations contained in this policy. Employees found in violation of these laws and regulations shall be subject to the full range of disciplinary actions, including discharge. The severity of disciplinary action for violations of this policy shall be determined on a case-by-case basis. Mitigating circumstances that may be considered in determining the appropriate discipline include whether the employee voluntarily admits to, and seeks assistance for, an alcohol or other drug problem.

CONTROLLED SUBSTANCE LAWS AND SANCTIONS

In compliance with the Drug-Free Workplace Act of 1988, the Drug-Free Communities and Schools Act Amendments of 1989, and the Commonwealth of Virginia's Policy on Alcohol and Other Drugs of 1991, the following summary is provided for your information. Controlled substances are classified under the Controlled Substances Act into "schedules" that indicate their relative medicinal use and probability of abuse and dependence (addiction). Mason's policies address these controlled substances.

Controlled Substances Schedules

- **Schedule I:** The drug or other substance has a high potential for abuse. The drug or other substance has no currently accepted medical use in treatment in the United States. There is a lack of accepted safety for use of the drug or other substance under medical supervision. Some Schedule I substances are heroin, LSD, marijuana, GHB, MDMA (Ecstasy), and methaqualone.
- **Schedule II:** The drug or other substance has a high potential for abuse. The drug or other substance has a currently accepted medical use in treatment in the United States or a currently accepted medical use with severe restrictions. Abuse of the drug or other substance may lead to severe psychological or physical dependence. Schedule II substances include morphine, PCP, cocaine, methadone, Ritalin, and methamphetamine.

- **Schedule III:** The drug or other substance has a potential for abuse less than the drugs or other substances in Schedules I and II. The drug or other substance has a currently accepted medical use in treatment in the United States. Abuse of the drug or other substance may lead to moderate or low physical dependence or high psychological dependence. Anabolic steroids, codeine and hydrocodone with aspirin or Tylenol, Ketamine, and some barbiturates are Schedule III substances.
- **Schedule IV:** The drug or other substance has a low potential for abuse relative to the drugs or other substances in Schedule III. The drug or other substance has a currently accepted medical use in treatment in the United States. Abuse of the drug or other substance may lead to limited physical dependence or psychological dependence relative to the drugs or other substances in Schedule III. Included in Schedule IV are Darvon, Talwin, Equanil, Valium, Rohypnol, and Xanax.
- **Schedule V:** The drug or other substance has a low potential for abuse relative to the drugs or other substances in Schedule IV. The drug or other substance has a currently accepted medical use in treatment in the United States. Abuse of the drug or other substances may lead to limited physical dependence or psychological dependence relative to the drugs or other substances in Schedule IV. Over-the-counter cough medicines with codeine are classified in Schedule V.

Penalties

The law prescribes ranges of permissible penalties upon conviction. As required by the Federal Safe and Drug-Free Communities and Schools Act of 1994, the pertinent state laws, including sanctions for their violation, are summarized below.

- Possession of a controlled substance classified in Schedule I or II of the Drug Control Act, upon conviction, exposes the violator to a felony conviction for which the punishment is a term of imprisonment ranging from 1 to 10 years, or in the discretion of the jury or the court trying the case without a jury, confinement in jail for up to 12 months and a fine of up to \$2,500, either or both.
- Possession of a controlled substance classified in Schedule III of the Drug Control Act, upon conviction, exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to 12 months and a fine of up to \$2,500, either or both.
- Possession of a controlled substance classified in Schedule IV of the Drug Control Act, upon conviction, exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to six months and fine of up to \$1,000, either or both.

- Possession of a controlled substance classified in Schedule V of the Drug Control Act, upon conviction, exposes the violator to a misdemeanor conviction for which the punishment is a fine of up to \$500.
- Possession of a controlled substance classified in Schedule I or II of the Drug Control Act with the intent to sell or otherwise distribute, upon conviction, exposes the violator to a felony conviction for which the punishment is imprisonment from 5 to 40 years and a fine of up to \$500,000. Upon conviction, the violator must be imprisoned for not less than five years, but may suffer life imprisonment, and a fine of up to \$500,000.
- Possession of a controlled substance classified in Schedules III, IV, or V of the Drug Control Act or an imitation controlled substance which imitates a controlled substance classified in Schedule III, IV, or V, except for an anabolic steroid classified in Schedule III constituting a violation of Virginia Code 18.2-248.5, with the intent to sell or otherwise distribute, upon conviction, exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to one year and a fine of up to \$2,500, either or both.
- Possession of marijuana, upon conviction, exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to 30 days and a fine of up to \$500, either or both. Upon a second conviction, punishment is confinement in jail for up to one year and a fine of up to \$2,500, either or both.
- Possession of less than one-half ounce of marijuana with the intent to sell or otherwise distribute, upon conviction, exposes the violator to a misdemeanor conviction for which the punishment is confinement in jail for up to one year and a fine of up to \$2,500, either or both. If the amount of marijuana involved is more than one-half ounce to five pounds, the crime is a felony with a sanction of imprisonment from 1 to 10 years, or in the discretion of the jury or court trying the case without jury, confinement in jail for up to one year and a fine of up to \$2,500, either or both. If the amount of marijuana involved is more than five pounds, the crime is a felony with a sanction of imprisonment from 5 to 30 years. Notwithstanding the aforesaid provisions, Rohypnol shall be deemed to be listed on Schedule I for the purposes of penalties for violations of the Drug Control Act.
- Any person knowingly manufacturing, selling, giving, distributing, or possessing Rohypnol shall be punished under the penalties prescribed for other Schedule I controlled substances.

HEALTH RISKS

- Excessive alcohol use poses immediate health risks as well as long-term physical consequences. Consuming too much alcohol—even on a single occasion—can result in injury, violence, risky sexual behaviors, miscarriage and stillbirth among pregnant women, and alcohol poisoning. Long-term, excessive use can lead to the development of chronic diseases, neurological impairments, and social problems. In addition, people risk significant health problems when they use illicit drugs or prescription drugs for recreational purposes.
- Stimulants (e.g., cocaine, speed) raise blood pressure, increase the heart rate, and cause rapid breathing. Frequent and long-term stimulant use may cause paranoia, anxiety, hallucinations, insomnia, and depression. Hallucinogens (e.g., LSD, “shrooms”) can result in memory impairment and flashbacks, and have been known to lead to injuries and deaths if the user gets violent or out of control due to a “trip.” Sedatives (e.g., heroin, GHB) can cause memory loss, vertigo, reduced heart rate, seizures, insomnia, anxiety, tremors, and respiratory failure.

The above overview is only a partial list of the health risks caused by the misuse or abuse of alcohol or drugs.

Description of Drug and Alcohol Abuse Education Programs

Mason uses a two-prong approach to programming: offering alcohol-free social activities and providing educational programs. Mason offers a variety of fun and sober events to encourage students to socialize without using alcohol or other drugs. Mason’s Student Involvement, Patriot Activities Council, and Weekends at Mason spearhead the planning and implementation of campus-wide, alcohol-free social events, and the Office of Housing and Residential Life (OHRL) staff members plan social events for their floors and neighborhoods.

In addition, the Fairfax and Science and Technology Campuses feature multiple performance venues where scores of cultural events are performed throughout the year. Mason also offers a range of programming to educate students about the health implications and risks associated with alcohol and other drug use. Wellness, Alcohol, and Violence Education and Services (WAVES) frequently partners with OHRL (and other University Life units) to provide programming

that engages students in the different arenas of their lives, including where they live, study, socialize, and spend time online.

When planning educational programs, WAVES and OHRL utilize the Institute of Medicine's prevention model; universal, selective, and indicated approaches are developed to reach the overall campus, at-risk students, and students who demonstrate risky substance use. Many programs are designed for high-risk students (e.g., freshmen, Greek members) and scheduled for high-risk times (e.g., first six weeks of class, Halloween, Homecoming).

WAVES and OHRL provide educational interventions to individual students. WAVES also hosts an online education module that students can take themselves to learn more about their personal drinking or marijuana use:

interwork.sdsu.edu/echeckup/usa/alc/coll/?id=GMU&hfs=true.

Finally, both WAVES and OHRL engage in awareness campaigns to communicate pro-health and prevention messages.

PROGRAMS FROM FALL 2012 TO SPRING 2014

- **National Collegiate Alcohol Awareness Week.** National Collegiate Alcohol Awareness Week is a fun, engaging, and meaningful way for students to learn about alcohol. We celebrate National Collegiate Alcohol Awareness Week the third full week of each October. Past programs include: "Drinking Olympics: How to Play it Safe," "Betcha' Won't," and "The TRU College Life by Julia Garcia." The week focuses on delivering information on safer drinking strategies, busting the myths about college student drinking, and helping students identify ways to be a Mason team player through pro-social bystander behavior.
- **Party Sober Thursdays.** Party sober with other like-minded students who want to hang out and have fun. All Recovery for Mason Students (ARMS) hosts a recovery hangout every week. ARMS is a club for people who want to stay sober, are in recovery, or are friends and allies of students in recovery. Games, snacks, and music are provided. All Mason students who want to stay sober and have fun are welcome! Visit waves.gmu.edu/recovery/.
- **Safe Spring Break Fair (WAVES and Housing).** Celebrate Spring Break early with Wellness, Alcohol, and Violence Education and Services (WAVES)! Each year, WAVES hosts a variety of spring break-related programs with different campus offices the week before spring break. The programs focus on giving students the tools to make the most of their well-deserved break by relaxing in a safe and healthy manner. Stop by one of these events for t-shirts, flip-flops, and spring break safety kits!

