

LONGWOOD UNIVERSITY POLICE DEPARTMENT

2026 Annual Security and Fire Safety Report

Published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

Crime and fire statistics for calendar years 2023, 2024, and 2025

MAIN CAMPUS
201 High Street, Farmville, VA 23909

BALILES CENTER AT HULL SPRINGS
1347 Hull Springs Farm Road, Montross, VA 22520

NEW COLLEGE INSTITUTE
30 Franklin Street, Martinsville, VA

ARCHAEOLOGY FIELD STATION
2082 Black Walnut Road, Randolph, VA

Introduction

This annual report provides students, faculty, and staff with useful information on campus safety. It defines the types of crimes that must be reported under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, also known as the Clery Act. The safety tips, programs available on campus, and other resources contained within this report are intended to assist all members of the university community with their individual well-being and the collective well-being of the greater community. Safety is ultimately the responsibility of all members of our community, and their cooperation is essential to improve security for everyone.

A printed copy is maintained in the Office of the Dean of Students/Associate Vice President of Student Affairs, located in Brock Hall, and by the Police Department's Deputy Chief of Administration at the Police Department Executive Command office in French Hall, Suite 302. The police department will print hard copies as requested. Electronic copies of this report and the reports for the prior two years are available at the following link: http://solomon.longwood.edu/police/crime-reports/

Important Contact Information

EMERGENCIES: Dial 911

The Farmville 911 Center dispatches LUPD officers and offers text-to-911.
24-hour Suicide and Crisis Hotline: **988**

OTHER CRIME REPORTING OPTIONS (NONEMERGENCY)

Longwood Police Nonemergency **434-395-2091**
Title IX Coordinator **434-395-2751**
Student Conduct & Integrity **434-395-2490**
Residential and Commuter Life **434-395-2080**
Human Resources **434-395-2074**
Online Anonymous or Non-Anonymous Reporting:
http://www.longwood.edu/police/forms/report-a-crime/

OTHER IMPORTANT NUMBERS

Environmental Health and Safety Office (EHS)..... **434-395-2940**
Dean of Students / Care Team..... **434-395-2492**
Disability Resources **434-395-2391**

CONFIDENTIAL RESOURCES FOR HELP

Southside Community Hospital ER..... **434-315-2530**
Sexual Assault Nurse Examiner (SANE)
Centra Health – Farmville **434-392-8811**
After-Hours Nurse Advice Line..... **805-858-3117**
Counseling and Psychological Services (CAPS)..... **434-395-2409**
CAPS Mental Health Crisis Line **434-395-2409 opt 2**
University Health Center (UHC) **434-395-2102**

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Campuses and Scope of This Report

Main Campus – Farmville, VA

The main campus is located in the heart of Farmville, Virginia. The Farmville campus is the only location where Longwood University offers student housing. We are centrally located within Virginia, midway between the cities of Richmond and Lynchburg. Generally, about one-third of students live on the main campus, one-third live in university-managed housing off the main campus footprint, and one-third either commute from home or reside in alternative housing throughout the Farmville area. The Longwood University Police Department is the primary law enforcement agency for the main campus and university-controlled properties within the Town of Farmville. Longwood University Police have full police powers within the Town of Farmville.

Active Off-Site Educational Locations

The **Archaeology Field Station** is located at 2082 Black Walnut Road, Randolph, VA. The Halifax County Sheriff's Office is the local law enforcement agency and can be reached at 434-476-3339 for non-emergency needs and 911 for emergencies.

The **Gerald L. Baliles Center for Environmental Education at Hull Springs**, a 662-acre preserve in the historic Northern Neck of Westmoreland County, is located at 1347 Hull Springs Farm Road, Montross, VA 22520. The Westmoreland County Sheriff's Office is the local law enforcement agency and can be reached at 804-493-8066 for non-emergency needs and 911 for emergencies.

The **New College Institute**, an approved off-campus instructional site, is located at 30 Franklin Street, Martinsville, VA. The Martinsville Police Department is the local law enforcement agency and can be reached at 276-638-8751 for non-emergency needs and 911 for emergencies. The NCI security staff number is 276-403-5671.

Scope of This Annual Security and Fire Safety Report

This report covers Longwood University's main campus and off-site educational locations, as well as locations students visited during authorized university travel.

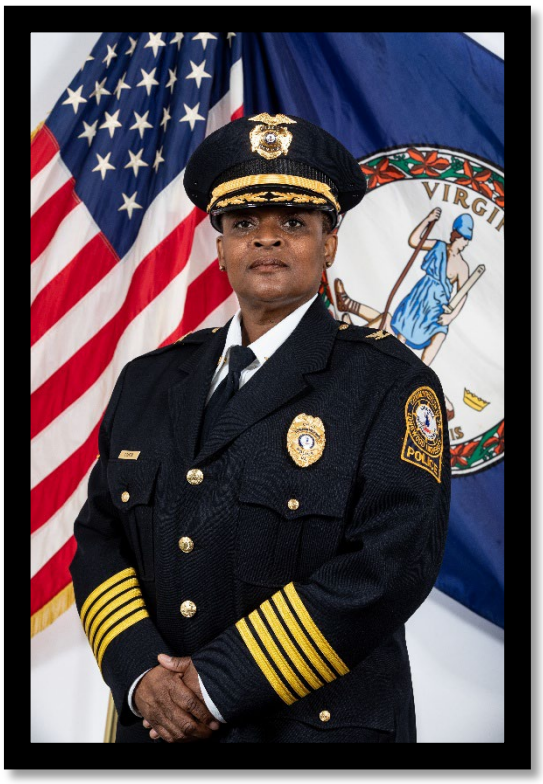
Policy on Reporting the Annual Disclosure of Crime Statistics

This Annual Security and Fire Safety Report is published in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"). Statistics are included for the previous three years concerning crimes that occurred on campus; in off-campus buildings or property owned or controlled by Longwood University; and on public property within, or immediately adjacent to and accessible from, university property. We also include crime data for off-campus teaching locations and for locations where students stayed two or more nights while traveling under the auspices of the university. Also included are campus policies concerning alcohol and drug use, crime prevention, and the reporting of crimes, among other subjects related to the security and well-being of our community.

The Longwood University Police Department (“LUPD”) maintains a daily crime log, published on the LUPD website, which displays at least the prior 60 days' incidents reported to Longwood Police. We maintain an incident report database on an ongoing basis. LUPD records, by date, crimes reported to LUPD that occurred on “campus,” in a “non-campus building or property,” “on public property,” or within LUPD’s patrol jurisdiction. LUPD determines which crime classification to assign to a reported incident by using the definitions of crimes found in the Federal Bureau of Investigation’s Uniform Crime Reporting Guidelines (UCR). LUPD also determines whether a particular crime can be classified as a “hate crime” using the UCR’s definition. A formal police report of a crime is not necessary for the crime report to be included in the statistical compilation. The report does not disclose crime victims' names.

The Longwood University Police Department's Deputy Chief of Administration prepares this report in cooperation with the Office of Student Conduct and Integrity, the Longwood University Title IX Coordinator, the University Office of Environmental Health and Safety, and local law enforcement agencies. Campus crime, arrest, and referral statistics include those reported to the Longwood Police Department, designated campus security authorities as defined under the Clery Act, and local law enforcement agencies. Reports of crimes made to other law enforcement agencies are solicited by written request from agencies where we have off-site educational areas and where students stayed at least two nights in a calendar year while traveling for university purposes. Copies of this report may be obtained from the Office of the Longwood University Vice President for Student Affairs in Eason Hall, Room G03B, 201 High Street, Farmville, Virginia 23909.

Message from the Chief



Welcome to the 2026 Annual Security and Fire Safety Report. We publish this yearly report to provide valuable information about safety and security resources at Longwood University.

Our agency understands that every interaction, conversation, foot patrol, shift, and call is a chance to improve trust, build relationships with the community we serve, and foster partnerships that honor our collective responsibility for campus safety.

Therefore, we remain committed to ensuring that Longwood University remains a safe and welcoming place to live, work, study, visit, and grow. We pursue that commitment through innovative, collaborative, proactive, and inclusive policing strategies; through conceptual, experiential, and performative preparedness activities; and through our belief that professional excellence in service is a moving target and that “Good” will never be “Good Enough.”

We hope you will find this report valuable. Please review this information carefully, particularly the crime prevention tips. Personal safety is everyone's responsibility, and we need your help to keep our campus safe. If you have any questions or suggestions about security or law enforcement at Longwood University, please contact us at 434-395-2091 or police@longwood.edu.

Sincerely,

Angela D. Comer

Associate Vice President for Public Safety and Chief of Police

Longwood University Police Department



LUPD Vision, Mission, and Values

Vision Statement: To be a trusted leader in campus safety by fostering a secure, inclusive, and engaged community through service, innovation, and accountability.

Mission Statement: The Longwood University Police Department is committed to safeguarding our campus through proactive policing, community engagement, and collaborative problem-solving. We strive to uphold the highest standards of professionalism and integrity while promoting a culture of safety, respect, and continuous improvement.

Core Values

- Safety: We prioritize the protection of life and property through preparedness, visibility, and swift, compassionate response to all threats and concerns.
- Engagement: We actively build partnerships with students, faculty, staff, and the broader community to promote transparency, mutual trust, and shared responsibility in maintaining a safe environment.
- Professional Excellence: We are dedicated to continuous training, innovation, and ethical decision-making to ensure exemplary performance and superior service.
- Integrity: We uphold the public's trust by demonstrating honesty, accountability, and respect for all we do—on duty and beyond.

LUPD Structure, Operations, Service Areas, and Authority

The Longwood University Department of Police and Public Safety (LUPD) headquarters is located on the ground floor of Dorrill Dining Hall. The Associate Vice President for Public Safety & Chief of Police supervises both LUPD and the University's Emergency Management functions. LUPD supports the University's mission of developing citizen leaders who are prepared to make positive contributions to the common good of society. We contribute to this mission by working to provide a secure community environment while supporting the academic experience of Longwood University. LUPD includes Police Patrol Operations, Investigations, Crime Prevention, Security, and Police Administration.

LUPD provides police protection and security functions to the campus community. LUPD's primary jurisdiction includes a core campus of 201 acres and more than 77 buildings, Longwood-managed housing locations, and some non-campus properties. Fully staffed, LUPD employs 15 full-time and several part-time police officers, all with comprehensive arrest and investigative powers. All LUPD officers attend a Virginia Department of Criminal Justice academy and complete the same training as municipal and state law enforcement officers. Many of our officers receive specialized and/or advanced training in areas such as crime prevention, AED/CPR, first aid, firearms, evidence collection, cultural diversity, defensive tactics, substance abuse recognition, and sexual assault issues. Officers must attend at least 40 hours of in-service training biennially to maintain their law enforcement certification. LUPD officers patrol the campus, off-campus properties, and residence hall areas 24 hours a day, 7 days a week, and provide coverage for special events.

LUPD officers have the authority to enforce all regulations and laws of both the University and the Commonwealth of Virginia. LUPD works closely with the Farmville Police, Prince Edward Sheriff's Office, Hampden-Sydney Campus Police, Virginia Alcohol Beverage Control (ABC), and the Virginia State Police. LUPD has concurrent jurisdiction throughout the Town of Farmville via a memorandum of understanding, and can enforce state laws, with full powers of arrest, both on and off campus. LUPD also provides full assistance to agencies investigating crimes. Additionally, the Farmville Police Department notifies Longwood University of criminal activity by students at non-campus locations, whether recognized student organization sites or not. The Prince Edward County Sheriff has also sworn in many LUPD officers as deputy sheriffs, giving them full law enforcement authority throughout the County of Prince Edward.

In 2020, LUPD implemented a non-sworn Campus Security Officer (CSO) position to supplement police officer staffing. The CSO is limited to handling calls for service on university property that do not require police authority, but may assist officers off campus under their direction.

The Farmville Emergency Communication Center provides emergency dispatch services for the Longwood University Police Department. The Farmville ECC receives 911 calls originating within Prince Edward County and has multiple staff on each shift. They dispatch for the Town of Farmville, Longwood University PD, Hampden-Sydney College Police, and all Fire and Rescue calls within Prince Edward County, and they assist other area dispatch centers as needed. The Farmville Emergency Communication Center has a radio interoperability system accessible during emergencies to 33 public safety jurisdictions.

Non-emergency calls are handled by Campus Dispatch, an outside dispatch service specializing in campus dispatch needs. This service dispatches the appropriate Longwood University staff, including police, to handle non-emergency requests for service.

Longwood University Police also maintains a radio repeater on a state-designated UHF interoperability frequency for emergency use.

Daily Crime Log

LUPD maintains a daily crime log that documents all crimes reported to LUPD or a campus security authority within the Clery Act geographic area, as well as criminal incidents we handle outside our Clery geography where we have law enforcement powers. The crime log includes the nature, date, time, and general location of each crime, as well as the disposition of the complaint. We publish at least the most recent 60 days of the crime log on our website. A copy of the crime log may be obtained at the LUPD office located in Dorrill Dining Hall. Please note that we log only criminal incidents for which we are the primary agency, not incidents in which we assist other agencies.

Reporting Crime and Other Emergencies

Report all crimes, fires, medical emergencies, and suspicious activities immediately by calling 911.

Non-emergency situations requiring campus services can be addressed by calling the Longwood University Police non-emergency line at 434-395-2091. Non-emergency services requiring Town of Farmville response can be requested by calling 434-392-3332.

Longwood University Police will ensure an effective investigation and appropriate follow-up actions for those incidents for which we are the primary agency. This includes issuing timely warning notifications to alert the campus community about crimes that pose a serious or continuing threat to safety, or issuing emergency notifications and evacuation procedures to alert the campus community about significant emergencies or dangerous situations. Reporting all incidents also enables accurate crime statistics in public disclosures such as this Annual Security and Fire Safety Report and the Daily Crime Log.

The appropriate law enforcement agencies for our off-campus educational locations, along with site staff, advise Longwood University Police of incidents that occur at these locations.

Longwood University Police collaborates with Farmville Police, Prince Edward Sheriff's Office, Hampden-Sydney College Police, and the Virginia State Police, as well as other state or federal agencies such as the Federal Bureau of Investigation and the Drug Enforcement Administration. Certain incidents involving Longwood University students and employees are referred to various university officials for separate administrative investigation of suspected violations of university policy.

Confidential and Other Crime Reporting Options

Because police reports are public records, Longwood University Police and other police agencies cannot keep all crime reports confidential. Confidential reports for inclusion in the annual disclosure of crime statistics can be made through other methods. Confidential reports are still counted and disclosed in the annual crime statistics.

Longwood prefers that community members promptly report all crimes and other emergencies directly to law enforcement; 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 and offices or through the other methods listed below:

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 434-395-2751 or email **titleix@longwood.edu.** See also **http://www.longwood.edu/titleix/**

Office of Student Conduct & Integrity – Responsible for resolving allegations of misconduct under the Code of Student Conduct, including sexual misconduct that is not pursued under Title IX. Call 434-395-2490. **http://www.longwood.edu/studentconduct/**

Office of Residential & Commuter Life – Full-time and student staff are available 24 hours a day to assist students. During business hours, call 434-395-2080; after hours, the full-time on-call staff can be contacted through University Police at 434-395-2091. **http://www.longwood.edu/housing/**

Human Resources – Helps university employees identify and resolve work-related problems and proactively avoid potential ones. Call 434-395-2074.

Counseling & Psychological Services (CAPS) – CAPS staff, in the role of licensed professional psychologist/counselor, administrative assistant, Resident in Counseling, or Counselor-in-Training, also provide a confidential reporting method. They may inform clients that they can report voluntarily and confidentially for inclusion in annual crime statistics. Their contact number is 434-395-2409.

Website – Confidential and non-confidential reports may also be submitted through the Longwood University Police website at http://www.longwood.edu/police/forms/report-a-crime/. This system is not monitored 24/7 and should not be used for incidents requiring a rapid response.

Campus Security Authority – A "campus security authority" (CSA) is an employee of the University who, because of their job function, is required to promptly notify the University of all alleged Clery crimes that they become aware of or that they may personally witness. CSAs, by virtue of their position and job duties, typically fall under one of the following categories:

- A member of a campus police/security department;
- Individuals having responsibility for campus security in some capacity, who are not members of a campus police/security department (e.g., an individual who is responsible for monitoring the entrance to University property);
- People or offices that are not members of a campus police/security department, but where policy or state law directs individuals to report criminal offenses to them or their office;
- Officials having significant responsibility for student and campus activities including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is any person with the authority and duty to take action or respond to particular issues on behalf of the institution.

The University Clery Coordinator is responsible for identifying and notifying all individuals whose job function and/or duties classify them as a campus security authority as defined by the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998." Individuals designated as

campus security authorities are required to participate in annual training regarding their responsibilities as a campus security authority.

CSAs include campus police, all athletic coaches, faculty/staff advisors to student groups, campus recreation staff, student engagement staff, resident life staff including RAs and desk aides, student conduct and integrity staff, Title IX and Title VI staff, and the Dean of Students.

Campus Security Authorities, along with all other parties, may contact Longwood University Police by calling 434-395-2091 or report incidents using http://solomon.longwood.edu/police/forms--documents/crime-statistic-report-form/.

CSAs are not required to disclose identifying information such as names, initials, or contact information if the subject requests confidentiality; however, the incident itself must be reported to University Police.

CSAs shall not judge the validity of the report. If a CSA receives a report, they must forward that information to law enforcement. Law enforcement will handle follow-up on the report and the apprehension of the alleged perpetrator.

Bystander Intervention

The Clery Act defines bystander intervention as:

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

Below are a few ways to be an active bystander. If you or someone else is in immediate danger, call 911.

- Watch out for fellow students/staff. If they appear to be in trouble, ask if they are okay.
- Confront people who target individuals who are incapacitated, or notify authorities.
- Speak up when someone discusses plans to take sexual advantage of another.
- Believe someone who discloses sexual assault, abusive behavior, or stalking.
- Refer people to on-campus or off-campus resources.

Step Up! is a bystander intervention program offered by the University's Office of Education and Prevention Programs.

