

# **2024 ANNUAL SECURITY AND FIRE SAFETY REPORT**

POLICIES | SAFETY TIPS | SERVICES | STATISTICS

*A Guide for Keeping George 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 cooperation 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; Diversity, Equity, and Inclusion; Student Support and Advocacy Center; and Risk, Safety, and Resilience (RSR), 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](https://police.gmu.edu/annual-security-report/request-for-annual-security-report). Additional hard copies are also available to walk-in customers at Police and Safety Headquarters (accessed from University Drive, in front of the Rappahannock River Parking Deck, on the Fairfax Campus).

## Quick Reference

### George Mason Emergency Telephone Numbers

All Emergencies.....	Dial 9-1-1
Mason Korea—Fire/Medical Emergencies.....	Dial 1-1-9
Mason Korea—Police Emergencies.....	Dial 1-1-2

### Other Crime Reporting Options (nonemergency)

George Mason Police	
Nonemergency.....	703-993-2810
Title IX Coordinator.....	703-993-8730
Office of Student Conduct .....	703-993-6209
Office of Housing and	
Residence Life.....	703-993-2720
Employee Relations.....	703-993-3878
George Mason Crime Solvers—	
Anonymous Tip Line .....	703-993-4111

### On-Campus Confidential Resources for Help

Student Support and Advocacy Center (SSAC).....	703-993-3686
Counseling and Psychological Services (CAPS).....	703-993-2380
Student Health Services.....	703-993-2831
University Ombudsperson .....	703-993-6596
George Mason University Korea—Health Center.....	+82-32-620-0553

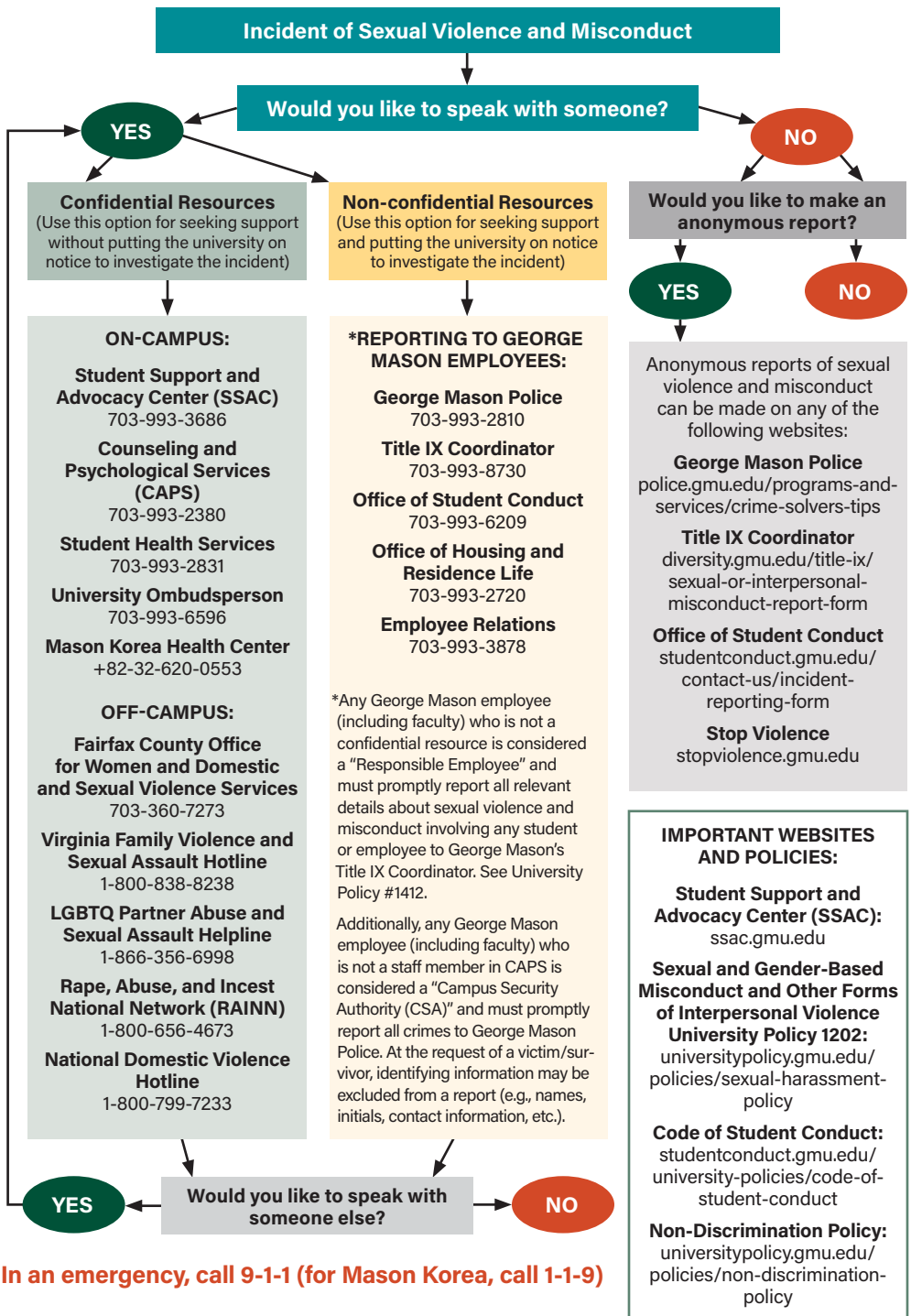
### Other Important Numbers

University Operator.....	703-993-1000
Security Escort Service.....	703-993-2810
Motorist Assistance Program.....	703-993-2710
Talk to an After-Hours Nurse.....	703-993-2831
Risk, Safety, and Resilience (RSR) ..	703-993-8448

Make a report about threatening or concerning behavior and access violence awareness and prevention training and other support resources at [stopviolence.gmu.edu](https://stopviolence.gmu.edu).

# Sexual Violence and Misconduct: Support and Reporting Options

You can speak with anyone anytime. 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

George 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 five of George Mason University's separate campuses and locations, including: Fairfax Campus, Mason Square, Science and Technology Campus, 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 (George Mason Police). George Mason Police, under a regional mutual aid agreement, works closely with its neighboring jurisdictions in Fairfax County and Fairfax City.

## MASON SQUARE

Mason Square (formerly Arlington Campus) is located in Arlington County, Virginia, just outside the District of Columbia. Mason Square programs emphasize law, policy, economics, conflict resolution, social work, nonprofit management, initiatives in educational transformation, and global studies.



The primary law enforcement agency at Mason Square is George Mason Police. George 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 Science and Technology Campus is George Mason Police. George Mason Police, under a regional mutual aid agreement, works closely with the Prince William County and Manassas City Police departments.

## **MASON IN LOUDOUN**

George Mason's Loudoun County site was located in Sterling, Virginia, until its closing in 2024. George Mason Police maintained liaisons with the Loudoun County Sheriff's Department, who patrolled the site, and campus administrators to ensure the safety and well-being of visitors.



## **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. George 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 George Mason Police to address the safety and security of the faculty, staff, students, and visitors to the institute.

## **GEORGE MASON UNIVERSITY KOREA**

George Mason University 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.

## **GLOBAL EDUCATION**

The Global Education Office offers a wide range of international study, research, service, and leadership opportunities to George Mason students, faculty, staff, and members of the general public. The office also designs and implements international programs for undergraduates, graduate students, and professionals seeking knowledge and skills necessary to succeed in the culturally diverse society of the 21st century. Last but not least, the office 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.



*Fairfax Campus*



*Mason Square*



*Science and  
Technology Campus*



*Smithsonian-  
Mason School  
of Conservation*



*George Mason  
University Korea*

# Contents

A Distributed University .....	ii
2024 Annual Security Report .....	1
Reporting Crimes and Other Emergencies .....	1
Resources for Help .....	2
Preparation of the Annual Security and Fire Safety Report .....	6
Crime Statistics .....	15
About George Mason Police .....	22
Emergency Response and Evacuation Procedures .....	24
Emergency Notifications .....	29
Annual Notification and Testing of Emergency Response Procedures .....	32
Timely Warning Notifications .....	33
Daily Crime and Fire Log .....	35
Security of and Access to University Facilities .....	35
Crime Prevention and Safety Awareness Programs .....	38
Personal Safety Tips .....	41
Programs to Prevent Sexual Violence .....	43
Safe and Positive Options for Bystander Intervention .....	45
Sexual Violence Risk Reduction .....	48
Sexual Assault, Dating Violence, Domestic Violence, and Stalking Laws in Applicable Jurisdictions .....	50
Procedures Victims Should Follow in Cases of Sexual Violence .....	59
Orders of Protection .....	63
Victim's Options for Reporting Sexual Violence .....	64
Sex Offender Registry Access .....	66
Missing Student Notification Policy .....	66
Drug and Alcohol Policy .....	70
Description of Drug and Alcohol Abuse Education Programs .....	78
Definition of Consent in Reference to Sexual Activity .....	83
Sexual and Gender-Based Misconduct and Other Forms of Interpersonal Violence .....	85
Procedures for Responding to Reports of Prohibited Conduct Committed by Students and Employees .....	96



2024 Annual Fire Safety Report ..... 131

Fire Incident Reporting .....132

Student Housing Fire Statistics/Description of On-Campus  
Student Housing Fire Safety Systems .....133

Residential Fire Safety Tips .....135

Residential Fire Safety Policies and Procedures.....137

Inspections .....139

Emergency Evacuations .....140

Fire Drills in Residence Halls.....142

Programs and Training .....143

Plans for Future Improvements in Fire Safety .....144

Questions or Concerns about this Report?.....144







# 2024 Annual Security Report

## Reporting Crimes and Other Emergencies

### REPORTING CRIMES TO GEORGE MASON POLICE

All crimes and other emergencies at the Fairfax Campus, Mason Square, and the Science and Technology Campus should be immediately reported to George Mason Police by calling 703-993-2810 or 9-1-1. After receiving information concerning a crime or an emergency, George 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 George 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, George 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 George Mason students and employees are referred to various George Mason officials for separate administrative investigations of suspected violations of university policy. You can also make a report about threatening or concerning behavior and access violence awareness and prevention training and other support resources at [stopviolence.gmu.edu](https://stopviolence.gmu.edu).

### REPORTING CRIMES TO LOCAL POLICE RESPONSIBLE FOR GEORGE MASON CAMPUSES

For the Smithsonian-Mason School of Conservation campus, 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

George Mason Police encourages anyone who is the victim or witness to any crime to promptly report the incident to the university or local police. However, because police reports are public records, under state law, George 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 George Mason. Confidential reports of crimes may also be made to George Mason Crime Solvers at 703-993-4111 or through Rave Guardian, a mobile application available through the iTunes store and Google Play store.

## OTHER CRIME REPORTING OPTIONS

While George Mason prefers that community members promptly report all crimes and other emergencies directly to the university 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 offices known as Campus Security Authorities and Responsible Employees:

- **Title IX Coordinator**—Monitors the university's compliance with Title IX and coordinates the university's investigation, response, and resolution of all reports of sexual and gender-based harassment and other interpersonal violence. Call 703-993-8730 or email [titleix@gmu.edu](mailto:titleix@gmu.edu). See also [diversity.gmu.edu/title-ix/sexual-or-interpersonal-misconduct-report-form](https://diversity.gmu.edu/title-ix/sexual-or-interpersonal-misconduct-report-form)
- **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](https://studentconduct.gmu.edu)
- **Office of Housing and Residence Life**—Full-time 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](https://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.

## Resources for Help

### ON-CAMPUS CONFIDENTIAL RESOURCES AND SERVICES

The following on-campus resources and services are available to provide assistance and counseling on a confidential basis. Contacting 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.



**\*Student Support and Advocacy Center (SSAC)**—Provides students impacted by sexual assault, dating/domestic violence, and stalking with a confidential space to discuss their reporting options and get support.

- SSAC Office Phone: 703-993-3686
- 24-Hour Sexual and Interpersonal Violence Crisis Line for those seeking support around sexual and interpersonal violence in partnership with Fairfax County Domestic and Sexual Violence Services: 703-380-1434
- Website: [ssac.gmu.edu](https://ssac.gmu.edu)

**Counseling and Psychological Services (CAPS)**—Provides confidential mental health services to currently enrolled and registered students in both emergency and nonemergency situations.

- 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](https://caps.gmu.edu)

**\*Student Health Services**—Provides confidential health care to enrolled students in emergency and nonemergency circumstances on the Fairfax Campus, Mason Square, and the Science and Technology Campus.

- 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, or an urgent care facility, or call 9-1-1.
- Fairfax Campus: SUB I, Suite 2300, 703-993-2831, fax: 703-993-4365
- Mason Square: Founders Hall, Room B102, 703-993-4863, fax: 703-993-9425
- Science and Technology Campus: Colgan Hall, Room 229, 703-993-8374, fax: 703-993-1948
- Website: [shs.gmu.edu](https://shs.gmu.edu)

**Office of the University Ombudsperson**—Provides a neutral place where individuals from every constituency of George Mason's diverse community can talk in confidence about issues, concerns, or disputes.

- Fairfax Campus: D170 Buchanan Hall, 703-993-6596
- Website: [ombuds.gmu.edu](https://ombuds.gmu.edu)

## George Mason University 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

### **Fairfax County Department of Domestic and Sexual Violence Services—**

Provides compassionate and comprehensive state-accredited programs for women, men, teens, and children who have been affected by domestic and sexual violence, stalking, and human trafficking.

- 24-hour hotline/helpline: 703-360-7273

**Virginia Family Violence and 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: [rainn.org](https://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.

**988 Suicide and Crisis Lifeline**—Provides free and confidential support for people in distress, prevention and crisis resources, and best practices for professionals. Available 24 hours a day, seven days a week. Services available in Spanish and via text or chat for deaf and hard of hearing. Specialized resources available for veterans, LGBTQ+, attempt survivors, loss survivors, Native Americans, and disaster survivors. Call 988 or visit the website at [988lifeline.org](https://988lifeline.org).

## GEORGE MASON UNIVERSITY 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](mailto: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)

## AREA HOSPITALS

- Inova Fairfax Hospital, 3300 Gallows Road, Falls Church, VA 22042 (703-776-4001)
- 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)
- Inova Loudoun Hospital Center, 44045 Riverside Parkway, Leesburg, VA 20176 (703-858-6000)
- Inova Mount Vernon Hospital, 2501 Parkers Lane, Alexandria, VA 22306 (703-664-7000)
- Sentara Northern Virginia Medical Center, 2300 Opitz Boulevard, Woodbridge, VA 22191 (703-523-1000)
- UVA Health Prince William Medical Center, 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 George 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 George Mason Police—collects, classifies, and counts crime reports and crime statistics. Crime statistics are collected throughout the year from George 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 George Mason owns or controls property.

## INFORMATION FOR EMPLOYEES: REPORTING OF CLERY ACT CRIMES

*The following information is adapted from University Policy Number 1412, Reporting of Clery Act Crimes and/or Prohibited Sexual Conduct at [universitypolicy.gmu.edu/policies/reporting-of-clery-act-crimes-and-or-prohibited-sexual-conduct](http://universitypolicy.gmu.edu/policies/reporting-of-clery-act-crimes-and-or-prohibited-sexual-conduct).*

As an effort to promote campus safety, the university strives to keep and disclose accurate information about crime on and near its campuses by making Clery Act Crime reporting a shared responsibility. The university uses information provided by Campus Security Authorities (CSAs) to complete federally required public safety disclosures such as the Daily Crime and Fire Log, Emergency Notifications, Timely Warning Notifications, and the Annual Security and Fire Safety Report in compliance with the Clery Act.

## Campus Security Authority Reporting Responsibilities

1. All university faculty, staff, and contractors who are not pastoral counselors or professional counselors, and all students with significant responsibility for student and campus activities, are designated as CSAs, and shall, as soon as possible, notify George Mason Police of all Clery Act Crimes they witness, learn of, or hear about in one of the following ways:
  - a) Calling George Mason Police directly at 703-993-2810 (in an emergency, immediately call 9-1-1);



- b) Completing the CSA Crime Statistics Reporting Form online at [police.gmu.edu/clery-act-reporting/csa-form](https://police.gmu.edu/clery-act-reporting/csa-form); or
  - c) Emailing George Mason's Clery Act Compliance Coordinator at [cleryact@gmu.edu](mailto:cleryact@gmu.edu).
2. In an effort to preserve confidentiality, at the request of the victim(s) or survivor(s), identifying information such as names, initials, and contact information shall not be reported or disclosed to George Mason Police and/or the Clery Act Compliance Coordinator.
  3. CSAs are not responsible for determining authoritatively whether a crime took place—that is the function of law enforcement personnel. CSAs shall not try to apprehend the alleged perpetrator of the crime. That, too, is the responsibility of law enforcement. It is also not a CSA's responsibility to try and convince a victim to contact law enforcement if the victim chooses not to do so.
  4. See "Clery Act Definitions" for definitions of Clery Act Crimes. Up-to-date Clery Act Crime definitions are also available online at [police.gmu.edu/clery-act-reporting/clery-crime-definitions](https://police.gmu.edu/clery-act-reporting/clery-crime-definitions).

## DEFINITIONS

**Campus Security Authority (CSA):** CSAs include all university faculty, staff, and contractors who are not pastoral counselors or professional counselors (see definitions that follow). Additionally, all students fulfilling duties requiring them to take action or respond to particular issues on behalf of the institution (e.g., resident advisors) are also considered CSAs under this policy. Finally, vendors with day-to-day duties that are not controlled by the university are not designated as CSAs, but shall report crimes in compliance with University Policy Number 1404—Reporting of Crimes, Accidents, Fires and other Emergencies.

**The Clery Act:** Signed into law in 1990, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) is a federal consumer protection law that requires colleges and universities to disclose information about campus crime activity and security policies. Information disseminated in accordance with Clery Act guidelines serves to inform the personal safety and college selection decisions of current and prospective campus community members. All postsecondary public and private institutions participating in federal student aid programs must adhere to Clery Act regulations.

**Clery Act Crime:** A Clery Act crime is any crime required by the Clery Act to be reported annually to the university community. See “Clery Act Definitions” for definitions of Clery Act crimes. Up-to-date Clery Act crime definitions are also available online at [police.gmu.edu/clery-act-reporting/clery-crime-definitions](https://police.gmu.edu/clery-act-reporting/clery-crime-definitions).

**Pastoral Counselor:** A pastoral counselor is a person who is associated with a religious order or denomination, 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.

**Professional Counselor:** A professional counselor is 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 a professional mental health counselor, functioning in that capacity, at any of George Mason’s Counseling and Psychological Services (CAPS) locations.

## Forms

**CSA Crime Statistics Reporting Form:** [police.gmu.edu/clery-act-reporting/csa-form](https://police.gmu.edu/clery-act-reporting/csa-form)

George 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 George 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](https://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, George Mason Police notifies all members of the university community,

through university email, of the report's availability on George Mason Police's website at [police.gmu.edu/annual-security-report](https://police.gmu.edu/annual-security-report).

## CLERY ACT DEFINITIONS

The following information comes from 34 CFR § 668.46—Institutional security policies and crime statistics; 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 Re-authorization Act of 2013.

### 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.

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

**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:** Nonforcible sexual intercourse with a person who is under the statutory age of consent. See page 53–56 for information regarding 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 com-





plainant 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 the reporting party's statement and with consideration of the length of the relationship, type of relationship, and 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 fear for the person's safety or the safety of others, or 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.