- **21st Birthday Initiative (WAVES, Housing, Intercollegiate Athletics, Off-Campus Student Programs and Services, and Fraternity and Sorority Life).** Each semester, Mason hosts a 21st birthday party for all students turning 21. The event includes educational games, cupcakes, and giveaways, and encourages alcohol-free celebrations for this milestone birthday.
- **APPLE conference (Athletics and WAVES).** Mason sends a team comprised of WAVES, athletics staff, and student-athletes to an annual conference that encourages substance abuse prevention and health promotion for student-athletes.

ON-CAMPUS RESOURCES

- **Alcoholics Anonymous** meetings occur on campus during the school year. The schedule is Wednesdays, 7:30-8:30 p.m. in SUB I, Room 3008. Note: Students interested in observing AA meetings for educational purposes are asked to attend off-campus meetings. See “Off-Campus” Resources.
- **Al-Anon Meetings on Campus.** Are you troubled by someone else’s drinking? You may be surprised by what you can learn at a meeting of Al-Anon Family Groups. Al-Anon meetings are held every week. Visit waves.gmu.edu/recovery for more details or visit www.al-anon.org/home to find other local Al-Anon meetings.
- **Alcohol eCHECKUP TO GO** is a free, online and anonymous assessment that generates personalized feedback about your own patterns, risks, and aspirations/goals. interwork.sdsu.edu/echeckup/usa/alc/coll/?id=GMU&hfs=true.
- **Counseling and Psychological Services (CAPS)** provides short-term counseling to help students address personal or relationship concerns that may be influencing their substance use. caps.gmu.edu.
- **Student Health Services** offers a full range of primary and preventive health care services, including testing for sexually transmitted infections. Studies have shown that the more someone drinks, the more likely they will have unprotected sex. shs.gmu.edu.

OFF-CAMPUS RESOURCES

Self-help Support

- **Adult Children of Alcoholics** is an anonymous 12-step program for those who grew up in alcoholic or dysfunctional families. www.adultchildren.org

- **Alcoholics Anonymous** is a “fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem and help others to recover from alcoholism.” 703-876-6166. waves.gmu.edu/programs-and-services/services-2/alcohol-and-other-drug-services/referrals and www.aavirginia.org
- **Al-Anon** offers support to friends and family of problem drinkers. info@alanonva.com; 703-534-HELP (4357)
- **Marijuana Anonymous (MA)** is a fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem and help others to recover from marijuana addiction. 1-800-766-6779. www.marijuana-anonymous.org/meetings/in-person/21-area/104-virginia
- **Narcotics Anonymous (NA)** is a nonprofit fellowship or society of men and women for whom drugs have become a major problem. 1-888-452-4673 – National Number; 703-435-1230 – Dulles Corridor. www.cprna.org
- **SMART Recovery** provides support to individuals who are considering or engaging in abstinence from any type of addictive behavior. 703-486-0202. waves.gmu.edu/programs-and-services/services-2/alcohol-and-other-drug-services/referrals and smartrecovery.org

Therapists

Individual clinicians conduct substance abuse assessments and provide treatment in the community. Consult the provider list on your health insurance company’s website and look for therapists who are certified substance abuse counselors (CSAC after their name) or licensed substance abuse treatment practitioners (LSATP).

Private Agencies

- Harrison House (Annandale, Virginia): 703-256-6474. www.harrisonhouseofvirginia.com
- Inova Comprehensive Addiction Treatment Services (CATS): 703-776-7771. www.inova.org/healthcare-services/behavioral-health/cats/index.jsp
- National Counseling Group (Annandale, Virginia): 703-813-5982. www.nationalcounselinggroup.com/
- Phoenix House (Arlington, Virginia): 703-841-0703 Ext. #1. www.phoenixhouse.org/locations/virginia

- Recovery Center of Northern Virginia (Herndon and Leesburg, Virginia): 703-464-5122. treatment-facilities.healthgrove.com/l/15502/Recovery-Center-of-Northern-Virginia
- Virginia Hospital Center's Addiction Treatment Program (Arlington, Virginia): 703-558-6451, www.virginiahospitalcenter.com/medical/addiction/addiction.aspx

Public Agencies

- Arlington County Behavioral Healthcare: 703-228-4900. www.arlingtonva.us/departments/HumanServices/BehavioralHealthcare/page74137.aspx
- Fairfax County Community Services Board: 703-383-8500. www.fairfaxcounty.gov/csb/services
- Prince William County Community Services: 703-792-7800. www.pwcgov.org/government/dept/cs/Pages/Adult-Substance-Abuse-Services.aspx

Legal

- Fairfax Bar Lawyer Referral Services: 703-246-3780. www.fairfaxbar.org/displaycommon.cfm?an=4

EMPLOYEE INFORMATION

The abuse of drugs and alcohol by employees is incompatible with the goals of Mason. The illicit use of drugs and alcohol could create a serious threat to the safety and welfare of the university community, as well as undermine the productivity and success of its members. It is important that all members of the Mason community understand the health risks and legal consequences of substance abuse.

Employee Assistance

All health plans offered to state employees and their dependents have Employee Assistance Programs (EAPs). Each program is available to our benefited employees 24 hours a day, 7 days a week. The EAP assists with issues related to:

- alcohol or drug abuse
- mental health
- child or elder care
- grief counseling
- domestic violence

- legal matters
- finances
- stress management

Mason employees can seek counseling and referrals through their health insurance company's EAP. Employees have up to four EAP sessions at no charge for services such as alcohol or drug abuse assessment, mental health, child or elder care, grief counseling, and legal or financial services. EAP counselors provide community referrals if longer-term support is needed. Visit www.dhrm.virginia.gov/employeeprograms/employeeassistance. WAVES also offers one-time consultations to faculty and staff to identify treatment options. For more information, please call Human Resources at 703-993-3878.

More information for faculty and staff is available at:

- Employee Drug and Alcohol Policy. universitypolicy.gmu.edu/policies/employee-drug-and-alcohol-policy
- Employee Drug and Alcohol Procedures, including sanctions. university-policy.gmu.edu/wp-content/uploads/2013/02/Policy-2219-Procedures.pdf
- Employee Drug and Alcohol Resources, www.dhrm.virginia.gov/employeeprograms/employeeassistance

Mason's Student Conduct Process

GENERAL STUDENT CONDUCT PROCEDURES

At George Mason University, the conduct process is initiated when an incident is reported or referred to the Office of Student Conduct (OSC). Anyone can refer an alleged incident of behavioral misconduct. Upon receipt of a referral, the OSC will make a determination of whether or not the alleged incident is within its scope of operation. For those incidents falling under the scope of the OSC, the student(s) will receive an email notification from the OSC providing information on the case resolution process. The OSC reserves the right to investigate any incidents reported to the office. It is important to know that when working with students who are participants in the conduct process, we approach each incident as unique. Cases are heard, and decided, on an individual basis taking each situation's circumstances into account. Our goal is to educate students about choices and to help them learn from past choices.

Pre-hearing

Before moving forward to a hearing, students are first afforded an opportunity to schedule a meeting with a professional staff member in the OSC. This pre-hearing meeting is intended to ensure an understanding of the pending charges and the conduct process, and to provide the student the opportunity to choose their next step in the process. As it is the most commonly selected case resolution option, the initial notice sent to students will provide details for the pre-scheduled administrative hearing. Students accused of misconduct may resolve the incident in one of two ways. Students may meet with a professional staff member for an administrative hearing or they can request a hearing with the student-run Community Adjudication Board, based on board availability. Both processes will determine the student's involvement in an incident. Actively participating in this process is beneficial, as the hearing process is a student's opportunity to respond to the pending charge(s).

How to File a Disciplinary Complaint

Anyone can make an official report to the OSC by completing the form available at studentconduct.gmu.edu/contact-us/incident-reporting-form, or by calling 703-993-6209.

Hearing

Though both hearing options are designed to determine the student's involvement in the alleged incident and both evaluate information similarly, the process followed to reach a decision differs.

Community Adjudication Board Hearing

A Community Adjudication Board (CAB) gives students the opportunity to share, from their perspective, details from the alleged incident. This presentation is before a board comprising of three undergraduate students who applied, were selected, and have been trained to serve on the CAB for nonsexual misconduct cases. The procedure observed by the CAB closely resembles the following:

1. The CAB will first begin by ensuring an understanding of the pending charges, the procedural assurances, and the general case resolution process.
2. Following this, the student will be asked to sign an honesty statement before beginning his or her narrative account of the alleged incident.
3. Each party will have an opportunity to present a narrative statement, beginning with the complainant.
4. The complainant will be represented by the university and will present pertinent information, including any relevant documentation.

5. The respondent, followed by the board, will then have an opportunity to ask clarifying questions.
6. The responding party will represent him/herself and present pertinent information, including any relevant documentation.
7. The complainant, followed by the board, will then have an opportunity to ask clarifying questions.
8. Following this, each party will have an opportunity to present relevant witnesses to supplement the narrative account. Questioning of witnesses will follow.
9. When both parties have presented their cases, each will be allowed a closing statement, beginning with the responding student.
10. All parties will then be dismissed while the board deliberates.
11. If the student is found responsible for the violation(s), the board will solicit a sanction recommendation from each party before offering a sanction recommendation to the Office of Student Conduct.

Administrative Hearing

An administrative hearing gives students the opportunity to share, from their perspective, details from the alleged incident.