Definitions of Terms Used in the Annual Security Report

Campus Security Authority (CSA) – CSAs include all of the following:

Members of the University Police Department, including civilian staff.

Anyone identified as having responsibility for campus or building security.

Anyone designated to receive a crime report.

An official of the university who has significant responsibility for student and campus activities.

At Longwood University, this includes, but is not limited to, resident life staff (including resident assistants and desk aides), athletics staff, advisors of student groups, the Dean of Students, and the Vice President of Student Affairs.

Clery Act – The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, generally known as the Clery Act, is a federal law enacted in 1990 that requires institutions of higher education to disclose certain criminal activities and security policies. The act requires the dissemination of an annual report to current and prospective campus community members. All institutions of higher education must follow the requirements within the Clery Act to participate in federal student aid programs.

Clery Act Crimes – The following crimes are mandated to be included in the required Annual Security Report.

- **Assault**
  - Aggravated - 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 which could and probably would result in serious personal injury if the crime were completed.)
  - Simple - An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. Hate crimes in this category only.
  - Sexual - An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.
- **Arson –** Willful or malicious burning, or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, aircraft, or personal property.
- **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 with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

- **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, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For this definition—

  - 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.
  - Any incident meeting this definition is considered a crime for Clery Act reporting.

- **Destruction/Damage/Vandalism of Property –** 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. Hate crimes only for this category.
- **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 cohabiting 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.
  - Any incident meeting this definition is considered a crime for Clery Act reporting.
- **Drug Law Violations –** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
- **Hate Crime –** A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For this section, bias categories include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.
- **Intimidation –** 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. Hate crimes only for this category.

- **Larceny-Theft** (Except Motor Vehicle Theft) - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded. Hate crimes only for this category.
- **Liquor Law Violations –** The violation of State or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.
- **Manslaughter by Negligence –** The killing of another person through gross negligence.
- **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.) This includes mechanized modes of transportation such as e-bikes and motor scooters.
- **Murder and Non-negligent Manslaughter –** The willful (non-negligent) killing of one human by another.
- **Robbery –** The taking or attempted taking of anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
    - **Sex Offenses –** Any sexual act directed against another person, without the consent of the victim, including incidents where the victim is incapable of giving consent.
    - **Rape –** The 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 sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.
    - **Incest –** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
    - **Statutory Rape –** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Stalking** (i) 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.

  (ii) For this definition—
    - A. 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.
    - B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

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

(iii) For the purposes of complying with the requirements, any incident meeting this definition is considered a crime for Clery Act reporting.

- **Weapons: Carrying, Possessing, Etc. –** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Hierarchy Rule – A requirement in the FBI's UCR program that, when more than one criminal offense is committed during a single incident, only the most serious offense is counted for reporting in that system.

Referred for campus disciplinary action – The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Note on reporting of Crimes: All reported crimes must be recorded.

An institution must include in its crime statistics all crimes listed in paragraph (c)(1) of this section occurring on or within its Clery geography that are reported to a campus security authority for purposes of Clery Act reporting. Clery Act reporting does not require initiating an investigation or disclosing personally identifying information about the victim, as defined in section 40002(a)(20) of the Violence Against Women Act of 1994 (42 U.S.C. 13925(a)(20)).

An institution may not withhold, or subsequently remove, a reported crime from its crime statistics based on a decision by a court, coroner, jury, prosecutor, or other similar non-campus official.

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 for purposes of reporting under this section. In recovering stolen property offenses, the low value of stolen property, the victim's refusal to cooperate with the prosecution, and failure to make an arrest do not "unfound" a crime report.

An institution must report to the Department and disclose in its annual security report statistics the total number of crime reports that were "unfounded" and subsequently withheld from its crime statistics during each of the three most recent calendar years.

Resources for Help

Counseling and Psychological Services (CAPS) – Provides confidential mental health services to current students.

Phone: 434-395-2409 Email: CAPS@longwood.edu

When a student is experiencing significant distress or a crisis, contact the Mental Health Crisis Support Line by calling 434-395-2409 and selecting option #2.

Website: www.longwood.edu/caps/

University Health Center – The Longwood University Health Center (UHC) offers wellness services to Longwood University students and is staffed by a physician and advanced practice clinicians who assess and treat many common acute health conditions affecting the college population. Faculty and staff are also served on a space-available basis. The center operates Monday–Friday, 8 a.m.–5 p.m.

Emergencies: Dial 911

Appointment Line: 434-395-2102

After-hours nurse advice line: 805-858-3117

Website: www.longwood.edu/health/

Virginia Family Violence and Sexual Assault Hotline – Provides support to those who have been hurt in the past or are hurting now. Also offers advice to friends, family members, and professionals. Offers information resources involving sexual assault, stalking, controlling behavior, and partner violence. No-cost, confidential 24-hour service.

Phone 1-800-838-8238

988 Suicide and Crisis Lifeline – The 988 Lifeline provides 24/7, free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals in the United States.

Emergency Medical Care Options in the Farmville Area

Centra Primary Health Care Provider – Walk-Ins Welcome

935 S. Main Street 434-315-2850

Centra Southside Community Hospital Emergency Department

800 Oak Street 434-315-2530

Timely Warnings

It is the responsibility of the Longwood University Police Department to notify the university community promptly when a reported crime or incident occurs on or near the university campus that represents an ongoing or serious threat to the university community.

University policy requires that the university community be notified promptly with accurate information in the event of a reported crime in which there could be an ongoing or serious threat to the community or additional incidents in the future.

The University issues a timely warning when the Longwood University Police Department identifies reported crimes or incidents in the core campus geography or areas immediately adjacent to the campus that pose an ongoing threat to students, faculty, staff, and guests. The decision to inform the University community is based upon known facts of an incident. LUPD reviews information reported by community members, campus security authorities, and the Farmville Police Department to determine whether a reported crime poses a serious, ongoing threat to members of the Longwood University community. Timely Warning Notices are provided to students and employees promptly and withhold victims' names as confidential.

The Vice President for Student Affairs, in consultation with the Chief of Police or designee, decides whether to issue a timely warning.

The University notifies the university community of crimes that represent an ongoing threat to students, faculty, staff, and guests unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Such notifications may stem from reports to university police or other state or local agencies. Those crimes that prompt a timely notification include, but are not limited to, murder, non-negligent manslaughter, forcible sexual offenses, robbery, aggravated assault, arson, burglary, or any emergency that may pose a threat to the health and safety of the students, faculty, staff, and visitors of the Longwood community.

Upon learning of a crime that may pose an ongoing threat to the personal safety of students, faculty, staff, or visitors, the Chief of Police and/or designee informs the Vice President for Student Affairs and the Longwood University Public Information Officer, drafts the message to be sent, and coordinates any updates as needed.

Timely warning notices include the nature of the crime or immediate threat, location, date and time of crime or immediate threat, description of any suspect(s), actions recommended for the university community, crime prevention information, and contact number for the Longwood University Police Department and the Farmville Police Department.

When issuing a timely warning, one or more of the following communication channels are used: email messages sent to everyone with a university email account; postings on the university website at http://www.longwood.edu, which will be updated with information and instructions about how to respond in an emergency; text messaging, which is also the primary communications channel for any closings and delays for inclement weather; and social media such as X (formerly Twitter) and Facebook. Public Affairs can also send these messages to local media as the situation warrants.

See “Emergency Notification to the Community” below for the procedures we use to notify the community in emergencies.

Emergency Response and Evacuation Procedures

Longwood University has focused on developing emergency response and evacuation plans to ensure the safety of the campus community and to minimize the impact of an incident on university facilities and operations.

A. Emergency Management Plan

The Longwood University Chief of Police or their designee is authorized to activate the Longwood University Crisis and Emergency Management Plan, the Office of Emergency Management (“OEM”), and the Emergency Operations Center to direct and control emergencies at Longwood University and, where necessary, to assist the community.

The Office of Emergency Management conducts exercises following the Federal Emergency Management Agency’s (“FEMA”) Homeland Security Exercise and Evaluation Program (“HSEEP”) guidelines. Longwood’s OEM develops exercise plans for each drill/exercise as well as exercise evaluation guidelines (“EEGs”) for exercise evaluators. Evaluators are assigned, and each evaluator must complete an EEG on how each task was performed during the exercise. FEMA has identified 32 core capabilities in the National Preparedness Goal, of which two or three are chosen to test during each exercise. After the exercise/drill, the results are analyzed. Subsequently, the EEGs and participant feedback forms are reviewed to develop a comprehensive After-Action Report/Improvement Plan (AAR/IP), which is used to review the University’s capabilities and determine future improvements. Longwood OEM often partners with the Town of Farmville, the Virginia Department of Emergency Management, the Virginia Department of Health, and other agencies for exercises/drills.

B. Emergency Evacuation Procedures

Building evacuations occur when an alarm sounds continuously and/or upon notification by emergency personnel or by the Longwood University Police Department. If necessary or if directed to do so by a designated emergency official, employees are required to activate the building fire alarm. Elevators should not be used during an emergency evacuation. When the building evacuation alarm sounds, or a designated emergency official tells you to leave, proceed quickly to the nearest marked exit and ask others to do the same. Once outside, move to a designated meeting area or at least 300 feet from the building to allow emergency personnel access and ensure your safety. Evacuated buildings should not be re-entered until approved by the Fire Department or University Police.

C. Emergency Notification to the Community

Longwood University is committed to providing a comprehensive emergency alert system that will provide timely emergency communication in the event of a local or community emergency. The use of the Emergency Notification system is intended to provide a fast and efficient means of notifying the Longwood University community of an imminent and verifiable crisis event.

As part of its Emergency Operations Plan, Longwood University has established the Longwood Emergency Notification System, which includes multiple components: text message alerts, email alerts, emergency

message takeover of hardwired campus computers, a scrolling message board in Greenwood Library, Alertus beacons, and an emergency communication website. We are also implementing speaker arrays at several campus locations and broadcasting emergency messages through selected building fire-alarm public address systems.

Text/Email Alerts – This communication system helps ensure important alerts are delivered to all members of the campus community – inside or outside. Individuals can register to get alerts by text by texting LUALERTS to 226787. All Longwood email accounts are automatically registered to receive appropriate alerts.

LongwoodReady app – The LongwoodReady app is available for both Apple and Android phones. It will activate with emergency alerts.

Computer screens – University-owned computers plugged into network cabling on campus have their screens taken over to display emergency messages.

Alertus beacons – Beacons have been placed in selected university buildings. These beacons sound audible alarms, flash lights, and display the emergency message on their screens.

Websites/Hotline – In addition to the sirens and email, Longwood announces emergency notifications on the Longwood University homepage (www.longwood.edu), Longwood Alerts page (alerts.longwood.edu), Longwood Facebook page (www.facebook.com/longwooduniversity), Longwood X (formerly Twitter) account (www.twitter.com/longwoodu), and the Campus Information line (434.395.2000).

The University utilizes its Emergency Alert System in the event of any emergency that poses an imminent, verifiable threat to the life safety of our students, faculty, staff, and visitors. The Longwood University Police Department evaluates potential threats and categorizes the situation according to a three-level, graduated, color-coded threat condition. After assessment, the department disseminates alert information through the communication methods appropriate to the defined level. Police department supervisors and other authorized individuals can trigger alerts when verified immediate threats exist, with follow-up messaging from the University Spokesperson and Associate Director of Communications, as needed.

A possible threat that may pose danger to the campus community may result in the closing of the University.

Drills testing the emergency notification system, both individual components and the entire system, are conducted periodically throughout the year, often as part of state/federal emergency drills such as annual tornado and earthquake drills. Such drills are announced via email to university email accounts, noting the date/time and reason.

EMERGENCY TEXT MESSAGE CODING



Campus Security

Longwood University takes a proactive approach to preventing crimes both on and off campus. The goal of crime prevention and security awareness programs is to eliminate or minimize criminal opportunities whenever possible and to encourage students, faculty, and staff to be responsible for both their own safety and the safety of others.

Emergency Phones – The Longwood campus is equipped with strategically placed emergency phones, many on highly identifiable blue poles with blue lights, which feature one-button speed dialing for instant communication with the Farmville Emergency Communications Center. There are more than 60 exterior emergency phones located both on and off campus, as well as more than 130 Area of Rescue phones located within campus buildings.

Area of Rescue phones are located in the stairwells of the following buildings: Allen, Bedford, Brock, Chichester, CSTAC, Grainger, Hiner, Hull, Eason, Lankford, Rotunda, Stevens, and Tabb. Many residence halls also have emergency phones, located near elevators or in stairwells; these include Moss Hall, Johns Hall, Register, Sharp, Rotunda, Lancer Park North, and Lancer Park South.

LUPD staff check all emergency phones monthly. Our elevator maintenance vendor checks elevator phones during regular inspections.

Security and Access – LUPD works closely with Residential Life staff and Facilities Management to maintain security in university buildings and residence halls. Walkways, parking lots, and areas around campus buildings are well lit and easy to navigate. Residential and Commuter Life, Police, other staff, and students conduct annual security walks to identify issues that need addressing.

University residence halls are secured twenty-four hours a day, seven days a week, with many having security video equipment. An access card system controls access to residence halls. The exterior doors of residence halls are electronically monitored, and the Longwood University Police Department is alerted through the Active Alert System when doors are propped open or otherwise not secured for specified periods. Exterior doors to townhouses and apartments are key-operated and are not electronically monitored.

Mechanical keys secure individual residential rooms and suites. Lost keys require lock core and key replacement. Some residential rooms are also accessible by access card, a feature primarily utilized as an ADA accommodation. Except for Sharp and Register Halls, the Service Desk at each residence hall is staffed from mid-afternoon to late night to provide visual monitoring of traffic in and out of residence halls. Sharp and Register Halls use Stubbs Hall's front desk staff for service and access needs instead of having staff at their facilities. Resident Assistants (RAs) perform regular patrols of their assigned housing areas during their duty shifts, and patrol officers also patrol housing areas, including foot patrols within residence halls. Lancer Park's desk aide is located in the Commons.

If a student misplaces their access card, the card's access authorization will be deactivated to minimize the potential for unauthorized use of a found card. A replacement card may be obtained from the Lancer Card Center, or a loaner card can be obtained from University Police during non-business hours.

Many non-residential university-controlled facilities are secured by mechanical keys issued by the Key Control Office. The Key Control Office ensures proper eligibility before issuing a key to a university-controlled facility, maintains a key inventory, and manages procedures for lost keys and key returns.

Residential & Commuter Life staff and maintenance staff are available at all times, either on site or through University Police, who can reach on-call personnel, and residence hall access is a life-safety priority addressed as issues arise.

Video Surveillance – The Longwood University Police Department strives to enhance the quality of life of the campus community by integrating the best practices of public and private security with state-of-the-art technology. Video surveillance is a critical component of a comprehensive security plan.

The Longwood University Police Department oversees the video surveillance cameras on campus. These video security systems help reduce unlawful activity in public places and discourage vandalism, graffiti, and theft by helping police officers identify offenders. Longwood University operates more than 300 cameras across campus.

Video monitoring for security purposes is conducted in a professional, ethical, and legal manner, and personnel involved in the use of video equipment are appropriately trained and supervised in the responsible use of this technology. Information obtained through video recording is used for security and law enforcement purposes and for compliance with university policy. Video monitoring for security purposes is conducted in a manner consistent with all existing University policies. It is limited to locations that do not violate the reasonable expectation of privacy as defined by law.

Standard video camera installations cannot record sound at any time.

University policy does allow covert (hidden) and non-covert camera surveillance to be used periodically when the University experiences patterns of criminal activity against persons or property. These cameras are not installed in any area that would violate the reasonable expectation of privacy as defined by law and may be authorized to record sound as long as applicable laws are followed; the Longwood University Chief of Police must authorize all such uses.

The Longwood University Police Department monitors new developments in the relevant law and in security industry practices to ensure that video monitoring at the University is consistent with the highest standards and practices. Designated operators must follow all rules and regulations governing the use of video security systems.

Signs stating that the premises "may be under video surveillance" are installed at significant points on campus. Cameras are not monitored under normal operating conditions, but may be monitored on an as-needed basis. Staff also generally check the cameras through the viewing system several times a week when school is in session to ensure the equipment is operating properly.

LongwoodReady – LongwoodReady is a phone application with the ability to be activated as part of the University emergency alert system. The application includes a “Friend Walk” feature that lets a friend monitor a user as they walk to a location. It includes campus maps (including parking), the ability to submit campus work orders, emergency contact numbers, and the ability to submit reports to campus police.

#Safe at Longwood – Longwood University developed #SafeAtLongwood in anticipation that cell service may be down in the event of a major emergency. Students, faculty, and staff can use the #SafeAtLongwood hashtag on social media to let others know they are safe in the event of a major emergency.

Crime Prevention and Awareness Programs

Longwood University offers a variety of crime prevention and awareness programs to students, faculty, and staff.

Personal Safety Seminars – These seminars are designed to improve student safety habits. Topics include alcohol awareness, residence hall security, personal safety habits, reporting illegal or suspicious activity, campus crime, and police services. This program gives students the opportunity to address safety-related concerns and to receive an appropriate response.

Resident and Commuter Life Staff Training – At the beginning of each school year, the Police Department trains Residential and Commuter Life (RCL) staff on campus safety, awareness, and all police services. The training includes alcohol and drug awareness and addresses dating and domestic violence, sexual assault, and stalking.

Step Up! – The Office of Education and Prevention Programs conducts Bystander Intervention Training.

Keeping It Real – Hazing and Alcohol Overdose Prevention Training offered by the Office of Education and Prevention Programs.

On Watch – Human Trafficking education and prevention training offered by the Office of Education and Prevention Programs.

Victim Assistance Program – Longwood University Police Department, Health Services, Student Development, Counseling and Psychological Services Center, and other offices offer assistance to victims of crime based on their specific needs and requests for information.

Ride Along Program – The Ride-Along program lets students learn about the Police Department. Participants can ride along with an officer as they respond to real police calls on campus.

Operation I.D. – This service allows the campus community to check out electronic engravers at no charge. LUPD offers advice to faculty, staff, and students about which items should be engraved for identification purposes. LUPD also provides a property sheet to record identification numbers to help recover stolen items.

