

2021

Alabama A&M

4900 Meridian Street N.
Huntsville, AL 35811

ANNUAL SECURITY REPORT

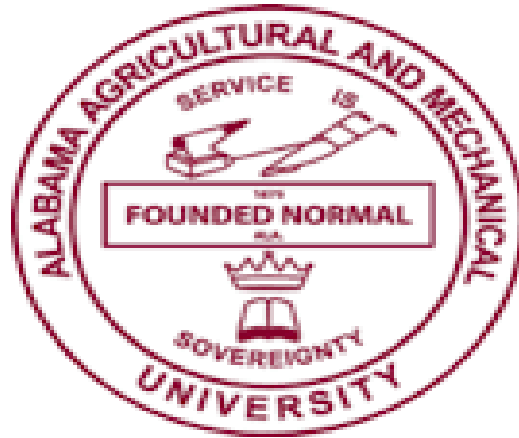




Table of Contents	2
Introduction	3
AAMU Department of Public Safety.....	4
Reporting Crime or Suspicious Activity.....	5
Contacting the Alabama A&M Department of Public Safety.....	5-6
Campus Security Authorities	6-7
Response of DPS to Reported Incidents.....	7-8
Timely Warning Notices & Campus Safety Alerts.....	8
Student Code of Conduct	8-9
Daily Crime and Fire Log.....	9
Campus Safety & Education Programs	9
Drug Policy and Program.....	9-10
Sex Crimes and Interpersonal Violence Programs	10-12
Sex Offender Registry and Related Information.....	13
Dangerous Weapons and Firearms Policy.....	13
Building Security Access.....	13-14
Emergency Response Procedures and Policies.....	14-15
Missing Student Notification	15
Annual Disclosure of Crime Statistics	16
Clery Geography	19-20
A&M Crime Statistics	21-23
Fire Safety Report.....	23
Residence Hall Evacuation Procedures	24-27
Residence Hall Fire Policies	28
Residence Fire Safety Systems	29
A&M Fire Statistics	30-32



Introduction

Alabama Agricultural and Mechanical University (AAMU) places the safety and security of its students, faculty and staff as of the up most priority. AAMU prides itself on being one of the safest campuses in the country and continues to strive to make it #1. This goal can only be attained with the help, partnership and trust of every member of the AAMU community.

In order to maintain that transparency and trust within the AAMU community, this Annual Security and Fire Safety Report is prepared by Alabama A&M University (AAMU) Department of Public Safety (DPS). This report complies with the requirements of the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, 20 USC § 1092 [f]* (Clery Act) and the Higher Education Opportunity Act (HEOA) of the Higher Education Act of 1965. This report combines the AAMU Annual Security Report and Annual Fire Safety Report into one report, as permitted by the Clery Act. The statistical data in this report is obtained from the AAMU Department of Public Safety, Office of Student Affairs, Residential Life, Judicial Affairs and the Huntsville Police Department. This Annual Report is distributed via email in electronic format to all current students and employees each year. The report is also posted on the AAMU Department of Public Safety webpage at www.aamu.edu/dps and a hardcopy of this report is available upon request to the Department of Public Safety.

The Clery Act requires this Annual Report be published yearly and includes the statistical data over the three previous calendar years. The statistics enclosed in this report pertain to crimes that occur on the campus of AAMU, in residential facilities, in any non-campus building or property owned or controlled by the university and public property adjacent to the AAMU campus. Furthermore, this report includes crimes reported of a criminal nature such as murder, sexual assaults, domestic violence, hate crimes, and judicial referrals and arrests for narcotics, weapons and liquor law violations.

This report is constructed in conjunction with assistance from the Office of Student Affairs, Office Judicial Affairs, Residential Life and surrounding local law enforcement agencies. Maintenance of a public log, listing any crime on campus that is reported can be located at the front desk of the Department of Public Safety. Publication of information about campus safety, emergency preparedness and notifications, preventive programming, security policies and information related to fire safety & statistics are included in this report.

This information has been prepared to increase your safety and awareness while here at AAMU. Please review this report and contact us if you desire further information, explanation, or a hardcopy of this report. We also invite you to visit our website for additional safety information at: www.aamu.edu/dps.

Thank you,

Department of Public Safety



Alabama A&M Department of Public Safety (AAMU DPS)

The mission of the Alabama A&M Department of Public Safety is to enhance the safety, security and working environment of all students, faculty, staff, and merchants we serve. We will be a department founded on integrity and trust, employing the highest professional standards while providing exceptional customer service to our Alabama A&M community.

DPS Authority

The Department of Public Safety is a full-service police department employing police officers, security officers, dispatchers, and other administrative personnel. Our police officers are certified by the State of Alabama (Code 16-47-10) with the same law enforcement and arrest powers as the police officers in the City of Huntsville or in your hometown.

The Department's main enforcement focus is on crimes occurring on University property. However, AAMU Police Officers have the authority to investigate, apprehend, and arrest anyone involved in illegal acts or criminal activity both on and off campus. DPS's organizational structure is designed into a three (3), eight (8)-hour patrol shift 24 hours a day, seven (7) days a week, three hundred sixty-five (365) days a year.

The Department has primary jurisdiction over all crimes occurring on University property and we maintain an excellent working relationship with the Huntsville Police Department and when incidents require joint investigation or response, we coordinate efforts, resources, and exchange of information. DPS staff also cooperates and works with other law enforcement agencies including the FBI, Madison County Sheriff's Office, and other local police departments. Any campus crime reported to these law enforcement agencies will be included in our annual crime statistics.