1. The hearing officer will first begin by ensuring an understanding of the pending charges, procedural assurances, and the general case resolution process.
2. Following this, the student will be asked to sign a form verifying that they received written notification of the charges, that they understand their procedural assurances in the disciplinary process, and that they agree to abide by the honesty statement, before beginning his/her narrative account of the alleged incident.
3. Both the hearing officer and student are afforded an additional opportunity for questioning prior to concluding the hearing.

Privacy

Per the Family Educational Right to Privacy Act (FERPA), 20 USC § 1232g, students have the right of privacy of their educational records. These records include, but are not limited to, records maintained by the Office of Student Conduct. Only with proper signed release are these records available to those other than the student, or as allowed by amendments to FERPA. A copy of the release can be found at studentconduct.gmu.edu/wp-content/uploads/2011/09/Privacy-Waiver.pdf.

Sexual Misconduct Policy and Procedures

The following information is adapted from Mason's comprehensive Sexual Harassment and Misconduct Policy (universitypolicy.gmu.edu/policies/sexual-harassment-policy), Mason's Code of Student Conduct (studentconduct.gmu.edu/university-policies/code-of-student-conduct), and Mason's Equal Opportunity/Affirmative Action Grievance Procedure (available at integrity.gmu.edu/compliance/grievanceprocedures.cfm), and applies to all Mason faculty, staff, students, university contractors, and visitors.

POLICY STATEMENT

It is the policy of the university to provide an academic and work environment free from sexual harassment. Sexual harassment, a form of gender discrimination, is contrary to the standards and mission of the university. Sexual harassment is illegal and will not be tolerated. Each member of the university community has a responsibility to maintain an academic and work environment free from sexual harassment. The university will take whatever action necessary to prevent, stop, correct, or discipline harassing behavior. Same-sex sexual harassment violates this policy and is subject to discipline under the same procedures. Sexual harassment does not include verbal expression or written material that is relevant to course subject matter or curriculum and this policy shall not abridge academic freedom or Mason's educational mission.

Sexual harassment is defined by law as unwelcome sexual advances, requests for sexual favors, and other verbal, physical, or other form of expressive communication of a sexual nature, when submission to or rejection of such conduct is used as a basis for employment or academic decisions, or such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or unreasonably creating an intimidating, hostile, or sexually offensive work or academic environment.

Examples of behavior that may be considered sexual harassment include, but are not limited to:

- Sexual assault
- Explicitly or implicitly requiring submission to sexual advances as a condition or term of education or employment, i.e., grades, employment, promotion, letters of recommendation, or other privileges

- Repetitive sexual comments, questions, jokes, gestures, or other forms of sexually explicit expression when they rise to the standard set forth above

ADDRESSING AND PREVENTING SEXUAL MISCONDUCT

Sexual misconduct, which is a form of gender discrimination and incorporates a range of behaviors, is contrary to the standards and mission of the university. The university recognizes a need to establish a comprehensive policy that addresses campus sexual misconduct, which includes but is not limited to, sexual assaults, domestic violence, dating violence, stalking, and sexual exploitation. In this context, Mason reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community; to foster a community that promotes prompt reporting of all types of sexual misconduct; and, to resolve sexual misconduct complaints in a fair, impartial, and timely manner.

The university will respond promptly and decisively to all reports of sexual misconduct. Members of the university community accused of sexual misconduct will be subject to disciplinary action when the alleged incident has occurred on campus, off campus, or when it materially affects the learning environment or operations of the university.

REPORTING SEXUAL MISCONDUCT

Reporting Options

Any person who believes they have been subject to sexual misconduct, sexual harassment, or gender discrimination may contact the Title IX Compliance Coordinator directly at 703-993-8730 or hwillia9@gmu.edu. In addition to filing internal complaints, the university encourages individuals to report incidents of sexual misconduct to Mason Police at 703-993-2810 or local law enforcement at 9-1-1. Anonymous reports can be used to initiate the student conduct process and employee conduct investigations.

Reporting to Responsible Employees of the University

Complainants are encouraged to speak to officials of the university to make reports of incidents (e.g., deans, directors, vice presidents, department chairs, faculty, Mason Police, human resources staff, resident directors and advisors, etc.). The university considers these people to be “responsible employees.” Notice to them is official notice to the university. Complainants have the right and can expect to have incidents of sexual misconduct taken seriously by the university when reported, and to have those incidents investigated and properly resolved

through appropriate administrative procedures. Only people who need to know will be told and information will be shared in compliance with state and federal law as necessary with investigators, hearing board members, administrators, witnesses, and the respondent.

Employees' Obligation to Report Sexual Misconduct

All reports of sexual misconduct, sexual harassment, and gender discrimination made to any university employee must be reported to the university's interim Title IX compliance coordinator, Herbertia Gilmore, in Compliance, Diversity, and Ethics (CDE). The telephone number for CDE is 703-993-8730 and email is hwillia9@gmu.edu.

ADDRESSING COMPLAINTS OF SEXUAL MISCONDUCT

The Title IX compliance coordinator, in consultation with human resources and University Life, will ensure complaints are addressed by appropriate university entities and will assist complainants in receiving any medical, mental health, or other services that may be warranted. The Title IX compliance coordinator will decide which grievance procedure to apply in cases where the respondent is a student and employee. Under federal law, Mason is required to investigate all incidents of sexual harassment and gender discrimination, including sexual assaults, about which the university knows or has reason to know to protect the health and safety of the university community. The university will undertake an investigation even in those cases in which the complainant chooses not to cooperate. In those cases, the university may be limited in the scope of its investigation due to the availability of information. Third-party or anonymous reports alleging sexual misconduct will be accepted by the university through Compliance, Diversity, and Ethics.

Protective Measures

The Title IX compliance coordinator will also facilitate any interim administrative action necessary to protect the complainant in the institutional setting while the disciplinary or investigative process is taking place. Such action may be taken when, in the professional judgment of university officials, a threat of imminent harm to persons or property exists. Interim administrative action is not a sanction. Actions may include, but are not limited to, interim suspension, alternate housing or academic accommodations, alternate transportation on campus, no-contact directives, workspace relocation, or temporary change of reporting structure.

Complaints against Students

Complaints against students are handled by the Office of Student Conduct and are governed by the Code of Student Conduct (studentconduct.gmu.edu/university-policies/code-of-student-conduct).

Complaints against Faculty and Staff

Complaints against faculty and staff are handled by Compliance, Diversity, and Ethics, and are governed by equal opportunity/affirmative action grievance procedures (integrity.gmu.edu/compliance/grievanceprocedures.cfm).

CONFIDENTIALITY

The university will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, stalking, or sexual exploitation to the fullest extent possible or required by law. However, when accessing university resources, individuals should be aware of the university's confidentiality and mandatory reporting obligation in order to make informed choices. Some on-campus resources offer confidentiality, sharing options, and advice without an obligation to disclose identifying information unless the complainant wants them to or when state or federal law requires mandatory reporting. Confidentiality is limited to staff in Counseling and Psychological Services; Office of the Ombudsman; Student Health Services; and Wellness, Alcohol, and Violence Education Services (WAVES). In addition, complainants may speak on- or off-campus with members of the clergy and chaplains who will keep reports made to them confidential.

Any information provided anonymously or formally will be used in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act for data collection.

UNIVERSITY DISCIPLINARY SANCTIONS

University sanctions, up to and including separation from the university, may be imposed upon those determined to have violated this policy. For students, some forms of sexual misconduct, such as sexual assault, domestic violence, dating violence, stalking, and sexual exploitation, are violations of the Code of Student Conduct, subjecting the respondent to disciplinary sanctions up to and including expulsion and suspension from the university (see "Sanctions" on page 93 of this report for a list and description of all possible sanctions for students). Employees who violate this policy will be subjected to discipline, up to and including termination of employment. Sexual assault, domestic violence, and stalking are criminal acts that also may subject the respondent to criminal and civil penalties under federal and Virginia state law.

DEFINITIONS

- **Sexual Misconduct** is a range of behaviors, including but not limited to, sexual harassment, sexual assault, domestic violence, dating violence, stalking, and sexual exploitation. It includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that a) is sufficiently severe, persistent, or pervasive to limit a student or employee's ability to participate in or benefit from an education program, or b) explicitly or implicitly affects an individual's employment or academic environment, unreasonably interferes with an individual's academic or work performance, or creates an intimidating, hostile, or offensive academic or work environment.
- **Sexual Assault** is any unwanted, nonconsensual sexual contact against any individual by another. Sexual assault can occur either forcibly (against a person's will) or when a person cannot give consent (i.e., under the age of consent, intoxicated, developmentally disabled, mentally/physically unable to consent, etc.). Sexual assault can include nonconsensual touching or fondling of a sexual nature, which can include touching of breasts, buttocks, and/or genitalia.
- **Sexual Exploitation** occurs when a person takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to, invasion of sexual privacy; prostituting another person; nonconsensual recording or broadcast of sexual activity; going beyond the boundaries of consent (such as letting someone hide in a closet to watch another have consensual sex); engaging in voyeurism; knowingly transmitting an STD or HIV to another person; exposing one's genitals in nonconsensual circumstances or inducing another to expose their genitals; and sexually based stalking, bullying, and cyber-bullying.
- **Advisor:** Any individual who provides the accuser or accused support, guidance, or advice.
- **Proceeding:** All activities related to a noncriminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

- **Result:** Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the result and the sanctions.
- For definitions of **Dating Violence**, **Domestic Violence**, and **Stalking**, see page 9 of this report, “Clery Act Definitions.”
- For the definition of **Consent**, see “Definition of Consent” on page 40 of this report.