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

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

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

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

**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. (Drunkness 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 ACT 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 George Mason rents, leases, or has some other type of written agreement (including an informal one, such as a letter or an email) for a building or property, or a portion of a building or property. Even if there is no payment involved in the transaction, under the Clery Act, a written agreement for use of space gives George Mason control of that space for the time period specified in the agreement. “Reasonably contiguous” refers to a building or property George Mason owns or controls that’s in a location that George 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:** If there is an agreement to send students to an overseas location for a study-abroad program, but that written agreement is for the program rather than for use of the physical space, George Mason does not have control of the location and does not have to disclose statistics for crimes that occur there. However, these trips may have Clery Act reportable noncampus buildings or property if George 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 (3) or more days. Clery Act crimes are reportable if they occur in physical spaces that George Mason controls (e.g., hotel rooms, apartments, etc.) or areas used to access those physical spaces for the period of time specified in the agreement.

If you have any questions about the preparation of the Annual Security and Fire Safety Report, please contact George Mason's Clery Act Compliance Coordinator at 703-993-5497 or [cleryact@gmu.edu](mailto:cleryact@gmu.edu).

# Crime Statistics

FAIRFAX CAMPUS	On-Campus			On-Campus Student Housing <sup>1</sup>			Noncampus Property			Public Property			Unfounded Crimes <sup>2</sup>		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED</b>															
Murder/Nonnegligent Manslaughter	0	0	0	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	0	0	0
Rape (Sexual Assault)	6	9	6	5	8	5	0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	4	10	4	4	8	4	0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	3	2	2	1	1	0	0	0	0	0	1	0	0	0	0
Burglary	4	3	1	3	1	0	0	0	0	0	0	0	1	0	0
Motor Vehicle Theft <sup>3</sup>	3	6	11	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>															
Domestic Violence	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	6	14	4	4	11	3	0	0	0	0	0	0	0	0	0
Stalking <sup>4</sup>	33	38	50	8	11	8	0	0	0	0	0	0	0	1	1
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>															
Liquor Law Arrests	2	4	10	0	0	3	0	0	0	0	0	3	0	0	0
Liquor Law Referrals	125	75	106	122	66	78	0	0	0	0	0	0	0	0	0
Drug Arrests	1	4	3	1	0	0	0	0	0	0	1	0	0	0	0
Drug Referrals	50	81	80	25	47	69	0	0	0	3	0	0	0	0	0
Weapons Arrests	1	0	0	1	0	0	0	0	0	0	0	1	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>HATE CRIMES</b>															
Larceny/Theft	0	0	0	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	0	0	0
Intimidation <sup>5</sup>	0	4	2	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	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> 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.

<sup>2</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

<sup>3</sup> In 2023, eight of the 11 reported incidents of Motor Vehicle Theft were thefts of electric scooters. Electric scooters are classified as "motor vehicles" for federal reporting purposes.

<sup>4</sup> In 2022, one incident of Stalking was motivated by anti-LGBTQ+ hate or bias. No other crimes in the Crimes Reported category were motivated by hate or bias. See the Hate Crimes category for a list of other crimes motivated by hate or bias.

<sup>5</sup> In 2022, one incident of Intimidation was motivated by anti-African American bias, one incident of Intimidation was motivated by anti-LGBTQ+ hate or bias, and two incidents of Intimidation were motivated by anti-religious (Muslim)/national origin hate or bias. In 2023, one incident of Intimidation was motivated by anti-Caucasian bias and one incident of Intimidation was motivated by anti-Muslim bias.

\*UPDATE 9/26/2024: Number of on-campus Motor Vehicle Thefts for 2022 revised to (6).

MASON SQUARE (formerly Arlington Campus)	On-Campus			On-Campus Student Housing <sup>1</sup>			Noncampus Property			Public Property			Unfounded Crimes <sup>3</sup>		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED<sup>2</sup></b>															
Murder/Nonnegligent Manslaughter	0	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	0
Rape (Sexual Assault)	0	0	0	0			0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0			0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0			0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	0	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	0
Aggravated Assault	0	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	0
Motor Vehicle Theft <sup>4</sup>	0	0	1	0			0	0	0	0	0	0	0	0	0
Arson	0	0	0	0			0	0	0	0	0	0	0	0	0
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>															
Domestic Violence	0	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	0
Stalking	0	0	0	0			0	0	0	0	0	0	0	0	0
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>															
Liquor Law Arrests	0	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	0
Drug Arrests	0	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	0
Weapons Arrests	0	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	0
<b>HATE CRIMES</b>															
Larceny/Theft	0	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	0
Intimidation <sup>5</sup>	1	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	0
Other Bodily Injury	0	0	0	0			0	0	0	0	0	0	0	0	0

<sup>1</sup> 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. As of 2021, The Rixey is no longer recognized as a Student Housing Facility for Clery Act reporting purposes.

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

<sup>3</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

<sup>4</sup> In 2023, the one reported Motor Vehicle Theft was a theft of an electric scooter. Electric scooters are classified as "motor vehicles" for federal reporting purposes.

<sup>5</sup> In 2021, one incident of On-Campus Intimidation was motivated by anti-African American bias.



SCIENCE AND TECHNOLOGY CAMPUS	On-Campus			On-Campus Student Housing <sup>1</sup>			Noncampus Property			Public Property			Unfounded Crimes <sup>3</sup>		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED<sup>2</sup></b>															
Murder/Nonnegligent Manslaughter	0	0	0	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	0	0	0
Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	0	0	0	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	0	0	0
Aggravated Assault	0	0	0	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	0	0	0
Motor Vehicle Theft	0	0	1	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	0	0	0
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>															
Domestic Violence	0	0	0	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	0	0	0
Stalking	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>															
Liquor Law Arrests	0	0	0	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	0	0	0
Drug Arrests	0	0	0	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	0	0	0
Weapons Arrests	0	0	0	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	0	0	0
<b>HATE CRIMES</b>															
Larceny/Theft	0	0	0	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	0	0	0
Intimidation	0	0	0	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	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> 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.

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

<sup>3</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

MASON IN LOUDOUN <sup>1</sup>	On-Campus			Noncampus Property			Public Property			Unfounded Crimes <sup>3</sup>		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED<sup>2</sup></b>												
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 (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	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
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>												
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
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>												
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
<b>HATE CRIMES</b>												
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

<sup>1</sup> There were no On-Campus Student Housing facilities at Mason in Loudoun.

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

<sup>3</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

SMITHSONIAN- MASON SCHOOL OF CONSERVATION	On-Campus			On-Campus Student Housing <sup>1</sup>			Noncampus Property			Public Property			Unfounded Crimes <sup>3</sup>		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED<sup>2</sup></b>															
Murder/Nonnegligent Manslaughter	0	0	0	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	0	0	0
Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	0	0	0	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	0	0	0
Aggravated Assault	0	0	0	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	0	0	0
Motor Vehicle Theft	0	0	0	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	0	0	0
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>															
Domestic Violence	0	0	0	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	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>															
Liquor Law Arrests	0	0	0	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	0	0	0
Drug Arrests	0	0	0	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	0	0	0
Weapons Arrests	0	0	0	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	0	0	0
<b>HATE CRIMES</b>															
Larceny/Theft	0	0	0	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	0	0	0
Intimidation	0	0	0	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	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> 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.

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

<sup>3</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

GEORGE MASON UNIVERSITY KOREA	On-Campus			On-Campus Student Housing <sup>1</sup>			Noncampus Property			Public Property			Unfounded Crimes <sup>3</sup>		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED<sup>2</sup></b>															
Murder/Nonnegligent Manslaughter	0	0	0	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	0	0	0
Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	0	0	0	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	0	0	0
Aggravated Assault	0	0	0	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	0	0	0
Motor Vehicle Theft	0	0	0	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	0	0	0
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>															
Domestic Violence	0	0	0	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	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>															
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	4	0	0	4	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	0	0	0
Drug Referrals	0	0	0	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	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>HATE CRIMES</b>															
Larceny/Theft	0	0	0	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	0	0	0
Intimidation	0	0	0	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	0	0	0
Other Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> 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.

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

<sup>3</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

STUDY ABROAD TRIPS	Noncampus Property <sup>1</sup>			Unfounded Crimes <sup>2</sup>		
	2021	2022	2023	2021	2022	2023
<b>CRIMES REPORTED</b>						
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape (Sexual Assault)	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0
Incest (Sexual Assault)	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
<b>VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES</b>						
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>ARRESTS AND DISCIPLINARY REFERRALS</b>						
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0
Drug Arrests	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0
<b>HATE CRIMES</b>						
Larceny/Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0
Other Bodily Injury	0	0	0	0	0	0

<sup>1</sup> Crimes that occur during Study Abroad Trips may be reportable if they occur in physical spaces that George 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 George 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.*

<sup>2</sup> "Unfounded Crimes" are Clery Act crimes, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.





## About George Mason Police

### ROLE, AUTHORITY, AND TRAINING

George 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, George Mason Police officers regularly patrol the streets, parking lots, buildings, and grounds of the Fairfax Campus, Mason Square, and the Science and Technology Campus. 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. George 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.

## George 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.

### MESSAGE FROM THE CHIEF

Dear current and prospective students, faculty, and staff,

The George Mason University Department of Police and Public Safety is here to provide the George Mason community with a safe and secure environment in an effort to meet the educational goals

of this institution. We serve the community by providing professional law enforcement and security services 24 hours a day, 7 days a week, year-round.

The department is committed to providing our community with progressive, proactive, and professional law enforcement services that are courteous and service driven. It is my expectation that the professionally trained members of our department be guided by integrity and a service-oriented mindset in ensuring the safety of our community.

Please feel free to contact our department at 703-993-2810 to speak with a representative or to access our services.

Carl Rowan Jr.  
Chief of Police



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

George Mason Police officers do not actively monitor off-campus activity. However, George Mason Police does maintain a close working relationship with the Virginia State Police and the police departments of Fairfax County, Arlington County, Prince William County, the City of Fairfax, and the City of Manassas. George 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, George 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, George Mason Police can exchange information used in investigating crimes and learn new crime prevention techniques.

## **Emergency Response and Evacuation Procedures**

### **EMERGENCY RESPONSE**

**Notify George 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 George Mason community are notified on an annual basis that they are required to notify the university 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. George 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, George 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.

## EVACUATION AND EMERGENCY PROCEDURES

The following information is intended to serve as a preparatory resource for emergency situations.

If you are currently experiencing an emergency situation or are in need of immediate assistance, please contact emergency services by dialing 9-1-1 (or 1-1-9 at Mason Korea).

### Emergency Evacuation

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.

For more information, please review the full *Emergency Evacuation Guide* at [ready.gmu.edu](https://ready.gmu.edu).

### 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.

For more information, please review the following guides at [ready.gmu.edu](https://ready.gmu.edu):

- *Tornado and Severe Weather Guide*
- *Workplace and On-Campus Violence Guide*
- *Oil and Chemical Spill Response Guide*

## Severe Weather and Tornadoes

- 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 (see previous page).
- 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.

For more information, please review the *Tornado and Severe Weather Guide* at [ready.gmu.edu](https://ready.gmu.edu).

## On-Campus Violence

**Run:** If a person appears willing to use a firearm on campus or adjacent to campus, or enters a university building with a firearm:

1. Exit the building immediately, if possible.
2. Notify others to exit the building and find shelter outdoors.
3. Call 9-1-1 and relay the following information:
  - a. Your name and location
  - b. Location of the incident and number of shooters
  - c. Identity and description of the shooter(s)
  - d. Type of firearm(s) used
  - e. Number and location of victims and their injuries

**Hide:** If you can't safely exit the building, or the shooter is nearby:

1. Proceed to the nearest room, and close and lock the door, if possible.
2. If you cannot lock the door:
  - a. Block the door with furniture or equipment.
  - b. Take cover behind equipment or furnishings.
3. Turn off the lights.
4. Cover door windows.



5. Remain quiet and act as if the room is empty. Play dead if necessary. Make sure that cell phones are put on silent or vibrate.
6. Follow instructions of law enforcement personnel. Keep your hands visible and raised. Avoid pointing and gestures, which may be mistaken for holding or firing a weapon.

**Fight/Defend:** In the event that you are confronted by an individual with a weapon and as a last resort, defend yourself and others by whatever means necessary and do not relent until the aggressor is incapacitated or law enforcement arrives.

For more information, please review the *Workplace and On-Campus Violence Guide* at [ready.gmu.edu](https://ready.gmu.edu).

### Suspicious Person or Package

- Do not physically confront a suspicious person or handle a suspicious package.
- Contact George 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 George Mason Police.

For more information, please review the *Suspicious Package Guide* at [ready.gmu.edu](https://ready.gmu.edu).

### Regional Emergency

- Check local news media for updates regarding evacuation, evacuation routes, and emergency shelters.
- Monitor [gmuedu](https://gmuedu) for closing or operational modifications. Make an emergency plan and keep an emergency supply kit at home, at work, and in your car.
- Visit [vaemergency.gov](https://vaemergency.gov) for an emergency plan template and tips on building an emergency supply kit.

Most of the above information is also available in both electronic and print formats. To request a printed copy of this information for your office, please contact RSR at [risk@gmu.edu](mailto:risk@gmu.edu). To distribute an electronic version, download the Emergency Procedures Poster at [ready.gmu.edu](https://ready.gmu.edu).

For more information, please review the Regional Emergency Guide at [ready.gmu.edu](https://ready.gmu.edu).

## Evacuate

If you discover smoke or a fire:

- Activate the fire alarm using a manual pull station and call 911.
- Evacuate the building. Do not use elevators.
- Assemble at a Designated Assembly Area. Individuals with access or functional needs should relocate to a safe location and notify emergency response personnel if unable to evacuate.
- Await further instruction from emergency response personnel.

## Shelter In Place

During severe weather, a hazardous materials spill, or on-campus violence:

- Move to an interior room without windows and warn others in the area to move to a shelter area.
- Close and lock or block the door.
- Await further instruction/information from Mason Alert or emergency response personnel.

## Severe Weather

- Monitor television, weather radio, or radio for information about weather events.
- Find a hardened structure and shelter in place. Stay away from large objects that may fall.
- If you are unable to find shelter, lie down flat and cover your head with your hands.

## Medical Emergency

- Call **911** and be prepared to provide the location and details of the emergency.
- If trained, provide first aid or medical assistance as necessary.
- Utilize the Rave Guardian app or building evacuation plans to locate the nearest AED and emergency supplies.

## On-Campus Violence

- **RUN**, if possible; **HIDE**, if escape is not possible; **FIGHT**, only as a last resort.
- If you receive a Mason Alert about on-campus violence, follow directions and shelter in place immediately.
- Warn others in the area, provide assistance as needed, and remain calm.
- Follow instructions provided by emergency response personnel.

## Power Outage or Utility Failure

- Contact Facilities Management (703-993-2525) to report the utility outage.
- Remain calm, turn off sensitive equipment, and exit the area if safety permits.
- Buildings without power, water, heating, ventilation, or air conditioning should not be occupied.

## Suspicious Person or Package

- Never confront a suspicious person or handle a suspicious package.
- Contact **University Police** (703-993-2810) and provide as much information as possible about the situation.
- Leave the area and await further instruction from police.

## Rave Guardian App

Scan the QR code to learn more about this resource.

### Key Features:

- Call or message University Police with one click.
- Report concerning behavior or situations to University Police.
- Access virtual safety escort and university resources.



## Wi-Fi Calling

Scan the QR code to learn more about this resource.

### Key Features:

- Make phone calls and send text messages wherever Wi-Fi is available.
- Enable cell phones to automatically use Wi-Fi calling when needed.
- Available to use on your personal and/or university-managed devices.



## Stay Informed

- Confirm your cell phone is registered with Mason Alert, and download the Rave Guardian app.
- Monitor Mason Alert and [gmuedu](http://gmuedu) for information about emergencies and campus operations.
- Check local emergency alerts and news for information on regional emergencies.

Visit [ready.gmu.edu](http://ready.gmu.edu)  
for more emergency preparedness  
information and resources.

# 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, George 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. George 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 George 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 George Mason Police or Risk, Safety, and Resilience (RSR) to issue an emergency notification.
3. The chief of police; assistant vice president for Risk, Safety, and Resilience; or their designee will make the appropriate notifications to the university's executive leadership and initiate all or some portions of George Mason's emergency notification system.
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, George Mason may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the university will issue the emergency notification to the campus community.



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

George 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 George Mason community should receive the notification. Generally, university officials will distribute the notification to the entire campus community.

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

George Mason Police shares responsibility with RSR for issuing emergency notifications and determining the contents of the notifications. George 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:

- Upon awareness of an emergency, the president of George Mason University Korea will direct the manager or assistant manager of Academic and Student Affairs to distribute notification on their behalf.

## **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, digital signage, outdoor speaker notification, social media, and the Mason Mobile app.

### **How to Manage Mason Alert Email Addresses**

All university students and employees are automatically enrolled to receive emails from Mason Alert and are strongly advised to register one or more cell phones in the Mason Alert System to ensure they receive emergency messages.

For more information on how to manage your Mason Alert account, visit [alert.gmu.edu](https://alert.gmu.edu).

### **Parents, Guardians, Family, and Friends**

Please ask your student(s) to register all of your appropriate cell phone numbers and email addresses on their @gmueu accounts to allow the university to maintain your account for the duration of your student's time at George Mason.

If you have any questions or concerns about the Mason Alert Emergency Notification System, please send an email to [alert@gmu.edu](mailto:alert@gmu.edu). Please visit [ready.gmu.edu](https://ready.gmu.edu) for information about emergency management at George Mason and emergency preparedness resources.



# Annual Notification and Testing of Emergency Response Procedures

## DRILLS, EXERCISES, AND TRAINING

George Mason's Risk, Safety, and Resilience (RSR) conducts a variety of testing activities throughout the year. For questions about routine drills, exercises, and training, please contact RSR at 703-993-8448 or [risk@gmu.edu](mailto:risk@gmu.edu).

### Emergency Preparedness Training

Students and employees are required to complete Emergency Preparedness Training. This training focuses on understanding emergency management principles, planning for known threats and potential hazards, and knowing emergency response roles within the George Mason community.

### Earthquake Drills

Each October, George 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 [ready.gmu.edu](http://ready.gmu.edu).

### Tornado Drills

Each March, George Mason participates in a statewide tornado drill. This drill is designed to promote awareness of tornado and severe weather response procedures. This tornado 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 [ready.gmu.edu](http://ready.gmu.edu).

### Fire Drills

Fire drills are conducted on campus in accordance with the Virginia State-wide 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](http://ehs.gmu.edu).

Emergency Exercises

Annually, George 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 all university buildings. The frequency of fire drills is dependent 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 RSR. 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

George Mason is required by federal law to issue timely warnings to the campus community when there is information that a Clery Act Crime or pattern of Clery Act Crimes has occurred on the university’s Clery Act 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 George Mason Police is notified; however, the release of the warning is subject to the availability of accurate George 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 assistant vice president for communications or designee, George 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, George 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, George 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 George Mason Police's website within two business days of receiving a report ([police.gmu.edu/crime-log](https://police.gmu.edu/crime-log)), and is also made available, in hard-copy format, to walk-in customers from George 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, 8:30 a.m. to 4 p.m. (closed between noon and 1 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. George Mason encourages community members to promptly report any security concerns, including concerns about locking mechanisms or lighting to George Mason Police. Upon request, George Mason Police will evaluate the security strength of university offices and residences and recommend corrective action. George 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. 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. All members of the George 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 George 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. 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 Mason Square only. The callboxes ring directly to George Mason Police's Emergency Communications Center. Security cameras are strategically located throughout Mason Square and the Science and



Technology, Fairfax, and Mason 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**

George 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 Campus, Mason Square, and the Science and Technology Campus 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 George Mason Police. Incheon Global Campus security guards patrol the Mason Korea Campus 24 hours a day.