DPS is responsible for the coordination of all security and law enforcement personnel serving on campus with respect to the enforcement of AAMU policies, as well as applicable federal, state and local laws. Any campus events that will require personnel for security purposes must be scheduled through DPS, as no external police or security agencies are permitted to work events on campus without permission of and coordination with the Executive Director of Public Safety.

DPS Core Services

- Responding to criminal incidents.
- Investigation of illegal activity
- Securing campus buildings
- Emergency preparedness and education
- Responding to disturbances; suspicious activity and health and wellness checks
- Filing reports for lost, found or stolen property
- Parking & traffic enforcement
- State accident reports/investigations
- Vehicle registrations
- Responding to alarms



- Victim Services Assistance

In addition to these services, upon request, DPS will conduct crime prevention and safety seminars to small and large campus groups. Officers attend all new student orientations including SOARS and Graduate School Orientation to discuss campus safety with students and parents. We provide annual safety training to Office of Residential Life employees including all resident advisors. Officers are also regularly park their police vehicles and walk the campus to initiate more informal contacts and opportunities to discuss safety with students, faculty, and staff. The campus is divided into four geographic sectors and DPS teams are assigned to each sector. Because they are assigned to these smaller areas, officers are better able to monitor activities, detect trends, and build relationships.

Reporting Crime or Suspicious Activity

It is imperative that all crime and suspicious activity be promptly reported to DPS. If you witness a crime or any suspicious activity, call 911 or (256) 372-5555 immediately! By working together, we can prevent and reduce crime on our campus. You may report criminal activities or other emergencies in several different ways at AAMU.

Reporting to the Department of Public Safety

Any member of the University community, who wishes to file an incident report or criminal complaint, can always contact DPS at (256) 372-5555 or visit the department headquarters in the University Services Building across from Foster Complex. The officers' primary concern will always be the safety of the victim. Reporting the incident to the Public Safety Department does not necessarily mean the victim must file criminal charges.

The University has installed emergency two-way blue light phones throughout the campus. By pressing the small silver button on the station, users can communicate directly with the Department of Public Safety's Communications Center. The location of the station will be automatically conveyed to the dispatcher answering the phone. These phones are routinely checked and tested by DPS. Repair requests are forwarded to University Physical Facilities.

Contacting the Alabama A&M Department of Public Safety

Physical Address

University Services Building-453 Buchanan Way (across from Foster Complex)

Mailing Address

P.O. Box 264 Normal, AL 35762

Contact Phone Numbers

(256) 372-5555



(256) 372-8336-Fax

Email

Public.safety@aamu.edu

Campus Security Authorities (CSA's)

Crimes and information regarding criminal activities can also be reported to University officials designated by the federal Clery Act as Campus Security Authorities. A Campus Security Authority (CSA), also known as a Clery Reporter, is any University employee who has significant responsibility for students and campus activities, or has been identified as someone students may disclose experiences of crime victimization. CSAs are critical in assisting the University in creating a safer campus community through reporting crime that is disclosed to them/their staff and providing effective support and referrals to aid in the healing and retention of student victims of crime.

CSAs are mandated under the Clery Act to report the following crimes to the AAMU Police Department:

- Criminal Homicide
- Manslaughter
- Sexual Assault (forcible and non-forcible)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Liquor law violations
- Drug Abuse
- Weapons Violations
- Hate Crimes

A CSA does not need to determine whether or not a crime actually occurred on the campus to report it, all crimes should be immediately reported, regardless of where they took place. If an individual reporting an incident needs assistance, a CSA should explain how to get help. The CSA should always advise a victim that help is available even if he or she does not want an investigation conducted. In case of emergency such as a physical assault, however, the CSA should contact the campus police or call 911, as appropriate. If a victim doesn't want the report to go any further than the CSA, the CSA should explain that he or she



is still required to report the incident for statistical purposes, but it can be reported without identifying the victim.

University officials designated as Campus Security Authorities include the following:

- Directors
- Deans
- Department Heads
- Judicial Affairs Officers
- Advisors to Students
- Advisors to Student Organizations
- Athletic Coaches/Trainers
- Residential Life Staff

Confidential Reporting

There are many ways to confidentially report crime and suspicious activity. If you desire to remain anonymous we encourage you to still report all incidents so we can determine if there is a pattern of crime or activities that may warrant us to alert others on campus.

- Crime and other serious concerns can be reported confidentially by contacting the Department of Public Safety Investigator at (256) 372-4847
- AAMU has an online anonymous reporting system “Safe Space Anonymous” that can be submitted confidentially by visiting the AAMU home webpage at www.aamu.edu or by scanning the QR code located on flyers in each residential hall.
- The AAMU Counseling and Health Center provides confidential reporting and can assist individuals in identifying options to address their concerns. They can be reached at (256) 372-5601.

Confidential reports are counted and disclosed (without revealing victim’s identity) in AAMU's annual crimes statistics report filed with the Department of Education.

Response of DPS to Reported Incidents

DPS will take all reports of alleged criminal activity. Depending upon the nature and seriousness of the alleged offense, an officer will either come to the scene immediately or the case will be assigned to an investigator for follow-up. Priority responses are given to crimes against persons and personal injuries. Responses may include, but are not limited to:

- Immediate response to the scene of the criminal activity by one or more DPS officers.
- Investigation of alleged criminal activity in accordance with AAMU and DPS policies and procedures.
- Depending on the circumstances involved; detaining suspects, filing appropriate reports to pursue prosecution or other appropriate action with the Madison County District Attorney’s Office.