ASSURANCES PROVIDED TO VICTIMS OF SEXUAL VIOLENCE

When a student or employee reports to Mason that they have been a victim of sexual violence, including, but not limited to, dating violence, domestic violence, sexual assault, and/or stalking, whether the offense occurred on or off campus, Mason provides the student or employee a written explanation of rights and options, accommodations and protective measures, and existing resources on and off campus.

Statement of Available Accommodations and Protective Measures

- Mason’s Code of Student Conduct (studentconduct.gmu.edu/university-policies/code-of-student-conduct) and Sexual Harassment and Misconduct Policy (universitypolicy.gmu.edu/policies/sexual-harassment-policy) serve as written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures.
- Mason makes accommodations and provides protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Mason Police or local law enforcement.
- Mason maintains as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

Statement of Existing Resources, On and Off Campus

- Mason's Code of Student Conduct (studentconduct.gmu.edu/university-policies/code-of-student-conduct) and the Sexual Harassment and Misconduct Policy (universitypolicy.gmu.edu/policies/sexual-harassment-policy/) serve as written notification to students and employees about 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.

Statement of Written Explanation of Rights and Options

- Mason's Code of Student Conduct (studentconduct.gmu.edu/university-policies/code-of-student-conduct) and the Sexual Harassment and Misconduct University Policy (universitypolicy.gmu.edu/policies/sexual-harassment-policy) serve as written notification of rights and options to students and employees who report 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.

Procedures for Institutional Disciplinary Action in Cases of Alleged Dating Violence, Domestic Violence, Sexual Assault, Stalking, or Sexual Harassment and Misconduct Involving Students

COMPLAINT PROCESS

Anyone can make an official report to the Office of Student Conduct (OSC) by completing the intake form available at studentconduct.gmu.edu/contact-us/incident-reporting-form/ or calling 703-993-6209.

INTERIM ACTIONS

Upon becoming aware that an act of sexual misconduct is alleged, the director of Student Conduct or designee will notify the university Title IX coordinator, and at his or her direction will gather all pertinent information, and take interim actions deemed necessary to protect the emotional well-being of the students involved, as well as the educational environment of the university. These

actions are subject to appeal to the dean of students or designee, and will remain in effect until the resolution of the alleged misconduct, unless explicitly continued as a sanction imposed following a sexual misconduct hearing. These may include, but are not limited to, administrative trespasses from specific buildings, the entire campus, administrative no-contact orders between individuals or groups, and alteration of academic or work schedules, alternative residential accommodations, or other provisions deemed necessary by the director of Student Conduct or designee, in collaboration with the Title IX coordinator or designee. Mason maintains as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. Accommodations and protective measures are made upon request from the OSC, regardless of whether the student chooses to report the incident to Mason Police or local law enforcement. Common examples of accommodations or protective measures include:

Interim Suspension

- In circumstances involving incidents, the director of Student Conduct or designee in collaboration with the Title IX coordinator or designee has the authority to suspend a student or student organization from the university on an interim basis, pending a disciplinary hearing.
- A student or organization will be suspended on an interim basis to ensure the safety and well-being of members and/or property of George Mason University, ensure the student's own physical or emotional safety and well-being, or protect the community if the student poses a threat to the normal operations of the university.
- The hearing will be held according to the procedure set forth in the Code of Student Conduct. In the event the student committed the violation for which they were notified of, any sanction imposed shall take effect from the date of the interim suspension.
- The fact of interim suspension and subsequent disciplinary action shall become part of the student's disciplinary record. If the hearing body concludes that there is insufficient information to support a finding that the student committed the violation for which they were notified of, no record of the interim suspension shall be maintained in the OSC.
- At the discretion of the OSC, in collaboration with the Title IX coordinator, students that are interim suspended may still be allowed to attend classes depending on the circumstances. The OSC will attempt to work with students on interim suspension so that their academic career and on-campus living

arrangements are uninterrupted as much as reasonably practical. However, in most cases where a student is interim suspended, the nature of the charges is usually very serious and as such poses a significant risk for the entire university community. Such widespread risks usually far outweigh the temporary, short protective measure of an interim suspension, which prohibits students from physically being present on university property.

Interim Housing Suspension

- In circumstances involving incidents of sexual misconduct, the executive director of Housing and Residence Life or designee, and/or the director of Student Conduct or designee, in collaboration with the Title IX coordinator or designee, may suspend a student from all residential communities on an interim basis, pending a hearing.
- A student may be interim suspended from all residential communities to ensure the safety and well-being of members and/or property of George Mason University, ensure the student's own physical or emotional safety and well-being, or protect the community.

Interim No-Contact Order

- No-contact orders are designed so that students involved in a campus conduct process do not have any communication with each other to help minimize further altercations between those involved.
- Students who have no-contact orders are not to contact each other using ANY means. This includes, but is not limited to, comments, words, or gestures in person, through postal mail, email, social networking sites, or through others (friends, acquaintances, family members, etc.) acting on their behalf. Regardless of the outcome of a sexual misconduct hearing, a student may at any time make a request for reasonable accommodations to prevent unnecessary or unwanted contact with the other party.

Other University Measures

In addition to non-punitive actions, university administrators and faculty members may take actions that are punitive in character but not so serious as to justify referral to the University Conduct System. Examples of this include, but are not limited to, the withdrawal of minor privileges upon administrative determination of misconduct, or the privilege of using the University Student Centers for individuals or students who do not comply with the regulations affecting the building. Actions of this kind are necessary for the reasonable operation of the university.

RESOLUTION OF SEXUAL MISCONDUCT REFERRALS

Pre-hearing

1. Once in receipt of a formal complaint alleging sexual misconduct, the Office of Student Conduct (OSC) provides the complainant (person who made the referral) with written notification of a bilateral order of no contact.
2. Simultaneously, a written letter is provided to the respondent (person responding to charges) notifying this person of his or her involvement in an alleged incident of sexual misconduct, imposition of a bilateral order of no contact, and providing details for a pre-hearing meeting with the OSC.
3. Both parties may request information or referrals for other campus resources for support (e.g., Wellness, Alcohol, and Violence Education and Services, Counseling and Psychological Services, Health Services, etc.). A list of campus resources is contained within the Student Conduct policy at studentconduct.gmu.edu/wp-content/uploads/2011/09/2014-2015_Academic-Year-Code-of-Student-Conduct_1.pdf.
4. Before resolving the alleged violations, each party will have an individual, mandatory meeting with a professional staff member in the OSC. This discussion will focus on a review of the resolution process, including procedural assurances and responsibilities of all parties. Questions are also addressed at this time. The procedural assurances for all student conduct cases will apply; however, due to the nature of sexual misconduct cases, the certain assurances may differ. Although not guaranteed, or exhaustive, a sexual misconduct hearing may provide certain assurances to the participating complainant and respondent.

Complainant

1. The opportunity to answer questions posed by the respondent outside of the physical presence of the respondent. The OSC will use its best efforts to work with the complainant and utilize the most practical, non-prejudicial and equitable way to accommodate the complainant's request.
2. The opportunity to remain present throughout the entire hearing, except deliberations.
3. Typically, complainant or respondent's past behavioral histories (including sexual history) not directly related to the alleged incident are not relevant; however, the hearing chair shall make such determinations with respect to each question.

4. The opportunity to make a request for a reasonable change in living assignment, academic arrangement, or other steps necessary to prevent unnecessary or unwanted contact regardless of outcome of the hearing.
5. The opportunity to be informed, in writing, of the outcome of any administrative or sexual misconduct board hearing decision and any sanction(s) that may have been assigned.
6. The opportunity to request an appeal of the decision of a hearing in accordance with university procedures.

Respondent

1. The opportunity to answer questions posed by the complainant outside of the physical presence of the complainant. The OSC will use its best efforts to work with the respondent and utilize the most practical, non-prejudicial, and equitable way to accommodate the respondent's request.
2. The opportunity to remain present throughout the entire hearing, except deliberations.
3. Typically, complainant or respondent's past behavioral histories (including sexual history) not directly related to the alleged incident are not relevant; however, the hearing chair shall make such determinations with respect to each question.
4. The opportunity to make a request for a reasonable change in living assignment, academic arrangement, or other steps necessary to prevent unnecessary or unwanted contact regardless of outcome of the hearing.
5. The opportunity to be informed, in writing, of the outcome of any administrative or sexual misconduct board hearing decision and any sanction(s) that may have been assigned.
6. The opportunity to request an appeal of the decision of a hearing in accordance with university procedures.

Other Assurances

1. Both parties are allowed the opportunity to have an advisor during the hearing. Advisors may only confer with the student they are advising, and cannot speak on their behalf. An advisor can be any person of the student's choosing, at their expense.
2. Students may only have one advisor during any conduct hearing. If a student would like assistance in finding an advisor for a sexual misconduct hearing, the OSC will provide a list of trained faculty and staff members upon request.

3. In addition to these procedural assurances, complainants and respondents will be provided information regarding university resources available for support. Once a hearing board has been secured, the complainant and respondent receive written notification providing details for the upcoming hearing. This notice further establishes deadlines for submission of witnesses and document information, and discusses the process designed to ensure an exchange of information across parties without direct contact at the time of the hearing.

Sexual Misconduct Board Hearing

The hearing board will determine whether there has been a violation of the Code of Student Conduct, and will recommend sanctions to the OSC, if applicable. This board comprises three George Mason University professional staff/faculty members appointed by the OSC and in collaboration with the Title IX coordinator or designee. Each member of the board will have received specialized training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. No more than two shall be of the same sex. All members of the board will have been trained in advance on adjudicating sexual misconduct cases. A chairperson for each hearing will be selected by the director of Student Conduct or designee from among those appointed to hear the case. The complainant and respondent may have an advisor present during the hearing, but advisors are not permitted to address the board or examine the witnesses. The board will also be advised by a professional staff member from the OSC. At any time throughout the hearing, the OSC reserves the right to call for recesses, or to adjourn the hearing temporarily before concluding.