Safety Walks – At least one safety walk is conducted each year to survey the adequacy and maintenance of campus lighting and blue light emergency phones, and to ensure that landscaping near buildings and along walkways does not obscure vision or present other safety hazards. Police (both campus and Farmville), residence life, faculty, other staff, and students are free to participate. During the walks, students and staff can make security recommendations such as new lighting and emergency phone needs, as well as other recommendations they feel should be addressed.

Security Surveys – LUPD provides free security surveys to the campus community in an effort to enhance physical security. LUPD surveys a facility's interior and exterior to assess vulnerability to criminal

activity. LUPD sends a written report to the requester with recommendations for improving security.

Register Your Bike / Scooter Program – Register your bicycle and/or scooter with LUPD in person at the University Police station. Registration deters theft and helps recover stolen bicycles. Community members are also encouraged to register their bicycles with the Longwood Police Department.

Preparedness 101 – This training program, previously known as Code Red, provides participants with an all-hazard approach to preparedness and critical incident response, including tips to enhance their situational awareness. The presentation includes videos, scenarios, and strategies to anticipate, prepare for, and respond during various emergencies.

New Hire Orientation and annual Area Coordinator Trainings – New Hire orientation educates all new staff members regarding available safety resources. It addresses awareness of dating and domestic violence, sexual assault, and stalking. This material is also covered annually with the University Area Coordinators.

Sexual Misconduct Policies

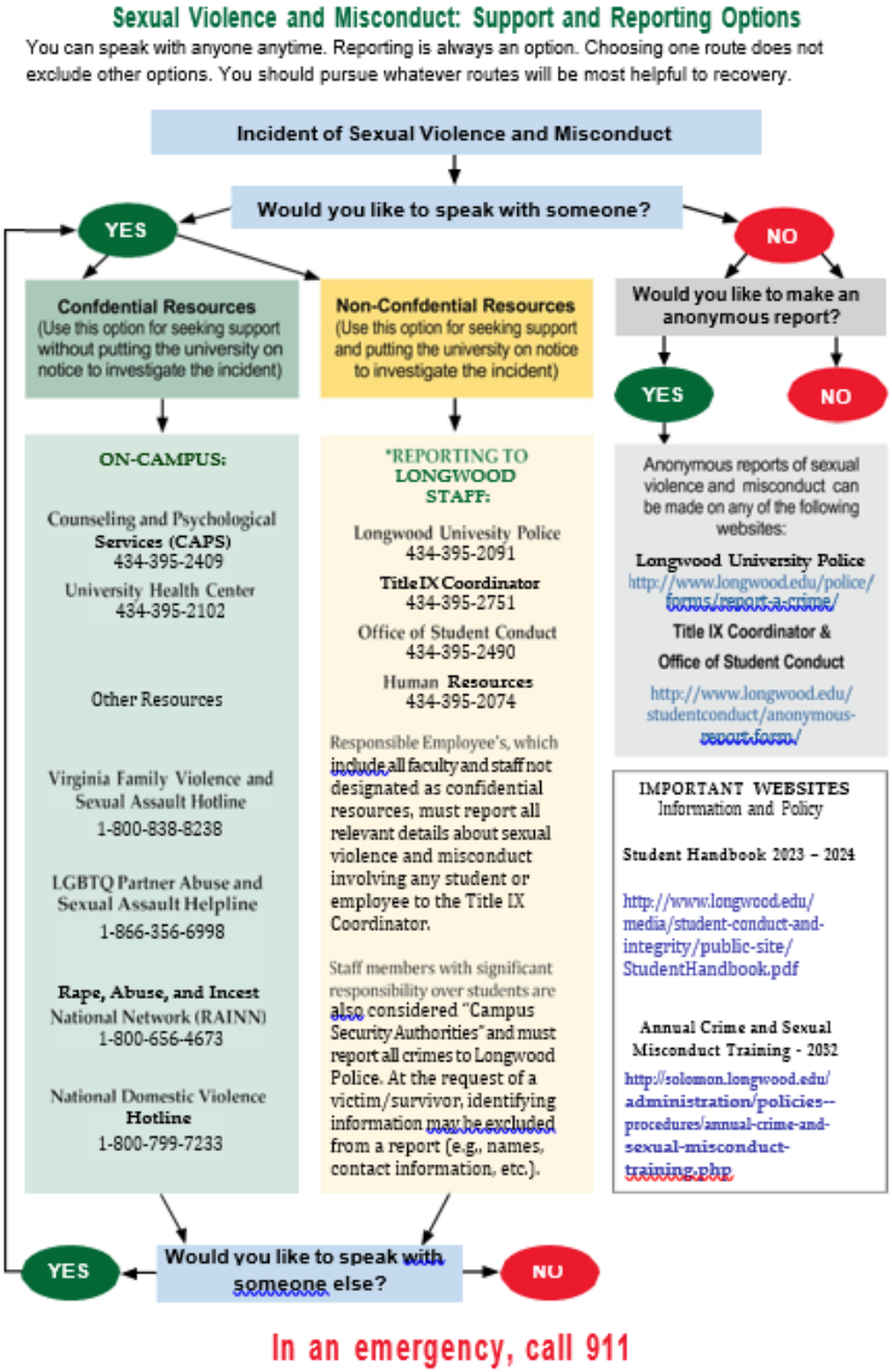
Longwood University is committed to providing a healthy living, learning, and working environment that emphasizes the dignity and worth of the individual, promotes personal integrity, civility, and mutual respect, and is free from sexual misconduct and discrimination. Sexual misconduct, sexual discrimination, and sexual harassment are incompatible with Longwood's commitment to diversity and educational equity. The policy prohibits sexual misconduct, including sexual discrimination, sexual harassment, sexual assault, domestic violence, dating and relationship violence, and stalking by employees, students, or third parties. The policy addresses sexual misconduct that involves members of the Longwood community who are involved in an education program or activity, which includes locations, events, or circumstances in which Longwood University exercises substantial control over both the alleged respondent and the context in which the sexual misconduct occurs. Students, staff, or faculty who believe they have witnessed, been subjected to, or been notified of sexual misconduct should notify the Title IX Coordinator. See Appendix 1.

Most sexual misconduct allegations are addressed through the federal Title IX processes and procedures. However, for violations involving incidents outside our Title IX geographic jurisdiction but where the alleged respondent falls under student and/or staff policies, Longwood has elected to utilize the University Student Conduct and/or Human Resources policies. An example of where the student conduct process would be used: a Longwood student alleges a sexual assault by another Longwood University student at a residence that is not controlled by the University. The Student Conduct system may be reviewed in Appendix 2.

Whatever process is used, educational training and prevention programs are provided along with supportive measures and reporting options for all members of the Longwood community. The Title IX office will provide a written list of resources.

At the victim's option, campus police may also be notified to assist in obtaining a forensic examination, preserving evidence, and seeking a court-issued protective order and/or University non-contact order. This can be time-critical in cases of sexual assault, domestic and dating violence, and stalking. A forensic exam can also be arranged without filing a police report through the Title IX office or by going to an emergency room that has a Sexual Assault Nurse Examiner ("SANE").

Sexual Violence and Misconduct: Support and Reporting Options



Virginia Sex Offender Registry

The Commonwealth of Virginia enacted the Sex Offender and Crimes Against Minors Registry program to facilitate access to publicly available information about persons convicted of specified violent and sexual offenses. A searchable database of registered convicted offenders may be accessed online at:

http://sex-offender.vsp.virginia.gov/sor/index.html

Alcohol and Drug Policies

Federal, State, and Local Laws

Virginia Minimum Drinking Age Law: Individuals must be 21 years of age to purchase, possess, and/or consume alcohol. It is also illegal to give or sell alcoholic beverages to persons who are under 21 and/or intoxicated. Violations can result in a fine of up to $2,500 and/or up to a year in jail.

Open Container/Public Consumption Laws: The Commonwealth of Virginia and Prince Edward County prohibit open containers of alcohol in public, including all public areas of the Longwood campus. At Longwood, open containers of alcohol are defined as any holders or receptacles on which the manufacturer's seal has been broken, and/or holders that allow unobstructed, unrestricted, or otherwise open access to the alcohol. This includes, but is not limited to, cans, cups, bottles, etc. A public area is defined as any space utilized or occupied by individuals that is not considered private or designated as a place in which alcohol consumption is permitted. Examples of public areas include, but are not limited to, building entrances, lobbies, elevators, hallways, lounges, residence hall rooms/suites/apartments with open doors, designated balconies, meeting rooms, indoor/outdoor recreation areas, campus mall areas, academic/study areas, etc. State law also prohibits the consumption of alcohol in unlicensed public places. Violations can result in a fine of up to $250.

Driving Under the Influence: The legal limit set by the Commonwealth of Virginia for the amount of alcohol that may be present in the blood of a person age 21 or older while operating a vehicle is .08. A first offense can result in a fine of up to $2,500 and/or up to a year in jail, suspension of the offender's driver's license, a requirement to install an ignition interlock device, and required completion of an alcohol safety and awareness class at the offender's expense. Virginia has minimum jail requirements depending on the blood alcohol level and/or subsequent convictions. Punishments for subsequent charges increase.

Driving After Illegally Consuming Alcohol – The legal limit for the amount of alcohol that may be present in the blood of a person under the age of 21 while operating a vehicle is .02. Violations carry forfeiture of driving privileges for one year, a mandatory minimum fine of $500 or a minimum of 50 hours of community service, and completion of an Alcohol Safety Action Program. Violations can also carry up to a $2,500 fine and/or up to a year in jail.

Contributing to the Delinquency of a Minor: In the Commonwealth of Virginia, it is illegal to purchase alcohol for those who are not of legal drinking age. Violations can result in a fine of up to $2,500 and/or up to a year in jail.

Public Intoxication: In keeping with local and Commonwealth laws, Longwood will not allow public drunkenness. Violations can result in a fine of up to $250, and you may be held in jail until sober.

Disorderly Conduct: In keeping with local and Commonwealth laws, Longwood will not allow disorderly conduct. Violations can result in a fine of up to $2,500 and/or up to a year in jail.

Drug-Free Schools and Communities Act: Violations of federal laws for possession, use, or distribution of illegal drugs carry mandatory penalties for first-time offenders, including imprisonment, fines, loss

of property, loss of professional licensure, and loss of financial aid. Penalties for violations occurring within 1,000 feet of a school or campus may be doubled with no possibility of parole. To participate in federal financial aid programs, we are required to comply with federal drug laws. As a result, although Virginia has decriminalized possession of some marijuana, Longwood University prohibits possession of any quantity of marijuana on any Longwood University-owned or controlled property. Distribution of drugs, including marijuana, on university property is generally a felony with punishment of not less than one year nor more than five years and a fine of not more than $100,000.

Longwood Alcohol and Other Drug Policies

a. All Longwood University students are required to abide by local, state, and federal regulations regarding alcohol and drugs as described in the Federal, State, and Local Laws section.

b. Alcoholic beverages must not be brought into or consumed within: 1) first-year residence halls/floors/apartments; 2) residence hall buildings designated as alcohol-free; or 3) other residence hall floors that choose not to have alcohol present in the living environment.

c. The possession, consumption, or presence of alcohol is prohibited at all times in residence hall rooms/suites/apartments, or University Managed Properties if each of the residents assigned to live in the room (i.e., the total head count comprising the living space) is under the age of 21. This restriction does not apply if at least one of the room's residents is of legal age. Possession is defined as any area or property that the student currently occupies or for which the student is responsible.

d. The manufacture of alcohol on campus, or in University Managed Properties and Residence Halls, except as expressly permitted by law and University regulations, is prohibited.

e. Possession or use of alcohol paraphernalia, including, but not limited to, empty alcohol containers such as beer containers, mini-kegs, wine and liquor bottles, and collections of alcohol labels, cartons, and beer caps, even those used decoratively, is prohibited.

f. The possession or use of devices such as beer bongs, beer funnels, beer pong tables, and other items used in drinking games, and methods including drinking games, used to facilitate the rapid consumption or impact of alcohol is prohibited, regardless of age.

g. All membership recruitment functions (fraternity/sorority, special interest groups, and other recognized student organizations) are required to be alcohol-free.

h. Kegs or other common sources of alcohol (including, but not limited to, the serving or provision of cans or bottles of alcohol to others) are not allowed on University-managed property except for events managed by the authorized University vendor.

i. In addition to the alcohol regulations and procedures described in this policy, all recognized student organizations will be subject to the additional expectations and standards outlined in the Student Organization section of the Longwood University Student Handbook. Please note that affiliated national organizations may have, and require compliance with, stricter policies regarding alcohol and drugs.

j. The possession, use, and/or distribution of illegal drugs, as defined by the Drug Control Act of the Commonwealth of Virginia (Drug Control Act) and/or Federal Law and Regulations, or prescription

drugs for which one does not have a legitimate prescription, are strictly prohibited. Possession is defined as any area or property that the student currently occupies or for which the student is responsible.

k. Manufacture of an illegal drug or other controlled substance, as defined by the Drug Control Act, is prohibited.

l. Abuse or misuse (beyond the recommended dosage and/or instructions of usage) of non-prescription medications is prohibited and will be considered to be use of drugs.

m. Possession or use of drug paraphernalia is prohibited, including, but not limited to, any item or device associated with or used in conjunction with illegal drug activity.

Location Issues

University Managed Properties and Residence Halls: Alcohol possession, use, and/or consumption is limited to only those rooms where at least one of the assigned residents is 21 or older, by only those 21 and older, provided that the location is not within a designated substance-free residential area. The individual use of alcohol by persons 21 years of age or older is permitted as long as the residents' roommates/suitemates agree to the presence of the alcohol.

Room/suite/apartment gatherings of more than one person must comply with all University policies, procedures, and regulations. It is the responsibility of the room/suite/apartment residents to ensure compliance with all policies, procedures, and regulations.

For events and functions where alcohol is involved, please see the requirements in the Event Planning on Campus Involving Alcohol section.

Drugs in University-Managed Properties and Residence Halls, and Other Locations: Possession and use of prescription drugs is limited to the student or individual with a legitimate prescription for said drugs.

Possession and use of illegal drugs, as defined by the Drug Control Act, or prescription drugs for which one does not have a legitimate prescription, are strictly prohibited.

Minimum Sanctions for Alcohol and Other Drug Violations

In addition to the possibility of criminal charges, referrals to the University's Office of Student Conduct and Integrity may result in one of three sanctions. A student may receive a Letter of Admonition, Disciplinary Probation, or Disciplinary Suspension. Recommended minimum sanctions apply to first-time violations, and alcohol and drug policy violations and sanctions are cumulative; sanctions for repeat violations increase. Sanctions are assigned based on the facts in each case and, as such, vary based on the particular circumstances. Longwood University maintains a Zero Tolerance Policy concerning the illegal distribution, manufacture, possession, or use of drugs. All violations, except those resulting in expulsion, will result in educational assignments that may require an associated fee to the student, i.e., Longwood's Alcohol and Other Drug Education Programs.

Minimum Sanctions for Alcohol Policy Violations

Letter of Admonition:

- Consumption, possession, and/or other use of alcoholic beverages, except as expressly permitted by law and University regulations.

- Possession or use of alcohol paraphernalia, or rapid consumption items.

Disciplinary Probation:

- Public intoxication.
- Driving while under the influence.
- Sale or distribution of alcohol, except as expressly permitted by law and University regulations.
- Manufacture of alcohol, except as expressly permitted by law and University regulations.

Minimum Sanctions for Drug Policy Violations

Letter of Admonition:

- Possession and/or use of drug paraphernalia.
- Possession and/or use of an illegal drug or other controlled substance, as defined by the Drug Control Act, or prescription drugs for which one does not have a legitimate prescription, or misuse of non-prescription drugs.
- Possession and/or use of a cannabis product, cannabis vapor product, and/or alternative or synthetic cannabis product, as prohibited by Federal Law and Regulations.
- Possession and/or use of a nicotine product, nicotine vapor product, and/or alternative or synthetic nicotine product, as prohibited by Commonwealth of Virginia Law.

Disciplinary Probation:

- Sale and/or distribution of a cannabis or nicotine product, cannabis or nicotine vapor product, and/or an alternative or synthetic cannabis or nicotine product, as prohibited by Commonwealth of Virginia Law and Federal Law and Regulations.

Disciplinary Suspension or Expulsion:

- Sale or distribution of an illegal drug or other controlled substance, or possession of an illegal drug or other controlled substance with the intent to distribute, as defined by the Drug Control Act.
- Manufacture of an illegal drug or other controlled substance, as defined by the Drug Control Act.

Longwood's Alcohol and Drug Education Programs

The intent of Longwood's Alcohol and Drug Education Programs is to help students explore their values and behaviors, and how their decisions today can affect their futures. Issues of high- and low-risk drinking choices, the impact of alcohol and other drugs on the body and other aspects of their lives, addiction, and goal setting are highlighted. Failure to meet the conditions of these sanctions will result in a hold on registration, diplomas, and/or transcripts, or result in additional violations charged for failure to comply. Instructions for payment of associated fees will be contained in the official outcome letter provided to the student if found responsible after the conclusion of the Student Conduct case. If a student under the age of 21 years is found responsible in a case of alcohol- or drug-related charges, the student's parents will be notified in writing of this decision.

BASICS (Brief Alcohol Screening and Intervention for College Students) – BASICS is an individual intervention consisting of two one-hour meetings. This program raises awareness of substance use and its consequences and motivates participants to make positive changes. It encourages participants to think differently about their use of alcohol and other drugs. The fee for this individual intervention is $100.

CASICS (Cannabis Screening and Intervention for College Students) – CASICS is an individual intervention consisting of two one-hour meetings. The sessions are based on motivational interviewing principles. They are delivered in an empathetic, non-confrontational, nonjudgmental manner aimed at revealing the discrepancy between the individual's risky cannabis use and their goals and values. The fee for this individual intervention strategy is $100.