## **SECURITY ESCORT SERVICE**

Upon request, George Mason Police officers or cadets will accompany members of the Fairfax Campus, Mason Square, and the Science and Technology Campus 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 George Mason Police at 703-993-2810.



# Crime Prevention and Safety Awareness Programs

Periodically throughout the year, George 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 George Mason Police.

## Crime Prevention Services

George 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 George 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 George 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.

*LGBTQ+ Liaison Lt. Guston, with George Mason's chief of police, Carl Rowan Jr., at the annual Capital Pride Parade.*





# MASON READY

Be prepared for emergencies on campus

## Mason Alert

Register your cell phone today  
to receive Mason Alert  
emergency notifications



## RAVE Guardian

Download our mobile app  
and access features like:

- Contact University Police and relay your location (virtual Blue Light Phone)
- Set a safety timer to walk alone with confidence
- Submit crime tips to University Police anonymously
- Links to resources and university contacts that you may need in an emergency
- ...and more!

VISIT [READY.GMU.EDU](https://READY.GMU.EDU) TO LEARN MORE  
ABOUT EMERGENCY PREPAREDNESS



## **Crime Solvers Program**

George Mason Police is a member of the Fairfax City Crime Solvers Program. Information reported to George Mason Police that leads to an arrest may be eligible for a reward of up to \$1,000. George 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**

George 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. George Mason Police has personnel trained in counseling victims of crime.

## **Social Media**

Follow George Mason Police on Facebook to monitor all crime updates.

[Facebook.com/gmupolice](https://www.facebook.com/gmupolice)

## **Criminal Trespass Notices 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 George Mason Police of any criminal action or suspicious behavior. Criminal trespass notices can be issued to suspicious persons and those who violate laws. Anyone returning to a George Mason campus after being issued a trespass notice is subject to arrest.

## **Report It—Online Tool for Registering Valuables**

George Mason Police encourages community members to register their valuables online at [reportit.leadsonline.com](https://reportit.leadsonline.com). This free service, operated by LeadsOnline, allows users to securely store serial numbers, item descriptions, pictures, and scans of receipts so that items may be more easily identified in the event of theft or loss.

## **Active Threat and Stop the Bleed Training**

Risk, Safety, and Resilience (RSR) offers a combination course that includes information on how to respond to an active threat situation and provide first aid for large-volume bleeding. You will gain hands-on experience with how to use a tourniquet and provide first aid to someone who is bleeding. You



*George Mason Police officers conduct security operations for on-campus special events such as election debates or rallies.*

will also learn the RUN-HIDE-FIGHT response to an active shooter situation. This class also offers participants the ability to ask what-if questions as they pertain to active threat situations. The course is open to faculty, staff, and students. Contact [risk@gmu.edu](mailto:risk@gmu.edu) for more information.

### **Emergency Preparedness App—Rave Guardian**

Rave Guardian is a campus safety mobile application that enhances preparedness and safety on campus using interactive features and allowing students to create a virtual network of friends, family, and campus safety personnel. The application also includes anonymous, two-way crime reporting through text and picture messaging. The application is available to all students with a university email address for free through the iTunes store and the Google Play store. For more information about Rave Guardian visit [ready.gmu.edu](http://ready.gmu.edu).

## **Personal Safety Tips**

George 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 basic 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 nonemergency phone number of George Mason Police: 703-993-2810. Save it in your cell phone contacts.
- Notify George 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 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-lit 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 George 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.
- 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. Consider throwing it to the ground, running in the other direction, and reporting the incident to the George 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

George Mason prohibits sexual violence, which includes the crimes of dating violence, domestic violence, sexual assault, and stalking. The university is committed to increasing the awareness of and helping prevent 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 George 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

- **Cookies and Consent:** Since 2014, the Student Support and Advocacy Center has hosted an event each August called Cookies and Consent where students use cookie decorating to learn more about consent in all relationships.
- **Speak About It:** Speak About It empowers incoming students to foster healthier relationships and educates students on consent, sexual assault prevention, and bystander intervention through performance-based programs. Speak About It is offered each year during the Preamble and orientation for all incoming undergraduate students.



- **Consent Carnival:** The Consent Carnival is a table fair style event that focuses on consent and healthy relationships that is hosted each September by the Student Support and Advocacy Center with partners both at the university and in the George Mason local community. The event includes education around healthy sexual practices, asking and giving consent, consent language, healthy relationships, boundaries, and relationship skills.
- **Stalking Awareness Month:** The Student Support and Advocacy Center hosts awareness programs and events each January to raise awareness of stalking and resources in our community. This includes campaigns such as the stalking awareness bookmark campaign and kiosks around campus. Information includes statistics, warning signs, and how stalking may overlap with other forms of sexual and interpersonal violence.
- **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 George Mason's campuses.
- **Sexual Assault Prevention Online Training:** This is an online training offered to all new students at George Mason University about consent, sexual and interpersonal violence, resources such as the Student Support and Advocacy Center, George Mason Police, and Diversity, Equity, and Inclusion.
- **Denim Day:** The last Wednesday every April, the Student Support and Advocacy Center, along with the George Mason University Community, joins the national organization Peace Over Violence to host a day-long event called Denim Day. 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 indicated legal "consent." Women in the Italian Parliament wore jeans and carried signs in protest, and the California legislature brought this issue to the United States. Since then, Denim Day has been an opportunity to remind the community that clothing choices do not communicate consent to any sexual contact. SSAC has hosted a variety of Denim Day events and passive programs encouraging the George Mason community to get involved and to learn more about ending victim blaming.

- **Student Support and Advocacy Center Workshops (SSAC):** SSAC offers a variety of free workshops for the George Mason community. Workshops include Healthy Boundaries and gmU, Healthy Relationship Celebration, Supporting Survivors and Responding to Disclosures faculty and staff training, Supporting Survivors and Responding to Disclosures student training, and Alcohol and You. Students, staff, faculty, and community members can request workshops for 30 to 90 minutes for their class, the student organization, department, or other group. Community members may also complete the workshops when open to the entire community.
- **Diversity, Equity, and Inclusion (DEI):** DEI offers a variety of learning opportunities to help employees develop professional skills and meet personal goals. Managers, supervisors, faculty, deans and department heads are responsible for informing employees who are under their direction or supervision of George Mason's policies prohibiting discrimination, harassment, and retaliation. All employees are required to complete a training session on Sexual Harassment Prevention and Equal Opportunity annually. The Title IX staff also provides in-person education to student groups on George Mason's sexual and interpersonal misconduct policy, affirmative consent, on- and off-campus support resources, and reporting options.

In addition, DEI offers training on Ethics, Diversity and Cultural Awareness, Affirmative Action, ADA, and custom training. DEI offers a regular schedule of training sessions. If you don't see training on the topic you need, request a custom training session, and we'll set one up.

Visit [diversity.gmu.edu/training](https://diversity.gmu.edu/training) for more information.

Contact SSAC for more information about any upcoming programs to prevent sexual violence at George Mason. Call 703-993-3686 or visit [ssac.gmu.edu](https://ssac.gmu.edu).

## Safe and Positive Options for Bystander Intervention

Everyone has a role to play in preventing sexual violence. 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 violence 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, sexual exploitation, 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.
- Some perpetrators might be 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 violence

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 isn’t fun. 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?"

SSAC offers bystander intervention training to help you identify risky situations and practice intervention techniques. Check out [ssac.gmu.edu](https://ssac.gmu.edu) or contact the SSAC office at 703-993-3686 for upcoming Prosocial Bystander Intervention training sessions.

### **If you become aware that a sexual assault has occurred:**

- Listen.
- Be supportive.
- Encourage the victim to talk to a professional, such as someone from SSAC (confidential resource), Title IX office, George 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.
- 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 [rainn.org](https://rainn.org) and Love is Respect at [loveisrespect.org](https://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. This list is not exhaustive, but offers suggestions from nationally recognized organizations involved in the prevention and awareness of issues such as sexual 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 George 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 a 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 George 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 include**

#### **§ 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 include**

### **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. If the person contacts or follows or attempts to contact or follow the person at whom the conduct is directed after being given actual notice that the person does not want to be contacted or followed, such actions shall be prima facie evidence that the person intended to place that other person, or reasonably should have known that the other person was placed, in reasonable fear of death, criminal sexual assault, or bodily injury to himself or a family or household member.

- 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 under this section or for a substantially similar offense under the law of any other jurisdiction is guilty of a Class 6 felony.
- C. 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.
- D. Upon finding a person guilty under this section, the court shall, in addition to the sentence imposed, issue an order prohibiting contact between the defendant and the victim or the victim's family or household member.
- E. The Department of Corrections, sheriff, or regional jail director shall give notice prior to the release from a state correctional facility or a local or regional jail of any person incarcerated upon conviction of a violation of this section, to any victim of the offense who, in writing, requests notice, or to any person designated in writing by the victim. The notice shall be given at least 15 days prior to release of a person sentenced to a term of incarceration of more than 30 days or, if the person was sentenced to a term of incarceration of at least 48 hours but no more than 30 days, 24 hours prior to release. If the person escapes, notice shall be given as soon as practicable following the escape. The victim shall keep the Department of Corrections, sheriff, or regional jail director informed of the current mailing address and telephone number of the person named in the writing submitted to receive notice.

All information relating to any person who receives or may receive notice under this subsection shall remain confidential and shall not be made available to the person convicted of violating this section.

For purposes of this subsection, "release" includes a release of the offender from a state correctional facility or a local or regional jail (i) upon completion of his term of incarceration or (ii) on probation or parole.

No civil liability shall attach to the Department of Corrections nor to any sheriff or regional jail director or their deputies or employees for a failure to comply with the requirements of this subsection.

F. For purposes of this section:

"Family or household member" has the same meaning as provided in Va. Code § 16.1-228.

## **South Korea defines stalking as the following**

### **Chapter III, Article 18 (Crime of Stalking)**

1. The term "act of stalking" means engaging in any of the following acts directed at the other person or a member of the other person's household or family against the will of the other person, without good reason, which causes the other person anxiety or fear:
  - A. An act of approaching or following the other person or obstructing the other person's path;
  - B. An act of waiting for or observing the other person at the other person's residence, workplace, or school, or other places of daily life (hereinafter referred to as "residence, etc."), or the vicinity thereof;
  - C. An act of having things, written or verbal statements, codes, sound, drawings, pictures, or video images (hereinafter referred to as "things, etc.") delivered by mail, telephone, facsimile, or information and communications networks defined in Article 2 (1) 1 of the Act on Promotion of Information and Communications Network Utilization and Information Protection;
  - D. An act of having things, etc. delivered directly or through a third person or placing things, etc. in the other person's residence, etc. or the vicinity thereof;
  - E. An act of damaging things, etc. placed in the other person's residence, etc. or the vicinity thereof;

2. The term "crime of stalking" means engaging in a repeated or continuing act of stalking;
3. The term "victim" means any person who has suffered direct harm as a result of the crime of stalking;
4. The term "victim, etc." means a victim and a person who has been subjected to the act of stalking.

## Chapter III Penalty Provisions

### Article 18 (Crime of Stalking)

1. A person who commits a crime of stalking shall be punished by imprisonment with labor for not more than three years or by a fine not exceeding 30 million won.
2. A person who commits a crime of stalking by carrying or using a deadly weapon or other dangerous thing shall be punished by imprisonment with labor for not more than five years or by a fine not exceeding 50 million won.

## 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, George Mason's Student Support and Advocacy Center (SSAC)—any or all of the above. You can also contact 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, drink or eat, 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 George Mason Police at 703-993-2810.

## **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.

## 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.

- 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 the Student Support and Advocacy Center (SSAC) to explore your options regarding
  - receiving medical care
  - reporting the incident to the police
  - pursuing campus judicial intervention
  - seeking academic or administrative intervention
- SSAC is located on the Fairfax Campus in SUB I, Suite 3200. Call 703-993-3686 between 9 a.m. and 5 p.m. Monday through Friday. [ssac.gmu.edu/what-to-do-if-an-incident-occured](https://ssac.gmu.edu/what-to-do-if-an-incident-occured)
- **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](mailto: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 George Mason Police and Student Support and Advocacy Center (SSAC) 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 notice to stop.** This notice 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 emails, 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).
- **File a report with George 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](mailto:Ex.postmaster@gmu.edu).

- **If contacting the ISP does not produce results**

Contact SSAC for help and guidance at 703-993-3686.

Call George 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 [whitepages.com](http://whitepages.com).

## IN CASES OF RELATIONSHIP VIOLENCE

### Getting Help

- Violence is never the victim's fault.
- Know that you have legal choices. Call George Mason Police at 703-993-2810 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

- 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 GEORGE 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 George Mason Police at 703-993-2810 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. Report the crime to George Mason or local police with the intent of pressing criminal charges.
2. Report the crime to George Mason Police anonymously using the George Mason Crime Solvers anonymous tip line at 703-993-4111.
3. 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 page 86 of this report.
4. Choose to not report the crime to police or any campus authority.

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.

- For a list of confidential resources, see pages 2-5.

## **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 SSAC for assistance at 703-993-3686 or George 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 SSAC for assistance at 703-993-3686.

## **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; and
- 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 a 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 one 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 at 800-552-4007 or SSAC at 703-993-3686.

## 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: [vsp.state.va.us](http://vsp.state.va.us) (select “Sex Offender Registry”). For students at Mason Korea, sex offender registration information is available at the following South Korean Government website: [sexoffender.go.kr/index.nsc](http://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, George Mason Police must be contacted immediately. The *Missing Person Guide* is available at [ready.gmu.edu](http://ready.gmu.edu).

## NOTIFICATION PROCEDURES

If you suspect someone you know is missing, **notify George 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 George 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 George Mason Police policies.
- Notify the appropriate George 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 Housing and Residence Life (HRL) 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.

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

## Student Residents

Student residents should notify the HRL community director or resident advisor as soon as they suspect that a fellow student resident is missing. HRL will attempt to locate the student, report missing students to George Mason Police and/or local police within 24-hours, and lend assistance to George 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 access to their residence hall room:

1. Access the Housing and Residence Life website at [housing.gmu.edu](https://housing.gmu.edu).
2. Select "Access the Housing Portal" near the middle of the page.
3. Log into your Housing Portal.
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 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

George 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](http://patriotweb.gmu.edu), using the following steps:

1. Log into Patriot Web ([patriotweb.gmu.edu](http://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

A person that deviates from a normal routine, fails to appear for a scheduled event, and is unable to be reached may be considered missing. Any person missing for more than 24 hours must be reported.

If a student or employee is suspected to be missing or the victim of foul play, observe the following procedures:

1. Notify the Mason Korea emergency operations team.
2. Notify emergency services immediately (119 or 112) 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 all involved investigating agencies 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. The Mason Korea emergency operations team may assist the local responding agency to the extent reasonably possible.
- If the student is a U.S. or non-Korean international student, the associate dean of student affairs will notify the individual's guardian or emergency contact(s).

## Drug and Alcohol Policy

### STUDENT DRUG AND ALCOHOL POLICY

The Student Drug and Alcohol Policy applies to all George Mason students at all university locations. The full Student Drug and Alcohol Policy is available at [studentconduct.gmu.edu/university-policies/drug-and-alcohol-policies](https://studentconduct.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). George 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.
7. The university will encourage parental involvement in accord with the provisions of the Family Educational Rights and Privacy Act (FERPA).

## **MEDICAL AMNESTY PROGRAM**

The goal of medical amnesty is to foster and protect the health and safety of the George Mason University community. The health, safety, and well-being of students and the university community are of the utmost importance at George Mason. As a result, the university provides an amnesty program as an effort to support students who experience a first alcohol and/or other drug-related situation, and the responsible student(s) who seek assistance for them. Amnesty offers students who proactively exhibit responsible behavior the opportunity for educational, nondisciplinary intervention for the incident.

In order to foster an environment that supports integrity, safety, well-being, and responsible bystander behavior, George Mason expects members of its community to engage in conduct that is consistent with university policy, and encourages individuals to seek necessary medical attention for themselves and others. It is the goal of this program for students to take action, provide assistance, and practice accountability. The complete Medical Amnesty Program is described at [studentconduct.gmu.edu](https://studentconduct.gmu.edu). Questions about the Medical Amnesty Program can be directed to the Office of Student Conduct at 703-993-6209.

## **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 George 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. George 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 George 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 participate in an educational sanction administered by personnel of the university's Student Support and Advocacy Center.
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 George 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 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 George Mason, at all university locations. The full Employee Drug and Alcohol Policy is available at [universitypolicy.gmu.edu/policies/employee-drug-and-alcohol-policy](https://universitypolicy.gmu.edu/policies/employee-drug-and-alcohol-policy).

## Policy Statement

The university prohibits unauthorized manufacture, distribution, possession, and use of alcohol or other drugs by employees in the workplace. George 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). George 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.

**Virginia Code § 4.1-1105.1. Possession of marijuana or marijuana products unlawful in certain cases.**

- A. No person younger than 21 years of age shall consume or possess, or attempt to consume or possess, any marijuana or marijuana products, except by any federal, state, or local law-enforcement officer or his agent when possession of marijuana or marijuana products is necessary in the performance of his duties. Such person may be prosecuted either in the county or city in which the marijuana or marijuana products were possessed or consumed or in the county or city in which the person exhibits evidence of physical indicia of consumption of marijuana or marijuana products.
- B. Any person 18 years of age or older who violates subsection A is subject to a civil penalty of no more than \$25 and shall be ordered to enter a substance abuse treatment or education program or both, if available, that in the opinion of the court best suits the needs of the accused.



C. Any juvenile who violates subsection A is subject to a civil penalty of no more than \$25 and the court shall require the accused to enter a substance abuse treatment or education program or both, if available, that in the opinion of the court best suits the needs of the accused.

**Virginia Code § 4.1-1107. Using or consuming marijuana or marijuana products while in a motor vehicle being driven upon a public highway.**

A. It is unlawful for any person to use or consume marijuana or marijuana products while driving a motor vehicle upon a public highway of the Commonwealth or while being a passenger in a motor vehicle being driven upon a public highway of the Commonwealth.

B. A judge or jury may make a permissive inference that a person has consumed marijuana or marijuana products in violation of this section if (i) an open container is located within the passenger area of the motor vehicle, (ii) the marijuana or marijuana products in the open container have been at least partially removed and (iii) the appearance, conduct, speech, or other physical characteristic of such person, excluding odor, is consistent with the consumption of marijuana or marijuana products. Such person may be prosecuted either in the county or city in which the marijuana was used or consumed, or in the county or city in which the person exhibits evidence of physical indicia of use or consumption of marijuana.

C. Any person who violates this section is guilty of a Class 4 misdemeanor.

**Virginia Code § 4.1-1108. Consuming marijuana or marijuana products, or offering to another, in public place.**

A. No person shall consume marijuana or a marijuana product or offer marijuana or a marijuana product to another, whether accepted or not, at or in any public place.

B. Any person who violates this section is subject to a civil penalty of no more than \$25 for a first offense. A person who is convicted under this section of a second offense is subject to a \$25 civil penalty and shall be ordered to enter a substance abuse treatment or education program or both, if available, that in the opinion of the court best suits the needs of the accused. A person convicted under this section of a third or subsequent offense is guilty of a Class 4 misdemeanor.