The following outlines the policies and procedures used when resolving sexual misconduct cases:

1. The sexual misconduct hearing board will comprises three George Mason University professional staff/faculty members appointed by the director of the OSC. No more than two shall be of the same gender. A chairperson for each hearing will be selected by the director from among those appointed to hear the case.
2. The hearing will normally take place as soon as possible after the filing of the complaint to the OSC. Every effort will be made to resolve cases of sexual misconduct in 60 days or less. The OSC reserves the right to extend this timeline due to unforeseen circumstances.

3. At the hearing, normally, the complainant and respondent will have the opportunity to present their respective narrative opening and closing statements, written questions of one another, witnesses, questions of such witnesses, and records. It is the complainant and responding party's sole responsibility to prepare and present their respective statements, written questions, witnesses, questions to witnesses, and records. The hearing board cannot compel the attendance of any witness or the production of any record.
4. Both the complainant and respondent shall have an opportunity to present an opening and closing narrative statement. The chairperson may disallow, limit or end the narrative statement based on relevancy, unfair prejudice, redundancy, inappropriate behavior, or harassment/delay tactics.
5. The complainant and respondent will have the opportunity to present written questions directed towards the opposing complainant or respondent. The written questions will be asked by the chair on behalf of the complainant or respondent. Direct questioning between the complainant and respondent is not permitted. The chair may disallow, limit, or end such questioning to the complainant or respondent based on relevancy, unfair prejudice, redundancy, inappropriate behavior, or harassment/delay tactics. Hearing board members will have the opportunity to ask their own questions of both the complainant and respondent.
6. Typically, the complainant and respondent will have the opportunity to present witnesses that they both may question directly. The chair may disallow, limit, or end questions to witnesses based on relevancy, unfair prejudice, redundancy, inappropriate behavior, or harassment/delay tactics. Hearing board members will have the opportunity to ask their own questions of witnesses.
7. In some cases, the complainant and respondent may be allowed to present records during the hearing. Records may include, but are not limited to, written or electronic communications, receipts, and photographs. The chair may disallow, limit, or terminate any presentation of records based on relevancy, unfair prejudice, redundancy, or inappropriateness, or presentation based on harassment/delay tactics. If medical information is submitted to the board, the OSC reserves the right to have a George Mason University medical professional present to explain or clarify the contents of these records.
8. Statements, questions, or records regarding the past sexual history of the complainant and/or respondent will typically not be permitted unless deemed highly relevant by the chair. If either the complainant or respondent wishes to present such information at the hearing, the complainant or

respondent must in writing respectfully identify the information they wish to present, identify how the information will be presented, and articulate the justification or reasoning why the information is highly relevant. The writing must be held in the strictest confidence and delivered to the director of Student Conduct or designee no later than two business days prior to the hearing. Sharing or disseminating the written statement beyond the director of Student Conduct and the complainant or respondent's respective advisor may constitute a separate violation of the Code of Student Conduct. The director of Student Conduct or designee will provide the hearing panel with a copy of the writing and the chair will ultimately decide whether the statements, questions, or records will be allowed to be presented during the hearing.

9. Normally, statements, questions, or records regarding a complainant, respondent, or witness' character is not relevant. However, statements, questions, or records that relate to the honesty of a complainant, respondent, or witnesses may be allowable as determined by the chair.
10. The hearing board will evaluate all allowed information presented during the hearing to determine whether there has been a violation of the Code of Student Conduct, and if so, will recommend appropriate sanctions. Sanctions for violation of the sexual misconduct policy may range from probation to expulsion from the university (full list provided below).
11. A finding of responsibility for a violation of sexual misconduct policies requires an affirmative vote of a majority of the members of the sexual misconduct hearing board. In all sexual misconduct cases, the 'preponderance of information' standard (i.e., more likely than not) will apply.
12. The outcome of the hearing and any sanctions imposed by the director of Student Conduct or designee are typically made available, in writing, to both the respondent and the complainant within 10 days of completion of the hearing. Both parties will be notified on the same date and time.
13. The university will thoroughly investigate all alleged violations of sexual misconduct brought to its attention. However, if the complainant chooses to not participate in the disciplinary process, the actions of the university in responding to such allegations may be limited. In cases where non-pursuit of the charges would constitute a danger to the university community, or would materially affect the learning environment or operations of the institution, the university reserves the right to act as the complainant and present a case to a hearing panel as outlined in the procedures above.

14. As a matter of university policy, the complainant is urged to pursue all charges in the criminal justice system and to file a report with the Title IX coordinator in the Office of Compliance, Diversity, and Ethics. The university Title IX coordinator is Herbertia Gilmore (interim), and the office is located in Mason Hall, Room D201 (during the 2014-15 academic year, this office may have a temporary location in Research Hall, Room 344). The phone number is 703-993-8730. Actions by the police, criminal courts, or Mason's Office of Compliance, Diversity, and Ethics do not in any way prejudice the opportunity for a student to bring forth an allegation through the University Conduct System.

Post-hearing

1. Following the hearing, the respondent will receive a decision letter via the student's Mason email account restating the board's finding and, if the respondent was found responsible, any sanctions that have been assigned.
2. When a student has been found responsible, the decision letter will detail any sanctions the student is then responsible for completing, as well as the date by which completion is required.
3. The complainant will also receive a written notification of the outcome of the hearing, including the name of the respondent, the board's finding of responsibility, and any assigned sanctions as they relate to the violation(s) of sexual misconduct.
4. Both parties will receive this information at the same date and time.
5. A common sanction for violating the sexual misconduct policy is suspension or expulsion from the university. The board may also recommend other sanctions based on the unique circumstances of individual cases.

NO RETALIATION POLICY

Retaliation against another student or member of the Mason community for their participation in any portion of the referral or student conduct process (which includes, but is not limited to, serving as a witness in conduct hearings) is prohibited. This includes referring a student out of concern for their well-being to another person, student, or a university employee. Students may be found responsible for violating this policy regardless of the final outcome of the referral.

AMNESTY PROGRAM

Mason strongly encourages students to report instances of sex-based discrimination, sexual harassment, and sexual misconduct involving students. The

goal of medical amnesty is to foster and protect the health and safety of Mason community. The details of the Medical Amnesty Program are further described at studentconduct.gmu.edu.

SANCTIONS

The Office of Student Conduct may take actions deemed necessary for the reasonable operation of George Mason University. The following sanctions are provided for and may be imposed upon any student or a student organization that has been found responsible for a violation(s) of the Code of Student Conduct. Changes in the status of a student or organization that are not disciplinary in character, intended neither as punishment nor as censure, but are required by administrative, academic, or security interests of the university and its community, are not governed by these disciplinary procedures.

1. **Warning**—Notice that continuation or repetition of conduct found wrongful in the indefinite future may be cause for further disciplinary actions.
2. **Educational Sanction**—An order requiring the student or student organization to perform mandate service or to participate in an educational program or activity, including, but not limited to, an educational seminar, a treatment program for alcohol or drug abuse, psychological counseling, or other program/task designed to assist the student in learning more about how their behavior impacted themselves and/or the community.
3. **Disciplinary Probation**—A period during which a student must behave in a manner acceptable to the university. Under the status of disciplinary probation, a student is encouraged to seek advice and counsel from appropriate university officials. Conditions of probation may be set forth that restrict the student's participation in co-curricular activities. Established proof of a violation of the terms of probation, or of a further incident of misconduct while on probation, may result in separation from the university for no less than one academic term or may include expulsion.
4. **Restitution**—Requires a student to pay for damages to property, or the property of members or of visitors to the university, or for misappropriation of university funds or other expenses incurred as a result of violations of the Code of Student Conduct. Such reimbursement will be charged to any student who alone, or through group activities, organizes or knowingly participates in the events causing the damages or costs. A student typically has 30 days to pay any damages owed to the university. In the event the outstanding debt is not paid within 30 days, the university will charge the unpaid debt to the student's account, which may result in an academic hold, collection

procedures, and any collection costs and fees. Academic holds normally will prohibit a student from registering for future classes, participating in graduation, and receiving a degree, and/or a certified transcript until the debt is fully paid. The university reserves the right to place academic holds on student accounts for students who fail to pay other students, outside entities or individuals within 30 days of the Office of Student Conduct's decision directing such student to pay the other student, entity, or individual damages.

5. **Loss of Privilege**—The withdrawal of a privilege, use of a service, or participation in a program, event, or activity for a specific period of time. The loss of privilege may prohibit a student or student organization from participating in co-curricular activities, continuing a degree program, or being present in or using certain campus facilities or services, and/or prohibit a student from enrolling in a class or classes.
6. **Termination of Recognition**—An order terminating university recognition of a registered student organization for a specific or indefinite period of time.
7. **No-Contact Order**—No-contact orders are designed so that students involved in a campus conduct process do not have any communication with each other to help minimize further altercations between those involved. Students who have no-contact orders are not to contact each other using ANY means. This includes, but is not limited to, comments, words, or gestures in person, through postal mail, email, or social networking sites, or through others (friends, acquaintances, family members, etc.) who act on the student's behalf. An order of no contact will remain in place until both parties agree, in writing, to cancel the order, pending final approval by the Office of Student Conduct.
8. **Suspension**—An action that excludes the student from registration, class attendance, residence in university-owned or -managed housing, and use of university facilities for a specified period of time. The privilege of the use of university facilities/property is withdrawn by this action unless specific written permission otherwise is obtained from the conduct officer.
 - a. When the suspension action is decided upon during the last full week of classes for a term and the presence of the student on campus is deemed not to be a threat, the suspension may be deferred until the end of the term at the discretion of the hearing board or director of Student Conduct. Should the student be readmitted, further incident(s) of misconduct will result in additional suspension periods or expulsion. Additionally, the failure to observe the terms and conditions of a suspension may cause the extension of the suspension period or result in further disciplinary action.