TIPS (Training for Intervention Procedures) for the University – Training for Intervention Procedures for the University is a one-time, two-and-a-half-hour, large-group, skills-based training program led by a staff facilitator. TIPS is designed specifically for college students to prevent intoxication, underage drinking, and drunk driving. Whether a student chooses to consume alcohol or not, at some point situations will arise where others around that student are consuming alcohol. Through TIPS training, students will gain skills needed to prevent intoxication for themselves and others and to intervene with those who have misused alcohol. The fee for this group instruction is $25 per person.

Alcohol/Substance Abuse Risk Assessment – To help students gain increased insight into how their personal patterns of alcohol and other substance use may be putting them at risk for future violations, health concerns, negative academic impacts, etc., a mandatory 90-minute assessment conducted by a qualified alcohol/substance abuse counselor may be included as a sanction for a violation of Longwood's Alcohol and Other Drug Policies and as a requirement for consideration of readmission for those students suspended as a result of violations of Longwood's Alcohol and Other Drug Policies. Students may opt to have the assessment performed locally in Farmville or by an independent qualified substance abuse counselor, and the student is responsible for payment in either case. Documentation must be provided to verify completion, with recommendations regarding the student being forwarded to the Office of Student Conduct and Integrity by the counselor conducting the assessment.

Event Planning on Campus Involving Alcohol

a. Alcohol service at all events/functions must be managed by a university-authorized third-party vendor.

b. Longwood University reserves the right, at any time, to modify or revise these and other guidelines and restrictions governing the registration and management of events/functions.

Longwood University Employee Alcohol and Drug Policy

Longwood University utilizes the Virginia Department of Human Resource Management Policy 1.05, Alcohol and Other Drugs, as our alcohol and drug policy. Key points of this policy are:

PURPOSE:

It is the policy of the Commonwealth of Virginia to establish and maintain a work environment free from the adverse effects of alcohol and other drugs, including marijuana and marijuana products,

cannabis oil, and cannabis products, and to ensure the fair and equitable application of policy requirements. The effects of alcohol and other drugs in the workplace could undermine the productivity of the Commonwealth's workforce and create a serious threat to the welfare and safety of fellow employees and to Virginia's citizens.

Note: For this policy, the term marijuana will be inclusive of marijuana products; and the term cannabis will be inclusive of cannabis oil and cannabis products.

POLICY SUMMARY:

This policy provides guidelines for addressing employees' possession, use of, and impairment due to alcohol, marijuana, cannabis, and other drugs (lawful or unlawful) in the Commonwealth's workplaces, to include state vehicles or alternate work locations, while conducting business for the Commonwealth of Virginia

https://www.dhrm.virginia.gov/docs/default-source/hrpolicy/1-05-alcohol-other-drugs-10-5-21.pdf

Anti-Hazing Policy

For the purposes of reporting statistics on hazing incidents, hazing, as defined by the Stop Campus Hazing Act, 20 U.S.C. §§ 1070, 1092 (2024), is any intentional, knowing, or reckless act committed by a person, whether individually or in concert with other persons, against another person or persons, regardless of the willingness of such other person or persons to participate, that:

1. Is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization, [e.g., a club, student government, athletic team, fraternity, or sorority]
2. Causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury, including but not limited to:
    - Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity.
    - Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity.
    - Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances.
    - Causing, coercing, or otherwise inducing another person to perform sexual acts.
    - Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct.
    - Any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law.
    - Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

Hazing is a criminal offense under Virginia Code § 18.2-56, which states:

Hazing unlawful; civil and criminal liability; duty of school, etc., officials; penalty.

1. It shall be unlawful to haze to cause bodily injury to any student at any school, college, or university. Any person found guilty thereof shall be guilty of a Class 1 misdemeanor.
2. Any person receiving bodily injury by hazing shall have a right to sue, civilly, the person or persons guilty thereof, whether adults or infants.
3. The president or other presiding official of any school, college or university receiving appropriations from the state treasury shall, upon satisfactory proof of the guilt of any student hazing another student, sanction and discipline such student in accordance with the institution's policies and procedures. The institution's policies and procedures shall provide for expulsions or other appropriate discipline based on the facts and circumstances of each case. They shall be consistent with the model policies established by the Department of Education or the State Council of Higher Education for Virginia, as applicable. The president or other presiding official of any school, college or university receiving appropriations from the state treasury shall report

hazing which causes bodily injury to the attorney for the Commonwealth of the county or city in which such school, college or university is, who shall take such action as he deems appropriate.

4. For this section, "hazing" means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity.

Missing Student Policy

The following missing student policy applies to all individuals placed under the care of the university or attending programs at Longwood. This includes registered students, campers, children placed at the Andy Taylor Center, and others for whom the university is otherwise responsible. For students under 18, a parent or guardian identifies whom to contact in an emergency, unless the student is emancipated.

Student Registration – All students have the opportunity and means to identify an individual or individuals to be contacted if the university determines that a student is missing. Students may be assured that their emergency contact information will be:

- Registered confidentially;
- Accessible only to authorized campus officials;
- Disclosed only to law enforcement personnel for the sole purpose of their investigation.

Missing Student Notification – Upon receipt of a complaint, report, or expression of concern about a missing student, LUPD will make all reasonable efforts to contact the student. A student will be deemed missing when contact has not been made for more than 24 hours, but the time period may be accelerated, and appropriate intervention will occur sooner when:

- There is evidence of possible criminal activity in connection with the student's disappearance;
- The student is under the age of 18;
- The student, regardless of age, has a known or suspected physical/mental disability or condition, or is otherwise compromised, and there is believed to be a risk of immediate danger to their safety or the safety of others. The student, regardless of age, is believed to be in the company, voluntarily or involuntarily, of another;
- LUPD will notify outside law enforcement if a student is deemed missing.

When the missing student is located, LUPD will contact the student to offer any appropriate support and will contact the emergency contact(s) and/or parents to confirm that the student has been located. If the investigation does not locate the missing student, LUPD will continue investigating according to established police procedures.

Higher Education Opportunity Act Victim Notification

Student disciplinary cases are part of the official educational record of the student and are confidential except as otherwise permitted by law. Examples include release of directory information, notification of complainants in sexual misconduct policy cases, and notification of victims of crimes of violence (such as sexual assault or crimes involving the use, attempted use, or threatened use of physical force or any other offense that is a felony involving substantial risk of the use of physical force against another person in committing the offense). Such approved releases include disclosing the results of any disciplinary hearing conducted by the University against a student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Longwood University will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Resource Phone Numbers

Law Enforcement

1. Emergency 911
2. Campus Dispatch—Non-Emergencies 434-395-2091
3. Information and non-emergencies 434-395-2398
4. Integrated Security Systems 434-395-2279
5. Town of Farmville Police 434-392-3332
6. Prince Edward Sheriff's Office 434-392-8101
7. Hampden-Sydney College Police 434-223-6164
8. Virginia State Police, Appomattox Field Office 434-352-7128

Other Relevant Resources

9. Vice President for Student Affairs 434-395-2039
10. Dean of Students and Associate VP for Student Affairs 434-395-2492
11. Counseling and Psychological Services 434-395-2409
12. Student Conduct and Integrity 434-395-2490
13. Residential and Commuter Life 434-395-2080
14. Commuter Student Affairs 434-395-2851
15. Health and Wellness 434-395-2102
16. Financial Aid 434-395-2077
17. Piedmont Crisis Center 888-819-2926

18. Sexual Assault Hotline.....800-838-8238
19. Crossroads Counseling.....800-548-1688
20. Centra Southside Hospital.....434-392-8811
21. Virginia Legal Aid Society.....434-392-8108
22. U.S. Department of State National Visa Center.....603-334-0888

Fire Safety

Residence Hall Safety Systems

Longwood provides several student housing options, each of which is equipped with a variety of features designed to detect, stop, or suppress the spread of fire.

Fire Safety Policies

Portable Electric Appliances – Students living in traditional residence halls are not permitted to have in their residence hall rooms any appliance with exposed electrical coils, including, but not limited to, hot plates, toasters, toaster ovens, electric grills (including "George Foreman"), and space heaters. Refrigerators must be no larger than 4.6 cubic feet and/or 2.0 amperes. Microwaves must not exceed 1000 watts. Ceiling fans and dimmer switches are also not permitted. Extension cords are not permitted for any reason. UL-listed multi-plug devices of any length are permitted only if they have a built-in circuit breaker. The University reserves the right to reject any electrical appliance that it considers potentially hazardous to the safety of students and others.

Smoking – Smoking is the lighting or burning of any pipe, cigar, cigarette, or other tobacco product. Use of personal vaporizers is considered smoking for the purposes of this policy. The institution prohibits smoking on campus except in areas that are specifically identified as "Designated Smoking Areas"; all cigarette butts must be disposed of in urns provided in the "Designated Smoking Areas" or urns located at various locations around the perimeter of the main campus including the smoking hut between Eason Hall and Jarman Auditorium, the brick patio behind McCorkle Hall, the gazebo behind Bristow Building, the benches at the ends of the Dorrill Dining Hall colonnades, the smoking hut beside ARC Residence Hall, the smoking hut by the Race Street entrance of Greenwood Library, the benches by the Spruce Street entrance of Willet Hall, the smoking hut by the Pine Street entrance of the Hull Building, the smoking hut in front of the recycling center, and the gazebo between the Wygal and Bedford buildings.

Open Flames – The possession, lighting, or burning of candles, incense, oil lamps, lanterns, grills, George Foreman-type grills, or any device capable of producing an open or enclosed/contained flame or odor is prohibited in all on-campus residence halls. This also extends to other Longwood-owned or controlled buildings and property with regulations that ban the presence of such items. Exceptions to this policy may occur only under the following conditions:

1. The Vice President for Student Affairs provides written approval;
2. A designated building or area permits use for a specific purpose (such as classroom instruction or use on an outdoor cement surface); or
3. The use is part of a fraternity/sorority ceremony (specific guidelines from the Office of Fraternity and Sorority Life MUST be followed).

Room Décor – Room decorations and modifications help personalize student rooms, but students should plan in ways that enhance personal safety. Wall hangings, posters, or other hanging room decorations must be affixed to and flush with the wall using products approved by the Office of Residential and Commuter Life. Wall hangings or beads cannot cover exit routes or doors. The indiscriminate use of nails, tacks, or screws is not permitted. Students should not hang objects

from the ceiling, sprinkler system, or any component of the fire alarm system. Because of the importance of ceiling tiles in preventing the spread of fire, students are prohibited from removing or replacing ceiling tiles or storing items above the ceiling tiles. Fresh-cut trees or cut greenery are not permitted in any building on campus. String lighting may not be strung from wall to wall across hallways, exit routes, or fixture to fixture. All lights must be flush to the wall, and no more than three strings of lights may be connected.

Fire Safety Education

The Office of Environmental Health and Safety, along with the Residential Housing Office, provides fire safety training during first-year orientation and outlines items you may not have in your room. Upon request, training is available to students and employees on fire extinguishers and on the Automated External Defibrillators (AEDs) stationed throughout the university. The Resident Assistants for each floor of on-campus housing monitor for possible violations of university fire safety policies, and any violations found are subject to disciplinary action. The university also conducts routine testing of all fire suppression and fire alarm systems as mandated by the Virginia Statewide Fire Prevention Code.

Fire Reporting Policy

To report a fire, call 911 or the Longwood University Police Department at 434-395-2091 or the Farmville Police Department at 434-392-3332. If a member of the Longwood University community finds evidence of an extinguished fire and is unsure whether Longwood University Police has already responded, they should immediately notify Longwood University Police to investigate and document the incident. For additional information about fire safety, contact the Office of Environmental Health and Safety at 434-395-2455. To review the fire log, visit the Longwood University Police Department located on the ground floor of Dorrill Dining Hall.

Building Evacuation

Students and faculty/staff are required to know and understand the evacuation procedure when the fire alarm is activated. When the fire alarm sounds, everyone must leave the building immediately, and no one may return until the Longwood University Police Department gives permission. After exiting the building, everyone must stand 300 feet away from the building or at the designated locations, clear of the roadway, to allow fire-fighting equipment to reach the building.

In the event of an actual fire, activate a fire pull station and evacuate the building. Call 911 after safely evacuating the building. Use pull stations only for actual fire incidents and fire drills.

Fire Log

2023, 2024, and 2025 FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES					
Date/Year	LOCATION	CAUSE OF FIRE	VALUE OF PROPERTY DAMAGED BY FIRE	INJURIES – REQUIRING TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO FIRE
4/7/2024	Landings SE	Burnt food in a stove	Less than $99	0	0

Unintentional Fire – A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.

Intentional Fire – A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.

Undetermined – A fire in which the cause cannot be determined.

Fire Safety Systems in Longwood University Residence Halls

DESCRIPTION OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS											
Building	Location	Total Fires			Fire Extinguishers	Stand-Alone Smoke Detectors	Manual Pull Stations	Full Sprinkler System	Fire Alarm System Remotely Monitored	Number of Fire Drills 2025
		2023	2024	2025						
ARC Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	0 Offline
Cox Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	0 Offline
Johns Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	4
Moss Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	4
Register Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	4
Sharp Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	4
Stubbs Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	4
Wheeler Hall	Main Campus	0	0	0	Yes	No	Yes	Yes	Yes	4
Landings NW	Midtown Landings	0	0	0	Yes	No	Yes	Yes	Yes	4
Landings SW	Midtown Landings	0	0	0	Yes	No	Yes	Yes	Yes	4
Landings NE	Midtown Landings	0	0	0	Yes	No	Yes	Yes	Yes	4
Landings SE	Midtown Landings	0	0	0	Yes	No	Yes	Yes	Yes	4
Lancer Park North	Lancer Park	0	0	0	Yes	No	Yes	Yes	Yes	4
Lancer Park South	Lancer Park	0	0	0	Yes	No	Yes	Yes	Yes	4
201 Apt. Building	Lancer Park	0	0	0	Yes	No	Yes	Yes	Yes	4
203 Apt. Building	Lancer Park	0	0	0	Yes	No	Yes	Yes	Yes	4
204 Apt. Building	Lancer Park	0	0	0	Yes	No	Yes	Yes	Yes	4
205 Apt. Building	Lancer Park	0	0	0	Yes	No	Yes	Yes	Yes	4
Townhouse 101A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 102A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 103A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 800A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 800C-D	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 801 A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 801 C-D	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 801 E-F	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 801 G-H	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 801 J-K	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 803 A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0

DESCRIPTION OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS

Building	Location	Total Fires			Fire Extinguishers	Stand-Alone Smoke Detectors	Manual Pull Stations	Full Sprinkler System	Fire Alarm System Remotely Monitored	Number of Fire Drills 2025
		2023	2024	2025						
Townhouse 803 C-D	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 1004A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 1005A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0
Townhouse 1007A-B	Lancer Park	0	0	0	Yes	Yes	No	No	No	0

Crime and Disciplinary Statistics

Longwood University – Farmville, VA

Main Campus	On-Campus			On-Campus Student Housing[1]			Non-campus Property			Public Property			Totals			Unfounded Crimes		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder/Nonnegligent Manslaughter	0	0	0	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	0	0	0
Rape (Sexual Assault)	3	5	1	3	5	1	0	0	0	0	0	0	3	5	1	1	0	0
Fondling - (Sexual Assault)	2	5	1	2	4	1	0	0	0	0	0	0	2	5	1	1	0	1
Statutory Rape - (Sexual Assault)	1	2	0	1	2	0	0	0	0	0	0	0	1	2	0	0	0	0
Incest (Sexual Assault)	0	0	0	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	0	0	0
Aggravated Assault	1	1	0	0	1	0	0	0	2	0	0	0	1	1	0	0	0	0
Burglary	1	2	2	1	0	1	0	0	0	0	0	0	1	2	2	0	0	0
Motor Vehicle Theft	4	5	4	0	0	0	0	0	0	0	0	0	4	5	4	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VAWA Incidents																		
Domestic Violence	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Dating Violence	5	3	1	4	2	1	0	0	0	0	0	0	5	3	1	0	1	0
Stalking	3	1	2	1	0	1	0	0	0	0	0	0	3	1	2	0	1	0
Arrests and referrals																		
Liquor Law Arrests	0	1	1	0	0	1	0	0	0	2	0	0	2	1	1	0	0	0
Liquor Law Referrals	20	47	72	18	43	72	0	0	0	0	0	0	20	47	72	0	0	0
Drug Arrests	0	0	0	0	0	0	2	0	0	2	0	0	4	0	0	0	0	0
Drug Referrals	0	0	0	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	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	2	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0

Notes:

Effective July 1, 2020, Virginia made simple possession of marijuana a civil, not criminal, infraction. As such, marijuana offenses no longer meet the criteria for inclusion as criminal offenses under arrests and disciplinary referrals.

All motor vehicle thefts involved joyriding university golf carts or stealing motor scooters. *Updated November 2025 to include previously omitted scooter thefts.

In 2024, we had two vandalism/destruction of property hate crime incidents in student housing, one motivated by race bias and one motivated by sexual orientation bias.

In 2023, Farmville PD reported two drug-law arrests on roads adjacent to campus, and Clinton, SC, PD reported two drug-law arrests at a hotel used by our students, who were not involved.

As required by the Clery Act, we contacted the primary law enforcement agencies for locations where our students traveled under the auspices of the University; these agencies are not required to respond to our information requests, but most do. In 2025, the Metropolitan Police Department of the District of Columbia reported two Aggravated Assault incidents (listed as Assaults With a Dangerous Weapon) in the 600 block of H Street NW, the same block where Longwood University students were staying at a local hotel (627 H Street NW).

Non-Campus Educational Locations

Note that the New College Institute is an approved off-campus instructional site. It is listed here for full transparency to our students, faculty, and staff. All relevant crime statistics for this site are included in the non-campus property column of the Crime and Disciplinary Statistics chart.

The Gerald L. Baliles Center for Environmental Education at Hull Springs and the Archaeology Field Station are Longwood University sites, located off the main campus, that are regularly used for educational purposes.