## **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

George Mason uses a two-prong approach to programming: offering alcohol-free social activities and providing educational programs. The university offers a variety of fun and sober events to encourage students to socialize without using alcohol or other drugs. George Mason’s Student Involvement, Patriot Activities Council, and Weekends at George Mason spearhead the planning and implementation of campuswide, alcohol-free social events, and the Office of Housing and Residence Life (HRL) 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. George Mason also offers a range of programming to educate students about the health implications and risks associated with alcohol and other drug use. The Student Support and Advocacy Center (SSAC) frequently partners with HRL (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, SSAC and HRL 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).

## PROGRAMS FROM FALL 2021 TO SPRING 2023

- **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 George Mason team player through pro-social bystander behavior.
- **Safe Spring Break Fair (SSAC and Housing).** Celebrate Spring Break early with Student Support and Advocacy Center (SSAC)! Each year, SSAC 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 (SSAC, Housing, Intercollegiate Athletics, Off-Campus Student Programs and Services, and Fraternity and Sorority Life).** Each semester, George 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 SSAC).** George Mason sends a team comprising SSAC, 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 (AA)** 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.”

- **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](https://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 are to have unprotected sex. [shs.gmu.edu](https://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. [adultchildren.org](https://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. [ssac.gmu.edu/recovery](https://ssac.gmu.edu/recovery) and [aavirginia.org](https://aavirginia.org)
- **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. [marijuana-anonymous.org/meetings/in-person/21-area/104-virginia](https://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. 1-800-543-4670. [cprna.org](https://cprna.org)
- **SMART Recovery** provides support to individuals who are considering or engaging in abstinence from any type of addictive behavior. 703-486-0202. [ssac.gmu.edu/recovery](https://ssac.gmu.edu/recovery) and [smartrecovery.org](https://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  
[harrisonhouseofvirginia.com](https://harrisonhouseofvirginia.com)

- Inova Comprehensive Addiction Treatment Services (CATS): 703-776-7771  
[inova.org/healthcare-services/behavioral-health/cats/index.jsp](https://inova.org/healthcare-services/behavioral-health/cats/index.jsp)
- National Counseling Group (Annandale, Virginia): 703-813-5982  
[nationalcounselinggroup.com](https://nationalcounselinggroup.com)
- National Capital Treatment and Recovery (Arlington, Virginia):  
703-841-0703 Ext. #1 [natcaptreatment.org](https://natcaptreatment.org)
- Recovery Center of Northern Virginia (Herndon and Leesburg, Virginia):  
703-464-5122 [aquilarecoveryva.com](https://aquilarecoveryva.com)
- Virginia Hospital Center's Addiction Treatment Program (Arlington, Virginia):  
703-558-8662 [virginiahospitalcenter.com/medical/addiction/addiction.aspx](https://virginiahospitalcenter.com/medical/addiction/addiction.aspx)

## Public Agencies

- Arlington County Behavioral Healthcare: 703-228-4900  
[health.arlingtonva.us/behavioral-healthcare/substance-abuse](https://health.arlingtonva.us/behavioral-healthcare/substance-abuse)
- Fairfax County Community Services Board: 703-383-8500  
[fairfaxcounty.gov/csb/services](https://fairfaxcounty.gov/csb/services)
- Prince William County Community Services: 703-792-7800  
[pwcva.gov/department/community-services/substance-use-services](https://pwcva.gov/department/community-services/substance-use-services)

## Legal

- Fairfax Bar Lawyer Referral Services: 703-246-3780  
[fairfaxbar.org/page/LRS](https://fairfaxbar.org/page/LRS)

## EMPLOYEE INFORMATION

The abuse of drugs and alcohol by employees is incompatible with the goals of George 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 George 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

George 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 [dhrm.virginia.gov/employeeprograms/employeeassistance](https://dhrm.virginia.gov/employeeprograms/employeeassistance). SSAC 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](https://universitypolicy.gmu.edu/policies/employee-drug-and-alcohol-policy)
- Employee Drug and Alcohol Procedures, including sanctions. [universitypolicy.gmu.edu/wp-content/uploads/2013/02/Policy-2219-Procedures.pdf](https://universitypolicy.gmu.edu/wp-content/uploads/2013/02/Policy-2219-Procedures.pdf)
- Employee Drug and Alcohol Resources. [dhrm.virginia.gov/employeeprograms/employeeassistance](https://dhrm.virginia.gov/employeeprograms/employeeassistance)

## Definition of Consent in Reference to Sexual Activity

Consent means affirmative agreement to engage in conduct. In order to be affirmative, the agreement must be demonstrated through clear words or actions and must be informed and voluntary. A person who wants to engage in a specific sexual activity is responsible for obtaining Consent for that activity. Lack of protest does not constitute Consent. Lack of resistance does not constitute Consent. Silence and/or passivity also do not constitute Consent.

Consent to one form of sexual activity does not, by itself, constitute Consent to another form of sexual activity. Consent to sexual activity on a prior occasion does not, by itself, constitute Consent to future sexual activity. In cases of prior relationships, the manner and nature of prior communications between the parties and the context of the relationship may have a bearing on the presence of Consent.

Consent may be withdrawn at any time. An individual who seeks to withdraw Consent must communicate, through clear words or actions, a decision to cease the sexual activity. Once Consent is withdrawn, the sexual activity must cease immediately.

Consent cannot be obtained through physical violence, threats, intimidation, or coercion.

- a) Physical violence means that a person is exerting control over another person through the use of physical force. Examples of physical violence include hitting, punching, slapping, kicking, restraining, choking, and brandishing or using any weapon.
- b) Threats are words or actions that would compel a reasonable person to engage in unwanted sexual activity. Examples include threats to harm a person physically, to reveal private information, to harm a person's reputation, or to cause a person academic or economic harm.
- c) Intimidation is an implied threat that menaces or causes reasonable fear in another person. A person's size, alone, does not constitute intimidation; however, a person's size may be used in a way that constitutes intimidation (e.g., blocking access to an exit).
- d) Coercion is the use of an unreasonable amount of pressure to gain sexual access. Coercion is more than an effort to persuade, entice, or attract another person to engage in sexual activity. When a person makes clear a decision not to participate in a particular activity, a decision to stop a partic-



ular activity, or a decision not to go beyond a certain activity, continued pressure can be coercive. In evaluating whether coercion was used, the University will consider: (i) the frequency of the application of the pressure, (ii) the intensity of the pressure, (iii) the degree of isolation of the person being pressured, and (iv) the duration of the pressure.

Consent also cannot be obtained by taking advantage of the Incapacitation of another, where the person initiating sexual activity knew or reasonably should have known that the other person was Incapacitated. In evaluating Consent in cases of alleged Incapacitation, the University asks two questions: (1) Did the person initiating sexual activity know that the other party was Incapacitated? And if not, (2) Would a sober, reasonable, lay (i.e., non-medical professional) person in the same situation have known that the other party was Incapacitated? If the answer to either of these questions is “YES,” Consent was absent.

**Incapacitation:** Incapacitation means that a person lacks the ability to make informed, rational judgments about whether or not to engage in an activity. A person may be Incapacitated as a result of the consumption of alcohol and/or other drugs, mental or physical helplessness, sleep, unconsciousness, lack of awareness that an activity is taking place or due to a temporary or permanent physical or mental health condition. Incapacitation as a result of consumption of alcohol and/or drugs is a state beyond drunkenness or intoxication. A person is not necessarily Incapacitated merely as a result of drinking or using drugs.

Evaluating Incapacitation requires an assessment of an individual’s abilities to:

- Communicate a choice
- Understand relevant information
- Reason about choices; and/or
- Appreciate the consequences of a situation.

Potential indicators of Incapacitation include (1) an inability to understand or answer questions such as: “Do you know where you are?”, “Do you know how you got here?”, “Do you know what is happening?”, “Do you know whom you are with?”; (2) slurred or incomprehensible speech; (3) unsteady gait; (4) combativeness; (5) emotional volatility; (6) vomiting; or (7) incontinence.

# Sexual and Gender-Based Misconduct and Other Forms of Interpersonal Violence

[The most up-to-date policy on Sexual and Gender-Based Misconduct and Other Forms of Interpersonal Violence (University Policy Number 1202) is available online at [universitypolicy.gmu.edu/policies/sexual-harassment-policy](https://universitypolicy.gmu.edu/policies/sexual-harassment-policy).]

## SCOPE

This policy applies to George Mason University (“University”) students, employees, employees of contractors, visitors, guests, and other third parties.

This policy applies to acts of Prohibited Conduct when

1. The conduct occurs on campus or other property owned or controlled by the University;
2. The conduct occurs in the context of a University employment or education program or activity, including, but not limited to, University-sponsored study abroad, research, online, or internship programs; or
3. The conduct occurs outside the context of University employment or a University educational program or activity, but has continuing adverse effects on or creates a hostile environment for an individual while on the University’s campus or other property owned or controlled by the University or in any University employment or educational program or activity.

## POLICY STATEMENT

The University is committed to providing a safe and non-discriminatory learning, living, and working environment for all members of the University community. The University does not discriminate on the basis of sex or gender in any of its education or employment programs and activities. The University complies with Title IX of the Education Amendments of 1972 (“Title IX”); 34 CFR Part 106 (“Title IX Regulations”); Title VII of the Civil Rights Act of 1964 (“Title VII”); the Virginia Human Rights Act; Violence Against Women Act (“VAWA”); and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”).

It is a violation of University policy to engage in Sexual Assault, Quid Pro Quo Sexual Harassment, Hostile Environment Sexual Harassment,<sup>1</sup> Sexual Exploitation, Dating Violence, Domestic Violence and Stalking, and Complicity in the commission of any act prohibited by this policy, and Retaliation against a person for the good faith reporting of any of these forms of conduct or participation in any investigation or proceeding under this policy (collectively, “Prohibited Conduct”). Prohibited Conduct is prohibited regardless of the sex, sexual orientation, and/or gender identity/expression of the Complainant or Respondent. Prohibited Conduct under this policy extends beyond the definitions of “sexual harassment” adopted by the Department of Education in the Title IX Regulations.

The University will take prompt and equitable action to eliminate Prohibited Conduct, prevent its recurrence, and remedy its effects. Some forms of Prohibited Conduct may also constitute crimes under Virginia law, which may subject a person to criminal prosecution and punishment in addition to any sanctions under this policy. Complainants have the right to notify or decline to notify law enforcement in addition to any actions taken under this policy. Complainants may simultaneously pursue criminal and University complaints.

The University urges anyone who becomes aware of an incident of Prohibited Conduct to report the incident immediately to the University’s Title IX Coordinator. Employees must report any Prohibited Conduct of which they are aware to the Title IX Coordinator, except in specific circumstances described on page 93. Reports can be made

- By contacting the University’s Title IX Coordinator or Deputy Title IX Coordinator by telephone, email, or in person at their respective location, email addresses and/or phone numbers listed on page 97 or
- By completing the online sexual or interpersonal misconduct intake form for reporting Prohibited Conduct to the Title IX Coordinator at [diversity.gmu.edu/title-ix/sexual-or-interpersonal-misconduct-report-form](https://diversity.gmu.edu/title-ix/sexual-or-interpersonal-misconduct-report-form).

---

1. The Department of Education has decided to use narrow definitions of quid pro quo and hostile environment sexual harassment in the Title IX Regulations. The University is required to use those definitions to determine if sexual harassment constitutes a violation of Title IX. However, the University has determined that conduct that falls outside of the definitions used in the Title IX Regulation can constitute sexual harassment and is therefore a violation of this Policy. As such Quid Pro Quo Sexual Harassment includes Title IX Quid Pro Quo Sexual Harassment and University Policy Quid Pro Quo Sexual Harassment, as defined in the Definition Section. Hostile Environment Sexual Harassment includes Title IX Hostile Environment Sexual Harassment and University Policy Hostile Environment Sexual Harassment, as defined in the Definition Section.

There is no time limit for reporting Prohibited Conduct to the University under this policy. Please review **Resources and Reporting Guide for Students & Employees** (Appendix B —available at [universitypolicy.gmu.edu/policies/sexual-harassment-policy](https://universitypolicy.gmu.edu/policies/sexual-harassment-policy)) for a list of available on- and off-campus confidential resources.

Upon receipt of a report, the Title IX Coordinator shall promptly contact the reporting party and, if known and different from the reporting party, the Complainant. The Title IX Coordinator shall discuss with the Complainant the options available to the Complainant under the University Grievance Procedures (Appendix A), including the option to submit a Formal Complaint, and the Supportive Measures that are available. The Title IX Coordinator may provide Supportive Measures, as determined appropriate by the Title IX Coordinator, to any individual involved in a report of Prohibited Conduct, regardless of whether the Complainant requests that the University initiate an investigation of the Prohibited Conduct. The Title IX Coordinator may also impose emergency measures as necessary to protect the physical health and safety of the Complainant, Respondent, or other individuals.

In order to initiate a formal investigation of Prohibited Conduct by the University, a Complainant must submit a Formal Complaint to the Title IX Coordinator. Upon receipt of a Formal Complaint requesting that the University investigate an allegation of Prohibited Conduct, the University shall follow the grievance procedures described in Appendix A: Procedures for Responding to Reports of Prohibited Conduct Committed by Students and Employees. A Respondent shall be presumed to be not responsible for the alleged conduct until a determination is made as to responsibility at the end of the grievance process. The University shall use the preponderance of the evidence standard in determining responsibility for a violation of this policy for all cases. Being impaired by alcohol and/or other drugs is no defense to violating this policy.

Employees or students who violate this policy may face disciplinary action up to and including termination or expulsion. Third Parties who commit Prohibited Conduct may have their relationships with the University terminated and/or their privileges of being on University premises withdrawn.

## PROHIBITED CONDUCT UNDER THIS POLICY

**Prohibited Conduct:** Prohibited Conduct is defined as the following:

- A. As provided in the Title IX Regulations, the following is defined as sexual harassment under Title IX and prohibited under this policy:<sup>2</sup>
- a. Sexual Assault: Any sexual act directed against another person, without the Consent of the Complainant including instances where the Complainant is incapable of giving Consent.
    1. 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.
    2. Sodomy—Oral or anal sexual intercourse with another person, without the Consent of the victim, including instances where the victim is incapable of giving Consent because of age or because of temporary or permanent mental or physical incapacity.
    3. Sexual Assault with An Object—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the Consent of the victim, including instances where the victim is incapable of giving Consent because of age or because of temporary or permanent mental or physical incapacity. An “object” or “instrument” is anything used by the offender other than the offender’s genitalia (e.g., a finger, bottle, handgun, stick).
    4. Fondling—The touching of the private body parts of another person for the purpose of sexual gratification, without the Consent of the victim, including instances where the victim is incapable of giving Consent because of age or because of temporary or permanent mental or physical incapacity.
  - b. Sexual Assault: Nonforcible sexual intercourse
    1. Incest—Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
    2. Statutory Rape—Nonforcible sexual intercourse with a person who is under the statutory age of consent.

---

2. The University is required by the Title IX Regulations to use these definitions for sexual harassment under Title IX.

- c. **Quid Pro Quo Sexual Harassment as Defined in Title IX Regulations** (“Title IX Quid Pro Quo Sexual Harassment”): An employee of the University conditioning the provision of aid, benefit, or service on another individual’s participation in unwelcome sexual conduct.
- d. **Hostile Environment Sexual Harassment as Defined in Title IX Regulation** (“Title IX Hostile Environment Sexual Harassment”): Unwelcome conduct based on sex that would be determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University’s education program or activity.<sup>3</sup>
- e. **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.
- f. **Domestic Violence:** Violence committed by a current or former spouse or intimate partner of the Complainant; a person with whom the Complainant shares a child in common; a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner; a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Virginia; 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 Virginia. To categorize an incident as Domestic Violence, the relationship between the Respondent and the Complainant must be more than just two people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.
- g. **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others or suffer substantial emotional distress. Stalking may

---

3. Whether conduct is unwelcome is a subjective determination based on the specific Complainant. Severity, pervasiveness, and objective offensiveness are evaluated based on the totality of the circumstances from the perspective of a reasonable person in the same or similar circumstances (“in the shoes of the Complainant”), including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

include the concept of “cyber-stalking,” a particular form of stalking in which a person uses electronic media, such as the internet, social networks, blogs, cell phones, texts, or other similar devices to pursue, harass, or to make unwelcome contact with another person in an unsolicited fashion. When allegations of stalking are unrelated to sex and/or gender-based harassment, cases may be referred to the appropriate office and governed by either the Code of Student Conduct, Department of Human Resources Policy, Administrative/Professional Faculty Handbook, or the Faculty Handbook.

**B. The University has determined that the following conduct also constitutes Prohibited Conduct:**

**a. To the extent that conduct does not fall under the definition of Title IX Quid Pro Quo Sexual Harassment or Title IX Hostile Environment Sexual Harassment, the following conduct violates University Policy:**

1. University Policy Quid Pro Quo Sexual Harassment: Unwelcome conduct based on sex where submission to or rejection of such conduct is used, explicitly or implicitly, as the basis for decisions affecting an individual's education, employment, or participation in a University program or activity.
2. University Policy Hostile Environment Sexual Harassment: Unwelcome conduct based on sex that is so severe, persistent, or pervasive that it alters the conditions of education, employment, or participation in a University program or activity, thereby creating an environment that a reasonable person in similar circumstances and with similar identities would find hostile, intimidating, or abusive. An isolated incident, unless sufficiently severe, does not amount to Hostile Environment Harassment.

**b. Sexual Exploitation: Purposely or knowingly doing one or more of the following without Consent:**

- Taking sexual advantage of another person.
- Taking advantage of another's sexuality.
- Exceeding the boundaries of consensual Sexual Contact without the knowledge of the other individual.

Sexual Exploitation may be committed for any purpose, including sexual arousal or gratification, financial gain, or other personal benefit.

Examples include, but are not limited to, purposefully or knowingly:

- Causing the incapacitation of another person through alcohol and/or drugs (or any other means) for the purpose of compromising that person's ability to give Affirmative Consent to sexual activity;
- Allowing third parties to observe private sexual activity from a hidden location (e.g., closet) or through electronic means (e.g., Skype or live-streaming of images) without consent of all parties;
- Engaging in voyeurism [e.g., watching private sexual activity without the consent of the participants or viewing another person's intimate parts (including genitalia, groin, breasts or buttocks) in a place where that person would have a reasonable expectation of privacy];
- Recording or photographing private sexual activity and/or a person's intimate parts (including genitalia, groin, breasts, or buttocks) without consent;
- Disseminating or posting images of private sexual activity and/or a person's intimate parts (including genitalia, groin, breasts, or buttocks) without consent;
- Maliciously threatening to disclose or disclosing an individual's Sexual Orientation, Gender Identity, or Gender Expression;
- Prostituting another person;
- Possessing, creating, or distributing child pornography;
- Exposing another person to a sexually transmitted infection or virus without the other's knowledge; or
- Failing to use contraception, or deliberately removing or compromising contraception (Stealthing) without the other party's knowledge.

c. Complicity: Complicity is any act taken with the purpose of aiding, facilitating, promoting or encouraging the commission of an act of Prohibited Conduct under this Policy by another person. Examples of complicity include, but are not limited to, restraining another individual during a sexual assault, encouraging someone to commit dating violence or sexual assault, or intentionally not intervening for the purpose of facilitating another person committing Prohibited Conduct.

C. Retaliation: No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy, or because the individual has



made a report or complaint, testified, assisted, participated, or refused to participate in any manner in an investigation, proceeding, or hearing under Title IX or this policy.

## DEFINITIONS UNDER THIS POLICY

**Title IX Coordinator:** The Title IX Coordinator is the University employee responsible for coordinating the University's compliance with and enforcement of Title IX and this policy.