- b. A suspension will take place once the appeal timeline or process is complete. In the event of a suspension, students are encouraged to consult with Student Accounts and the University Registrar regarding possible tuition and fee refunds. The Office of Student Conduct has no authority in financial matters. Furthermore, a notation will be placed on a student's transcript indicating disciplinary suspension. Lastly, upon completion of the period of suspension and fulfillment of all disciplinary requirements, the student must comply with all academic admission standards then in effect in order to register.
9. **Deferred Suspension**—This sanction is a suspension that is delayed pending specified behavioral performance. A definite period of observation and review occurs during deferred suspension. If a student is again found responsible of violating the Code of Student Conduct, the suspension will take place immediately without appeal.
10. **Expulsion**—The permanent loss of the privilege of registration, class attendance, and residence in university-owned or managed housing. The privilege to use university facilities or property is also withdrawn by this action. A student who has been expelled is not eligible for readmission. Any student who is expelled will not be entitled to any refund of tuition or fees. Lastly, a notation will be placed on a student's transcript indicating disciplinary expulsion.

APPEALS PROCEDURES

The purpose for an appellate review is to ensure all parties that the original findings of fact, the reasoned integration of them, and an opinion and imposition of sanctions or other solutions directed by the hearing officer or board are consistent with university policies and procedures. Any persons submitting an appeal will, within five business days (or in the case of reason #1, below, 30 days) from the date of the decision, submit a written statement outlining the specific issues and rationale for the appeal. Requests for appeal will be considered only when based on one or more of the following:

1. Information not available at the hearing that, had it been available, would in all reasonable likelihood have produced a different finding (responsible v. not responsible);
2. Substantial procedural irregularity with respect to applicable procedures as determined by the conduct officer;
3. Perceived hearing officer bias (or bias by a board member) based on factors other than the hearing officer's decision and rationale for such decision.

Disagreement with sanction(s) is not a valid reason for appeal. Severity of sanction is considered grounds for appeal only in cases involving sexual misconduct. Once received, appeals will be assigned to an administrative appeal officer. If the sanction(s) imposed include a housing suspension, or university suspension or expulsion, these sanctions will not be imposed until the appeal decision is rendered (depending on the nature of the violations, certain restrictions may apply, or some privileges may be revoked on an interim basis). The appeal officer will first determine if the student or student organization has grounds for appeal, based on the criteria above. It is the sole responsibility of the appealing student to provide information to support the grounds for appeal. If there are grounds for appeal, then the administrative appeal officer may choose to: modify the finding of responsibility, modify the sanctions, or modify both; remand the case for a new hearing; or uphold the original decision.

Appellants will typically be notified of the decision within 15 business days of the appeal review. Students have the opportunity to submit one appeal per conduct case.

SPECIAL PROCEDURES

To facilitate the prompt adjudication of disciplinary cases, a special hearing committee may be appointed to hear the case upon recommendation from the director of Student Conduct or designee.

DISCIPLINE RECORDS

George Mason University maintains a record of students who have been found in violation of university rules and regulations. Student conduct records are maintained separately from the student's official academic records, except in cases involving outcomes of suspension or expulsion. In these cases, notations are made on the academic record (i.e., transcript) of the student. Conduct records will be maintained by the university in accordance with laws of the Commonwealth of Virginia. Virginia legislation states that a transcript notation will be made if a student from Mason is under investigation for certain acts of misconduct. Information about the status of a student's conduct records will be handled in compliance with the provisions of the Family Educational Rights and Privacy Act. In accordance with these provisions, no information will be released to external authorities or to others outside of the conduct system unless the student has provided written permission authorizing such release. In other circumstances, the student's records may be released to third parties only as authorized by subpoena or court order. In most cases, the student is notified of the subpoena or court order at the known last address prior to releasing the information.

STUDENT CONDUCT PROCESS AT MASON KOREA

The aforementioned information regarding Mason's student conduct process is applicable to all Mason students at the Mason Korea campus. The director of Student Conduct or the director's designee will, in partnership with Mason Korea leadership, facilitate the student conduct process via appropriate electronic means.

Procedures for Institutional Disciplinary Action in Cases of Alleged Dating Violence, Domestic Violence, Sexual Assault, Stalking, or Sexual Harassment and Misconduct Involving Mason Employees

COMPLAINT PROCESS

All complaints must be filed with Compliance, Diversity, and Ethics (CDE). Assistance will be provided if needed. Complainants will be asked to complete an intake form (integrity.gmu.edu/compliance/intakeForm.cfm) describing the alleged discrimination and/or harassment.

A complaint should be filed within 180 calendar days of the most recent incident. The university will consider requests to extend this period where the complainant can show he or she needed additional time due to circumstances beyond his or her control. The complainant will meet with a representative from CDE to discuss options (informal, formal) for proceeding.

The complainant is not required to follow the informal procedure before filing a formal complaint. The respondent (the individual accused of discrimination) will be notified of the complaint within 10 working days after it is filed.

COMPLAINT OPTIONS

Informal: Discuss allegations and concerns with respondent (the accused) and attempt to resolve the situation. The respondent is reminded that Mason expects all to adhere to our equal opportunity policies. Respondent is put on notice that

behavior has been questioned, and informal resolution sought, if possible. If attempts to resolve the situation are not successful, the complainant may pursue a formal complaint. Compliance, Diversity, and Ethics (CDE) reserves the right to investigate any allegation brought forward if it finds sufficient information to indicate a serious or continuing violation of the equal opportunity policy.

Formal: A full investigation is conducted by CDE complete with written findings. If a violation is found, CDE will recommend corrective actions. These may include a directive to stop any ongoing discrimination, harassment, or retaliation; disciplinary or other corrective action against the respondent or others; relief for the complainant to remedy the effects of the discrimination, harassment, or retaliation; and any other action considered necessary to ensure that this or similar conduct will not happen again.

Appeal: A finding may be appealed in writing to the vice president of CDE by either party within 10 working days of receipt of CDE's determination. A party may appeal a decision based on discovery of new evidence previously unavailable or a significant irregularity in the procedural process that could affect the outcome of finding. The appellant should be as specific as possible in setting out a basis for appeal; general dissatisfaction with the decision will not be sufficient. The determination of the CDE office is final.

At any time prior to filing a charge, or while a complaint proceeding is in progress, a complainant may file a complaint with the appropriate external agencies. A complete list of agencies, along with contact information, is available from Compliance, Diversity, and Ethics.

TIMELINE FOR INVESTIGATION PROCESS

Compliance, Diversity, and Ethics (CDE) will complete its investigations as expeditiously as possible. The investigation shall normally be completed within 45 working days from the filing of a formal complaint, including notification of the parties of the outcome of the investigation. In extraordinary circumstances, CDE reserves the right to extend this time to a reasonable period. All parties will be notified if such an extension is necessary. Many factors can interfere with an investigative fact-finder's commitment to complete a determination promptly, including unavailability of witnesses or the complexity of the issues involved. CDE will maintain contact with the complainant and respondent throughout the course of the investigation to keep them up to date on the process.

STANDARD OF EVIDENCE USED DURING DISCIPLINARY PROCEEDINGS

In all sexual misconduct cases, the “preponderance of information” standard (i.e., more likely than not) will apply.

CONFIDENTIALITY

Compliance, Diversity, and Ethics takes any allegation of discrimination, harassment, and/or retaliation seriously and is committed to protecting the integrity of the investigation process including confidentiality and the due process rights of all individuals. Note that all those involved (the respondent, the complainant, and the witnesses) have privacy interests. Therefore, outside the scope of the investigation, all parties are cautioned not to publicize or divulge the nature of the proceedings, or the identity of those involved.

RIGHT TO ADVISOR

The complainant and the respondent each have the right to bring an advisor to the investigative meeting. If either party chooses to exercise this option, he or she shall submit the name of the advisor in writing to Compliance, Diversity, and Ethics (CDE) at least 72 hours prior to the meeting. If either the complainant or the respondent’s advisor is a person degreed or qualified in law, CDE must be notified.

SANCTIONS

1. Formal or informal counseling discussions documented in a written memorandum.
2. Issuance of written notices.
3. Suspensions.
4. Demotions.
5. Transfers.
6. Disciplinary salary actions.
7. Terminations.
8. Pre-disciplinary leave with pay.



2015 Annual Fire Safety Report

A Distributed University

Mason is a distributed university, with campuses and locations strategically placed to serve the needs of Virginia and the region. Each site is known for its distinctive academic focus, which plays a critical role in the economy of its area. **Information contained in this report covers four of George Mason University's separate campuses with on-campus student housing facilities**, including: Fairfax Campus, Science and Technology Campus, the Smithsonian-Mason School of Conservation, and Mason Korea.

The Higher Education Opportunity Act, enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Mason.

DEFINITIONS

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act:

On-Campus Student Housing

A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

Fire

Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire Incident Reporting

Students, faculty, and staff are instructed to call 9-1-1 to report a fire emergency. Non-emergency notifications (e.g., evidence that something burned) are made to Mason Police at 703-993-2810. For students living in on-campus housing at Mason Korea, call 1-1-9.