New College Institute – Martinsville, VA

30 Franklin Street, Martinsville, Virginia

Gerald L. Baliles Center for Environmental Education at Hull Springs, Westmoreland County, VA

Archaeology Field Station

2082 Black Walnut Road, Randolph, VA

All data included in non-campus properties under Main Campus	New College Institute Martinsville, VA			Baliles Center Westmoreland County			Archaeology Field Station Randolph, VA		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0
Fondling (Sexual Assault)	0	0	0	0	0	0	0	0	0
Statutory Rape (Sexual Assault)	0	0	0	0	0	0	0	0	0
Incest (Sexual Assault)	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Arrests	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0
All Categories	0	0	0	0	0	0	0	0	0

Clery Act Geography

The Clery Act requires reporting crimes in four categories: campus, non-campus, public property, and on-campus student housing facilities.

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 within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is frequently used by students and supporters for institutional purposes (such as food or other retail vendor).

Non-campus building or property-Any building or property owned or controlled by a student organization officially recognized by the institution; or any building or property (other than a branch campus) owned or controlled by an institution that is used in direct support of or 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.

On-Campus Student Housing Facility – The term "on-campus student housing facility" is 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 a reasonably contiguous geographic area of the campus. Data in this column is also reported in the On-Campus column.

Public property – The term "public property" means all public property—including thoroughfares, streets, sidewalks, and parking facilities—that is within the campus, or immediately adjacent to and accessible from the campus.

Separate Campus – In broad terms, the Clery Act defines separate locations as other institution-owned or controlled locations that may include satellite, extension or similar types of non-contiguous sites that have an organized program of study and administrative personnel on-site.

Campus Hazing Transparency Report

In accordance with the federal Stop Campus Hazing Act (20 U.S.C. §§ 1070, 1092 (2024)) and Code of Virginia § 18.2-56, information with respect to hazing incidents resulting in a finding of responsibility at Longwood University has been collected and is updated no less frequently than twice per year. This report is published at https://www.longwood.edu/studentconduct/hazing/violations/

Student Organization	Phi Kappa Tau Fraternity
General Description of Violation	Students were induced to consume food, repeatedly perform physical activities, and perform demeaning acts.
Date of Alleged Incident	2023-02-14
Date of Report to the University	2023-02-22
Alleged Violation(s)	Hazing – Non Bodily Injury: Hazing or otherwise mistreating as defined by the Anti-Hazing Policy up to, but not including, acts that induce bodily injury.
Date of Initiation of Investigation	2023-02-23
Date of End of Investigation with a Finding of Responsible	2023-03-22
Date of Notice to the Student Organization	2023-03-22 (Verbal Notification), 2023-03-30 (Written Notification)
Finding	Responsible: Hazing – Non Bodily Injury
Sanction(s)	Disciplinary Probation: 2023-03-22 to 2023-12-15 Educational Assignment: Due 2023-04-28
Sanction Completion or In Progress	Disciplinary Probation Expired 2023-12-15 Educational Assignment Completed 2023-04-27
Student Organization	Alpha Sigma Phi Fraternity
General Description of Violation	Students were induced to participate in repetitive physical activities and harassing language.
Date of Alleged Incident	2020-02-25
Date of Report to the University	2020-02-26

Alleged Violation(s)	Hazing – Non Bodily Injury: Hazing or otherwise mistreating as defined by the Anti-Hazing Policy up to, but not including, acts that induce bodily injury. Mistreatment of Persons: Harassment or pattern of harassment (e.g., physical, verbal, written, graphic, or electronic), threats, intimidation, and/or coercion directed toward any person or group of people.
Date of Initiation of Investigation	2020-02-27
Date of End of Investigation with a Finding of Responsible	2020-03-13
Date of Notice to the Student Organization	2020-03-13 (Verbal Notification), 2020-03-17 (Written Notification)
Finding	Responsible: Hazing – Non Bodily Injury Responsible: Mistreatment of Persons
Sanction(s)	Disciplinary Probation: 2020-03-13 to 2021-05-28 Loss of Privileges: Prohibited from taking a new member class through 2020-12-19 Educational Assignment: Due 2021-04-26
Sanction Completion or In Progress	Disciplinary Probation Expired 2021-05-28 Educational Assignment Completed 2021-04-26
Student Organization	Kappa Delta Sorority
General Description of Violation	Students were induced to participate in demeaning physical activities and paddling.
Date of Alleged Incident	2018-10-19
Date of Report to the University	2018-10-24
Alleged Violation(s)	2018.A.3.a Hazing 2018.A.8.a Physical Violence 2018.A.12.b Physical Abuse 2018.A.19.b Pranks
Date of Initiation of Investigation	2018-10-24
Date of End of Investigation with a Finding of Responsible	2018-11-09

Date of Notice to the Student Organization	2018-11-09 (Verbal Notification), 2018-11-16 (Written Notification)
Finding	Responsible: 2018.A.3.a Hazing Not Responsible: 2018.A.8.a Physical Violence Responsible: 2018.A.12.b Physical Abuse Responsible: 2018.A.19.b Pranks
Sanction(s)	Disciplinary Probation: 2018-11-09 to 2021-05-31 Educational Assignment: Due 2021-05-31 Educational Assignment: Due 2021-05-31
Sanction Completion or In Progress	Disciplinary Probation Expired 2021-05-31 Educational Assignment Completed 2019-03-21 Educational Assignment Completed 2019-02-23
Student Organization	Alpha Beta Psi Sorority
General Description of Violation	
Date of Alleged Incident	2017-03-13
Date of Report to the University	2017-04-03
Alleged Violation(s)	2016.A.3.a Hazing 2016.A.19.b Pranks
Date of Initiation of Investigation	2017-04-03
Date of End of Investigation with a Finding of Responsible	2017-04-27
Date of Notice to the Student Organization	2017-04-27 (Verbal Notification), 2017-05-02 (Written Notification)
Finding	Responsible: 2016.A.3.a Hazing Responsible: 2016.A.19.b Pranks
Sanction(s)	Disciplinary Probation: 2017-04-03 to 2019-04-27 Educational Assignment: Fall 2017
Sanction Completion or In Progress	Disciplinary Probation Expired 2019-04-27 Educational Assignment Completed 2017-09-07
Student Organization	Delta Zeta Sorority

General Description of Violation	
Date of Alleged Incident	2017-02-24
Date of Report to the University	2017-03-02
Alleged Violation(s)	2016.A.3.a Hazing 2016.A.12.b Hazing Policy 2016.A.19.b Pranks 2016.A.10.a Public Intoxication
Date of Initiation of Investigation	2017-03-02
Date of End of Investigation with a Finding of Responsibility	2017-03-30
Date of Notice to the Student Organization	2017-03-30 (Verbal Notification), 2017-04-03 (Written Notification)
Finding	Not Responsible: 2016.A.3.a Hazing Responsible: 2016.A.12.b Hazing Policy Not Responsible: 2016.A.19.b Pranks Responsible: 2016.A.10.a Public Intoxication
Sanction(s)	Disciplinary Suspension: 2017-03-30 to 2017-12-16 Disciplinary Probation: Effective for two years once Disciplinary Suspension is complete and the Student Organization returns to campus. Loss of Privileges: Prohibited from taking a new member class in Spring 2018 Educational Assignments: Due no later than the end of the first semester of return to campus.
Sanction Completion or In Progress	Disciplinary Suspension Expired 2017-12-16 Disciplinary Probation – Not Completed, Student Organization did not return to campus. Educational Assignments – Not Completed, Student Organization did not return to campus.
Student Organization	Sigma Phi Epsilon Fraternity
General Description of Violation	
Date of Alleged Incident	2015-11-07
Date of Report to the University	2015-11-11

Alleged Violation(s)	2015.A.4.a Hazing 2015.A.15.b Hazing Policy 2015.A.27.b Failure to Comply with an Official
Date of Initiation of Investigation	2015-11-14
Date of End of Investigation with a Finding of Responsible	2016-02-10
Date of Notice to the Student Organization	2016-02-10 (Verbal Notification), 2016-02-17 (Written Notification)
Finding	Not Responsible: 2015.A.4.a Hazing Responsible: 2015.A.15.b Hazing Policy Responsible: 2015.A.27.b Failure to Comply with an Official
Sanction(s)	Disciplinary Suspension: 2016-02-10 to 2017-01-18 Educational Assignments: Due no later than the end of the first semester of return to campus.
Sanction Completion or In Progress	Disciplinary Suspension Expired 2017-01-18 Educational Assignments – Completed 2017-09-07

Appendix 1
Title IX Policy – Sexual Misconduct

Longwood University is committed to providing an environment that is free from discrimination based on sex. This policy prohibits sex discrimination, which includes sexual harassment, sexual assault, sexual exploitation, dating, relationship, and domestic violence, stalking, and discrimination against pregnant and parenting students by employees, students, or third parties. This policy applies to Longwood community members participating in an education program or activity, including locations, events, or circumstances over which Longwood University exercises substantial control over both the alleged respondent and the context in which the sex discrimination occurs. This policy provides the campus community with information, common definitions, and strategies to report incidents subject to Title IX.

Eligibility for Assistance

This policy applies to all Longwood students and employees in all university programs and activities. It also applies to individuals who join our community as an affiliate or part of an affiliated program. The University will conduct investigations to the best of its ability that may lead to appropriate criminal, personnel, and student conduct actions. Longwood will offer students, and employees supportive measures, which may include counseling, medical assistance, and living, learning, and/or appropriate working environment adjustments.

The University will dismiss formal complaints involving Title IX misconduct that did not occur against a person in the United States. However, such dismissal does not preclude action under the student code of conduct or university policies. It also does not preclude offering supportive measures.

To the extent possible, the University will address the behaviors defined below towards any member of the Longwood community by non-members, including contractors, alums, visitors, and any others identified as non-employees or non-students of the University.

Definitions

The following policy definitions apply:

1. **Consent**: Effective consent is the basis of the analysis applied to unwelcome sexual activity. Lack of consent is the critical factor in any incident of sexual misconduct and sexual violence. Consent can be communicated verbally or by actions. But in whatever way consent is communicated, it must be reasonable and mutually understandable. Consent is a voluntary, informed, non-coerced agreement through words or actions that is freely given, which a reasonable person would interpret as a willingness to participate in mutually agreed-upon sexual activity. Consent to one form of sexual activity does not imply consent to other forms of sexual activity. Previous relationships or consent does not imply consent to future sexual activity. Consent may be withdrawn at any time, by any party to the sexual activity.

Consent cannot be procured by physical force, threats, or intimidation. Effective consent cannot be given by minors, mentally impaired individuals, or persons incapacitated as a result of drugs or alcohol. Intentionally administering alcohol or drugs for the purpose of inducing incapacity is prohibited. Use of alcohol or other drugs will never function to excuse behavior that violates this policy.

2. **Sexual Harassment**: Sexual harassment means conduct based on sex that satisfies one or more of the following: 1) An employee of the University conditioning the provision of an aid, benefit, or

service of the University on an individual's participation in unwelcome sexual conduct; 2) Unwelcome sex-based conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies the person equal access to the University's education program or activity. Longwood University does not permit romantic or sexual relationships between employees and students that those employees teach, coach, supervise, evaluate, or grade.

While sexual harassment encompasses a wide range of conduct, some examples of specifically prohibited conduct include:

- Promising, directly or indirectly, a student or employee a reward if the student or employee complies with a sexually oriented request.
- Threatening, directly or indirectly, retaliation against a student or an employee if the student or employee refuses to comply with a sexually oriented request.
- Denying, directly or indirectly, a student or employee an employment or education-related opportunity if the student or employee refuses to comply with a sexually oriented request.
- Displaying pornographic or sexually oriented materials.
- Engaging in indecent exposure.
- Making sexual or romantic advances toward a student or employee and persisting despite the student or employee's rejection of the advances.
- Physical conduct such as assault, touching, or blocking normal movement.
- Retaliation for making harassment reports or threatening to report harassment.

Sexual harassment can involve a person or persons being harassed by members of any sex. Although sexual harassment sometimes involves a person in a greater position of authority as the harasser, individuals in positions of lesser or equal authority also can be found responsible for engaging in prohibited harassment.

3. **Sexual Assault**:

a. **Unwelcome Sexual Contact**: includes fondling or touching either the complainant or when the complainant is forced to touch another person's body. Sexual activity includes intentional contact directly or through clothing with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch oneself or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth, or other orifice. Intercourse, however slight, meaning vaginal penetration by a penis, object, tongue, or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or genital to mouth contact). The definition of fondling is the touching of the private body parts of another person for sexual gratification without the consent of the victim.

b. **Coerced Sexual Intercourse**: includes rape, attempted rape, sodomy, or other sexual acts or misconduct; or when the complainant is incapable of consent. The definition of rape is 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. The definition of incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law. The definition of statutory rape is sexual intercourse with a person who is under the statutory age of consent.

4. **Sexual Exploitation**: Sexual exploitation occurs when an individual takes non-consensual sexual advantage of another for their own advantage or benefit or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:

- Prostituting another person;

- Non-consensual video or audio-taping of sexual activity;
- Engaging in voyeuristic behavior, including viewing or allowing viewing of sexual activity without the consent of all parties;
- Knowingly transmitting an STD, STI, or HIV to another.
- Disseminating or using video or photographic still images created by any means that depict another person who is totally nude, or in a state of undress to expose the genitals, pubic area, buttocks, or female breast, without the consent of the person(s) who are the subject of the video or still images.

5. **Dating, Relationship, and Domestic Violence**: Abuse or violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. This relationship involves physical or emotional intimacy. Physical intimacy is characterized by romantic or passionate attachment or sexual activity.

a. 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.
b. For this definition, dating and relationship violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Dating and relationship violence is abuse or violence between partners or former partners, characterized by one or more of the following elements:

a. Intentionally causing bodily injury;
b. Purposely or knowingly causing reasonable apprehension of bodily injury;
c. Emotional abuse creating apprehension of bodily injury or property damage;
d. Repeated telephonic, electronic, or other forms of communication, anonymously or directly, made with the intent to intimidate, terrify, harass, or threaten.

6. **Stalking**: includes repeatedly following, harassing, threatening, or intimidating another by telephone, mail, electronic communication, social media, or any other action, device, or method that purposely or knowingly causes emotional distress or apprehension of bodily injury or death. Stalking is a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or others' safety, or to suffer substantial emotional distress. For this definition:

a. 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, participates in surveillance of, threatens, or communicates to or about a person, or interferes with a person's property.
b. Reasonable person means a reasonable person under similar circumstances.
c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

7. **Discrimination against Pregnant and Parenting Students**: includes discrimination against a student for current, potential, or past pregnancy or related conditions. The offer of voluntary alternative participation by the University does not constitute discrimination. The student has discretion to accept or decline each reasonable modification offered by the University.
8. **Retaliation**: means intimidation, threats, coercion, or discrimination against any person by the University, a student, or employees, against an individual because of the individual's complaint or participation in the complaint process. Action is generally deemed retaliatory if it would deter a reasonable person in the same circumstances from opposing practices prohibited by this policy.

9. **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute a violation of this policy.
10. **Complainant** means an individual who is alleged to be the victim of conduct that could constitute a violation of this policy. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in a University education program or activity.
11. **Party** means a complainant and/or respondent.
12. **Supportive measures** are non-disciplinary and non-punitive individualized services offered as appropriate, as reasonably available and without fee or charge, to protect the safety of all parties and deter violations of this policy. The University will provide supportive measures to respond to the reported incident in a manner that is not clearly unreasonable without burden on any party, regardless of the filing of a formal complaint.

Supportive measures are available to Longwood employees and students to preserve each party's equal access to their education or employment pending the outcome of the investigation. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

13. **Informal resolution** is the resolution of a complaint other than an investigation or formal hearing. Informal resolution may include mediation, restorative justice, or other alternative dispute resolution models. Informal resolution is voluntary and requires the written consent of the parties and the University. Informal resolution is not available when the respondent is a University employee, and the complainant is a student.
14. **Formal Complaint** means an oral or written request by a complainant or signed by the Title IX Coordinator alleging a violation of this policy and requesting that the University investigate the allegation of sex discrimination. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the recipient with which the formal complaint is filed. A formal complaint may be filed with the Title IX Coordinator.

Filing a Title IX Complaint

All incidents of discrimination based on sex and retaliation should be reported. Any person may report discrimination based on sex by contacting the Title IX Coordinator. The complainant or the Title IX Coordinator may initiate formal complaints.

All University employees, except those designated as Confidential Reporting Options, are designated as "responsible employees." Responsible employees are required to promptly report all incidents and/or knowledge of sex discrimination, including personally identifiable information of the parties involved, to the Title IX Coordinator. All reports are treated with the maximum possible privacy.

Reporting immediately to the Longwood University Police Department (LUPD) helps preserve evidence needed for possible criminal prosecution. LUPD is trained to collect and preserve evidence for criminal cases. Contacting LUPD for evidence collection may provide criminal charge options that a complainant may choose to pursue immediately or at a later date. Evidence collected by the LUPD will be retained indefinitely unless the Commonwealth of Virginia Attorney authorizes destruction. Complainants have the right, however, to choose whether or not to provide a statement to LUPD and to choose whether or not to pursue criminal prosecution after such a statement has been made.

Title IX Coordinator and Role of Title IX Coordinator

Ginny Cziezinger, Title IX Coordinator

Office: Upchurch 203

Office Phone (434) 395-2571

Email: titleix@longwood.edu

Online reporting to the Title IX Coordinator: Say Something Report

Students or employees who believe they have either witnessed or been subjected to sex discrimination or retaliation should notify the Title IX Coordinator. After the university receives notice of sex discrimination or retaliation, it will conduct an impartial investigation. For specifics regarding investigations, see the investigation procedures below. The University will not bring student conduct charges against students for minor violations of the Student Code of Conduct Standards and Regulations, or personal consumption of alcohol or drugs disclosed during the reporting process, when the disclosure is made in conjunction with a good faith report. Minor violations are those that have a minimum sanction of a letter of admonition. Please see the Student Handbook's Student Code of Conduct Standards and Regulations for more information.

When the complainant and the respondent participate in the same educational opportunities, work in the same employment area and/or reside in the same University residence or in proximity to one another, the University may take immediate steps to separate the individuals and prevent contact, if appropriate. The applicable Vice President or designee, in consultation with the Title IX Coordinator, will make the appropriate determination regarding alternative arrangements. Alternative arrangements may include but are not limited to: interim disciplinary suspension (depending on the severity of the allegations), adjustment of academic schedule or employment, no contact orders, and/or alternative living arrangements.