**Complainant:** An individual who is alleged to be the victim of Prohibited Conduct.

**Respondent:** An individual who has been reported to be the perpetrator of conduct that could constitute Prohibited Conduct.

**Confidential Employee:** Any employee of the Student Support and Advocacy Center (SSAC), Counseling and Psychological Services (CAPS), or Student Health Services (SHS) or any other employee who is a licensed medical, clinical, or mental-health professional (e.g., physicians, nurses, physicians' assistants, psychologists, psychiatrists, professional counselors and social workers, and those performing services under their supervision), when acting in that professional role in the provision of services to a patient who is a student ("health care providers"); and (2) any employee providing administrative, operational, and/or related support for such health care providers in their performance of such services.

**Non-Confidential Employee:** Any employee who is not a Confidential Employee. This includes students who are serving as Resident Assistants, Graduate Teaching Assistants, and all other student-employees, when disclosures are made to any of them in their capacities as employees.

**Formal Complaint:** A document or electronic submission (e.g., email, or online form) filed by a Complainant or the Title IX Coordinator with the Title IX Coordinator alleging Prohibited Conduct against a Respondent and requesting that the University investigate the allegation of Prohibited Conduct. A Formal Complaint filed by a Complainant must contain a physical or digital signature or otherwise indicate that the complainant is the person filing the Formal Complaint.

**Supportive Measures:** Non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available without fee or charge to a Complainant or Respondent that (1) restore or preserve equal access to the University employment or education programs and activities, without unreasonably burdening the other party, (2) protect the safety of the parties or the University community, or (3) deter Prohibited Conduct.

## SUPPORTIVE MEASURES

The University offers a wide range of Supportive Measures for Students and Employees, whether as Complainants or Respondents, to provide support throughout the initiation, investigation, and resolution of a report of Prohibited Conduct. The Title IX Coordinator is responsible for providing Supportive Measures, as deemed appropriate by the Title IX Coordinator. The University will offer reasonable and appropriate Supportive Measures to protect continued access to University employment or education programs and activities. Supportive Measures may be both remedial (designed to address safety and well-being and continued access to educational opportunities) or protective. Supportive measures may be temporary or permanent and may include, but are not limited to, no-contact directives, residence modifications, academic modifications and support, work schedule modifications, interim disciplinary suspension, interim suspension from employment, and pre-disciplinary leave (with or without pay).

Supportive Measures are available regardless of whether a Complainant pursues a complaint or investigation under this policy. The University will maintain the confidentiality of any Supportive Measures provided under this policy to the extent practicable and will promptly address any violation of the Supportive Measures. The Title IX Coordinator has the discretion to impose and/or modify any interim Supportive Measure based on all available information. The Title IX Coordinator is available to meet with Complainants or Respondents to address any concerns about the provision of Supportive Measures.

## RESPONSIBILITY OF EMPLOYEES TO REPORT PROHIBITED CONDUCT

### 1. Confidential Employees

Confidential Employees provide confidential, trauma-informed counseling or support. Please review **Resources and Reporting Guide for Students & Employees** (Appendix B—available at [universitypolicy.gmu.edu/policies/sexual-harassment-policy](https://universitypolicy.gmu.edu/policies/sexual-harassment-policy)) for a list of available on- and off-campus confidential resources. Confidential Employees will not disclose information about Prohibited Conduct reported to them by a student to the Title IX Coordinator without the student's permission, unless there is a continuing threat of serious harm to the patient/client or to others or there is a legal obligation to reveal such information (e.g., where there is suspected abuse or neglect of a minor).

### 2. Non-Confidential Employees

Non-Confidential Employees are required to report to the Title IX Coordinator all relevant details (obtained directly or indirectly) about any incident of

Prohibited Conduct that involves a student or an employee as a Complainant, Respondent, and/or witness, including dates, times, locations, and names of parties and witnesses. This includes reports related to on- or off-campus conduct. Non-Confidential Employees are not required to report information disclosed (1) at public awareness events (e.g., Take Back the Night candlelight vigils, protests, survivor speak-outs, or other public forums in which students may disclose incidents of Prohibited Conduct; collectively, “Public Awareness Events”), or (2) during a student’s participation as a subject in an Institutional Review Board-approved human subjects research protocol (“IRB Research”). The University may provide information about students’ Title IX rights and about available University and community resources and support at Public Awareness Events, however, and Institutional Review Boards may, in appropriate cases, require researchers to provide such information to all student subjects of IRB Research.

Consistent with the requirements of Va. Code § 23.1-806 (the “Virginia Reporting Statute”), Non-Confidential Employees are also required to report to the Title IX Coordinator all information obtained, from any source, about alleged Prohibited Conduct that occurs anywhere on University campus (including residence halls); on any contiguous (off-campus) property owned or controlled by the University; on any property controlled by a student organization (including fraternity houses) or frequently used by students, wherever located; and public property (including streets, sidewalks, and parking facilities) that is within or immediately adjacent to, and accessible from, campus.

## **PRIVACY AND CONFIDENTIALITY**

Information related to a report under this Policy will only be shared with those University employees who need to know in order to assist in the assessment, investigation, or resolution of the report. If the decision is made to pursue disciplinary action against a Respondent, information related to the report will be shared with the Respondent. Information regarding a report will not be shared with third parties (including either the Complainant or Respondent’s parents or guardians) unless the party has signed a waiver that is compliant with FERPA, there is an articulable threat to the health or safety of the party or other individuals, the University if required by law to share the information, or the party is a minor and sharing is permissible under the Family Education Rights and Privacy Act (FERPA) with the minor’s parents or guardians.

Under the Virginia Reporting Statute, the University is required to report information about acts of sexual violence that constitute felonies to the law enforcement agencies and the prosecuting authorities who would be responsible, respectively, for investigating and prosecuting such allegations.

## **CLERY ACT COMPLIANCE AND TIMELY WARNINGS**

If a report of Prohibited Conduct discloses a serious and immediate threat to the campus community, the George Mason Department of Police and Public Safety will issue a timely notification to protect the health or safety of the community as required by the Clery Act. The notification will not include identifying information about a Reporting Party.

Pursuant to the Clery Act and the 2019 Amendments to the Violence Against Women Act, anonymous statistical information regarding reported criminal incidents must be shared with the George Mason Department of Police and Public Safety for inclusion in the Daily Crime Log. This information will also be included in the University's Annual Security Report ([police.gmu.edu/annual-security-report](https://police.gmu.edu/annual-security-report)). The University may also share aggregate and not personally identifiable data about reports, outcomes, and sanctions.

See **University Policy Number 1412: Reporting of Clery Act Crimes and/or Prohibited Sexual Conduct for more information about Clery Act Reporting.**

## **RECORDS**

The Diversity, Equity, and Inclusion office will maintain records of all reports under this Policy and their outcomes for seven years.

## **OBLIGATION TO PROVIDE TRUTHFUL INFORMATION**

All University community members are expected to provide truthful information in any report or proceeding under this policy. Submitting or providing false or misleading information in bad faith or with a view to personal gain or intentional harm to another in connection with an incident of Prohibited Conduct is prohibited and subject to disciplinary sanctions under the University's Student Code of Conduct and disciplinary action under the appropriate employee disciplinary policy. This provision does not apply to reports made or information provided in good faith, even if the facts alleged in the report are not later substantiated.

# Procedures for Responding to Reports of Prohibited Conduct Committed by Students and Employees

[The most up-to-date Procedures for Responding to Reports of Prohibited Conduct Committed by Students and Employees is available online in Appendix A at [universitypolicy.gmu.edu/policies/sexual-harassment-policy](https://universitypolicy.gmu.edu/policies/sexual-harassment-policy).]

These procedures are applicable to any report alleging a student or an employee committed Prohibited Conduct under University Policy 1202: Sexual and Gender-Based Misconduct and Other Forms of Interpersonal Violence (“Policy”). These procedures apply to all reports of Prohibited Conduct received after October 7, 2021. While these procedures apply to all reports received after October 7, 2021, in determining whether the alleged conduct constitute Prohibited Conduct, the University will use the version of Policy 1202 applicable at the time of the alleged conduct. The Office of Diversity, Ethics, and Inclusion may alter this process at their sole discretion.

## REPORTING PROHIBITED CONDUCT

### A. Title IX Coordinators and Deputy Coordinators

The University encourages anyone who experiences or becomes aware of an incident of Prohibited Conduct involving a student or an employee to immediately report the incident to the University by contacting the University’s Title IX Coordinator or a Deputy Title IX Coordinator by telephone, email, in person during regular office hours, or by completing the [Sexual and Interpersonal Misconduct Reporting Form](#). Pursuant to University policy, certain University employees, called “Non-Confidential Employees,” are required to report to the Title IX Coordinator all information disclosed to them about an incident of Prohibited Conduct. See Policy 1202: Sexual and Gender-Based Misconduct and Other Forms of Interpersonal Misconduct.

The Title IX Coordinator and Deputy Title IX Coordinators can be contacted by telephone, email, or in person during regular office hours.

*Although the University has identified senior and deputy coordinators to ensure ease of access across campus locations, central reporting of incidents must be to the Title IX Coordinator.*

**Thomas M. Bluestein**

Assistant Vice President  
Equity and Access Services  
Title IX Coordinator  
Diversity, Equity, and Inclusion  
Fairfax Campus  
Aquia Room 373  
Phone: 703-993-8730  
Email: [titleix@gmu.edu](mailto:titleix@gmu.edu)  
Online: **Sexual and Interpersonal  
Misconduct Reporting Form**

**Nena Rogers**

Deputy Athletic Director  
Academic Services  
Fairfax Campus  
120 Field House  
Phone: 703-993-3594  
Email: [nroders1@gmu.edu](mailto:nrogers1@gmu.edu)

**Kent Zimmerman**

Director for Student Success/Professor of Information Technology  
Deputy Title IX Coordinator  
Mason Korea Campus  
Academic Building, Room G660  
Phone: +82-32-626-5110  
Email: [dzimmer2@gmu.edu](mailto:dzimmer2@gmu.edu)

**Leigh Winstead**

Clinical Professor  
Deputy Director, Mason Veterans and Service Members Clinic  
Mason Square  
Hazel Hall Room, 404  
Phone: 703-993-8210  
Email: [lwinst2@gmu.edu](mailto:lwinst2@gmu.edu)

## **B. Law Enforcement**

A Complainant may choose to report conduct or make a Formal Complaint to the University to pursue resolution under these procedures and may also choose to make a report to law enforcement. A Complainant may pursue either or both of these options at the same time. A Complainant who wishes to pursue criminal action in addition to, or instead of, making a report under these Procedures should contact law enforcement directly:

- 911 (for emergencies in Virginia)
- 119 (for emergencies at Mason Korea)
- University Police 703-993-2810 (for nonemergencies)
- Fairfax County Police 703-691-2131 (for nonemergencies)
- City of Fairfax Police 703-385-7924 (for nonemergencies)
- Manassas Police 703-257-8000 (for nonemergencies)
- Arlington County Police 703-558-2222 (for nonemergencies)

## **C. Confidential Resources**

The University also offers access to confidential resources for individuals who are unsure about whether to report Prohibited Conduct or are seeking counseling or other emotional support in addition to (or without) making a Formal Complaint to the University. University Policy 1202 Appendix B: Resources and Reporting Guide for Students & Employees identifies confidential resources, both at the University and in the Fairfax community. See Appendix B online at [universitypolicy.gmu.edu/policies/sexual-harassment-policy](https://universitypolicy.gmu.edu/policies/sexual-harassment-policy).

## **PROCESS FOLLOWING RECEIPT OF REPORT**

### **A. Initial Assessment of Report**

Upon receipt of a report, the Title IX Coordinator will conduct an initial assessment to determine if the report relates to conduct that is prohibited under Title IX and/or Policy 1202. The Title IX Coordinator may delegate any responsibility of the Title IX Coordinator to a designee. In the case that the Title IX Coordinator has a conflict of interest in a particular case, another university employee will be appointed to serve as the interim Title IX Coordinator for that case. If the report relates to conduct that is not addressed by Title IX and/or Policy 1202 (e.g., harassment based on something other than sex, dispute over a grade, etc.), the Title IX Coordinator shall refer the matter to the appropriate University office and notify the reporting party that the referral has been made.

## **B. Contacting Reporting Party (and Complainant, if Different and Known)**

If the Title IX Coordinator determines that the report relates to conduct prohibited by Title IX and/or Policy 1202, the Title IX Coordinator will contact the individual making the report of Prohibited Conduct (if known) and the Complainant (if known and different than the person making the report) within two business days. “Business day” means days on which the University is open and excludes all weekends, holidays, and any other University closures.

The Title IX Coordinator will invite the Complainant to an initial meeting and provide to the Complainant information about this policy, the process for filing a Formal Complaint, the availability of supportive measures and that supportive measures are available regardless of whether the Complainant files a Formal Complaint, and the ability to have an advisor attend all meetings and hearings.

## **C. Title IX Review Committee**

In the event that the report relates to an allegation of sexual assault, the Title IX Coordinator will also notify the Title IX Review Committee. The Title IX Review Committee will convene (in person, by telephone, or by email) within 72 hours after receiving a reported incident of sexual assault. The Title IX Review Committee shall include, at a minimum: (1) the Title IX Coordinator, (2) a representative of the University Police Department (the “UPD Representative”), and (3) a representative from the Office of Student Conduct. If the report involves an employee, the Department of Human Resources will participate in the evaluation of the report with the Title IX Review Committee.

The Title IX Review Committee operates pursuant to Va. Code §23.1-806 (“Reporting acts of sexual violence) and has access, under Virginia law, to certain otherwise confidential information, including law enforcement records, criminal history record information, as provided in Va. Code §19.2-389 and §19.2-389.1; health records, as provided in Va. Code §32.1-127.1:03; University disciplinary, academic and/or personnel records; and any other information or evidence known to the University or to law enforcement. The Title IX Review Committee may seek additional information about the reported incident through any other legally permissible means.

The Title IX Review Committee will reconvene as necessary to continue to evaluate whether any new or additional information received triggers any further obligation(s) under the Clery Act or with respect to any child protective service agency, and will direct the Title IX Coordinator to take such further actions, as necessary.



Pursuant to the Virginia Reporting Statute, the Title IX Review Committee is required to disclose information about certain allegations of Prohibited Conduct to law enforcement.

#### **D. Safety Assessment**

The Title IX Coordinator (in consultation with the Title IX Review Committee and/or other University officials, as appropriate) will make a determination of whether based on reported information and any other available information the Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment that justifies placing the Respondent on an emergency temporary suspension, administrative leave, or other appropriate measures (e.g., temporary removal from housing) pending the outcome of the adjudication. The Title IX Coordinator will make this determination based upon an individualized assessment of the totality of the known circumstances, and will be guided by a consideration of the following factors (the “Risk Factors”):

- Whether the Respondent has prior arrests, is the subject of prior reports and/or complaints related to any form of Prohibited Conduct, or has any history of violent behavior;
- Whether the Respondent has a history of failing to comply with any University No-Contact Directive, other University support measures, and/or any judicial protective order;
- Whether the Respondent has threatened to commit violence or any form of Prohibited Conduct;
- Whether the Prohibited Conduct involved multiple Respondents;
- Whether the Prohibited Conduct involved the use of weapons or physical violence. “Physical violence” means exerting control over another person through the use of physical force. Examples of physical violence include hitting, punching, slapping, kicking, restraining, choking, and brandishing or using any weapon;
- Whether the report reveals a pattern of Prohibited Conduct (e.g., by the Respondent, by a particular group or organization, around a particular recurring event or activity, or at a particular location);
- Whether the Complainant is (or was at the time of the Prohibited Conduct) a minor (under 18); and/or
- Whether any other aggravating circumstances or signs of predatory behavior are present.

The Title IX Coordinator may at any point reevaluate whether the Respondent should be placed on emergency suspension or administrative leave based on new information.

If the Title IX Coordinator determines that an emergency suspension or administrative leave is necessary, the Title IX Coordinator will work with the appropriate University Office (University Life for students, Human Resources for employees) to put in place the suspension or leave. The Respondent will be notified of the action and have the opportunity to appeal the decision per the procedures applicable to the Respondent based on their relationship to the University. The notice provided will inform the Respondent of how to appeal the decision.

### **E. Initial Meeting with Complainant**

If requested by the Complainant, Title IX Coordinator will meet with the Complainant for an initial meeting. At the initial meeting, the Title IX Coordinator will:

- Review University and community resources, the right to seek appropriate and available supportive measures, and how to request those resources and measures;
- Discuss which supportive measures the Complainant wishes to have put in place;
- Assess safety and offer supportive measures as determined appropriate by the Title IX Coordinator;
- Explain the right to seek medical treatment, and explain the importance of obtaining and preserving forensic and other evidence;
- Explain the right to contact law enforcement, decline to contact law enforcement, and/or seek a protective order;
- Review the right to seek formal or informal resolution under these Procedures and explain the procedures for a formal and informal resolution;
- Ascertain the Complainant's expressed preference (if the Complainant has, at the time of the initial meeting, a preference) for pursuing a Formal Complaint or an informal resolution, or neither; and discuss any concerns or barriers to participating in any University investigation and resolution under these Procedures;
- Explain the University's prohibition against Retaliation and that the University will take prompt action in response to any act of Retaliation;

- Gather any information about the Prohibited Conduct that the Title IX Coordinator believes is necessary; and
- Ascertain the ages of the Complainant and the Respondent, if known, and, if either of the parties is a minor (under 18), contact the appropriate child protective service agency.

If the Complainant does not wish to meet with the Title IX Coordinator, the Title IX Coordinator shall document that the Complainant declined the invitation for an initial meeting.

## **F. Advisors**

Throughout the investigation and resolution process, each party has the right to choose and consult with an advisor. The advisor may be any person, including an attorney, who is not otherwise a party or witness involved in the investigation. The parties may be accompanied by their respective advisors at any meeting or proceeding related to the investigation and resolution of a report under these Procedures. While the advisors may provide support and advice to the parties at any meeting and/or proceeding, they may not speak on behalf of the parties or otherwise participate in, or in any manner disrupt, such meetings and/or proceedings (except as provided below during cross examination during the hearing process). The University reserves the right to remove an advisor who does not comply with this restriction or who is otherwise obstructing the meeting or hearing. Additionally, the University reserves the right to bar any advisor who repeatedly violates this restriction or obstructs meetings or hearings from serving as an advisor.

## **G. Supportive Measures**

At any point in this process, a Complainant or Respondent may request supportive measures from the Title IX Coordinator. The Title IX Coordinator is responsible for providing Supportive Measures, as deemed appropriate by the Title IX Coordinator. The University will offer reasonable and appropriate supportive measures to protect continued access to University employment or education programs and activities. Supportive measures may be both remedial (designed to address safety and well-being and continued access to educational opportunities) or protective. Supportive measures may be temporary or permanent and may include, but are not limited to, no-contact directives, residence modifications, academic modifications and support, work schedule modifications, interim disciplinary suspension, interim suspension from employment, and pre-disciplinary leave (with or without pay).

Supportive measures are available regardless of whether a Complainant pursues a Formal Complaint or investigation under this policy. The University

will maintain the confidentiality of any supportive measures provided to the extent practicable and will promptly address any violation of the supportive measures. The Title IX Coordinator has the discretion to impose and/or modify any supportive measure based on all available information. The Title IX Coordinator is available to meet with Complainants or Respondents to address any concerns about the provision of supportive measures.