Student Housing Fire Statistics/ Description of On-Campus Student Housing Fire Safety Systems

2012/2013/2014 FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES						
DATE	LOCATION	ADDRESS	CAUSE	DAMAGE AMOUNT	INJURIES	DEATHS
4/7/12	Student Apt. 8 Fairfax	Aquia Creek Lane	Unintentional (Electrical)	\$750	0	0
5/16/12	Hampton Roads Fairfax	Patriot Circle	Unintentional (Heating Equip.)	\$30	0	0
5/17/12	Washington Fairfax	Presidents Park Drive	Intentional	\$60	0	0
6/7/12	Hanover Fairfax	Rivanna River Way	Unintentional (Open Flame)	\$1,500	0	0
9/17/12	Monroe Fairfax	Presidents Park Drive	Undetermined	\$25	0	0
1/30/13	Jackson Fairfax	Presidents Park Drive	Intentional	\$0-99	0	0
3/29/13	Student Apt. 3 Fairfax	Aquia Creek Lane	Unintentional (Heating Equip.)	\$303.74	0	0
6/5/13	Rogers Hall Fairfax	Occoquan River Lane	Unintentional (Cooking)	\$0-99	0	0
1/14/14	Liberty Square Fairfax	Presidents Park Drive	Unintentional (Cooking)	\$287.84	0	0
2/10/14	Student Apt. 9 Fairfax	Aquia Creek Lane	Unintentional (Cooking)	\$42.82	0	0
9/9/14	Potomac Heights Fairfax	York River Road	Undetermined	\$0-99	0	0
10/18/14	Townhouse C Fairfax	Chain Bridge Road	Unintentional (Open Flame)	\$0-99	0	0

DESCRIPTION OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS

Building	Area/Campus	Total Fires			Fire Extinguishers	Smoke Detectors	Manual Pull Stations	Fire Suppression	Central Fire Alarm System	# Fire Drills ²
		2012	2013	2014						
Rogers Hall	Aquia/Fairfax	0	1	0	Yes	Yes	Yes	Yes	Yes	12
Whitetop Hall	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 1	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 2	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 3	Aquia/Fairfax	0	1	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 4	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 5	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 6	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 7	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 8	Aquia/Fairfax	1	0	0	Yes	Yes	Yes	Yes	Yes	12
Student Apt. 9	Aquia/Fairfax	0	0	1	Yes	Yes	Yes	Yes	Yes	12
Townhouse A	Aquia/Fairfax	0	0	0	Yes	Yes	No1	No	No	12
Townhouse B	Aquia/Fairfax	0	0	0	Yes	Yes	No	No	No	12
Townhouse C	Aquia/Fairfax	0	0	1	Yes	Yes	No	No	No	12
Amherst	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Blue Ridge	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Brunswick	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Carroll	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Commonwealth	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Dickenson	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Dominion	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Eastern Shore	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Essex	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Franklin	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Grayson	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Hampton Roads	Rappahannock/Fairfax	1	0	0	Yes	Yes	Yes	Yes	Yes	12
Hanover	Rappahannock/Fairfax	1	0	0	Yes	Yes	Yes	Yes	Yes	12
Northern Neck	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12

1 Student townhouses are protected by limited-area fire suppression within the laundry areas only.

2. The "# Fire Drills" includes the total number of fire drills for 2012, 2013, and 2014 combined.

continued on next page

DESCRIPTION OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS

Building	Area/Campus	Total Fires			Fire Extinguishers	Smoke Detectors	Manual Pull Stations	Fire Suppression	Central Fire Alarm System	# Fire Drills ²
		2012	2013	2014						
Piedmont	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Sandbridge	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Tidewater	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Adams	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Eisenhower	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Harrison	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Jackson	Shenandoah/Fairfax	0	1	0	Yes	Yes	Yes	Yes	Yes	12
Jefferson	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Kennedy	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Liberty Square	Shenandoah/Fairfax	0	0	1	Yes	Yes	Yes	Yes	Yes	12
Lincoln	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Madison	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Monroe	Shenandoah/Fairfax	1	0	0	Yes	Yes	Yes	Yes	Yes	12
Potomac Heights	Shenandoah/Fairfax	0	0	1	Yes	Yes	Yes	Yes	Yes	12
Roosevelt	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Truman	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Washington	Shenandoah/Fairfax	1	0	0	Yes	Yes	Yes	Yes	Yes	12
Wilson	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Mason Global Center	Fairfax (opened in August 2014)	N/A	N/A	0	Yes	Yes	Yes	Yes	Yes	2
Beacon Hall	Manassas, VA/Prince William	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Residential Facility	Front Royal, VA/ Smithsonian-Mason	0	0	0	Yes	Yes	Yes	Yes	Yes	12
Building A	Mason Korea (opened in March 2014)	N/A	N/A	0	Yes	Yes	Yes	Yes	Yes	2
Building B	Mason Korea (opened in March 2014)	N/A	N/A	0	Yes	Yes	Yes	Yes	Yes	2

1 Student townhouses are protected by limited-area fire suppression within the laundry areas only.

2. The "# Fire Drills" includes the total number of fire drills for 2012, 2013, and 2014 combined.

Residential Fire Safety Tips

Living in a residence hall is commonly associated with new responsibilities, including keeping your residence hall space safe. A few tips to keep your space fire safe:

- Locate your residence hall's evacuation plans. Learn them and evacuate the building every time the fire alarm goes off.
- Familiarize yourself with the Resident Student Handbook to know what items are permitted and what items are prohibited.
- If you discover a fire or smell smoke, activate the building fire alarm by pulling the nearest manual pull station.
- Check your room door before opening by using the back of your hand. If the handle is hot, do not open the door.
- Check for smoke and fire outside your window. If safe to do so, open your window and hang a sheet outside to alert emergency response personnel to your location.
- If your clothes catch on fire, STOP, DROP, and ROLL wherever you are. Cover your face and roll from side to side until the flames are out.
- If you have a disability (permanent or temporary) that could impede your ability to evacuate, make sure to speak with your resident advisor and resident director about alternative arrangements for evacuating. Emergency response personnel are notified of students who have self-identified as having a disability that would impede their ability to evacuate.

COOKING SAFETY

- Read and follow food product preparation instructions prior to beginning to cook, (e.g., microwave popcorn or microwave macaroni and cheese).
- Never leave oven, stove, or microwave unattended while in use.
- Clean appliances and cookware frequently to prevent the buildup of grease and grease byproducts.
- Turn on overhead exhaust fan prior to cooking to reduce the potential for smoke.
- Prepare food to designated safe temperatures prior to eating. See the following chart for types of food and appropriate temperatures. Visit www.foodsafety.gov for more information.

DECORATING YOUR SPACE

Residents are encouraged to personalize their living space. Follow these guidelines to ensure the safety of all residents:

- All electrical devices must be Underwriters Laboratory-approved.
- Decoration of doors, windows, and common areas must be done in a manner that does not create a fire hazard.
- No more than 20 percent of the side of a door facing the main corridor may be covered at any time. No more than 20 percent of a single wall may be covered or decorated at any time.
- Do not hang materials from ceiling or life safety equipment, especially sprinkler heads.
- All curtains must be fire resistant. It is recommended that residents purchase curtains that have been marked by the manufacturer as certified fire-resistant by the National Fire Protection Association (NFPA 701). If residents choose to use curtains that have not been treated by the manufacturer, residents may purchase fire retardant independently or contact their resident director to arrange their curtains to receive a fire-retardant treatment. Residents are responsible for documenting the time of treatment and the product used, and may be expected to present such information during a health and safety or state fire marshal inspection.

Residential Fire Safety Policies and Procedures

ELECTRICAL APPLIANCES

Many electrical appliances are permitted; however, because of the nature of residence halls, some electrical appliances and other items are not permitted because of their associated fire hazard. For an up-to-date listing of which appliances are permitted and which items are prohibited, please visit housing.gmu.edu and click on “Policies” and then “Resident Student Handbook.”

Sample Permitted Appliances

- multiple-outlet adapters with built-in circuit breakers that are UL listed
- microwaves not exceeding 0.6 cubic feet and 900 watts
- refrigerators no larger than 3 cubic feet and using no more than 1.5 amps

PROHIBITED OPEN FLAMES

- Open flames are strictly prohibited unless associated with a university supplied grill or as approved by the Environmental Health and Safety Office.
- Students may not, under any circumstances, attempt to ignite material to create a fire or facilitate the growth of an existing fire on campus. Such incidents will be investigated as arson and the responsible individual(s) will be subject to strict disciplinary action by the university as well as criminal prosecution.
- On-campus housing neighborhoods have permanently installed grills. Only charcoal that does not contain a pre-applied lighter fluid (such as Matchlight or similar products) is permitted.
- The use of charcoal not containing pre-applied lighter fluid, lighter fluid, fire logs, fire starter logs, wood, sticks, etc. is not permitted. For more information on the appropriate use of these grills, please contact the neighborhood desk or a residence life staff member.