- Filing Student Conduct Reports to refer alleged student offenders to the Vice President of Student Affairs for a determination of whether disciplinary action is appropriate.

Timely Warnings

In the event that a serious crime or incident occurs on or near campus and is considered by DPS to represent a continuing threat to students and employees, the Executive Director of Public Safety or designee will authorize the issuance of a Campus Safety Mass Alert Notice to inform members of the AAMU community about the incident. DPS initiates a layered notification process which can provide:

- Visual Alert Notices of emergency/criminal activity.
- SMS system that gives specific notice and instructions of how to respond and/or avoid emergency/criminal activity.
- AAMU urgent e-mail
- AAMU Web page
- DPS Twitter and Facebook accounts

Updates about the incident resulting in the Alert will be distributed via an email blast and may be posted on the DPS webpage. Campus Safety Alert Notices may also be posted in campus buildings, including residence halls. Anyone with information about any incident which may warrant a need for alerting others on campus, is encouraged to report the circumstances to DPS as soon as possible so that appropriate action is taken.

Student Code of Conduct

As members of the University community, all students, groups of students, and student organizations are expected to exemplify Alabama A&M University's community principles and values, to engage in socially responsible behavior, and to model exceptional conduct, character, and citizenship on campus and beyond.

If/when students witness or are informed of conduct that may not meet these standards, they are expected to take an active role in upholding the University's values, not merely through demonstration, but by informing the Department of Public Safety at 256-372- 5555; or reporting the behavior to University officials. All emergencies should be reported by calling DPS or 911.

The Student Code of Conduct applies to alleged violations both on and off campus, as it pertains to university students. The University reserves the right to investigate and resolve any report or incident in which a student is alleged to violate any part of the Student Code of Conduct.

University and residence hall guests are also expected to follow all University policies. Student hosts are



accountable for the conduct of their guests, and can be deemed the responsible party for violations committed by their guests and sanctioned accordingly. This applies to individuals, groups, and student organizations.

Daily Crime and Fire Log

DPS maintains a Daily Crime Log that records (by the date incident was reported), all crimes and other serious incidents that occur on campus; in a non-campus building or property owned or operated by the University; on public property within, adjacent to, or immediately accessible from the campus. This daily crime log is available for public inspection at DPS headquarters. The Department posts incidents in the Daily Crime Log within two business days of receiving a report of an incident and may exclude incidents from the log in certain circumstances, particularly those in which inclusion may compromise an investigation. We also include arson and fire incidents that occur in campus housing.

Campus Security Education Programs for Students and Employees

Please remember that crime and other situations can occur inside the gates of the university as they do outside. The Alabama A&M Department of Public, as well as the university community subscribes to the saying if you “See Something, Say Something. It takes the entirety of the university community to keep the campus of Alabama A&M a safe one. DPS wants the campus community to actively engage in assisting with crime prevention.

Specific programming that is geared towards increasing the awareness about campus policies and procedures, crime prevention and educating the campus community on ways to ensure the safety of self and others are offered to students. Faculty and students are introduced to safety training sessions during new student and employee orientation, residence and town hall meetings. Those topics include information on alcohol and drug awareness, self-defense, safety tips, sexual assault and domestic violence prevention.

Drug and Alcohol Policy and Program

Alabama A&M University is committed to providing employees and students a smoke-free, drug-free and alcohol-free environment

The unlawful manufacture, distribution, dispensing, sale, possession or use of any controlled substance (as defined by Al. Criminal Code), by students, employees, or visitors on the campus or as part of any University sponsored activities is prohibited. Students and employees in violation of this policy may be jeopardizing their own well-being as well as the well-being of the AAMU community. Therefore, all violators are subject to disciplinary and or criminal actions.



The use, consumption, distribution, storage, or sale of any alcoholic beverages, or possession of sealed or unsealed containers of alcoholic beverages on any property owned or leased by the University, without proper authorization, is strictly prohibited. Violators are subject to disciplinary action up to and including suspension, expulsion, or termination. Visitors are subject to immediate removal from the premises.

Consumption of alcohol by anyone less than 21 years of age is a violation of Alabama state law. Students at Alabama A&M University are expected to be acquainted with and abide by the laws of the State of Alabama and University regulations regarding alcohol and drugs and to be aware of the social, physiological, and psychological consequences of excessive drinking in order to make responsible and informed decisions about the serving and consumption of alcohol.

To facilitate the “drug-free campus” policy, a program has been devised consisting of four major thrusts: 1) increasing the awareness of the debilitating effects of drug abuse; 2) mandatory student education, counseling, rehabilitation, assistance; 3) application of University regulations and sanctions against alcohol and drug abuse; and 4) application of local, state, and federal laws against unlawful possession, use, or distribution of illicit drugs and alcohol.

Sex Crimes and Interpersonal Violence Policies and Programs

All forms of sexual assault and misconduct are regarded as serious offenses in violation of the AAMU Code of Conduct and can result in disciplinary sanctions including suspension, expulsion, disciplinary probation, loss of campus housing privileges, and/or other educational sanctions deemed appropriate. Alabama State Laws and University policy seek to protect victims of rape, sexual assault and other sex related offenses and strongly encourage the reporting of all such crimes to University officials. These officials include: The Title IX Coordinator, Residential Life Staff, Human Resources Office, Counseling and Health Services Staff, any University counselor, and DPS. Reporting a sexual assault to DPS may help to prevent another assault from occurring. Reporting the incident does not mean the victim must proceed with prosecution.

- **Domestic Violence**

A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim 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 victim 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 with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.



- **Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person's safety or the safety of others; or (2) suffer substantial emotional distress.

Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

- **Consent**

Consent in the context of sexual activity. However, consent can be defined as clear, unambiguous, and voluntary agreement between participants who engage in specific sexual activity. Consent is active, not passive, and is given by clear actions or words. Consent may not be inferred from silence, passivity, or lack of active resistance alone. A current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. Being intoxicated does not diminish one's responsibility to obtain consent. In some situations, an individual may be deemed incapable of consenting to sexual activity because of circumstances or the behavior of another, or due to their age.

Examples of such situations include, but are not limited to, incompetence, impairment from alcohol and/or other drugs, fear, unconsciousness, intimidation, coercion, confinement, isolation, or mental or physical impairment

If you are the victim or witness of a sexual assault on or off campus:

An individual who is a victim or witness to a "sex offense" should report the incident immediately to the Department of Public Safety, Title IX coordinator, residence hall assistant or director, Vice President of Student of Affairs or another Campus Security Authority (CSA). Immediately upon reporting the sexual assault and for the university and DPS to conduct a thorough investigation in to the complaint. A victim or potential witness is encouraged to take the following courses of action.

1. Make sure you are in a safe location. Then call the police immediately! You can call 911 to report the assault to the police department where the assault occurred or you call DPS at (256) 372-5555 and we will assist you with proper reporting procedures and victim assistance services. Reporting the assault does not commit you to prosecuting the assailant, but it does keep your options open. Reporting is the first step in stopping the perpetrator from hurting someone else.



2. Evidence is short lived; remember not to bathe/shower, don't use the bathroom but if you must, use a clean container and retain for the police, this will be needed as evidence. Do not drink or eat anything. Do not change clothes as this could destroy evidence.
3. Seek medical attention immediately whether or not you decide to report the incident to the police. DPS can transport you to a hospital where you can see a SANE (Sexual Assault Nurse Examiner) Nurse who is specially trained for sensitive crime exams.
4. Remember the majority of sexual assaults on college and university campuses are date or acquaintance rapes. Some factors in these assaults include alcohol or drugs as well as gender communication issues. However, it is NEVER the victim's fault that the assault occurred. Perpetrators are 100% responsible for their actions.

As the victim/complainant, you have the right to:

1. If the perpetrator is an AAMU affiliate, file a complaint under the applicable AAMU disciplinary procedure. DPS, The Office of Student Affairs, Title IX Coordinator can provide guidance.
2. Assistance with changing an academic and/ or living situation as a result of an assault. DPS, Judicial Affairs, Title IX Coordinator, Counseling and Health Center, and Office of Student Affairs will assist you with this process.
3. If you file a Judicial Affairs complaint, both you and the perpetrator are allowed to have others present during all campus disciplinary proceedings.
4. Be informed of the outcome of all related University disciplinary proceedings. If the alleged victim is deceased, as a result of the crime or offense, and if requested, results of the disciplinary hearing will be provided to the victim's next of kin.
5. **On- Campus Victim Services**-The AAMU Counseling and Health Center offers free, 24 hour, confidential and professional services to victims of sexual assault. Please contact them at (256) 372-5601.
6. **Community Victim Services**-Services in the Huntsville area are available at the **Crisis Services of North Alabama** where victims can receive 24 hour free and confidential services. Please contact them at (256) 716-1000 or <https://csna.org/>.

All new students and employees receive information regarding sexual assault, domestic violence, dating violence, and stalking through mandatory orientation sessions. Students receive additional information and programming through Life Skills 101, a mandatory course for all new and transfer students. These programs provide information about the criminal definitions of sex crimes, domestic violence, stalking, and harassment in the State of Alabama, information about common situations experienced by students and employees, campus and community resources, bystander resources, and how to assist someone close to you who is experiencing interpersonal violence.

During annual orientation sessions (SOARS) informational presentations are also made to parents regarding resources on campus for students who experience sexual assault or interpersonal violence.

This year as part of a campus-wide comprehensive prevention program, all students, faculty, and staff will complete a mandatory on-line course entitled "Understanding Sexual Assault".

Additional campus educational activities include: leaflet and poster campaigns, public service announcements through the University radio and television stations, workshops designed to provide



information about sexual assault and interpersonal violence, and information disseminated to the campus through lectures, programs, booths at health fairs, and web and social networking sites.

Sex Offender Registry and Access to Related Information

The Federal Campus Sex Crimes Prevention Act, requires institutions of higher education to advise the campus community where state law enforcement information, concerning registered sex offenders, may be obtained. It also requires sex offenders, already required to register in a state, to provide that registration requirement information to each institution of higher education where he/she is employed, carries on a vocation, volunteers, or is a student. Information regarding registered sex offenders in the State of Alabama can be found at:

http://www.communitynotification.com/cap_main.php?office=54247

Dangerous Weapons and Firearms Policy

In an effort to maintain a safe environment, Alabama A&M University prohibits the possession and use of any dangerous or potentially dangerous weapon(s) or instruments, including but not limited to those described below, on all University properties except as required by law or approved by the University President or Executive Director of Public Safety.

Examples of prohibited dangerous weapons:

- Firearms- shotgun, rifle, pistol, revolver or other shoulder gun including ammunition. This also includes starter guns, the frame or receiver of any such weapon; any firearm muffler or silencer; or any machine gun.
- Any non-culinary knife fixed or lock blade (e.g., Bowie knife, knife, or instrument of like kind or description), except common pocket knife or legitimate tools appropriately used in authorized work on campus.
- Air gun (e.g., air or gas-powered rifle or pistol)
- Bow and arrow (e.g., archery equipment)
- Slingshots (including throwing weapons)
- Swords
- Crossbows
- Brass knuckles
- Fireworks or explosive devices
- Stun Gun, Taser or instrument of like kind or description
- Toy gun (e.g., air or gel ball powered rifle or pistol)



Building Security & Access

The Department of Public Safety staff charged with making routine checks to ensure that all University buildings remain safe and secure. During normal business and classroom hours there is open access to academic and administrative buildings, with the exception of University Wellness Center and other recreation facilities at which users must present membership and/or University identification cards. All facility maintenance is conducted by approved contractors.