The Title IX Coordinator can assist with all aspects of the process and is responsible for:

- Convening a review committee consisting of the Title IX Coordinator, Longwood University Police Department Representative, and Student Affairs Representative. This committee will meet within 72 hours and continue to meet as necessary when notice to the University of an alleged violation of this policy is received. This committee will review and determine whether to disclose the alleged violation to the appropriate law-enforcement agency. It will assess all information, including personally identifiable information, to protect the health or safety of the individual or community. It is the responsibility of the Longwood University Police Department Representative or designee to notify the appropriate law-enforcement agency and/or Commonwealth of Virginia Attorney.
- Ensuring that both the individual filing the complaint and the individual responding are aware of the complainant.
- Explaining Longwood University's policy and investigation procedures.
- Exploring various means of resolving the complaint, including informal resolution or referral to other applicable University policies or procedures.
- Making referrals to Counseling and Psychological Services for counseling or other mental health resources, if appropriate.
- Notifying the police if criminal activities are alleged.
- Conducting or arranging for an investigation of the alleged prohibited conduct.
- Arranging supportive measures.

- Arranging interim services to prevent the recurrence of the alleged prohibited conduct, which could include increased monitoring, supervision, or security at locations or activities where the alleged discrimination occurred and no-contact directives.
- Prepare or oversee any reports, recommendations, or remedial action(s) that are appropriate to resolve any prohibited conduct and maintain all information about an investigation or complaint in a secure file.
- Maintain records relating to Title IX reports, investigations, and resolutions.
- The Title IX Coordinator, Deputy Title IX Coordinators, and investigators designated by the University will participate in ongoing Title IX training and maintain a high level of knowledge of the policy and procedures.
- Referral of all complaints against employees to Human Resources. Human Resources is responsible for investigating all sex discrimination or retaliation complaints against employees. Human Resources will investigate all referred complaints using Human Resources policies or procedures.

Reporting Options

1. Title IX Coordinator: Anyone who believes they have witnessed or been subjected to sex discrimination should notify the Title IX Coordinator:

Ginny Czeizinger, M.S., Title IX Coordinator

Office: Upchurch 203

Office Phone (434) 395-2751, Cell Phone (434) 808-9439

Email: titleix@longwood.edu

www.longwood.edu/titleix

Online reporting to the Title IX Coordinator: Say Something Portal

2. Making a report with Longwood Police: Persons who wish to file a police report may contact Longwood Police at (434) 395-2091. Office: Dorrill Dining Hall, Ground Floor.

Online reporting: http://www.longwood.edu/police/forms/report-a-crime

3. Confidential Reporting Options: Persons who wish to report an incident or speak to someone about what happened and desire that the details of the incident be kept confidential should speak with staff members of Counseling and Psychological Services (CAPS), University Health Center, Centra Southside Community Hospital Forensic Nurse Examiner, or off-campus clergy, chaplains, or crisis resources, who will maintain confidentiality. CAPS staff is available to assist students free of charge.

- Counseling and Psychological Services

Pierson Hall - Health and Fitness Center, Upper Level; Phone: (434) 395-2409

- Longwood University – Mental Health Crisis Line (Available 24/7)

Phone: (434) 395-2409, Option #2

- University Health Center

Longwood Landings, 106 Midtown Ave, Farmville, VA; Phone: (434) 395-2102

- Centra Southside Community Hospital Forensic Nurse Examiner (Available 24/7)

800 Oak Street, Farmville, VA; Phone: (434) 392-8811

- Madeline's House - 24/7 Domestic Violence / Sexual Assault Crisis Hotline

Phone: (866) 297-1564

Conflicts of Interest

The Title IX Coordinator, investigators, university-provided advisors, and decision-makers must be free from conflicts of interest or bias for or against complainants or respondents.

Confidentiality

If you would like to report an incident or speak to someone about what happened and you desire that details of the incident be kept confidential, you should speak with staff members of Counseling and Psychological Services, University Health Center, or off-campus crisis resources, who will maintain confidentiality. All inquiries, complaints, and investigations are treated with utmost discretion. Information may be released as law and policy permits. However, the complainant's identity is usually disclosed to the person(s) accused of such conduct and any witnesses. A complainant may decide, after they talk to the Title IX Coordinator, whether or not to pursue a Title IX Complaint.

Federal Statistical Reporting Obligations

Certain campus officials (campus security authorities) have a duty to report sexual assault and other Clery Act reportable crimes for federal statistical reporting purposes. All personally identifiable information is kept private, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location (on or off-campus, in the surrounding area), for publication in the annual Security and Fire Safety Report.

Mandated federal reporters (campus security authorities) include student/conduct affairs, campus law enforcement, local police, coaches, athletic directors, residence life staff, student activities staff, human resources staff, advisors to student organizations, and any other official with significant responsibility for student and campus activities.

Federal Timely Warning Reporting Obligations

The Clery Act requires that University administrators issue timely warnings for incidents reported to them that pose a danger to members of the campus community. The University will make every effort to ensure that a victim's name and other identifying information is not disclosed.

Procedures

1. The Title IX Coordinator, or designee, shall provide for the adequate, reliable, and impartial investigation of all complaints.
2. Complainant and/or respondent may each select one advisor, who may also be legal counsel, to accompany them during the investigation process, Informal Resolution and Formal Procedures. If the complainant and/or respondent does not have an advisor, the university shall provide a trained employee, free of charge, to conduct cross-examination on their behalf. The advisor may be present with their respective party for all meetings, hearings and appeals. The advisors may ask questions on a party's behalf during hearings but is otherwise not permitted to participate in meetings or appeals actively. The advisor may, however, attend meetings and appeals. When scheduling any meetings, hearings, and/or appeals, primary consideration will be given to the parties and any witnesses.
3. Only trained investigators designated by the University will conduct an investigation; both parties will have the opportunity to review and provide comments to the investigator about their statements before the investigation report is finalized.
4. The University will investigate the extent of the information available. If the University obtains independent corroborating information of the discrimination, it may determine it necessary to

move forward with the investigation procedures and/or remedial measures without the involvement of a complainant.

5. The University must dismiss complaints before conducting an investigation where a) the facts alleged do not constitute a violation of this policy; b) the complainant chooses to withdraw a formal complaint or any portion of the allegations; c) the respondent is no longer enrolled or employed; d) circumstances prevent the University from gathering evidence sufficient to reach a determination regarding the complaint; or e) the facts alleged did not occur in a University's education program or activity. The Title IX Coordinator shall notify the parties in writing of the dismissal of any formal complaint and the reason for such dismissal.
6. Criminal investigations, separate from the process outlined in this policy, are conducted by the Longwood University Police or appropriate law enforcement agency in parallel with the University's investigation.
7. Informal Resolution

Some complaints can be resolved informally between the parties. The Title IX Coordinator and/or designee may arrange for or facilitate informal resolution between the parties.

a. Informal resolution is voluntary and requires the written consent of the parties and the University.
b. Once the informal resolution is complete, written notification of the agreed-upon resolution shall be given to both parties by the Title IX Coordinator or designee.
c. The involved parties will sign a voluntary agreement specifying the behavioral expectations resulting from the mediation. If recurrence takes place, those responsible for such behavior will be subject to additional action, with greater penalties, under this policy.
d. If the parties are unable to reach an informal resolution, the Title IX Coordinator may initiate the formal resolution procedure.

8. Formal Procedures

a. Once the University has received a formal complaint of sex discrimination or retaliation, an investigation shall commence within five business days unless the parties have agreed to participate in informal resolution
b. To ensure a prompt and thorough investigation, the complainant should provide as much of the following information as possible:

- The name, department, and position of the person or persons allegedly committing the discrimination or retaliation.
- A description of the incident(s), including the date(s), location(s), and the presence of any witnesses.
- The impact of the incident(s) on the complainant's educational opportunities, living situation, position, salary, benefits, promotional opportunities, or other terms or conditions of employment.
- Any steps the complainant has taken to address the discrimination.
- Any other information the complainant believes to be relevant to the misconduct.

c. The investigator(s) shall determine, by a preponderance of the evidence, whether the respondent violated this policy. Preponderance of evidence means that it is more likely than not that a violation occurred. If the investigator(s) determine that the respondent did not violate this policy, the matter will be closed.
d. Before completion of the investigative report, the University will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least ten business days to submit a written response, which the investigator will consider before completion of the investigative report.

e. After the investigation, both the respondent and complainant and their advisors will be informed within ten business days, in writing, of the outcome of the investigation. If the complainant is deceased as a result of the alleged violation, the next of kin of such complainant shall be treated as the complainant for purposes of this paragraph upon written request.
f. Both the complainant and respondent are entitled to a copy of the investigators' report, redacted of any personally identifiable information. The redacted report shall be provided to the complainant or respondent within two business days after the Title IX Coordinator or designee has received a written request. The parties may view the non-redacted report at any time during normal business hours.
g. If it is determined by a preponderance of the evidence that a violation did occur, the respondent may accept findings of the investigation and the sanctions/measures determined by the University to prevent the violation's recurrence; or challenge the findings and request a hearing. The respondent must, within three business days from the written notification of the outcome of the investigation, decide to accept the findings or challenge the findings and sanctions/measures and request a hearing.
h. The complainant may decide, after the filing of formal charges against the respondent, to withdraw the complaint.

Procedures for Hearings on Violations of the Title IX Policy

1. The University Hearing Board will conduct hearings regarding alleged violation(s) of this policy.
2. A University Hearing Board hearing will proceed in the following manner:

a. Hearings conducted by the University Hearing Board are closed to the public. The only individuals allowed to be present are active participants in the hearing process: the complainant, the respondent, an advisor for each, the investigator (s), the University Hearing Board, witnesses, and necessary University administrators. Either the complainant or the respondent may dispute the presence of individuals in the hearing room. The hearing board will make the final decision.
b. At the request of either party, the University must provide for the live hearing to occur with the parties located in separate rooms with technology enabling the decision-maker(s) and parties to simultaneously see and hear the party or the witness answering questions.
c. The University will create an audio or audiovisual recording, or transcript, of any live hearing and make it available to the parties for inspection and review.
d. The hearing will be non-adversarial and respectful. Strict rules of evidence will not be applied. The Board will ensure that only relevant questions are posed during cross-examination.
e. The hearing board members and all aforementioned participants are introduced.
f. Participants state any questions they have concerning rights or procedures.
g. The statement of charges is presented.
h. The respondent enters a plea of responsible, not responsible, or no plea.
i. Testimony phase: During the testimony phase of the hearings, cross-examination may be conducted by the party's advisor in the presence of the University and complainant, the respondent, and their respective advisors. Witnesses may only be present when actively giving testimony. Advisors may be present with their respective parties for all testimony. Advisors may question witnesses on a party's behalf. If either party does not provide their own advisor, the University will provide an advisor to fulfill the cross-examination role.
j. Each party may present an opening statement and a closing statement before the Board.
k. Each party may present evidence and witnesses. The hearing board may cross-examine witnesses in the opposing party's presence.

l. 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. Demonstration of pattern, repeated, and/or predatory behavior by the respondent in the form of previous findings in any University, judicial, or student conduct proceeding will be admissible.
m. After all of the evidence has been introduced, the parties will be excused from the room so that the Board may deliberate.
n. The University Hearing Board shall determine, by a preponderance of evidence, whether the respondent violated this policy. The University has the burden of demonstrating by a preponderance of evidence that the respondent violated this policy. A preponderance of evidence means that it is more likely than not that a violation occurred. If the University Hearing Board determines that the respondent violated this policy, the complainant will be allowed to submit a statement regarding the impact that the misconduct has had on the complainant's educational, living, and/or working environment.
o. When the board has decided responsibility, the parties will be invited back into the room for a reading of the decision and any recommended sanctions.

3. The outcome of the hearing and any recommended sanctions will be forwarded to the applicable Vice President or designee immediately following the hearing if no appeal is filed: The Director of Student Conduct and Integrity in the case of a student respondent, the Provost and Vice President of Academic Affairs in the case of a faculty respondent, and the Vice President of Administration and Finance in the case of a classified staff or administrative employee.
4. Both the respondent and complainant will be informed within five working days, in writing, of the outcome of the hearing and the appeal (if an appeal is filed) and of any sanctions being recommended to the applicable Vice President or designee. If the complainant is deceased as a result of the alleged violation, the next of kin of such complainant shall be treated as the complainant for purposes of this paragraph, upon written request.

Composition of the University Hearing Board

1. A three-member University Hearing Board will be appointed by the Title IX Coordinator on a per-case basis from a pool of trained members: no less than five faculty and five staff. The hearing board chair is a non-voting member, except in a tie, and leads the hearings and facilitates discussion among board members. The Title IX Coordinator will serve as a non-voting advisor to the chair. All Board members are appointed annually and serve from October 1 - September 30.
2. The pool of candidates for the University Hearing Board shall be nominated by:

- Faculty Senate, Executive Committee (faculty members).
- Vice President for Student Affairs and Vice President for Finance and Administration (staff).

3. In the case of a faculty respondent, at least two members of the University Hearing Board shall be faculty; in the case of a professional staff respondent, at least two members of the University Hearing Board shall be staff (except in cases where there is not sufficient availability in the pool of trained members).
4. Either party can request Board members to recuse themselves from the hearing for actual or perceived bias or other conflict of interest. The Title IX Coordinator will make the final decision regarding this request based on the information provided by the requesting party. Board members may also recuse themselves if they feel they cannot or should not hear a particular case.

5. The University Hearing Board panel will be trained by the Title IX Coordinator regarding hearing procedures, evaluation of relevant evidence, Title IX requirements, and other subjects, as needed.

Appeals

1. Appeals will be reviewed by a three-person panel of trained investigators designated by the University.
2. Respondents and complainants have the right to appeal:
a. The University Hearing Board's decision, or
b. The University's decision to dismiss a complaint.
3. Appeals must be filed within three business days of the University Hearing Board's written decision, or the University's decision to dismiss the complaint. To file an appeal, students and employees must fill out the appeal form provided with written notice of the University Hearing Board's decision, or the University's decision to dismiss the complaint. The University will provide a copy of the appeal to the other parties.
4. Appeals may only proceed based on the following reasons:
a. Procedural irregularity that materially affected the outcome of the matter. A procedural irregularity may include a failure to objectively evaluate or admit relevant evidence, including inculpatory and exculpatory evidence;
b. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
c. The Title IX Coordinator or designee, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.
5. The appeal panel will convene within five business days of the receipt of the appeal.
6. All parties will receive notice of the appeal and will have the opportunity to submit a written statement in support of or in opposition to the appeal.
7. Within ten business days, the appeal panel shall issue a written decision to the parties: 1) denying the appeal and upholding the decision of the University Hearing Board, or 2) granting the appeal and remanding the issue to the Title IX Coordinator or designee or the University Hearing Board.

If the complainant is deceased as a result of the alleged violation, the next of kin of such complainant shall be treated as the complainant for purposes of this paragraph, upon written request.

Postponement of Hearings and Appeals

A respondent or complainant may request one postponement of a hearing by contacting the Title IX Coordinator at least two (2) business/working days before the scheduled hearing unless extenuating circumstances exist. Postponement will be allowed only under the following conditions:

- The respondent/complainant has an academic conflict;
- The respondent/complainant is unable to produce necessary witnesses on the scheduled date of the hearing;
- The respondent/complainant has a family emergency;
- The respondent/complainant is too ill to attend the hearing;
- The respondent/complainant cannot attend because of a religious holiday.

The Title IX Coordinator may require written verification of the reason claimed.

Rights of the Complainant

1. The right to have an advisor throughout the process, who may also be legal counsel.

2. The right to remain present throughout the entire hearing (not including the deliberative process).
3. The right to attend a pre-hearing meeting with the Title IX Coordinator
4. The right to have access to supportive measures.
5. The right to supportive measures to prevent recurrence of the behavior.
6. The right to freedom from retaliation by the respondent (or supporters of the respondent).
7. The right to be notified of the time, date, and place of the scheduled hearing and appeal, if applicable, at least 72 hours before the hearing or appeal.
8. The right to submit a statement of how the misconduct has impacted the educational, living, and/or working environment of the complainant.
9. The right to present relevant evidence during the investigation and a statement of how the discrimination has impacted the educational, living, and/or working environment of the complainant.
10. The right to sufficient time, at least two business days, to prepare a response to the written notice of investigation before any initial interview.
11. The right to know the outcome of the investigation, the outcome of the hearing, appeal and the sanctions, remedies and corrective actions taken by the University.
12. The right to be informed of the ability to request changes in academic, employment and living situations.
13. The right to request a single appeal of the outcome of the University Hearing Board's decision and recommended sanctions (if necessary).

Rights of the Respondent

1. The right to an advisor throughout the process, who may also be legal counsel.
2. The right to remain present during the entire hearing (not including the deliberative process).
3. The right to attend a pre-hearing meeting with the Title IX Coordinator or designee.
4. The right to have access to supportive measures.
5. The right to freedom from retaliation by the complainant (or supporters of the complainant).
6. The right to written notice of the specific allegations and the opportunity to provide information in response during the investigation.
7. The right to sufficient time, at least two business days, to prepare their response to the written notice of investigation before any initial interview.
8. The right to be presumed not responsible unless shown responsible by a preponderance of the evidence until a determination regarding responsibility is made at the conclusion of the grievance process.
9. The right to a timely hearing.
10. The right to notification of the charges, the specific rule or policy violated, and the time, date, and place of the scheduled hearing and, if applicable, at least three business days prior to the hearing.
11. The right to present relevant evidence.
12. The right to notification of any information that may be used in the hearing.
13. The right to request a single appeal of the outcome of the University Hearing Board's decision and recommended sanctions (if necessary).

Sanctions, Remedies and Corrective Actions

Violations of this policy will be addressed through the sanctions, remedies, and corrective actions listed below. The severity of sanctions, remedies, or corrective action depends on the facts and circumstances of

the offense and/or any history of past conduct that violates this policy. Sanctions, remedies, and corrective actions could include (but are not limited to):

- A requirement not to repeat or continue the conduct.
- Reprimand.
- Reassignment.
- Disciplinary Probation.
- Disciplinary Suspension.
- Termination of employment.
- Expulsion.

