

VIRGINIA MILITARY INSTITUTE POLICE DEPARTMENT

GENERAL ORDER	Number: 1-8
STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT	Date: 05/21/10
VLEPSC Number:	Manual Number:
Replaces:	Effective Date: 05/21/10
Authorization: Chief Michael L. Marshall	Review Date: Annually

Note: This order is for internal use only and does not enlarge an officer's liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this order, if proven, can only form the basis of a complaint by this department and then only in a non-judicial administrative setting.

I. POLICY

It is departmental policy that the Virginia Military Institute Police Department follows all applicable state and federal laws.

II. PURPOSE

The purpose of this policy is to document compliance with the Student Right to Know and Campus Security Act.

III. PROCEDURE

- A. Every effort will be made to comply with provisions with the Student Right to Know and Campus Security Act.
- B. The Police Department will prepare an annual report for distribution to all current students and employees.
 - 1. The annual report will include information required by the Student Right to Know and Campus Security Act and meet any additional requirements of the act.
 - 2. The annual report will include information designated by the U.S. Education Department as part of their rules and regulations and meet other requirements that may be designated in their rules and regulations.
 - 3. The annual report may include other information that is determined to be helpful to students or employees.
 - 4. The annual report will be available upon request by prospective students and employees.
 - 5. The annual report will be placed on the Virginia Military Institute computer system to provide easy access to such information.

C. Additional information will be released in a timely matter.

1. A computerized police log will be maintained in the Virginia Military Institute Police Department.
2. Press releases will be made on a regular basis.
3. Liaison will be maintained with local news agencies.
4. Seminars and training sessions will be provided to the Virginia Military Institute community upon request.
5. Brochures, newsletters, and posters will be distributed as needed.
6. Information concerning serious incidents endangering cadets, staff, and faculty or otherwise of immediate concern to the Virginia Military Institute community will be released in a timely matter.
7. Special announcements, releases, articles, and meetings may be used to provide information concerning serious incidents endangering or of immediate concern to the Virginia Military Institute community.

D. The Virginia Military Institute Police Department, through its Crime Prevention Officer, will present programs designed to aid in the reduction of criminal incidents and improve the safety of students, faculty, staff, and visitors.

E. The Virginia Military Institute Police Department will actively work with other agencies and organizations who seek to lessen criminal incidents, reduce the impact of the incident, and/or provide services to victims.