Academic and administrative buildings are secured after normal hours and access is granted only with proper authorization. Students, faculty, and staff who have access to administrative or academic buildings after normal hours must lock all exterior doors behind them when they enter. The propping open of doors is strongly discouraged and everyone is encouraged to follow all personal safety precautions. If you are using an academic or administrative building after normal business hours please notify the Department of Public Safety.

Residence halls are open to guest during visitation hours of noon to Midnight daily unless residents are notified otherwise. Each resident is provided a handbook ("Guide to Campus Living") that includes safety, security, and conduct information. There is a staff office located in the lobby of each residence hall/complex which is staffed 24/7 days a week. Resident Assistants patrol the buildings to ensure they remain safe and secure.

EMERGENCY RESPONSE PROCEDURES AND POLICIES

Emergency Response

As part of an on-going effort, to inform our community on how to respond in the event of an emergency, Alabama A&M University has developed an Emergency Management Plan. Part of this plan is to inform our community of how to respond in the event of an emergency. Knowing what to do in an emergency situation will help keep our community safe and secure. The Emergency Action Procedures Handbook is intended for use by faculty, staff, and students for immediate reference during emergency conditions on campus. During an emergency, proper action saves lives. For your safety, please familiarize yourself with the information in this handbook located at:

<http://www.aamu.edu/dps>

Emergency Notification

Using the various media and Blackboard Connect Emergency Notification System ("**Bulldog Alerts**") AAMU will distribute emergency notification warnings of any immediate danger or threat via AAMU Homepage, blast emails, text message, phone calls, voicemail, and Twitter, to the campus community upon confirmation of an emergency or dangerous situation on campus.



Parents, neighbors, and University supporters are encouraged to monitor our homepage and local media for information on campus emergencies. Emergency notifications and follow-up information may include, but are not limited to:

- Bomb threats or other imminent violent threats
- Fire alarms, natural gas leaks and hazardous conditions affecting the entire campus
- Severe Weather
- Natural disaster
- Power outages and utility failures
- Campus closure
- Building evacuations and lock downs

Bulldog Alert

1. Go to the AAMU homepage: www.aamu.edu
2. Login to Self Service Banner
3. Click on the Personal Information Tab after your login to Banner Self-Service
4. Click on the Update Addresses and Phones menu item
5. Under **Mailing Address** -click on the word Current to update your personal information (mailing address & phone information)
6. In the field **Primary Phone Number for this address** – enter the phone number that is used as your home phone number. This can be a landline or mobile phone.
7. Under Phone Type – select Cell Phone from the drop-down menu and enter your cell number
8. Faculty & Staff –Under Phone Type – also select Campus and enter your office telephone number – **REQUIRED**

A number of preformatted messages have been entered into the Bulldog Alert system to facilitate immediate notification. New or additional messages can also be created and entered by trained DPS personnel. The emergency notification system is tested annually by IT and DPS. The campus community is notified before testing and the results are reported.

Missing Student Notification Policy

Pursuant to Section 488, of the Higher Education Opportunity Act of 2008, the Missing Student Notification Policy, must allow that in addition to registering an emergency contact, students residing in on-campus housing, have the option to also confidentially identify an individual to be contacted by the University in the event the student is determined to be missing for more than 24 hours. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement when appropriate. Students should contact their respective RA regarding registering an emergency contact or the Office of Residential Life at (256)372-5797.

Any person, who has reason to believe that any student is missing, should immediately notify DPS at (256) 372-5555. The on-duty DPS supervisor will immediately generate a missing person's report and initiate an investigation.



Should the department determine that the student is missing and has been missing for more than 24 hours, DPS will notify the student's emergency contact, or confidentially identified contact individual. If the missing student is under the age of 18 and is not an emancipated minor, DPS will notify the student's parent or legal guardian immediately after making the determination that the student is missing. DPS will also alert the Huntsville Police Department of any student reported as missing.

Annual Disclosure of Crime Statistics

The University prepares this report as required by the Clery Act in conjunction with local law enforcement agencies that have jurisdiction over on-campus University property, in certain off-campus buildings or property owned by the University; and on public within, or immediately adjacent to and accessible from the campus. A copy of this report can be located on the AAMU website at <http://ww.aamu.edu/campus-life/campus-safety/clery-report.html>.

Campus crime, disciplinary referrals statistics provided in this report are compiled on an annual basis for the previous three (3) calendar years (i.e. from January 1st – December 31st) in accordance with definitions of crimes provided by the FBI for use in the Uniform Crime Reporting (UCR) system, and include those reported to the Department of Public Safety, designated campus officials (including but not limited to directors, deans, department heads, residence life staff, dean of students staff, advisors to students, and athletic coaches). In addition, these statistics include persons referred for campus disciplinary action for categories required under the Clery Act, including liquor and drug law violations, and illegal weapons possession. Statistical information is also requested from the Huntsville Police Department and the Madison County Sheriff's Office.

For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year during which the crime was reported. AAMU DPS keeps a daily crime log of alleged criminal incidents that is open to public inspection. A log of fire incidents is also kept and available to the public. Both crime and fire statistics are submitted each fall to the Department of Education's web-based data collection system.