## **H. Process When Complainant Does Not Want to Pursue a Formal Process**

If the Complainant does not wish to pursue the formal process, the Complainant can request that the University pursue an informal process or that the University take no action with regard to the reported Prohibited Conduct.

If the Complainant requests at any point (including during a formal process) to pursue an informal resolution process and the Title IX Coordinator determines that an informal resolution process is appropriate, the Title IX Coordinator will follow the procedures provided below for the informal resolution process, see page 126. In order for the University to offer an informal process, the Complainant must first file a Formal Complaint, as described below and then request that it be resolved using an informal process.

If the Complaint requests that no action be taken and the Title IX Coordinator determines that it is not necessary to proceed with a formal process, the Title IX Coordinator may still provide supportive measures to the Complainant and take any other appropriate steps. A Complainant may at any time change their mind and request that the University commence either a formal or informal process.

The University will, where possible, respect the wishes of the Complainant, however in certain circumstances it may be necessary for the Title IX Coordinator to initiate a formal process by signing a Formal Complaint. The Title IX Coordinator will only sign a Formal Complaint against the wishes of the Complainant where the Title IX Coordinator determines that it is necessary to do so either to (1) protect the health and safety of the University community or (2) to address systemic, ongoing, or reoccurring Prohibited Conduct.

Where the Title IX Coordinator has determined that the University must proceed with a formal process despite a Complainant's request to the contrary, the Title IX Coordinator will make reasonable efforts to protect the privacy of the Complainant. However, actions that may be required as part of the University's investigation will involve speaking with the Respondent and others who may have relevant information, in which case the Complainant's identity may have to be disclosed. In such cases, the Title IX Coordinator will notify the Complainant that the University intends to proceed with an investigation.

## FORMAL PROCESS—INVESTIGATION

### A. Filing a Formal Complaint

In order to request that the University investigate and adjudicate a complaint of Prohibited Conduct, a Complainant must file a Formal Complaint with the Title IX Coordinator. A Formal Complaint can be filed by mail, email, or in person with the Title IX Coordinator:

**Thomas M. Bluestein**

Assistant Vice President, Equity and Access Services

Title IX Coordinator

Diversity, Equity, and Inclusion

Fairfax Campus

Aquia Room 373

Phone: 703-993-8730

Email: [titleix@gmu.edu](mailto:titleix@gmu.edu)

A Formal Complaint must contain the Complainant's physical or digital signature or must otherwise demonstrate that it was filed by the Complainant. An email sent from a student or employee's official University email will be considered sufficient to demonstrate that it was filed by that individual.

The Formal Complaint must (1) provide a description of the alleged Prohibited Conduct including the date(s), time(s), and location(s), if known, of the alleged Prohibited Conduct, (2) name the Respondent accused of the Prohibited Conduct, and (3) request that the University initiate a formal process to investigate and adjudicate the allegations of Prohibited Conduct.

In the event that the Title IX Coordinator determines that the University should formally investigate and adjudicate an allegation of Prohibited Conduct notwithstanding the Complainant's decision not to file a Formal Complaint, the Title IX Coordinator may sign the Formal Complaint. In such cases, the Title IX Coordinator is not a complainant or otherwise a party.

In the event that the Respondent named in a Formal Complaint is likely to graduate prior to the completion of the Formal Process, the Title IX Coordinator may work with the appropriate University office to place a graduation hold on the Respondent's account.

### B. Assignment of Investigator

Within two business days of receipt of a Formal Complaint, (unless the Title IX Coordinator determines that the Formal Complaint must be dismissed, see page 107), the Title IX Coordinator shall assign a Title IX Investigator to

conduct the investigation of the Prohibited Conduct alleged in the Formal Complaint. The Title IX investigator may be an investigator with the Office of Diversity, Equity, and Inclusion or any outside investigator.

### **C. Notice of Investigation**

Within three business days of receipt of a Formal Complaint (unless the Title IX Coordinator determines that the Formal Complaint must be dismissed, see page 107), the Title IX Coordinator shall send the Complainant and Respondent (the “Parties”) a Notice of Investigation. The Notice of Investigation will include

- A description of the alleged Prohibited Conduct, including the identities of the individuals involved, if known, the conduct allegedly constituting Prohibited Conduct, and the date(s) and location(s) of the alleged Prohibited Conduct, if known;
- A copy of the applicable Policy 1202;
- A copy of these procedures;
- A statement of the alleged violations of Policy 1202 that will be investigated and adjudicated;
- A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
- A statement that determinations of responsibility are made using the preponderance of the evidence standard;
- A statement that the parties are not required to participate in the investigation;
- A statement that Policy 1202 prohibits knowingly making false statements or knowingly submitting false information during the grievance process;
- A statement that the parties may have an advisor of their choice, who may be but is not required to be an attorney, at all meetings and hearings related to the investigation and hearing and that if the Party needs assistance finding an advisor to contact the Title IX Coordinator;
- A statement that the parties may inspect and review evidence collected during the investigation prior to the preparation of the Final Investigation Report;
- Information regarding requesting accommodations for a disability in the context of the investigation;

- A statement regarding the availability of supportive measures;
- The name of the assigned investigator and instructions for how to notify the Title IX Coordinator if a party has a prior relationship with the assigned investigator or believes that the assigned investigator has a bias against the party;
- An instruction to preserve and not destroy any evidence directly related to the allegations; and
- An invitation to meet with the Title IX Coordinator to discuss the formal process and/or supportive measures.

If, in the course of an investigation, the University decides to investigate allegations about the Complainant or Respondent that are not included in the original Notice of Investigation, the Title IX Coordinator will provide notice of the additional allegations to the Parties.

After the Notice of Investigation is sent to the Parties and at any point during the formal process, either Party may ask to meet with the Title IX Coordinator to discuss the formal process and/or supportive measures that may be available.

#### **D. Time Frame for Completion of Investigation; Extension for Good Cause**

The University will make every effort to resolve all formal complaints of Prohibited Conduct within one hundred and eighty days (180) business days after the Notice of Investigation is sent. This timeframe may be extended for good cause, which may exist if additional time is necessary to ensure the integrity and completeness of the investigation, to comply with a request by external law enforcement for temporary delay to gather evidence for a criminal investigation, to accommodate the availability of witnesses, to account for University breaks or vacations, to account for complexities of a case, including the number of witnesses and volume of information provided by the parties, or for other legitimate reasons at the discretion of the Title IX Coordinator. The Title IX Coordinator, Investigator or Hearing Coordinator will notify the parties of any significant delays.

At the request of law enforcement, the Title IX Coordinator may delay or pause the University investigation temporarily while an external law enforcement agency is gathering evidence. The investigation will promptly resume when the University is notified that law enforcement has completed the evidence-gathering stage of its criminal investigation.

## **E. Challenging Investigator**

Either Party may submit a request to the Title IX Coordinator to change the assigned investigator because of a prior relationship with a Party or because the Party believes that the Investigator is biased. The Title IX Coordinator will determine whether to replace an investigator in response to a request from a Party. In no event will the gender of the Investigator alone be considered a valid reason to claim bias by either the Complainant or the Respondent.

## **F. Dismissal of Formal Complaint**

In the following situations the Title IX Coordinator is required by Department of Education's Title IX Regulations to dismiss allegations of Prohibited Conduct in a Formal Complaint under Title IX:

1. At the time of filing a formal complaint, the Complainant was not participating in or attempting to participate in the education program or activity of the University.
2. The alleged Prohibited Conduct occurred outside of the United States.
3. The alleged Prohibited Conduct did not occur in locations, events, or circumstances over which the University exercised substantial control over both the Respondent and the context in which the Prohibited Conduct occurred or in any building owned or controlled by a student organization that is officially recognized by a postsecondary institution.
4. The alleged Prohibited Conduct, even if proved true, would not constitute sexual harassment as defined in the Title IX regulations (see page 88).

Such a dismissal does not constitute a dismissal of the Formal Complaint as to violations of Policy 1202. Policy 1202's scope is broader than the Title IX Regulations (e.g., applies to conduct outside of the United States) and prohibits conduct beyond the definition of sexual harassment in the Title IX Regulations. If the Title IX Coordinator determines that a Formal Complaint must be dismissed under Title IX but can proceed as to violations of Policy 1202, the formal process will continue as to the violations of Policy 1202.

The Title IX Coordinator may dismiss allegations of Prohibited Conduct in a Formal Complaint in the following situations:

1. The Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein.



2. The Respondent is no longer enrolled at or employed by the University.  
If a student withdraws from the University during a formal process, the University is required by Virginia law to place a notation on the student's transcript stating that the student withdrew while under investigation.
3. Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.

If the Title IX Coordinator dismisses a Formal Complaint, the Title IX Coordinator will send a notification of the dismissal to both Parties. If a student withdraws from the University during a formal process, the University is required by Virginia law to place a notation on the student's transcript stating that the student withdrew while under investigation. The Notification shall explain the reason for the dismissal and provide information about how to appeal the dismissal.

Either Party may appeal a dismissal. Any appeal must be submitted in writing within five business days of the notification being sent. The appeal will be heard by the Vice President of Diversity, Equity, and Inclusion (DEI). The only grounds to appeal a dismissal are

- Procedural irregularity that affected the decision to dismiss the Formal Complaint.
- The discovery of new evidence that was not reasonably available at the time the determination to dismiss was made that could affect the outcome of the matter.
- The Title IX Coordinator, Investigator(s), or Hearing Officer had a conflict of interest or bias for or against complainants or respondents generally or either Party that affected the decision to dismiss the Formal Complaint.

The decision of the Vice President of DEI shall be final.

## **G. Other Forms of Discriminatory and/or Harassing Conduct**

If a Formal Complaint also implicates other forms of discriminatory and/or harassing conduct prohibited by University Policy 1201: Non-Discrimination Policy and/or any other violation(s) of the University's Code of Student Conduct or University Policy, the Title IX Coordinator will refer such allegations to the appropriate University office.

## H. Acceptance of Responsibility

At any point during the investigation, the Respondent may admit responsibility for some or all of the alleged Prohibited Conduct by notifying the Title IX Coordinator or the Investigator. If the Respondent admits responsibility for all alleged conduct, the Title IX Coordinator will discuss with the Parties the option for changing to an informal process to resolve the Formal Complaint. Both Parties must agree to change to an informal process. If both Parties do not agree, the formal process will continue.

## I. Investigation

The investigation is a neutral fact-gathering process. There is a presumption of non-responsibility for the alleged Prohibited Conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Neither party is required to participate in the investigation nor any form of resolution under these Procedures. The Investigator will not draw any adverse inference from a decision by either of the parties not to participate.

At the beginning of the investigation, the Investigator (or designee) will contact the parties to request that they provide

- Dates and times when the Party is available for an interview with the Investigator;
- A list of witnesses the Party wants the Investigator to interview and a brief explanation of the evidence the Party expects the witness to provide;
- All evidence the Party wants the Investigator to consider including any electronic or other records of communications between the Parties or witnesses (via voice-mail, text message, email and social media sites), photographs (including those stored on computers and smartphones), and medical records (subject to the consent of the applicable party); and
- Any questions that the Party wants the Investigator to ask any other Party or witness.

At any point during the investigation, a Party may provide additional evidence, propose witnesses, or propose questions to the Investigator. The Investigator will attempt to interview each Party at least once and may request additional interviews as necessary. Prior to any interview the Investigator will provide the Party with a written notice stating the date, time, location, participants, and purpose of the interview. This notice will be provided with sufficient time for the Party to prepare for the interview. The Title IX Coordinator and/or Investigator will provide updates on the status of

the investigation to both Parties. The Investigator has the discretion to decide which witnesses to interview (including witnesses not identified by either Party) and what questions to ask the Parties and any witnesses. The Investigator will only interview witnesses who have information that is directly related to the alleged Prohibited Conduct. The Investigator will document all interviews in an interview memo, which shall be considered the record of the interview. The Investigator may request additional evidence from any Party, witness, or other third-party, except that the Investigator cannot access, consider, disclose, or otherwise use a Party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the Party, unless the Investigator obtains that Party's voluntary, written consent to do so.

The Investigator may visit relevant sites or locations and record observations through written, photographic, or other means. The Investigator may consult medical, forensic, technological or other experts when expertise on a topic is needed in order to achieve a fuller understanding of the issues under investigation. The Investigator may contact any law enforcement agency that is conducting its own investigation to inform that agency that a University investigation is also in progress; to ascertain the status of the criminal investigation; and to determine the extent to which any evidence collected by law enforcement may be available to the University in its investigation.

## **J. Review of Evidence by Parties**

When the Investigator has completed the collection of evidence for the investigation, the Investigator will notify the Parties that the collection of evidence has been completed and that they will have an opportunity to review all evidence and witness interview memos that are directly related to the allegations in the Formal Complaint.

Prior to sending the evidence to the Parties and any advisors, the Parties and advisors must sign a nondisclosure agreement provided by the University. If either Party has an advisor, the Parties must also sign a FERPA consent form authorizing the release of student records related to the investigation to any advisor.

After receipt of the signed nondisclosure agreements from all Parties and advisors, the Investigator will send to each Party and advisor copies of all evidence obtained as part of the investigation that is directly related to the allegations raised in a Formal Complaint, including the evidence upon

which the Investigator does not intend to rely in preparing the Final Investigation Report and inculpatory (evidence supporting that the Respondent is responsible) or exculpatory (evidence supporting that the Respondent is not responsible) evidence whether obtained from a Party or other source. The Investigator will redact all personally identifying information except if redaction of the information would destroy the meaning of the document.

The Parties will have ten days from when the evidence is sent to them to submit a written response to the Investigator. The Investigator will consider any written responses in preparing the Final Investigation Report.

## **K. Final Investigation Report**

After reviewing any written responses submitted by the Parties, the Investigator will create an investigative report that fairly summarizes the facts and all relevant evidence. The Investigator will not make a determination as to credibility or responsibility.

The Investigator has the discretion to determine the relevance of any evidence. Information is relevant if it makes a fact in question more or less likely to be true. Evidence about the Complainant's sexual predisposition or prior sexual behavior is not relevant, unless such evidence about the Complainant's prior sexual behavior is offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the evidence concerns specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

The Title IX Coordinator will review the investigation report prepared by the Investigator and may refer the investigation report back to the Investigator for further investigation if necessary. If further evidence is collected, the Parties and Advisors will again have ten days to review and provide written comments on any additional evidence collected.

When the Title IX Coordinator determines that the investigation is complete, the Investigator shall finalize the report and submit to the Title IX Coordinator a Final Investigation Report.

## **FORMAL PROCESS—HEARING**

### **A. Transmission of Case for Hearing**

After the Investigator has submitted the Final Investigation Report, the Title IX Coordinator shall send the Final Investigation Report and all evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint (i.e., all evidence that was provided to the

Parties during the review period) to the Hearing Coordinator. The Hearing Coordinator may be a representative from Diversity, Ethics, and Inclusion, the Office of Student Conduct (in student matters), or the Office of Human Resources and Payroll (in employee matters).

Title IX Coordinator shall also send a Notice of Hearing, a copy of these Procedures, and the Final Investigation Report to the Parties at or around the same time that the Final Investigation Report is sent to the Hearing Coordinator.

The Notice of Hearing shall state that the case has been sent to the Hearing Coordinator and that the party should contact the Hearing Coordinator within five business days to schedule a Pre-Hearing Meeting.

The Notice of Hearing will also inform the Parties that, per the Title IX Regulations, no hearing can be scheduled less than ten days after the Final Investigation Report is sent to the Parties and provide the first date on which a hearing can be held. The Notice will inform the Parties they must contact the Hearing Coordinator within five business days and provide the Hearing Coordinator with dates and times over the two weeks following the date provided when the Party, the Party's advisor (if any), and any witnesses the Party intends to present at the hearing are available.

The Notice of Hearing shall also include a list of potential hearing officers who may be selected for the matter and inform the Party that they have five business days to notify the Hearing Coordinator if there are any potential hearing officers with whom they have a prior relationship or any that they have a reason to believe has a bias against the Party. The Notice of Hearing will inform the Parties that they may, but are not required, to provide a written response to the Final Investigation Report to the Hearing Coordinator. Any such written response will be provided to the Hearing Officer assigned to the case. The Notice of Hearing will provide the Party with information regarding requesting accommodations for a disability in the context of the hearing process. The Notice of Hearing will explain options for conducting the hearing remotely (e.g., via videoconferencing platform) or using separate rooms and how a Party can express a desire to use one of these options for the hearing. The Notice of Hearing will also provide information about advisors available through the University and inform the Party that if they do not have an advisor at the hearing, the University will provide someone to ask questions on behalf of the party at the hearing, as described below.

## **B. Advisors**

As in the investigation phase, all Parties may have one advisor of their choosing present (in person or via phone/videoconference) at all meetings and hearings during the hearing phase. A Party may choose to use a different advisor during the investigation and hearing phase. The role of the advisor is limited in that a student may confer with their advisor, and the advisor is not permitted to speak on behalf of the student (except as provided below during cross examination). The University reserves the right to remove an advisor who does not comply with this restriction or who is otherwise obstructing the meeting or hearing. Additionally, the University reserves the right to bar any advisor who repeatedly violates this restriction or obstructs meetings or hearings from serving as an advisor.

## **C. Pre-Hearing Meeting**

The Hearing Coordinator shall contact each Party separately to inquire whether the party wishes to have a Pre-Hearing Meeting. Parties are not required to participate in a Pre-Hearing Meeting. In the event that a Party does not respond to the invitation for a Pre-Hearing Meeting within five business days, it will be presumed that the Party does not wish to have a Pre-Hearing Meeting.

The Pre-Hearing Meetings will be conducted by the Hearing Coordinator (or Designee). The facts of a particular case will not be discussed during the Pre-Hearing Meeting. The following will occur at the Pre-Hearing Meeting:

- Provide the Party with a description of the hearing process and answer any questions related to the hearing process.
- Review the dates and times when the Party, the Party's advisor (if any), and any witnesses the Party intends to present at the hearing are available.
- Explain options for conducting the hearing remotely (via videoconferencing platform) or using separate rooms using video technology and obtain the Party's preference on these options.
- The Hearing Coordinator will provide the Party with information regarding requesting accommodations for a disability in the context of the hearing process.
- If the Party does not have an advisor, the Hearing Coordinator will share resources about advisors and inform the Party that if they do not have an advisor at the hearing, the University will provide someone to ask questions on behalf of the party at the hearing, as described below.

## **D. Selection of Hearing Officer**

The Hearing Coordinator shall select the Hearing Officer. In selecting the Hearing Officer, the Hearing Coordinator shall consider the availability (e.g., availability at same times as the Parties) and experience of the potential hearing officers.

The Hearing Coordinator shall not select a Hearing Officer who has a prior relationship with either of the Parties or whom either Party has asserted has a bias against the Party, unless the Hearing Coordinator determines that the basis for the Party to assert that the Hearing Officer has a bias against the Party is not valid. In no event will the gender of a hearing officer alone be considered a valid reason to claim bias by either the Complainant or the Respondent.

Once the Hearing Officer is selected, the Hearing Coordinator shall send the Hearing Officer the Final Investigation Report and all evidence sent by the Title IX Coordinator to the Hearing Coordinator with the Final Investigation Report.

## **E. Scheduling of Hearing**

The Hearing Coordinator shall use the availability information provided by the Parties to schedule the hearing. If a Party does not provide their availability within five days from when the Notice of Hearing was sent to the Parties, the Hearing Coordinator shall proceed to schedule the hearing. The Hearing Coordinator shall also consider the schedule of the Hearing Officer and Investigator. The hearing must be scheduled at the earliest possible date and time based on the availability of the Parties, Hearing Officer, and Investigator that is at least ten days after the Final Investigation Report was sent to the Parties.