Records and Release of Documents and Information

Under federal and state privacy laws, investigation reports, witness statements, and any documents prepared by the University constitute education and/or personnel records which may not be disclosed outside of the proceedings, except as may be required or authorized by law. Records created regarding students may be education records subject to protection under the Family Educational Rights and Privacy Act (FERPA). Longwood student records policies comply fully with FERPA; the accumulation, processing, and maintenance of student data by the University are limited to that information, which is necessary and relevant to the purposes of the University. Personal data of students will be used only for the purpose for which it is collected. The University does not release personnel records related to specific employees or employment matters, as personnel matters and records are generally considered private or exempted by law from disclosure. See Va. Code § 2.2-3700, et seq. The University will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained. The University does not, however, impose any restrictions on the parties regarding re-disclosure of the incident or their participation in proceedings under this policy.

Records Retention

The Title IX coordinator is responsible for overseeing the management and storage of Title IX records, which will be maintained for at least seven years. Following the last day of the specified time interval, these records will remain active until June 1 each year; thereafter, they will be expunged. Should there be any subsequent alleged discrimination or retaliation, the retention expiration date for each existing prior record will be nullified and changed to meet the new deadline parameters established by the most recent alleged discrimination or retaliation.

Academic Transcripts – Pursuant to Virginia Code § 23.1-900

A prominent notation shall be placed on the academic transcript of any student who has been found responsible and expelled or suspended for sexual violence, which includes the following as defined by this policy: unwelcome sexual contact, coerced sexual intercourse, and dating and relationship violence. The language will read as follows: Expelled – For a Violation of the University's Code of Conduct Standards and Regulations, or Suspended – For a Violation of the University's Code of Conduct Standards and Regulations. The notation shall be removed from the transcript when the student has completed the term of the disciplinary suspension, completed any conditions of the disciplinary suspension, and has been determined by Longwood University to be in good disciplinary standing.

A prominent notation shall be placed on the academic transcript of any student who withdraws before the outcome of an investigation, hearing, and/or appeal that alleges sexual violence, which includes the following as defined by this policy: unwelcome sexual contact, coerced sexual intercourse, and dating and

relationship violence. The language will read as follows: Withdrawal while under Investigation – For a Violation of the University's Code of Conduct Standards and Regulations. The notation shall be removed from the transcript when the student is subsequently found not responsible for a violation of this policy, or not suspended or expelled as a result of a violation of this policy.

A student may petition for a notation to be removed from the academic transcript after a period of three years from the outcome or resolution of the case if the student can show good cause. Removal of the notation is not the same as removal of the violation(s) from the student's educational record.

The Title IX Coordinator or designee will review petitions for transcript notation removal. The decision will be based upon the following criteria:

1. The violation(s)
2. The student's behavior after the violation (s)
3. The student's demonstrated reflection and growth

After a petition has been evaluated, the student will receive written notification of the decision, which will be final.

Academic Freedom and Free Speech

This policy does not allow censorship of constitutionally protected speech. In addressing all complaints and reports of alleged violations of this policy, Longwood University will take all permissible actions to ensure the safety of students and employees while ensuring the free speech rights of students and employees. This policy does not, in any way, apply to curriculum and curriculum decisions or limit the use of particular textbooks or curricular materials.

Appendix 2
Community Standards and Disciplinary Jurisdiction

The Longwood University Community requires a system of order supportive of its programs and educational process. All students are expected to cooperate with the faculty, staff, and student body of the University in pursuit of common educational goals. Disciplinary regulations of the University are published in this Handbook to give students general notice of prohibited conduct.

The Longwood Disciplinary System consists of the Student Conduct and Honor System, and is administered by the Vice President for Student Affairs and the Office of Student Conduct and Integrity. The Disciplinary System guarantees due process rights of students as defined in this Handbook. Still, it does not necessarily reflect the philosophy, structure, or procedures of civil or criminal Courts of Law. Where possible, the goal is to allow a student found responsible for a violation the opportunity to reflect on their behavior, its impact on the community, and to redirect their behavior in the future.

Jurisdiction

Conduct Standards for Students and Recognized Student Organizations

Students and recognized student organizations are responsible for complying with all aspects of the Code of Conduct Standards and Regulations, and Honor Code of Conduct Standards and Regulations, described herein. They will be subject to the applicable range of disciplinary sanctions in the event of violations. Greek communities, in addition to the general Longwood conduct and community standards, must also observe and abide by a special set of regulations and sanctions specific to fraternity and sorority life.

Students are defined as persons who have matriculated to Longwood University; they are expected to conduct themselves in a manner that supports the educational mission and function of this institution. Students have the responsibility to familiarize themselves with and comply with Longwood's Code of Conduct Standards and Regulations and Honor Code of Conduct Standards and Regulations.

Students are also expected to comply with all federal, state, and local laws. Criminal activity by a student, whether it takes place on or off campus, may be cause for disciplinary action if such activity impedes or affects the learning climate or normal operation of the University. This principle also applies to other forms of off-campus conduct or behavior, especially in areas contiguous to the University, which would hurt the institution or its educational effort.

Criminal activity is defined as personal behavior that violates the Criminal Code of Virginia. Unacceptable behavior is behavior that would violate the Longwood Student Handbook or other student conduct policies. Off campus is outside the physical boundaries of the Longwood campus.

Cooperative Agreement: Town of Farmville and Longwood University

Longwood and the Town of Farmville work together when there are student conduct situations relevant to students living off campus and to conduct situations occurring off campus. Longwood will assist with those matters that relate to student violations of: 1) Longwood's Code of Conduct Standards and Regulations and/or Honor Code of Conduct Standards and Regulations, 2) local, state, and federal laws, and/or 3) actions that harm the University or its educational mission. The Director of Student Conduct and Integrity will review documented incidents involving students that have occurred off campus on a

case-by-case basis. If the University can handle the matter given jurisdictional limitations, the following actions may be taken:

1. The Dean of Students, or designee, may schedule a meeting with the student(s) involved in the alleged incident to gather information and determine if there is cause for further action. If the situation does not warrant a disciplinary hearing, then this meeting will serve as a record of resolution.

2. Situations will be referred to one of Longwood's Hearing Bodies for resolution. Longwood University will maintain records of off-campus violations.

Hearing Bodies

The student disciplinary system comprises four hearing bodies that follow established guidelines for filing charges, processing cases, resolving appeals, and observing the due process rights of students and recognized student organizations. All of the hearing bodies below have the authority to issue sanction recommendations up to, and including, expulsion. The Director of Student Conduct and Integrity has final approval authority over the recommendations of all hearing bodies, except the Academic Integrity Appeals Committee. (Note: These hearing bodies do not process alleged violations of the Sexual Misconduct Policy.)

Administrative Hearing and Agreed Resolution Officer

The Administrative Hearing and Agreed Resolution Officer is a designee who hears cases that range from simple to very serious infractions of the Code of Conduct Standards and Regulations and Honor Code of Conduct Standards and Regulations. Additionally, the Administrative Hearing and Agreed Resolution Officer hears cases where special circumstances are related to the individuals involved, the nature of the incident, or where the needs of the University warrant referral to this particular venue. Cases of failure to complete a sanction (Code of Conduct: Failure to Comply - Sanctions) will automatically be assigned to an Administrative Hearing and Agreed Resolution Officer.

Honor and Conduct Board

The Honor and Conduct Board is comprised of students selected by an application process involving student representatives from the Student Government Association and staff from the Office of Student Conduct and Integrity. The Office of Student Conduct and Integrity supervises this Board. The Honor and Conduct Board consists of five students (from a pool developed through the selection process). One of the five students will serve as chair of the hearing board as a non-voting member, except in cases of a tie, and will lead the hearings and facilitate discussion among Board members. This Board hears cases involving violations of the Code of Conduct Standards and Regulations and the Honor Code of Conduct Standards and Regulations.

University Disciplinary Board

The University Disciplinary Board is chaired by the Dean of Students or a designee. It consists of one to two students (1-2) (from the Honor and Conduct Board member pool), one to two (1-2) faculty members (from a pool appointed by the Faculty Senate Executive Committee), and one to two (1-2) administrative staff members (from a pool appointed by the Vice President for Student Affairs). The hearing board will consist of an odd number of participants. The chair of the hearing board is a non-voting member, except in cases of a tie, and leads the hearings and facilitates discussion among Board members. All Board

members are appointed annually and serve from October 1 - September 30. The University Disciplinary Board resolves allegations of the most serious and/or confidential nature.

Academic Integrity Appeals Committee

The Academic Integrity Appeals Committee consists of the Vice President for Student Affairs (who serves as chair), one faculty member (from a pool appointed by the Faculty Senate Executive Committee), and one student (from the Honor and Conduct Board pool). The annual term of service for the faculty and student members is October 1 - September 30. This three-person committee is responsible for reviewing and deciding on appeals stemming from academic cheating and plagiarism cases only.

Referral of Cases Involving Failure to Comply with Sanctions

Individual students and Recognized Student Organizations failing to complete or meet the requirements of an assigned sanction fully by a hearing body will be charged with non-compliance and referred to an Administrative Hearing and Agreed Resolution Officer for a disciplinary hearing.

Definitions

For clarification, the terms associated with the Longwood student disciplinary system are defined below:

Charge: A specific alleged violation of a Longwood University policy, regulation, Code of Conduct Standard and Regulation, or Honor Code of Conduct Standard and Regulation.

Complainant: Individual responsible for filing the initial complaint and/or charges.

Due Process: Administrative procedures, as outlined in this handbook, intended to provide for fundamental fairness when dealing with disciplinary issues.

Hearing: A proceeding held to determine whether a student is responsible for an alleged violation of the conduct standards. A hearing may include one or more students charged with alleged infractions and is conducted by a hearing officer or a board.

Respondent: The student accused of an alleged violation.

Hearing Advisor: The faculty or professional staff member assigned to observe Formal Hearings and serve as a resource for all participants in terms of student rights and responsibilities. Hearing Advisors are appointed by the Director of Student Conduct and Integrity, subject to the approval of the Vice President for Student Affairs.

Filing of Disciplinary Charges and Notification of Hearing

Any person alleging that a student has violated a Longwood policy, code of conduct standard and regulation and/or honor code of conduct standard and regulation may file a complaint by completing a "Conduct Charge Form" and/or an "Honor Charge Form." These forms are also available online at:

http://solomon.longwood.edu/studentconduct/forms--documents/. Any person with questions regarding procedures for filing complaints may contact Student Conduct and Integrity. If the complaint is one of sexual misconduct, please see the Sexual Misconduct Policy for procedures on how to file a complaint.

1. The University will not, in the absence of extraordinary circumstances, allow a complaint/charge to move forward where the incident or incidents alleged occurred more than 30 business days before

the date of the filing of the complaint. If the complaint is one of sexual misconduct, complaints may be filed at any time. The University reserves the right, in its sole discretion, to make exceptions to the 30 business day window. Examples of exceptions include, but are not limited to, extraordinary circumstances where alleged violations are part of a pattern of academic misconduct, are of a criminal nature, or where there is harm or threat of harm to a person or persons.

2. Any Longwood University affiliated person(s) alleging that a student has violated a Longwood policy, Code of Conduct Standard and Regulation, and/or Honor Code of Conduct Standard and Regulation, will present relevant details of the alleged violation (e.g., "Conduct Charge Form" and/or "Honor Charge Form") to the Office of Student Conduct and Integrity. Any non-Longwood University affiliated person(s) alleging that a student has violated a Longwood policy, code of conduct standard and regulation and/or honor code of conduct standard and regulation will submit relevant information about the alleged violation (s) to the Office of Student Conduct and Integrity. The Office will review and address that information utilizing the disciplinary system as deemed appropriate on behalf of the non-Longwood University affiliated person(s). The non-Longwood University affiliated person(s) may be invited to participate, as witnesses, in any disciplinary proceedings that may result after review of the information submitted.

3. The Office of Student Conduct and Integrity will review the charges to determine: the authenticity of the allegation(s); whether or not there are grounds for a formal charge and the initiation of disciplinary proceedings, and to which hearing body the case should be referred. The referral of a case to a particular hearing body is a discretionary process based on:

a. The nature of the case;

b. The jurisdiction of the hearing bodies;

c. The location of the alleged incident;

d. The prior record of the respondent;

e. The possible conflict of interest between a hearing body member and the respondent; and

f. The need for timely disposition of cases.

4. Failure to complete an assigned sanction charge is always referred to an Administrative Hearing and Agreed Resolution Officer.

5. If the review produces sufficient cause to believe that grounds for a hearing exist, the student will be notified by email to:

a. Inform the student of the specific charge(s) and of their rights as a student;

b. Provide the student with all information submitted in support of the specific charge(s);

c. Invite to meet with Student Conduct and Integrity professional staff or designee, to discuss the Code of Conduct Standards and Regulations and/or Honor Code of Conduct Standards and Regulations, and the procedures involved in planning and presenting a case to a hearing body; and

d. Inform the student of the date, time, and location of the Hearing.

6. Once it is determined that grounds for a hearing exist, the hearing must be held. Except sexual misconduct cases, charges may not be withdrawn or dropped after a hearing has been scheduled.

7. 7. Proper notification shall consist of email to the student's live.longwood.edu address on file with the University. Failure to read one's email does not void the fact that the notice was delivered. This shall apply to all notifications of disciplinary hearings and decisions.

8. All disciplinary hearings will be closed to the public unless both parties (the respondent(s) and the complainant(s)) agree in writing, no less than one (1) business day in advance, that their hearing will be open.

9. For students charged with alleged violations carrying minimum recommended sanctions of disciplinary suspension or expulsion, withdrawal from the University before the formal disciplinary hearing will result in a disciplinary suspension until the student may return to the University. Students leaving the University under these conditions will have a permanently active disciplinary file until they return to the University. Upon return to the University, a hearing will be held to resolve the outstanding disciplinary charges. This does not apply to withdrawals resulting from academic suspension/dismissal or a special medical condition.

10. The Office of Student Conduct and Integrity will inform the complainant's witnesses and the respondent's witnesses, upon request, of the date, time, and location of a scheduled hearing. Witnesses are strongly encouraged to attend a hearing. However, the Office of Student Conduct and Integrity has no authority to require attendance; thus it is the responsibility of the complainant(s) and respondent(s) to communicate with and ensure attendance of witnesses.

Formal Hearing Procedures

Note that hearings on charges of sexual misconduct use different procedures. These procedures may be found in the section on the Sexual Misconduct Policy.

1. A disciplinary hearing generally will proceed in the following manner:
   a. The Hearing Board and/or Officer and all participants are introduced.
   b. Participants state any questions they have concerning rights or procedures.
   c. The statement of charges is presented.
   d. The respondent enters a plea of Responsible, Not Responsible, or No Plea.
   e. Information is presented.
   f. The Board Chair or Hearing Officer coordinates a dialogue between the respondent, complainant, any witnesses, and Board members, allowing all parties to raise their questions in the interest of having them answered and to attain clarity in all statements and information provided for the Board's deliberation.
   g. The complainant may present concluding remarks.
   h. The respondent may present concluding remarks.

i. All persons are excused from the hearing room except the Hearing Board Members, including the nonvoting chair or Officer, the Director of Student Conduct and Integrity or designee, and the Hearing Advisor, so that the Hearing Board or Officer may deliberate.

j. The Hearing Board or Officer considers information introduced in the hearing and deliberates in executive session until a decision of Responsible or Not Responsible is made.

k. Deliberations concerning sanctions take place in executive session without the presence of the respondent. The Board Chair or Hearing Officer may choose to recall the respondent to discuss possible sanctions.

2. Strict rules of evidence and procedure do not apply to disciplinary hearings. The Board Chair or Hearing Officer may allow minor changes in procedure that do not significantly detract from the respondent's fundamental due process rights as defined by the Longwood University Student Handbook.

3. The Board Chair or Hearing Officer shall have the right to limit the length of statements from any witness or participant in the hearing if it appears to be irrelevant or cumulative and does not contribute to the fair and efficient hearing of the case being considered. However, the Board Chair or Hearing Officer must allow for a complete argument by the respondent and will not hasten the proceedings simply to expedite them.

4. If the Board Chair or Hearing Officer determines that any person is disrupting the hearing, the Board Chair or Hearing Officer may remove the person, recess, or reschedule the hearing.

5. The decision is based on a "preponderance of evidence" standard of proof and is decided by a simple majority vote. The complainant bears the burden of proof and meets the threshold necessary when a preponderance of the facts, statements, and evidence presented in the hearing demonstrates that the respondent is responsible for the offense as charged.

6. Any official prior disciplinary record of the respondent will be used in assigning sanctions.

7. If a respondent or complainant fails to appear at a hearing after being properly notified, the hearing officer or board shall hear the case based on the available evidence.

8. Closing statements shall be specific to the incident under consideration.

9. Witnesses who appear during the testimony phase of the hearing must have knowledge relating to at least one of the charges.

10. Witnesses may be called by the Hearing Board, Officer, or parties involved.

11. The respondent and the complainant may question each other and all witnesses.

12. If the complainant or witnesses are no longer members of the Longwood community, written documentation may be presented on the complainant's or witness(es)' behalf.

13. If the respondent has not furnished the University with a current address, as required, the University will have fully discharged its responsibility by sending notification to the student's last address on file.

14. The rendered sanction is in effect as of the date identified on the Director of Student Conduct and Integrity sanction letter, or until an appeal is granted.

15. All disciplinary hearings will be closed to the public.

16. A person must have a specific role to partake in the proceedings and should be prepared to identify that role at the beginning of the hearing. The permissible roles are: the complainant(s); the respondent(s); personal advisors; witness(es); the Board Members or Hearing Officer, including the nonvoting chair; Hearing Advisors; and those persons identified within the Longwood community as having an educational need to know. The Board Chair or Hearing Officer has the discretion to allow or limit observers.