Clery Geography

For the purpose of collecting statistics on Clery Act crimes for submission to the Department and the inclusion in an institution's Annual Security Report, clery geography includes:

- a) Buildings and property that are part of the institution's campus;
- b) The institutions non-campus buildings and property
- c) Public property within or immediately adjacent to and accessible from the campus.



For the purpose of maintaining the crime log, Clery geography includes areas within the patrol jurisdiction of the campus police or the campus security department.

Key Definitions for Interpreting Clery Crime Statistic Data	
On-Campus Property	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). 34 CFR 668.46(a) NOTE: The statistical value provided for this category includes crimes that occurred in student housing facilities.
On-Campus Student Housing Facility	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. 34 CFR 668.41(a). NOTE: The statistical value provided for this category is part of the total number of crimes that occurred in on-campus property.
Non-Campus 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. 34 CFR 668.46(a).
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. 34 CFR 668.46(a)



Alabama A&M University Clery Act Crime Statistics

--Criminal Offenses--

Type of Offenses	Year	On Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Murder/Non-negligent manslaughter					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Manslaughter by Negligence					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Sex Assault: forcible					
	2019	4	3	1	0
	2020	2	2	0	0
	2021	2	2	0	0
Sex Assault: non-forcible					
	2019	2	1	1	0
	2020	0	0	0	0
	2021	1	0	0	0
Robbery					
	2019	0	0	1	0
	2020	0	0	0	0
	2021	1	1	0	0
Aggravated Assault					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Burglary					
	2019	19	19	0	0
	2020	5	5	0	0
	2021	8	8	0	0
Motor Vehicle Theft					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0



Alabama A&M University Annual Security and Fire Safety Report-2021

Arson					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Hate Crimes					
	2019	No reported hate crimes for the year 2019			
	2020	No reported hate crimes for the year 2020			
	2021	No reported hate crimes for the year 2021			
Domestic Violence					
	2019	20	16	4	0
	2020	4	4	0	0
	2021	2	2	0	0
Dating Violence					
	2019	4	4	0	0
	2020	1	0	0	0
	2021	3	2	0	0
Stalking					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	1	0	0	0
Statutory Sexual Assault					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0

Alabama A&M University Clery Act Crime Statistics

--Arrests and Disciplinary Referrals--

Type of Offenses	Year	On Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Arrests					
Liquor Law Violations					
	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Drug Law Violations					
	2019	28	15	5	12
	2020	9	5	0	4
	2021	7	4	0	3



Weapons Violations					
	2019	12	5	1	7
	2020	4	4	0	1
	2021	1	1	0	1
Disciplinary Referrals					
Liquor Law Violations					
	2019	9	4	0	1
	2020	1	1	0	0
	2021	5	3	0	0
Drug Law Violations					
	2019	124	90	22	24
	2020	87	79	0	0
	2021	47	30	4	0
Weapons Violations					
	2019	5	2	0	5
	2020	2	2	3	0
	2021	3	3	1	0

FIRE SAFETY REPORT

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

Fire Emergencies-In the event of a fire on or off campus, sound the nearest fire alarm in the building. Immediately exit the building, and then call 911.

Reporting Fire- If you discover a fire or smell smoke, sound the building fire alarm by pulling the manual pull station and evacuate the building. Know the locations of the manual fire alarm stations and how they operate. Never attempt to fight a fire due to the hazards associated with the products of combustion and the threat of a fire spreading.

ENTERING FALSE FIRE ALARMS OR BOMB THREATS AND/OR TAMPERING WITH EXTINGUISHERS, ALARMS, OR OTHER SAFETY EQUIPMENT ARE ALL SERIOUS VIOLATIONS OF THE UNIVERSITY REGULATIONS AND STATE LAWS AND WILL BE HANDLED ACCORDINGLY. THE UNIVERSITY WILL TAKE DISCIPLINARY ACTION AGAINST ANY STUDENT/EMPLOYEE FOUND GUILTY UP TO AND INCLUDING SUSPENSION, EXPULSION, TERMINATION, AND CRIMINAL PROSECUTION.

Fire Drills-drills are conducted twice a year in all occupied residential halls and annually in other campus buildings.

Sprinklers-Sprinkler systems found in our residence halls are for your protection. It is a violation to touch them, tamper with them, or hang anything from them.



Smoke Detectors-Individual room detectors provide layered protection to you. It is a violation to remove, cover, or tamper with smoke detectors. All malfunctions or damage must be reported to Residential Life immediately.

Evacuation Procedures for Campus Academic/Business Buildings

- Upon hearing a building fire alarm signal, which could be a bell, alarm, horn, or voice message immediately begin evacuation. Close doors behind you. Use the nearest safe exit, DO NOT use elevators. Full evacuation of the building is required upon activation of the fire alarm system. Once you have evacuated the building, re-entry is permitted only after approval from emergency responders.
- Know the location of all exits from your building. All exits in University facilities are properly marked with EXIT signs.
- In most emergency situations, you will be required to immediately evacuate the building. In circumstances where immediate evacuation may not be warranted, you will be notified of what actions are necessary. This may be through emergency responders on the scene, 911 dispatcher, your supervisor or instructor, Bulldog Alerts, electronic billboard messages, radio, television, or public address announcement.
- If caught in smoke or heat, stay low where air is better and attempt to reach a safe exit or area of refuge. If you are unable to leave your room or office due to heat, heavy smoke in the hallway, or physical disability, call DPS or 911 and give your exact location and room number so the firefighters can be directed to you. 20
- Leave the building and assemble in an area established by the specific evacuation plan for your building or at least 100 feet from the main entrance of the building to ensure safe ingress of emergency responders and safety equipment.
- Upon arrival at the assembly point, a survey of staff members/students/visitors shall be immediately conducted to determine if anyone failed to evacuate the building. If anyone is discovered missing, immediately report that information to emergency responders.