If it is impossible to schedule the hearing based on the availability provided by the Parties, the Hearing Coordinator shall work with the Parties to find a mutually agreeable time for the hearing. In the event that the Hearing Coordinator determines that a Party is not acting in good faith in providing availability, the Hearing Coordinator may schedule the hearing without regard for that Party's availability.

Once the Hearing Coordinator has determined a date and time for the hearing, it shall send a Notice of Date and Time of Hearing to both Parties. This Notice shall also state the name of the Hearing Officer and provide any additional information regarding the format for the hearing (e.g., conducted via video-conferencing, conducted in person using separate rooms, etc.). This Notice must be sent at least five business days prior to the date of the hearing.

Once this Notice is sent to the Parties, the time and date of the hearing will not be changed except at the discretion of the Hearing Coordinator in cases of an emergency. It is the responsibility of the Parties to inform their advisors

and witnesses of the time and date of the hearing and make arrangements for them to be present at the hearing.

## **F. Evidence Allowed at Hearing**

The only evidence (including witnesses) that will be allowed to be presented or referenced at the hearing are those that were provided to the Investigator during the investigation and which are directly related to the allegations in the Formal Complaint (i.e., the evidence shared with the Parties during the review period described above), even if that evidence was not relied on by the Investigator.

The only exception to this rule is in the case of evidence that was unknown or unavailable to the Party at the time of the investigation, is now known or available to the Party, and is directly related to the allegations in the Formal Complaint. Evidence that a Party was aware of or had access to but chose not to share with the Investigator for any reason does not meet this requirement.

If a Party wishes to present such evidence at the hearing, the Party must contact the Hearing Coordinator at least three days before the hearing and provide the evidence and an explanation of why the evidence was unknown or unavailable to the Party at the time of the investigation. The Hearing Coordinator shall consult with the Title IX Coordinator and determine whether the evidence is directly related to the allegations in the Formal Complaint and whether the evidence was unknown or unavailable to the Party at the time of the investigation. If it is determined that the evidence meets both criteria, the case shall be referred back to the Investigator to consider the new evidence and the new evidence shall also be provided to the other Party. If necessary the Hearing Coordinator may delay the hearing to allow the Investigator and/or Parties time to review and consider the new evidence.

## **G. Other Pre-Hearing Matters**

If a Party does not intend to have an advisor present at the hearing or if the Party's advisor will not be asking questions for the Party, the Party is encouraged to notify the Hearing Coordinator at least three days prior to the hearing so that the Hearing Coordinator can arrange for someone to ask questions on the Party's behalf at the hearing.

The Parties are encouraged but not required to send the Hearing Coordinator any questions that they expect to ask of the other Party or their witnesses in advance of the hearing. The Hearing Coordinator will provide these questions to the Hearing Officer to review in order to expedite determinations of relevance during the hearing. A Party is not limited or restricted to only asking questions that are provided in advance.



## H. The Hearing

The Hearing Officer will use a procedural outline to facilitate the hearing. The Hearing Coordinator or Designee shall be present at the hearing to provide logistical support, facilitate the hearing, and ensure that the hearing complies with these procedures.

The hearing will be recorded. The recording will be stored and maintained by the Title IX Office. Upon request, either Party may be provided access to review the recording. Additional recordings or recording devices are strictly prohibited.

At the hearing, the Complainant and the Respondent meet with the Hearing Officer simultaneously. As explained above, prior to the hearing either Party may request to be physically located outside the presence of the other individual and participate by videoconference. If the hearing is conducted remotely or using separate rooms, video technology will be used so that the parties and Hearing Officer can simultaneously see any individual answering questions during the hearing (as required by the Title IX Regulations).

This request must be provided to the Hearing Coordinator no later than three business days before the scheduled date of the hearing.

At the outset of the hearing, the Respondent will be given the opportunity to admit responsibility for any of the alleged violations. Both Parties will be offered an opportunity to provide an opening statement that is no longer than five minutes and a closing statement that is no longer than eight minutes. The Parties may refer to and present any (and only) evidence that was provided to the Investigator during the Investigation and which is directly related to the allegations in the Formal Complaint (i.e., the evidence shared with the Parties during the review period described above), even if that evidence was not relied on by the Investigator. The Hearing Officer shall determine the relevance of any evidence presented and shall only consider when making a determination evidence that is determined to be relevant. Evidence will be considered relevant if it makes a fact in question more or less likely to be true.

The Investigator will be available at the time of the hearing to answer any clarifying questions regarding information contained in the Final Investigation Report. The Hearing Officer may ask questions of the Investigator. Questions from the Parties for the Investigator shall be submitted in writing to the Hearing Officer. The Hearing Officer may ask questions of the Parties and any witnesses. Witnesses will not be allowed to offer direct oral testimony during the hearing. The witness statement contained in the Final Investigation Report will be considered the witness's testimony. The Party presenting the witness will not be allowed to ask questions of the witness. However, in

order for the Hearing Officer to rely on the statement of a witness in the Final Investigation Report, the witness must be present at the hearing and submit to questioning by the advisor of the Party not offering the witness (as described below). If a witness does not submit to such questioning the Hearing Officer cannot rely on that witness's statements in reaching a determination.

The advisor for each Party will be given the opportunity to ask questions of the other Party and any witnesses on which the other Party would like the Hearing Officer to rely in making a determination (This is the sole exception to the rule that advisors may not speak during meetings or hearings.).

The Parties themselves may not ask any questions, although they may provide questions to their advisors to ask. Only relevant (defined as something that makes a fact in question more or less likely to be true) questions may be asked. Additionally, duplicative questions that are identical to previously asked questions are not allowed. Prior to a Party or witness answering a question, the Hearing Officer must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. The Hearing Officer may allow a Party or Party's Advisor to explain why a question is or is not relevant, but is not required to do so.

While Parties are not required to attend the hearing, if a Party or witness does not submit to questioning by the advisor for the other Party at the hearing, the Hearing Officer must not and cannot rely on any statement(s) of that Party or witness (made at any time, including during the investigation or contained in the Final Investigation Report) in reaching a determination regarding responsibility; provided, however, that the Hearing Officer cannot draw an inference about the determination regarding responsibility based solely on a Party's or witness's absence from the live hearing or refusal to answer questions.

If a Party does not have an advisor at the hearing (or if the Party's advisor is removed from the hearing for violating the rules related to advisors) or if the Party's advisor is unable or unwilling to ask questions on behalf of the Party, the University will provide someone who will ask questions of the other Party and their witnesses on behalf of the Party (the "Questioner"). This Questioner will not provide advice to the Party and will not formulate questions to be asked. The Party must give the Questioner the questions that the Party wants the Questioner to ask, and the Questioner's sole responsibility is to ask the questions provided. The Questioner will only be present during the questioning portion of the hearing. If it is necessary to provide a Questioner at the hearing to a Party, a document explaining the role of the provided Questioner will be provided to the Party.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

After the Parties have presented their evidence, all Parties and witnesses have been questioned, and the Parties have had an opportunity to give a closing statement, the Hearing Officer shall close the hearing unless the Hearing Officer determines that there is additional evidence needed to reach a determination. In that case, the Hearing Officer may refer the case back to the Investigator to collect additional information or evidence, provide it to both Parties, and update the Final Investigation Report, as necessary. The Hearing Officer may continue the hearing to a future date to allow for this additional inquiry.

### **I. Impact Statements**

Within three business days of the conclusion of the hearing, both Parties may (but are not required to) submit a written statement to the Hearing Coordinator making a recommendation for the sanctions that should be imposed if the Respondent is found responsible for the alleged conduct.

### **J. Determination**

The Hearing Officer will make a determination of responsibility (responsible or not responsible) for the alleged violations of Policy 1202 stated in the Formal Complaint. The Hearing Officer will apply a preponderance of evidence standard (more likely than not) in determining responsibility for the alleged violation(s). In reaching the determination of responsibility, the Hearing Officer may not make credibility determinations based on a Party's status as a complainant, respondent, or witness. Within five business days of the conclusion of the hearing, the Hearing Officer shall notify the Hearing Coordinator of the determination of responsibility. If the Hearing Officer determines that the Respondent is not responsible, the Hearing Officer shall prepare a Notice of Determination.

#### **If the Hearing Officer determines that the Respondent is responsible:**

In cases where the Respondent is a student, the Director of Student Conduct or designee will consult with the Title IX Coordinator regarding what sanctions

to impose. The final determination as to what sanctions to impose is made by the Director of Student Conduct or designee. The sanctions will be communicated to the Hearing Officer so that the Hearing Officer can prepare a Notice of Determination.

In cases where the Respondent is an employee, a representative of Human Resources and Payroll shall consult with the Title IX Coordinator and the employee's supervisor to determine what sanctions to impose. The final determination as to sanctions rests with the employee's supervisor. The sanctions will be communicated to the Hearing Officer so that the Hearing Officer can prepare a Notice of Determination.

## **K. Possible Sanctions for Students Found Responsible for Policy 1202 Violations**

The following sanctions may be imposed on any respondent found responsible for an Act of Misconduct:

**Warning**—A notice that any future violation of the Code of Student Conduct may result in further disciplinary action.

**Educational Sanction**—A sanction requiring respondent to perform mandated service, or to participate in an educational program or activity such as, but not limited to, an educational seminar, a treatment program for alcohol or drug abuse, or other program/task designed to assist the student in learning more about how their behavior impacted themselves and/or the community.

**Disciplinary Probation**—A period during which the respondent must act in a manner acceptable to the University. Conditions of probation may restrict the respondent's participation in co-curricular activities. A violation of the terms of probation or further misconduct while on probation may result in sanctions of suspension, or dismissal.

**Housing Probation**—A period in which a respondent living in a campus residence hall, must act in a manner acceptable to the University and Housing and Residence Life. A violation of the terms of probation or further misconduct while on housing probation may result in a suspension or loss of housing privileges.

**Restitution**—Repayment for damages as a result of the respondent's actions or inactions. Restitution for theft, misappropriation of University funds, or damage to University property, will be charged to the student's account and may be referred to the Office of Risk Management. Any unpaid debt may result in a hold, collection procedures, and collection costs and fees.

**Loss of Privilege**—The withdrawal of a privilege, use of a service, participation in a program, event, or activity for a specific period of time. A student or student organization may be prohibited from participating in co-curricular activities, continuing a degree program, being present in or using certain campus facilities or services, or enrolling in a class or classes.

**Termination of Recognition**—Terminating University recognition of a student organization for a specific or indefinite period of time.

**No Contact Order**—An order requiring that the student have no contact with another individual. A no contact order will remain in place until all parties agree in writing to cancel the no contact order, pending approval by the Office of Student Conduct.

**Trespass**—A student may not be permitted to access portions of, or the entirety of University property for a specified period of time.

**Suspension**—An action that excludes the student from registration, class attendance, residence in University-owned or managed housing, and/or use of University facilities for a specified period of time. Students on suspension will not be allowed on University property unless pre-approved by, and at the discretion of, the Office of Student Conduct. A suspension may be deferred based on the timing of the semester (e.g., end of semester). This decision is at the discretion of the Office of Student Conduct, and will only be considered if the respondent's presence on campus is deemed not to be a threat. Should the respondent be readmitted, further incident(s) of misconduct will result in additional suspension periods, or dismissal from the university. Additionally, the failure to observe the terms and conditions of a suspension may cause the extension of the suspension period or in further disciplinary action. A suspension will be implemented 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. A notation will be placed on a student's transcript indicating disciplinary suspension. After the completion of the suspension and any other sanctions, the suspension transcript notation will be removed. Students must complete all sanctions, and the respondent must comply with all academic admission standards then in effect in order to register.

**Deferred Suspension**—A suspension (or housing suspension) that is delayed pending specified behavioral performance. A definite period of observation and review occurs during deferred suspension. If a respondent is again found responsible for a Code of Student Conduct violation, the suspension will take place immediately without appeal.

**Dismissal**—The permanent loss of the privilege of registration, class attendance, and residence in University-owned or University-managed housing. The privilege to use University facilities or property is also permanently withdrawn by this action. A respondent who has been dismissed is not eligible for readmission. Any respondent who is dismissed will not be entitled to any refund of tuition or fees. A notation will be placed on the respondent's transcript indicating disciplinary dismissal.

**Revocation of Degree**—A student's recognition as a graduate or alumna/us is rescinded. This sanction may occur if a student is found in violation of an Act of Misconduct following their graduation from George Mason if the Act was committed while considered a student.

## **L. Potential Sanctions for Employees Found Responsible for Policy 1202 Violations**

George Mason follows guidelines for sanctions set forth by the Virginia Department of Human Resource Management (DHRM). Sanctions include

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;
9. Mandated training; and/or
10. Reassignments.

**Factors to be considered in determining sanctions include, but are not limited to**

- The severity, persistence, or pervasiveness of the violation;
- The nature or violence of the violation;
- The perceived impact of the violation on the complainant;
- The perceived impact on the University community;
- The prior disciplinary record of the respondent;
- The maintenance of a safe, nondiscriminatory environment that is conducive to learning; and
- Any other mitigating or compelling factors.

**M. Notice of Determination**

The Hearing Officer must prepare a Notice of Determination. The Notice of Determination must contain the following:

- Identification of the allegations potentially constituting sexual harassment as defined in Policy 1202;
- A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the Parties, interviews with Parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- Findings of fact supporting the determination;
- Conclusions regarding the application of Policy 1202 to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility;
- Any disciplinary sanctions the University imposes on the Respondent;
- Whether supportive measures will be provided to the Complainant; and
- The recipient's procedures and permissible bases for the Complainant and Respondent to appeal.

The Notice of Determination will not state what, if any, supportive measures are provided to the Complainant, just whether or not supportive measures have been or will be provided.

The Hearing Officer may request information from the Hearing Coordinator, Title IX Coordinator, or Title IX Investigator to assist in preparing the Notice

of Determination. The Hearing Officer will provide the Notice of Determination to the Hearing Coordinator and the Title IX Coordinator. The Title IX Coordinator or the Hearing Coordinator (with a copy to the Title IX Coordinator) shall send the Notice of Determination to the Parties simultaneously.

If an appeal is not filed within the timeframe stated below, the decision stated in the Notice of Determination is final. If no appeal is filed before the deadline, the Hearing Coordinator shall notify both Parties (with a copy to the Title IX Coordinator) that no appeal was filed and that the Notice of Determination and any sanctions imposed are final.

## **N. Appeals**

Either Party may appeal the outcome of the hearing. Disagreement with the outcome is not a basis for appeal. A witness or Party failing to appear at the hearing or a Party not providing information available to the Party to the Investigator is also not a valid grounds for appeal. Valid grounds for an appeal of the outcome of the hearing are limited to

- Procedural irregularity that affected the outcome of the hearing.
- The discovery of new evidence that was not reasonably available at the time of the determination regarding responsibility was made that could affect the outcome of the hearing.
- The Title IX Coordinator, Investigator(s), or Hearing Officer had a conflict of interest or bias for or against complainants or respondents generally or either Party that affected the outcome of the hearing.

In order to file an appeal, an appeal must be submitted within five business days following the date the Notice of Determination is sent to the Parties. The appeal form must be received by 5 p.m. on the last day of the appeal period. Late appeals will NOT be considered.

In order for a student to file an appeal, the student must fill out the form located at [studentconduct.gmu.edu](https://studentconduct.gmu.edu).

Employees may submit their appeal directly to [titleix@gmu.edu](mailto:titleix@gmu.edu).

If an appeal is filed, any sanctions imposed in the Notice of Determination are stayed pending resolution of the appeal.

Upon receipt of the appeal request, the Hearing Coordinator (or Designee) will notify the Title IX Coordinator by sending a copy of the appeal and assign the appeal to an Appeal Officer. The Appeal Officer will be a person who has no prior substantive knowledge of the facts of the case, and has no personal knowledge of or association with either the Respondent or Complainant.



If an appeal is filed, the Title IX Coordinator or the Hearing Coordinator (with copy to the Title IX Coordinator) will send both Parties a Notice of Appeal within five business days. The Notice of Appeal will provide both Parties with any appeal documents that have been filed and the name of the Appeal Officer. The Notice of Appeal will also state that each Party may submit a written response to any appeal submitted by the other Party and the deadline for doing so.

If a Party wishes to provide a response, documentation must be provided to the Hearing Coordinator no later than five business days following the transmission of the Notice of Appeal (by 5 p.m.). Late responses will NOT be considered. The Hearing Coordinator will provide a copy of any response to the other Party, the Appeal Officer, and the Title IX Coordinator.

Either Party may challenge the impartiality of the assigned Appeal Officer based on prior relationship or a bias or conflict of interest. In order to do so, the Party must submit an explanation of the basis for the challenge in writing to the Hearing Coordinator within five business days (by 5 p.m.) following transmission of the Notice of Appeal. If a Party challenges the impartiality of the assigned Appeal Officer, the Hearing Coordinator shall consider the basis for the challenge and may assign a new Appeal Officer. The decision of the Hearing Coordinator on any such challenge is final.

The Appeal Officer will base their decision on the written appeal request, any response, all case materials, and the recording of the hearing. The Appeal Officer may also consult with or request information from the Hearing Coordinator, the Title IX Coordinator, or the Title IX Investigator (e.g., information about an alleged procedural irregularity or bias). Any such consultations or requests and information provided in response shall be documented and maintained.

In making a determination on the appeal, Appeal Officers may not substitute their judgment for the judgment of the Hearing Officer as to the merits of the case. An Appeal Officer's disagreement with the determination made by the Hearing Officer is not a basis to grant an appeal. Rather, an Appeal Officer must find, by a preponderance of the evidence, that one of the bases for granting an appeal has been shown by the appealing Party.

The Appeal Officer may decide to

- Deny the Appeal; or
- Remand the case with instructions to conduct a new hearing.

The Appeal Officer shall prepare a written decision and send it to the Hearing Coordinator and Title IX Coordinator. The Title IX Coordinator or Hearing Coordinator (with a copy to the Title IX Coordinator) will send a copy of the written decision to both Parties simultaneously. The documentation will contain the rationale for the appeal decision.

Appeals will ordinarily conclude within 20 business days from receipt of the non-appealing party's statement (or passage of the deadline to do so if no statement is provided) unless a longer period of time is determined to be necessary. If a longer time is needed, the Hearing Coordinator will notify the Parties.

If the Appeal Officer denies the appeal, this is a final decision. The decision and sanctions in the Notice of Determination are final and shall take effect immediately.

If the Appeal Officer remands the case, the Hearing Coordinator will schedule a new hearing. The Hearing Coordinator shall decide whether to use the same Hearing Officer on remand or select a new Hearing Officer.

## **O. Compliance with Sanctions**

For cases where the Respondent is a student, the Office of Student Conduct is responsible for instituting and monitoring compliance with sanctions. For cases where the Respondent is an employee the Department of Human Resources and/or the employee's supervisor are responsible for instituting and monitoring compliance with sanctions. The institution and monitoring of sanctions will be done in coordination with the Title IX Coordinator who has responsibility for the effective implementation of any remedies imposed in this process. The Title IX Coordinator will be notified when a Respondent completes the required sanctions or if the Respondent fails to complete the required sanctions.

Failure to comply with the sanctions may result in further disciplinary action.

## **P. Transcript Notations for Students**

As is required by Virginia law, a student who has been suspended or expelled for a sexual misconduct violation shall have a notation placed on his or her academic transcript. The notation will state that a student has been "Suspended or Dismissed for a Violation of the Code of Student Conduct."