OTHER PROHIBITED ITEMS

- Living spaces that do not have a kitchen are prohibited from containing cooking appliances with open heating elements. These include George Foreman grills, toasters, hot plates, and coffee pots (excluding sealed units such as Keurigs).
- Drug-related paraphernalia (e.g., bong, pipe, hookah)
- Firearms, fireworks, explosives, weapons
- Fuels or other highly combustible items
- Beer pong tables, funnels and tubing, common source containers (e.g., kegs), and other alcohol paraphernalia
- Incense, candles, oil-lamps—lit or unlit
- Barbecue grills (including charcoal and lighter fluid)
- Cinder blocks
- Electrical appliances with an exposed heating element
- Resident-owned air conditioners
- Cut trees (live trees potted appropriately are permitted)
- Extension cords, multiple plugs, multiple plug converters
- Plug-in air fresheners with or without an additional plug adaptor

- Pets, except fish in a 10-gallon (or less) tank
- Halogen lamps, black lights, and octopus/spider lamps
- Outside antennas and satellite dishes
- Water propelling devices, including squirt guns
- Waterbeds
- Unauthorized inflatable pools and slip 'n slides
- Refrigerators greater than 118 volts, 60 Hz, that do not draw more than 1.5 amps or 180 watts
- Wall-mounted televisions
- NERF and NERF-style guns and projectiles
- Airsoft guns and BB guns
- Non-fire retardant curtains (window or room dividers)
- Non-university supplied lofts

These and other items may be prohibited at the discretion of the Office of Housing and Residence Life, the Environmental Health and Safety Office, and the Virginia State Fire Marshal's Office.

MISUSE OF LIFE SAFETY EQUIPMENT

Tampering or removal of a fire extinguisher, fire alarm annunciator, smoke detector, or any other life safety equipment is strictly prohibited. The misuse of life safety equipment is a criminal offense and may be subject to prosecution in addition to disciplinary action imposed by the university.

Inspections

VIRGINIA STATE FIRE MARSHAL INSPECTIONS

The Virginia State Fire Marshal's Office conducts annual inspections, during which all residences are subject to inspection. Violations found during the State Fire Marshal's inspection must be corrected within 30 days and are subject to re-inspection. If not corrected, students may be subject to fines, judicial procedures, eviction from the halls, and/or criminal prosecution.

HEALTH AND SAFETY INSPECTIONS

Staff members from Housing and Residence Life conduct health and safety inspections each semester. The inspections identify fire code violations as well as violations to university and housing regulations as documented in the Resident Student Handbook.

INSPECTION PROCESS

Residents will be notified at least 24 hours in advance of inspections occurring. Upon notification, a team of two staff members will enter the occupied spaces to conduct a cursory inspection and document violations. Residents are not required to be present for the inspection. A notice of inspection will be posted for the space upon completion of the inspection and residents will be expected to resolve the violation promptly. Spaces found to be in violation are subject to re-inspection.

Emergency Evacuations

The following procedures should be followed when a building must be evacuated:

- If you become aware of a dangerous situation that warrants an evacuation, activate the fire alarm by using a manual pull station. If you are unable to activate the fire alarm, notify the building occupants of the dangerous situation and contact the university police immediately.
- Notify university police by dialing 9-1-1 and report the situation and associated details, if known. (For Mason Korea, dial 1-1-9.)
- Do not use elevators during a fire or evacuation.
- Assist individuals with special needs and those unfamiliar with evacuation procedures.
- Exit the building by way of the nearest exit.
- Assemble at the designated assembly area and await further instruction from emergency response personnel.
- Report missing persons to emergency response personnel.
- Do not re-enter the building until authorized to do so by university police or emergency response personnel.

Information identifying the location of designated assembly areas for each building is provided on fire evacuation signage posted throughout university buildings or available upon request from the Environmental Health and Safety Office.

DESIGNATED ASSEMBLY AREAS

Designated assembly areas have been identified for all university buildings. Designated assembly areas are to be utilized when a building has been evacuated. These designated areas are a safe distance from the building, and keep building occupants safe while allowing emergency response personnel to access the building. In the event that a designated assembly area is inaccessible or inappropriate for the current situation, the following guidelines should be taken into consideration when choosing a more appropriate place. The assembly area should be:

- at least 50 feet away from the building
- upwind from the building to avoid any possible smoke/fume inhalation
- sheltered, if possible, to protect against the elements
- away from fire lanes or other areas that must remain unobstructed to allow emergency response personnel and vehicles access to the building

INDIVIDUALS WITH A DISABILITY

Persons with a disability may have difficulty evacuating a building without assistance. Individuals who have a mobility challenge and are unable to exit the building should proceed to an Area of Assistance to await aid from emergency response personnel. Persons with a disability should attempt to coordinate with an evacuation assistant to receive the proper assistance necessary to remain safe. If they don't have an evacuation assistant with them, they should attempt to make contact with emergency response personnel and relay to them what their location is any other pertinent information. A list of rooms occupied by residents with disabilities or mobility challenges is provided to the Environmental Health and Safety Office (EHS) for the sole purpose of notifying university police and fire and rescue personnel.

EVACUATION PLANS

Evacuation Plans are maps that designate primary and alternate routes of evacuation and assembly areas. Evacuation Plans designate the location of automatic external defibrillators (AEDs), if available, fire extinguishers, and fire alarm

pull stations. Evacuation Plans are posted throughout all buildings on campus regardless of use or occupancy classification. Evacuation Plans are reviewed and updated as buildings are renovated by EHS-Fire Safety. EHS provides an Emergency Evacuation Guide that outlines building evacuation procedures to assist individuals and units in identifying appropriate designated assembly areas, areas of assistance, procedures for accounting for occupants, and guidelines for people who have mobility impairments. *The Emergency Preparedness Guide* is available on the EHS website at ehs.gmu.edu.

Fire Drills in Residence Halls

1. The Virginia Statewide Fire Prevention Code requires four fire drills per year. One of these drills must take place at least 10 days after the fall semester begins. One of these drills must take place before sunrise and one after sunset. Per Virginia code, the exact time of drills may not be announced; however, efforts are made to notify building occupants that fire drills will be conducted on a specific date or range of dates.
2. The Fire Safety Coordinator is responsible for creating a schedule for testing that includes input from building occupants. The time and date of the drill is negotiated with the building contact.
3. All drills are scheduled at a time agreeable to all parties with consideration of the burden on the occupants of the building and disruptions to university operations.
4. Primary entrances to buildings are posted with an evacuation drill notice one day prior to the drill.
5. Building contacts may request that signs not be posted.
6. Emergency evacuation drills are initiated by activating the fire alarm system. Fire alarm systems are provided in each building where drills are required.
7. Records of all evacuations are maintained by EHS-Fire Safety.
8. EHS-Fire Safety conducts a sweep of the buildings and stairwells to ensure compliance of evacuation.
9. After all occupants have exited the building, EHS-Fire Safety staff silences the alarm and resets the fire alarm control panel.

10. Once the fire system has been reset, EHS-Fire Safety staff announces the completion of the drill and allows occupants to return to the building. No one shall re-enter the premises until authorized to do so by the Fire Safety Coordinator or their designee.
11. EHS-Fire Safety contacts Mason Police and advises them that the drill has been completed. All subsequent alarms will be treated as an active fire alarm and the local fire department will be notified.
12. EHS-Fire Safety staff removes the Emergency Evacuation Drill Signs from building entrances.
13. The Fire Safety coordinator, or a designee, completes the Emergency Evacuation/Fire Drill Record.
14. Mason Korea: Mason Korea and Songdo Global University Foundation (SGUF) follow protocols consistent with Mason's Environmental Health and Safety (EHS) Programs for fire safety standards including fire drill frequency and facility design/attributes (e.g., sprinkler systems, alarms, etc.) for spaces used by Mason students and employees.

Programs and Training

Each year, all housing professional staff and resident advisors receive fire and life safety training including, but not limited to, the following topics:

- fire extinguishers
- emergency evacuation
- health and safety inspections
- scene safety
- campus violence
- statewide earthquake and tornado drills

In October, to commemorate National Campus Fire Prevention Month, EHS conducts a Life Safety Fair to educate students, faculty, and staff on the importance of safety. Throughout the course of the year, a variety of fire and life safety education opportunities are presented to the entire Mason community.

Plans for Future Improvements in Fire Safety

Mason continues to monitor trends related to residence hall fire incidents and alarms to provide a fire-safe living environment for all students. New programs and policies are developed as needed to help ensure the safety of all students, faculty, and staff.

For more information about public safety and emergency preparedness at Mason, please visit ready.gmu.edu or police.gmu.edu.

PRIVACY STATEMENT: Compliance with the Annual Security and Fire Safety Report provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act (FERPA) of 1974.

NOTES



A photograph of a library interior. In the foreground, there is a round, dark-colored table with four legs. On the table, a laptop is open, displaying a green screen. Next to the laptop is a clear plastic cup with a white lid and a straw. A black power cord is plugged into the laptop and lies on the floor. A black chair with a wooden seat is positioned to the left of the table. In the background, there are several tall, black bookshelves filled with books. The floor is covered with a patterned carpet. The lighting is bright and even.

Love Your Stuff?

Keep it Secure!

Between 2010 and 2014, valuables totaling more than \$1,000,000 were stolen from Mason.

85 percent of reported thefts at Mason are preventable.

Never leave valuables unattended or unsecured for any length of time.

Report all suspicious activity to Mason Police at 703-993-2810.

Arlington Campus | 3301 N. Fairfax Drive, Arlington, Virginia 22201

Fairfax Campus | 4400 University Drive, Fairfax, Virginia 22030

Science and Technology Campus | 10900 University Boulevard, Manassas, Virginia 20110

Mason in Loudoun | 21335 Signal Hill Plaza, Suite 130, Sterling, Virginia 20166

Smithsonian-Mason School of Conservation | 1500 Remount Road, Front Royal, Virginia 22630

Mason Korea | 119 Songdo Munhwa-so, Yeonsu-gu, Incheon, Korea 406-840