Evacuation Assistance

Any employee needing help in evacuating a building should contact their Building Coordinator or DPS at 5555 to be put on the emergency evacuation assistance list maintained by DPS.

RESIDENCE HALL EVACUATION PROCEDURES

Fire Drills

Fire Drills are held once a semester for each residence hall. The drills are scheduled with Residential Life staff and the Department of Public Safety. Fire drills are mandatory supervised evacuations of a building



for a fire. All students **MUST** participate in these drills. Students who fail to leave the building during a fire drill will be counseled and the violation will be documented on a Student Conduct Report and forwarded to the Vice President of Student Affairs and Director of Residential Life for disciplinary action.

Evacuation Procedures

When you have been alerted by an alarm, a shouted warning, or have received the sensation of smoke or fire, immediately evacuate the residence hall. Please remember: • If there is smoke in the room, keep low to the floor.

- Before passing through any door, feel the door. If it is hot, do not open the door.
- Before opening a door, brace yourself against the door and open it slightly. If heat or smoke is present, close the door and stay in the room.
- If you can proceed, safely evacuate the building promptly.
- If you are trapped and cannot leave the room, open the window and hang an object out from the window to attract the fire department’s attention. Do not attempt to jump from the window! If there is a phone in your room, call Public Safety and report you are trapped; give the room number and specific location.
- If you can leave a room, close all doors behind you as you exit.
- Go to the nearest exit or stairwell-DO NOT use elevators.
- If the nearest exit is blocked by fire, heat or smoke, go to an alternate exit.
- If all exits from a floor are blocked, go back to your room, open the windows, wave something out the window and shout for help.
- After evacuating a building, move well away from it and report to your predetermined emergency evacuation assembly area.
- Take a roll call immediately to determine if anyone failed to evacuate the building. If anyone is discovered missing, immediately report that information to the fire, police, or hall personnel.
- Never re-enter building always remain at the assembly and await further instruction. Emergency personnel will be maneuvering around the building.
- Follow the directions of fire, police, and hall personnel.

Evacuation Assistance-any resident needing help in evacuating a building should contact the Residential Life Office, Hall Director, or DPS to be put on the evacuation assistance list maintained by DPS. For further information pertaining to evacuation of campus residence halls and building review the *Emergency Preparedness 2022 Handbook*.

Building	Evacuation Assembly Location
Council Federal Credit Union	Grass area west of University Services building
Pope Cottage	Grass area west of University Services building.
Hester House	Front area of Morris Hall.



Poultry Science building	Grass field east of Foster Complex Parking lot
Frank Lewis Gym	Football field north of building.
Irradiation Center	Quadrangle area south of Chambers Bld.
Ralph Lee Student Center	Irradiation Center parking lot.
Bibb Graves	Patio/parking lot area in front of Bibb Graves.
Carnegie Hall	Front area of Thigpen Hall
Drake Hall	Front area of Thigpen Hall
Council Hall	Rear of Palmer Hall
Honors Center	Front area of Virginia McCormick Bld.
Virginia McCormick bld.	Wilson Hall, (State Black Archives), east parking lot.
Wilson Hall (State Black Archives)	Front of Carnegie and or Drake Hall.
Buchanan Hall	Unoccupied.
Normal Post Office	Grass area north of Post Office.
J.F. Drake Memorial (LRC)	Quadrangle area south of Chambers Bld.
Patton Hall	Quadrangle area south of Chambers Bld.
Patton House	Grass Field east of Engineering Bld.
Carter Hall	Quadrangle area south of Chambers Bld.
Chambers building	Quadrangle area south of building.
Morrison Fine Arts bld.	Grass field area of Legacy lake.
School of Business	Grass field past south parking lot.
Carver Complex	Quadrangle area south of Chambers Bld.
Dawson Bld.	Front Patio area north of Arthur J. Bond Bld.
Agricultural Research Center (ARC)	Grass field south of building.
T.R. Parker 1 & 2	Grass field east of buildings.
Arthur J. Bond Engineering Bldg.	Grass field west of building.
Student Health and Wellness Center	Grass field west of parking lot.
Human Resources Bld.	Front side of University services Bld.
Lionel L. Crump Bld.	Grass field west of Inservice Education Center



Old ROTC Bld.	Grass field west of Inservice Education Center
Regional Inservice Education Center	Grass field northwest of Bld.
Elmore Gymnasium Bld.	Grass field north of building and soccer field.
Louis Crews Stadium: Home side	southwest parking lot zone A1, A2, and D if needed.
Louis Crews Stadium: Visitor side	Football practice field northeast of stadium.
University Services 24ldg..	Grass field in front of Foster Complex.
Eugene Kendrick Maintenance Facility	Gravel parking lot east of University services.
Agribition Center	Grass field northwest of building.
Residential Assembly Areas	
Building	Evacuation Assembly Location
Foster Complex East	Grass lot at Chase Road and East Gate
Foster Complex West	Grass lot south of Stephens Hall
Hopkins Hall	Area West of Hopkins Hall
Knight Complex East	Grass area near Meridian St
Knight Complex West	Towards T.M. Elmore Gymnasium
Morris Hall	Grass lot south of Morris at silo
Palmer Hall	Grass area towards Buchanan Hall
Stephens Hall	Grass lot South of Stephens Hall
Terry Hall	Tennis Court parking area at the rear of Terry
Thigpen Hall	Grass lot south of Thigpen
Hugine Living Learning Complex	Grass area in front of Crump Mechanical Building
Normal Hills Apartments	Grass area around Tennis Court and Gazebo South of main office building



For the protection of all residents, obey all fire regulations. Failure to evacuate a when an alarm sounds represents grounds for disciplinary action. University officials and emergency responders reserve the right to enter all areas and rooms to locate the source of any potential fire or smoke hazard, and to ensure that everyone has evacuated the building.