Additionally, any student who is alleged to have violated this policy who withdraws from the University while under investigation will also have a notation placed on her or his academic transcript. This notation will state that

the student has withdrawn from the institution while under investigation for a violation. The University may also move forward with conduct proceedings if the student(s) has withdrawn.

## **INFORMAL PROCESS**

### **A. Initiating Informal Resolution Process**

After a Formal Complaint is filed, either the Complainant or Respondent may request an informal resolution instead of a formal process. The Title IX Coordinator, however, has the discretion to determine whether the nature of the reported conduct is appropriate for informal resolution, to determine the type of informal resolution that may be appropriate in a specific case, and to refer a report of Prohibited Conduct for formal investigation at any time. The Title IX Coordinator may decline the request for informal resolution in any particular case and may terminate an ongoing informal resolution process at any time.

### **B. Notice of Informal Process**

Prior to commencing an informal process, the Title IX Coordinator must give both Parties a written notice disclosing

- The allegations made in the Formal Complaint,
- The requirements of the informal resolution process including the circumstances under which it precludes the Parties from resuming a Formal Complaint arising from the same allegations, and
- Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

### **C. Consent Required**

Both Parties must give their consent in writing to the specific type of informal resolution process. Participation in informal resolution (including any specific form of informal resolution) is voluntary. The University will not compel a Complainant or a Respondent to engage in informal resolution, will not compel the Parties to confront one another face-to-face, and will allow a Complainant or a Respondent to withdraw from the informal resolution at any time.

### **D. When Informal Resolution Process Is Not Permitted**

Informal resolution is not permitted to resolve allegations that a University employee engaged in Prohibited Conduct toward a student. Forms of informal resolution that involve face-to-face meetings between the Complainant and the Respondent are not available in cases involving sexual assault.

## E. Types of Informal Resolution

Informal resolution may include

**Resolution with the Assistance of a Third Party:** A Complainant may seek assistance in informally resolving a report of Prohibited Conduct during a facilitated meeting or meetings between the Parties. The availability of this form of informal resolution, and any resolution reached through such form of informal resolution, is subject to the agreement of the Title IX Coordinator, the Complainant, and the Respondent. This form of informal resolution may not be used where the alleged Prohibited Conduct involves sexual assault.

**Mediation:** The Parties may agree to engage in mediation with the goal of reaching an informal resolution agreement. Such an agreement may include interventions and remedies, such as actions designed to maximize access to education, extracurricular, and/or other University activities; increased monitoring, supervision, and/or security on or around campus; targeted or broad-based educational programming or training for relevant individuals or groups; academic, workplace, and/or University housing accommodations; restorative sanctions; and/or any other support measures to help achieve the goals of this Policy.

If an agreement acceptable to the University, the Complainant, and the Respondent is reached through informal resolution, the terms of the agreement are implemented and the matter is resolved and closed when the terms are completed. If an agreement is not reached, and the Title IX Coordinator determines that further action is necessary, or if the Respondent fails to comply with the terms of the informal resolution agreement, the matter may be referred for a formal investigation and hearing under these Procedures.

## F. Impact on Ability to Pursue Formal Process

At any time prior to agreeing to a resolution, either Party has the right to withdraw from the informal resolution process and start or resume the formal process.

Pursuing informal resolution does not preclude later use of the formal investigation and hearing process if the informal resolution fails to achieve a resolution acceptable to the Parties and the University.

If informal resolution does achieve a resolution acceptable to the Parties and the University, that resolution will be documented by the Title IX Coordinator. The matter will be considered closed and resolved once the terms of the resolution are completed and no formal process may be initiated based on the allegations in the Formal Complaint.

## Notice Of Non-Discrimination Policy

George Mason is committed to providing equal opportunity and an educational and work environment free from any discrimination on the basis of race, color, religion, national origin, sex, disability, military status (including veteran status), sexual orientation, gender identity, gender expression, age, marital status, pregnancy status, or genetic information.

If a member of the George Mason community believes they are the victim of discrimination, or has information about discrimination in the university community, they may promptly submit the facts of the incident and the names of those involved to Diversity, Equity, and Inclusion (DEI).

DEI ensures and monitors George Mason's compliance with Federal and Commonwealth of Virginia non-discrimination laws. DEI will review your complaint and determine the appropriate next steps.

All complaints of discrimination will be treated in the strictest confidence possible under the particular circumstances.

### TO VOICE A COMPLAINT

Fill out an intake form at [go.gmu.edu/dei-intake-form](https://go.gmu.edu/dei-intake-form), email DEI ([MasonEO@gmu.edu](mailto:MasonEO@gmu.edu)), or call the office at 703-993-8730.

For the complete grievance procedure, including time frames and the DEI appeal process, please read the EO/AA Grievance Procedure document (PDF). This procedure applies to all George Mason faculty, staff, students, university contractors, vendors, and visitors.

For the most up-to-date Non-Discrimination Policy and Grievance Procedures, see University Policy 1201 at [universitypolicy.gmu.edu/policies/non-discrimination-policy/](https://universitypolicy.gmu.edu/policies/non-discrimination-policy/).

*A Fairfax Police helicopter lands on the Merten Hall lawn during the Life Safety Fair sponsored by Housing and Residence Life; University Life; Risk, Safety, and Resilience; George Mason Police; and the Fairfax Fire Department.*





*Risk, Safety, and Resilience  
conducts various safety drills,  
including mock dorm room  
controlled burn training with the  
City of Fairfax Fire Department.*



# 2024 Annual Fire Safety Report

## A Distributed University

George 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 the four George Mason University campuses with on-campus student housing facilities**, including the 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 George 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. Nonemergency notifications (e.g., evidence that something burned) are made to George 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

2021/2022/2023 FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES						
DATE	LOCATION	ADDRESS	CAUSE	DAMAGE AMOUNT	INJURIES	DEATHS
4/20/21	Kennedy Hall	10455 Presidents Park Dr.	Unintentional - Electrical	\$0-99	0	0
4/22/22	Potomac Heights	10350 York River Rd.	Unintentional - Improper Cigarette Disposal	\$0-99	0	0

DESCRIPTION OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS										
Building <sup>1</sup>	Area/Campus	Total Fires			Fire Extinguishers	Smoke Detectors	Manual Pull Stations	Fire Suppression	Central Fire Alarm System	# of Fire Drills
		2021	2022	2023						
Rogers Hall	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Whitetop Hall	Aquia/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Townhouse A	Aquia/Fairfax	0	0	0	Yes	Yes	No	No	No	0
Townhouse B	Aquia/Fairfax	0	0	0	Yes	Yes	No	No	No	0
Townhouse C	Aquia/Fairfax	0	0	0	Yes	Yes	No	No	No	0
Amherst	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Blue Ridge	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Brunswick	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Carroll	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Commonwealth	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Dickenson	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Dominion	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Eastern Shore	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Essex	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Franklin	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Grayson	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Hampton Roads	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Hanover	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Northern Neck	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Piedmont	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Sandbridge	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Tidewater	Rappahannock/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Adams	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11

DESCRIPTION OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS										
Building <sup>1</sup>	Area/Campus	Total Fires			Fire Extinguishers	Smoke Detectors	Manual Pull Stations	Fire Suppression	Central Fire Alarm System	# of Fire Drills
		2021	2022	2023						
Eisenhower	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Harrison	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Jackson	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Jefferson	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Kennedy	Shenandoah/Fairfax	1	0	0	Yes	Yes	Yes	Yes	Yes	11
Liberty Square	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Lincoln	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Madison	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Monroe	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Potomac Heights	Shenandoah/Fairfax	0	1	0	Yes	Yes	Yes	Yes	Yes	11
Roosevelt	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Taylor	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Truman	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Washington	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Wilson	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Mason Global Center	Shenandoah/Fairfax	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Beacon Hall	Manassas, VA/ Science and Technology Campus	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Residential Facility	Front Royal, VA/ Smithsonian-Mason	0	0	0	Yes	Yes	Yes	Yes	Yes	11
Building A	Mason Korea	0	0	0	Yes	Yes	Yes	Yes	Yes	0
Building B	Mason Korea	0	0	0	Yes	Yes	Yes	Yes	Yes	0
The Rixey <sup>1</sup>	1008 N Glebe Rd Arlington, VA 22201	0			Yes	Yes	Yes	Yes	Yes	0

<sup>1</sup> As of 2021, The Rixey is no longer recognized as a Student Housing Facility for Clery Act reporting purposes.

# 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:

- Your residence hall's evacuation plans are located on the inside of your bedroom/apartment door. Learn them and evacuate the building every time the fire alarm goes off.
- Familiarize yourself with the *Residential 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 designated Residence Life personnel 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 an oven, stove, or microwave unattended while in use.
- Clean appliances and cookware frequently to prevent the buildup of grease and grease byproducts.
- Turn on the overhead exhaust fan prior to cooking to reduce the potential for smoke.
- Prepare food to designated safe temperatures prior to eating. Visit [foodsafety.gov](https://foodsafety.gov) for information on safely cooking food.

## FURNISHING OR PERSONALIZING YOUR SPACE

Residents are encouraged to personalize their living space. Follow these sample guidelines to ensure the safety of all residents. More information on specific guidelines is available at [housing.gmu.edu](https://housing.gmu.edu).

- All electrical devices must be approved by a recognized product testing laboratory.
- No more than 20 percent of the side of a door may be covered at any time.
- Do not hang materials from the 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 for 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.
- Residents must keep the top 24 inches, the bottom 24 inches, and the side 12 inches clear of decorations of any kind on all walls. Furniture and objects must be at least 18 inches below suppression system sprinkler heads. Decorations, furniture, and so forth must be at least 18 inches away from life-safety equipment such as fire extinguishers or fire alarm pull stations.

# 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/policies](https://housing.gmu.edu/policies) and select “Resident Student Handbook.”

Sample permitted appliances include

- Multiple-outlet adapters with built-in circuit breakers that are UL listed
- Microwaves not exceeding 0.6 cubic feet and 700 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 Risk, Safety, and Resilience (RSR).
- 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.
- Lighter fluid, fire logs, fire starter logs, wood, sticks, etc. are also not permitted. For more information on the appropriate use of these grills, please contact the neighborhood desk or a Housing and 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
- 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 Housing and Residence Life, RSR, 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.

### **HOUSING AND RESIDENCE LIFE HEALTH AND SAFETY INSPECTIONS**

Staff members from Housing and Residence Life conduct health and safety inspections each semester. The inspections identify violations of university and housing regulations as documented in the *Resident Student Handbook*. Inspections occur each semester and, depending on the violation, may result in immediate confiscation of a prohibited item or a two-week notice to correct the documented violation. Failure to correct violations will result in disciplinary action.

Residents may be notified 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. An inspection report 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 of other nonprohibited items are subject to re-inspection and confiscation of items.



# 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 Risk, Safety, and Resilience.

## 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 impairment and are unable to exit the building should proceed to an Area of Assistance, or remain in their room, 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 and any other pertinent information.

## EVACUATION PLANS

Evacuation Plans are maps that designate primary and alternate routes of evacuation and assembly areas. Evacuation Plans designate the location of automated 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 Risk, Safety, and Resilience (RSR). RSR 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 RSR website at [ready.gmu.edu](https://ready.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.
2. RSR is responsible for creating a schedule for testing that includes input from building occupants and Housing and Residence Life personnel. The time and date of the drill is coordinated between these two campus partners.
3. All drills are scheduled at a time with consideration of the burden on the occupants of the building and disruptions to university operations.
4. Emergency evacuation drills are initiated by activating the fire alarm system. Fire alarm systems are provided in each building where drills are required.
5. Records of all evacuations are maintained by RSR.
6. After all occupants have exited the building, RSR silences the alarm and resets the fire alarm control panel.
7. Once the fire system has been reset, RSR 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 a university or public safety official.
8. RSR contacts George 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.
9. Personnel completes the Emergency Evacuation/Fire Drill Record.
10. **George Mason University Korea:** Mason Korea and Songdo Global University Foundation follow protocols consistent with George Mason's RSR programs for fire safety standards including fire drill frequency and facility design/attributes (e.g., sprinkler systems, alarms, etc.) for spaces used by George Mason students and employees.

## Programs and Training

Each year, all housing professional staff and student staff 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



### Active Threat Training

George Mason offers an active threat training video designed to educate students, faculty, and staff on ways to prevent and respond to potential active threats on campus.

Access the video at  
**[ready.gmu.edu](https://ready.gmu.edu)**.

## Report Concerning or Threatening Behavior

To report concerning or threatening behavior, or individuals (students or employees) who may become a threat to themselves or others, please go to **[stopviolence.gmu.edu](https://stopviolence.gmu.edu)** to initiate a review by the appropriate university department or officials.

## Plans for Future Improvements in Fire Safety

George 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 George Mason, please visit [ready.gmu.edu](https://ready.gmu.edu) or [police.gmu.edu](https://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.

## Questions or Concerns about this Report?

Contact the Clery Act Compliance Coordinator at [cleryact@gmu.edu](mailto:cleryact@gmu.edu) or 703-993-5497.

*George Mason Police and RSR conduct emergency response training on campus.*



Campus Security Authority (CSA)	Responsible Employee (RE)										
<p><b>Definition:</b></p> <ul style="list-style-type: none"> <li>George Mason has designated all university faculty, staff, contractors, and students with significant responsibility for student activities (e.g., Resident Assistants) as “Campus Security Authorities” (CSAs). See University Policy 1412.</li> <li>CSAs have a legal obligation to notify George Mason Police of any Clery Act crimes they conclude were made known to them in good faith, meaning there is reasonable basis for believing the information is not rumor or hearsay.</li> <li>At the request of the victim(s), identifying information may be excluded from the report (e.g., names, initials, contact information, etc.).</li> <li>See University Policy 1412 Reporting of Clery Act Crimes and/or Prohibited Sexual Conduct at <a href="https://universitypolicy.gmu.edu/policies/reporting-of-clery-act-crimes-and-or-prohibited-sexual-conduct">universitypolicy.gmu.edu/policies/reporting-of-clery-act-crimes-and-or-prohibited-sexual-conduct</a>.</li> </ul>	<p><b>Definition:</b></p> <ul style="list-style-type: none"> <li>A “Responsible Employee” is any university employee who is not a Confidential Employee. This also excludes any employee with day-to-day duties that are not controlled by George Mason University. See University Policy 1412.</li> <li>A Responsible Employee is required to report to George Mason’s Title IX Coordinator all relevant details (obtained directly or indirectly) about an incident of prohibited conduct of a sexual nature that involves any student or employee.</li> <li>Student-employees are considered Responsible Employees when disclosures are made to them in their capacities as employees.</li> <li>See University Policy 1412 Reporting of Clery Act Crimes and/or Prohibited Sexual Conduct at <a href="https://universitypolicy.gmu.edu/policies/reporting-of-clery-act-crimes-and-or-prohibited-sexual-conduct">universitypolicy.gmu.edu/policies/reporting-of-clery-act-crimes-and-or-prohibited-sexual-conduct</a>.</li> </ul>										
<p><b>Exemptions:</b></p> <ol style="list-style-type: none"> <li>Counseling and Psychological Services (CAPS)</li> <li>Pastoral counselors (if associated with and recognized by a religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor)</li> </ol>	<p><b>Exemptions:</b></p> <ol style="list-style-type: none"> <li>Student Support and Advocacy Center (SSAC)</li> <li>Counseling and Psychological Services (CAPS)</li> <li>Student Health Services</li> <li>George Mason University Korea Health Center</li> <li>Contracted employees and vendors</li> </ol>										
<p><b>Procedures:</b></p> <ul style="list-style-type: none"> <li>The first CSA who becomes aware of any crime, including a Clery Act crime, is responsible for notifying George Mason Police. If George Mason Police is already aware of the incident, CSAs are not required to report. However, when in doubt, report.</li> <li>Clery Act crimes are those that occur on or near property that George Mason owns or controls. A list of definitions is available at <a href="https://police.gmu.edu/clery-act-reporting/clery-crime-definitions">police.gmu.edu/clery-act-reporting/clery-crime-definitions</a>.</li> <li>CSAs are encouraged to report all Clery Act crimes as soon as possible to George Mason Police using at least one of the following options: <ol style="list-style-type: none"> <li>Calling George Mason Police directly at 703-993-2810</li> <li>Completing the CSA Crime Statistics Reporting Form available at <a href="https://police.gmu.edu/clery-act-reporting/csa-form">police.gmu.edu/clery-act-reporting/csa-form</a></li> <li>Emailing George Mason’s Clery Act Compliance Coordinator at <a href="mailto:cleryact@gmu.edu">cleryact@gmu.edu</a> <ul style="list-style-type: none"> <li>When interacting with a person reporting a crime, CSAs should gather enough information that would provide sufficient detail to properly classify the incident.</li> <li>CSAs are not responsible for determining authoritatively whether a crime took place, and they should not try to apprehend alleged suspects of crimes.</li> </ul> </li> </ol> </li> </ul>	<p><b>Procedures:</b></p> <ul style="list-style-type: none"> <li>Responsible Employees must promptly report to George Mason’s Title IX Coordinator all relevant details about an incident of sexual misconduct, sexual harassment, or gender discrimination that involves any student or employee by using at least one of the following options: <ol style="list-style-type: none"> <li>Calling Diversity, Equity, and Inclusion at 703-993-8730</li> <li>Completing an intake form at <a href="https://diversity.gmu.edu/title-ix/sexual-or-interpersonal-misconduct-report-form">diversity.gmu.edu/title-ix/sexual-or-interpersonal-misconduct-report-form</a></li> <li>Emailing George Mason’s Title IX Coordinator at <a href="mailto:titleix@gmu.edu">titleix@gmu.edu</a></li> </ol> </li> <li>Responsible Employees interacting with a person disclosing an incident of prohibited conduct of a sexual nature should explain their obligation to provide George Mason’s Title IX Coordinator with all relevant details about the incident, offer available support resources, and provide assurance that only people who need to know will be told about the incident.</li> </ul>										
<p>On-Campus Confidential Resources for Support:</p> <table> <tr> <td>Student Support and Advocacy Center (SSAC)</td> <td>703-993-3686</td> </tr> <tr> <td>Counseling and Psychological Services (CAPS)</td> <td>703-993-2380</td> </tr> <tr> <td>Student Health Services</td> <td>703-993-2831</td> </tr> <tr> <td>University Ombudsperson</td> <td>703-993-6596</td> </tr> <tr> <td>George Mason University Korea Health Center</td> <td>+82-36-620-0553</td> </tr> </table>		Student Support and Advocacy Center (SSAC)	703-993-3686	Counseling and Psychological Services (CAPS)	703-993-2380	Student Health Services	703-993-2831	University Ombudsperson	703-993-6596	George Mason University Korea Health Center	+82-36-620-0553
Student Support and Advocacy Center (SSAC)	703-993-3686										
Counseling and Psychological Services (CAPS)	703-993-2380										
Student Health Services	703-993-2831										
University Ombudsperson	703-993-6596										
George Mason University Korea Health Center	+82-36-620-0553										

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



# Love Your Stuff? Keep it Secure!

**Most reported thefts at  
George Mason are preventable.**

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

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

**Follow George Mason Police on Facebook at [facebook.com/gmupolice](https://facebook.com/gmupolice)  
and on X (Twitter) [@thegmupd](https://twitter.com/thegmupd).**

**Mason Square**

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

**Smithsonian-Mason School of Conservation**

1500 Remount Road, Front Royal, Virginia 22630

**George Mason University Korea**

19 Songdo Munhwa-so, Yeonsu-gu, Incheon, Korea 406-840