Residence Hall Fire Policies

Smoking

AAMU is now a non-smoking campus. Smoking is prohibited on all university property including residence halls.

Candles/Incense/Open Flame/Heat Source

Candles, incense and any item with an open flame or exposed heat source are potential fire hazards, and thus are prohibited within all residence halls. No candles, including candles that have never been burned, are permitted in the residence halls. Candles incense, and any item with an open flame or exposed heat source will be confiscated.

Electrical Appliances

General safety, fire codes and insurance standards require that certain restrictions be placed on the use of electrical appliances in the residence hall. Any electrical appliance that has an open heating element may not be used in the resident's room/suite. This includes such items as: hot air popcorn poppers, hot plates, grills, electric skillets, toasters and toaster ovens. Please note this list is not all inclusive. No cooking is permissible in a resident's room with the exception of the provided microwave oven in Knight and Foster Complex. Under no circumstances are sun lamps, dehumidifiers, space heaters and gas appliances allowed. Violators of this policy may have appliance confiscated and will be subject to disciplinary action.

Fire Life Education

All students residing in campus housing are provided and expected to be familiar with The Alabama A&M University Guide to Campus Living, which contains fire safety rules and regulations. Resident Advisors are trained and provided with fire safety awareness information including:

- Who to contact in an emergency
- Critical information needed by first responders (DPS, Fire Department, Medical) to an emergency
- How to respond fire emergencies
- How to conduct fire drills and evacuation



- Use of Fire Extinguishers

Residential Fire Safety Systems

Residential Hall	Alarm Monitoring	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Number of Fire Drills per year
Foster	Yes		Yes	Yes	Yes	2
Hopkins	No		Yes	Yes	Yes	2
Knight Complex	Yes		Yes	Yes	Yes	2
Morris	Yes	No		Yes	Yes	2
Palmer	Yes	No		Yes	Yes	2
Stephens	Yes	No		Yes	Yes	2
Terry	Yes	No		Yes	Yes	2
Normal Hills Apartments	Yes		Yes	Yes	Yes	2
Andrew an Abigail Hugine Learning Complex	Yes		Yes	Yes	Yes	2

Alabama A&M University Fire Statistics



2019-2021

2019						
Residential Facilities & Address	Total Number of Fires in Each Building	Category Of Fire	Cause of Fire	Number of Injuries That Treatment At Medical Facility	Number of Deaths Related to A Fire	Value of Property Damaged Caused By Fire (In Dollars)
Foster Complex 460 Buchanan Way	2	Unintentional	Electrical	None	None	\$100-\$999
Hopkins Hall 410 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Morris Hall 440 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Stephens Hall 450 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Knight Complex 110 Holloway Drive	1	Unintentional	Cooking	N/A	N/A	N/A
Palmer Hall 325 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Terry Hall 326 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Hugine Living Learning Complex 4101 Meridian Street	0	N/A	N/A	N/A	N/A	N/A
Thigpen Hall 326 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Normal Hills Apartments 115 Chase Road	0	N/A	N/A	N/A	N/A	N/A

2020						
Residential Facilities & Address	Total Number of Fires	Category Of Fire	Cause of Fire	Number of Injuries That	Number of Deaths	Value of Property Damaged



Alabama A&M University Annual Security and Fire Safety Report-2021

	in Each Building			Treatment At Medical Facility	Related to A Fire	Caused By Fire (In Dollars)
Foster Complex 460 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Hopkins Hall 410 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Morris Hall 440 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Stephens Hall 450 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Knight Complex 110 Holloway Drive	0	N/A	N/A	N/A	N/A	N/A
Palmer Hall 325 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Terry Hall 326 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Hugine Living Learning Complex 4101 Meridian Street	0	N/A	N/A	N/A	N/A	N/A
Thigpen Hall 326 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Normal Hills Apartments 115 Chase Road	1	Unintentional	Cooking	N/A	N/A	\$0-\$99.99

2021						
Residential Facilities & Address	Total Number of Fires	Category Of Fire	Cause of Fire	Number of Injuries That	Number of Deaths	Value of Property Damaged



Alabama A&M University Annual Security and Fire Safety Report-2021

	in Each Building			Treatment At Medical Facility	Related to A Fire	Caused By Fire (In Dollars)
Foster Complex 460 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Hopkins Hall 410 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Morris Hall 440 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Stephens Hall 450 Buchanan Way	1	Unintentional	Vehicle Fire	N/A	N/A	Unknown
Knight Complex 110 Holloway Drive	0	N/A	N/A	N/A	N/A	N/A
Palmer Hall 325 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Terry Hall 326 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Hugine Living Learning Complex 4101 Meridian Street	0	N/A	N/A	N/A	N/A	N/A
Thigpen Hall 326 Buchanan Way	0	N/A	N/A	N/A	N/A	N/A
Normal Hills Apartments 115 Chase Road	0	N/A	N/A	N/A	N/A	N/A