17. The rules of confidentiality bind all participants.

18. Sitting members of the Honor and Conduct Board may not serve as personal advisors for respondents or complainants.

Confidentiality

Student disciplinary cases are part of the official educational record of the student and are confidential except as otherwise permitted by law. Examples include release of directory information, notification of complainants in sexual misconduct policy cases, and notification of victims of crimes of violence (such as crimes of sexual assault, or involving the use, attempted use, or threatened use of physical force or any other offense that is a felony involving substantial risk of the use of physical force against another person in committing the offense).

Except in situations as described above, complainants are not allowed to be present when the Hearing Board or Officer's findings and recommendations to the Office of Student Conduct and Integrity are read during the final phase of the hearing. Upon the conclusion of a case (i.e., the appeal period has expired), faculty members who are direct parties to cases involving academic violations will be informed of the outcome. When appropriate, other members of the Longwood community directly affected by the decision and/or sanction may also be informed of the outcome. This information may also be given to those persons essential for ensuring compliance with the sanctions. For further information, please see the section on Student Access to Disciplinary Records, Disclosure, and Parental Notification.

Postponement of Hearings

A respondent may request one postponement of a hearing by contacting the Office of Student Conduct and Integrity at least two (2) business days before the scheduled hearing, unless extenuating circumstances exist. Postponement will be allowed only under the following conditions:

a. The respondent has a class conflict;

b. The respondent is unable to produce necessary witnesses on the scheduled date of the hearing;

c. The respondent has a family emergency;

d. The respondent is too ill to attend the hearing;

e. The respondent cannot attend because of a religious holiday.

The Director of Student Conduct and Integrity may require written verification of the reason claimed. Note that the rights for postponement of hearings for alleged Title IX policy violations are different. These rights may be found in the Title IX Policy.

The Rights of Students as Applied to Disciplinary Hearings

Note that the rights of students involved in alleged sexual misconduct policy violations are different. These rights may be found in the Sexual Misconduct Policy.

No disciplinary sanctions may be imposed upon any student under the authority of the University without a hearing provided by the appropriate hearing body or officer.

1. A student is presumed to be Not Responsible until proven otherwise by a preponderance of the evidence.

2. The burden of proof shall rest on the complainant.

3. Each student has a right to a timely hearing. However, due to the nature of the academic year, if the incident occurs within the days before a closing, or if the appropriate hearing body cannot be scheduled, the student's case will be heard as soon as a hearing can be scheduled.

4. The respondent shall receive notification of the charges; the specific rule or policy violated; and the time, date, and place of the scheduled hearing at least two (2) business days before the hearing (except when the respondent obtains a postponement of the hearing, following the procedures indicated under "Postponement of Hearings"). Due to the nature of the academic year, if an incident involving a graduating student occurs within the days before finals and/or closing, the case will be heard as soon as a hearing can be scheduled.

5. The respondent shall have access to an official record of the charges for the purpose of preparing a defense. Students who desire to review their disciplinary files must allow at least one (1) business day notification.

6. The complainant and the respondent may, with just cause, challenge an Administrative Hearing and Agreed Resolution Officer or Board member's ability to be fair and impartial in adjudicating the case. The Board Chair and/or Director of Student Conduct and Integrity or designee will consider the information presented to determine whether the person challenged may participate.

7. The complainant and the respondent are allowed one personal advisor each, provided those persons are willing to assist and advise the students. Advisors may be selected from inside or outside the University community. This right shall extend to all disciplinary proceedings. The advisor may be present at any hearing for the sole purpose of counseling and advising the student; therefore, the advisor cannot question witnesses or make statements during the hearing to the Hearing Board or Officer.

8. The respondent may refrain from providing a statement or answering questions and the Hearing Board or Officer may draw no negative inferences from the decision to remain silent. The decision of

the Hearing Board or Officer shall be based solely on the testimony offered and the evidence presented.

9. An attorney may advise a student if the Office of Student Conduct and Integrity is notified at least two (2) business days before the hearing. An attorney may be present at any hearing for the sole purpose of counseling and advising the student; therefore, the attorney cannot examine the witnesses or make statements during the hearing to the Hearing Board or Administrative Hearing and Agreed Resolution Officer. The Hearing Board or Administrative Hearing and Agreed Resolution Officer and the complainant will be notified about the intended presence of an attorney.

10. The respondent shall receive notification of the decision, in writing via email (official form of communication with the University), within ten (10) business days of the hearing, provided that there are no unforeseen events or circumstances that interfere with the preparation or delivery of this correspondence.

11. The respondent shall have the option to select not to contest the allegations in the "Conduct Charge Form" and/or an "Honor Charge Form." This shall be called the "Responsible Plea Option." In such an instance, the student shall sign a waiver form provided by the Hearing Board or Administrative Hearing and Agreed Resolution Officer.

a. In cases of an administrative meeting, where an Agreed Resolution has been determined between a student and the Administrative Hearing and Agreed Resolution Officer, the agreed-upon sanctions will be recommended as the appropriate sanction to the Director of Student Conduct and Integrity.

b. In cases that involve a formal hearing, where a waiver has been elected, the Hearing Board or Administrative Hearing and Agreed Resolution Officer will forego the testimony stage of the hearing. The Hearing Board or Administrative Hearing and Agreed Resolution Officer will recommend an appropriate sanction to the Director of Student Conduct and Integrity.

Appeal Process

A request for appeal, should the respondent wish to make one, must be accompanied by a "Request for Appeal Form." Note that appeals stemming from charges of sexual misconduct use a different appeal process, which may be found in the Sexual Misconduct Policy.

For appeals stemming from a formal hearing that were heard by an Administrative Hearing and Agreed Resolution Officer(s), the Honor and Conduct Board, and the University Disciplinary Board, the appeal is processed by the Vice President for Student Affairs.

1. For all Honor-related formal hearings involving academic cheating and plagiarism only, appeals of decisions will be heard by the Academic Integrity Appeals Committee. At the discretion of the Vice President for Student Affairs, the Board Chair or Administrative Hearing and Agreed Resolution Officer of the original hearing may also be permitted to attend the appeal review and provide commentary and/or clarification regarding the case.

2. The Vice President for Student Affairs serves as the appeals officer for all Code of Conduct Standards and Regulations violations, and Honor Code of Conduct Standards and Regulations violations not involving academic cheating and plagiarism.

3. Appeals are submitted in writing and are not a "re-hearing" of the case. Appeals must address one or more of the following issues:

   a. Due process as defined in this handbook was violated;

   b. Additional information has become available on behalf of the respondent that was not available at the time of the hearing; and/or

   c. The sanction was excessive or disproportionate to the violation.

4. All appeals must be submitted to the Office of Student Conduct and Integrity within five (5) business days of the date of the letter of sanction sent to the respondent unless, given the nature and timing of the case, the Hearing Board or Administrative Hearing and Agreed Resolution Officer specifies an alternative deadline. Respondents have the right to one appeal request. The Director of Student Conduct and Integrity will make a preliminary determination to ensure that all appeals are founded on one of the three categories listed in paragraph 4 above.

5. Respondents may contact the Office of Student Conduct and Integrity or designee for information about the procedures for filing an appeal and/or to obtain a "Request for Appeal Form".

6. Recordings of formal hearings shall be the sole property of Longwood University and are not considered part of a student's disciplinary file. Respondents may listen to the recordings in the Office of Student Conduct and Integrity for appeal purposes only. Information contained in hearing records is considered confidential and may be used only by the Respondent and those parties directly involved with the appeal process. Use of this information is further restricted to the preparation of the appeal and may not be released to any person(s) not directly involved with the appeal process. Recordings shall be stored by the Office of Student Conduct and Integrity for the five (5) business day period allowed to file an appeal or until the appeal process is completed, whichever comes first.

Code of Conduct Standards and Regulations

Note that alleged violations of sexual misconduct, including sexual discrimination, sexual harassment, sexual assault, sexual violence, dating and relationship violence, stalking, and retaliation, fall under the Longwood University Sexual Misconduct Policy. Students found responsible for violating the Sexual Misconduct Policy have violated the Code of Conduct Standards and Regulations. Please see the Sexual Misconduct Policy for specific information about definitions and possible sanctions, remedies, and corrective actions.

EXPULSION or DISCIPLINARY SUSPENSION

Students responsible for violating the following may receive a minimum sanction of Expulsion or Disciplinary Suspension.

Drugs - Manufacture:

Manufacture of an illegal drug or other controlled substance, as defined by the Drug Control Act of the Commonwealth of Virginia (see Alcohol and Other Drug Policies and Procedures).

Drugs - Sale or Distribution:

Sale or distribution of an illegal drug or other controlled substance or possession of an illegal drug or other controlled substance with the intent to distribute as defined by the Drug Control Act of the Commonwealth of Virginia (see Alcohol and Other Drug Policies and Procedures).

Fire - Intentional:

Intentionally starting or causing a fire which results in bodily injury and/or significant property damage or disruption to the University community.

Hazing - Bodily Injury:

Hazing or otherwise mistreating as defined by the Anti-Hazing Policy so as to cause bodily injury (see Anti-Hazing Policy).

Weapons - Use of:

Using or threatening to use a weapon, or any object as a weapon, except as required for classroom instruction (see Weapons on Campus Policy).

DISCIPLINARY SUSPENSION

Students responsible for violating the following may receive a minimum sanction of Disciplinary Suspension.

Endangering - Windows/Roofs/Balconies:

Dropping, throwing, or propelling any object or liquid from any window, roof, or balcony.

Explosives:

Possessing or using explosives including, but not limited to, ammunition, fireworks, firecrackers, etc., except in instances where such possession is required for classroom instruction (see Weapons on Campus Policy).

Fire - Attempt:

Intentionally attempting to start or cause a fire.

Fire - Negligence:

Negligently starting or causing a fire which results in bodily injury, and/or significant property damage or disruption to the University community.

Safety and Security Equipment - Egress:

Intentionally or negligently, blocking exits or stairways so that emergency exit or egress is hindered.

Safety and Security Equipment - Tampering or Damaging:

Intentionally or negligently, tampering with or damaging fire, safety, or security equipment (including, but not limited to, activating fire alarms, tampering with smoke detectors, setting off fire extinguishers, damaging electronic access systems, tampering with video surveillance equipment, and moving road signs or traffic equipment).

Violence to Persons - Primary Participation:

Engaging in any form of physical violence directed toward another person or group of people, except when such response constitutes legitimate self-defense.

Violence to Persons - Secondary Participation:

Responding to violence with violence, except when such response constitutes legitimate self-defense.

Weapons Possession:

Possessing a weapon on campus (including, but not limited to, firearms, tasers, air guns, slingshots, knives other than non-spring pocket knives, martial arts weapons, and bows and arrows) except as required for classroom instruction (see Weapons on Campus Policy).

DISCIPLINARY PROBATION

Students responsible for violating the following may receive a minimum sanction of Disciplinary Probation.

Alcohol - Driving:

Driving while under the influence of alcohol (see Alcohol and Other Drug Policies and Procedures).

Alcohol - Manufacture:

Manufacture of alcohol, except as expressly permitted by law and University regulations (see Alcohol and Other Drug Policies and Procedures).

Alcohol - Public Intoxication:

Intoxicated in public (see Alcohol and Other Drug Policies and Procedures).

Alcohol - Sale or Distribution:

Sale or distribution of alcohol, except as expressly permitted by law and University regulations (see Alcohol and Other Drug Policies and Procedures).

Cannabis and Nicotine Products - Sale or Distribution:

Sale and/or distribution of a cannabis or nicotine product, cannabis or nicotine vapor product, and/or an alternative or synthetic cannabis or nicotine product, as prohibited by Commonwealth of Virginia Law and Federal Law and Regulations.

Computer Misuse:

Violating any aspect of the Acceptable Use of Technology Policy.

Disorderly Conduct - Acts:

Committing lewd or indecent acts (e.g., urinating in public).

Disorderly Conduct - Breach of Peace:

Breach of peace, or aiding, abetting, or procuring another person to breach the peace on University premises or at University-sponsored or affiliated functions.

Emergency Evacuations - Exit Procedures:

Failing to leave or stand clear of a building or area during an emergency evacuation as stipulated in the emergency evacuation procedures for the University and the building or area (see Emergency Evacuation Procedures).

Emergency Evacuations - Reentry Procedures:

Returning to a building or area during an emergency evacuation without permission as stipulated in the emergency evacuation procedures for the University and the building or area (see Emergency Evacuation Procedures).

Endangering - Disruption:

Conduct that causes medical emergencies, alcohol and/or drug abuse, and other harmful or self-destructive behavior that disrupts the ability of other students, faculty, or staff to participate in and benefit from Longwood's education programs, living environments, or employment.

Endangering - Physical Injury:

Participation in, or soliciting others to participate in, dangerous behaviors, pranks, stunts, or other actions that might result in physical injury to self or others.

Endangering - Lasers:

Use of a laser beam or laser pointer for reasons other than classroom instruction or academic purposes.

Failure to Comply - Requests:

Failing to comply with the requests of a University and/or other official when such requests are deemed to be reasonable and consistent with University policies, procedures, and regulations.

Failure to Comply - Sanctions:

Failing to follow through with, or complete any sanction given by a hearing body or officer.

Fire - Non-Injury:

Intentionally or negligently, starting or causing a fire which does not result in bodily injury, and/or significant property damage or disruption to the University community.

Fire Safety - Flammable Items:

Possessing, using, lighting, or burning: flammable liquids, candles, incense, oil lamps, lanterns, grills, or any item/device capable of producing a flame in, or on any University-owned or University-managed property, except when such use is consistent with existing policies or written permission is provided by the Office of Environmental Health & Safety.

Fire Safety - Small Particulate Matter:

Using or burning substances or items that produce an odor, or small particulate matter that interferes with fire systems.

Fire Safety - Non-Smoking Policy:

Violating any aspect of the Non-Smoking Policy.

Guests - Conduct Violations:

Soliciting or allowing student or non-student guests to violate the Honor Code of Conduct Standards and Regulations, or Code of Conduct Standards and Regulations, without confronting the individual(s) or reporting the matter to a University official.

Guests - Entry:

Allowing any non-resident of a student's living area, who is not a registered guest, to enter the living area after visitation hours have ended.

Guests - Hosting:

Hosting an individual on the campus ban or no trespass list, either on campus or at a University-sponsored or affiliated function.

Guests - Occupancy:

Allowing the unauthorized occupancy of a living unit.

Guests - Registration:

Failure to properly register one's guest(s).

Hazing - Non-Bodily Injury:

Hazing or otherwise mistreating as defined by the Anti-Hazing Policy up to, but not including acts that induce bodily injury.

Identification - Official Request:

Failing to identify oneself when requested to do so by an official. In such cases, the official will identify themselves and state the source of authority.

Identification - Student ID:

Failing to present a Lancercard ID when requested to do so by an official. In such cases, the official will identify themselves and state the source of authority.

Interference - Classroom Disruption:

Disruptive behavior during the instructional program that interferes with the faculty's ability to conduct the instruction, or of other students to profit from the instructional program. (*Note: All professors and/or course instructors retain the authority to remove students who disrupt the instructional process.*)

Interference - Duties:

Interfering with the duties of a student, faculty, or staff member.

Interference - Investigations:

Withholding information necessary to any investigation carried out by an authorized agent of the University or community official.

Interference - Security and Operations:

Interfering with University security (e.g., propping open outside doors or exit ways, giving unauthorized access to others) or interfering with the normal operation of University-owned, managed, or controlled property.

Mistreatment of Persons:

Harassment or pattern of harassment (e.g., physical, verbal, graphic, or electronic), threats, intimidation, and/or coercion directed toward any person or group of people.

Mistreatment of Persons - Physical:

Physical abuse directed toward any person or group of people.

Motor Vehicles:

Violating any aspect of the Motor Vehicle Parking Policy. Motor vehicles include, but are not limited to, automobiles, trucks, motorcycles, and mopeds (Motor Vehicle Parking Policy).

Property:

Damaging, vandalizing, and/or tampering with property.

Trespassing - Presence:

Unauthorized presence (including climbing or scaling) on, in, or within any building or property.

Trespassing - Non Public:

Using roofs, balconies, and other areas that are not designated as public (see Roofs/Sundecks).

ADMONITION

Students responsible for violating the following may receive a minimum sanction of Admonition.

Advertising and Posting:

Violating any aspect of the Advertising and Posting Policy.

Alcohol - Consumption, Possession, Use:

Consumption, possession, and/or other use of alcoholic beverages, except as expressly permitted by law and University regulations (see Alcohol and Other Drug Policies and Procedures).

Alcohol - Paraphernalia:

Possession and/or use of alcohol paraphernalia and/or rapid consumption items (see Alcohol and Other Drug Policies and Procedures).

Cannabis Products - Possession:

Possession and/or use of a cannabis product, cannabis vapor product, and/or alternative or synthetic cannabis product, as prohibited by Federal Law and Regulations (see Alcohol and Other Drug Policies and Procedures).

Drugs - Possession:

Possessing or using an illegal drug or other controlled substance without a valid prescription as defined by the Drug Control Act of the Commonwealth of Virginia, or prescription drugs for which one does not have a legitimate prescription, or misuse of non-prescription drugs (see Alcohol and Other Drug Policies and Procedures). *Please note that Federal Law prohibits the possession, use, sale and/or distribution of cannabis on campus or Longwood Managed Properties (see Cannabis Products – Possession, and Cannabis and Nicotine Products – Sale or Distribution).

Drugs - Paraphernalia:

Possessing and/or using drug paraphernalia (e.g., any item or device associated or used in conjunction with illegal drug activity) (see Alcohol and Other Drug Policies and Procedures).

Fire Code - Capacity:

Exceeding the capacity of a building or a room as dictated by the fire code.

Fire Code - Living Spaces:

Improper use of room decorations and/or modifications.

Fire Code - Prohibited Items:

Possession and/or use of University Managed Property prohibited items (Residential and Commuter Life).

Freedom of Expression:

Violating any aspect of the Freedom of Expression Policy.

Littering - Aerial:

Violating any aspect of the Sky Lantern and Balloon Release Policy.

Littering - Refuse:

Disposing of refuse of any kind, except in receptacles provided for that purpose.

Nicotine Products - Possession:

Possession and/or use of a nicotine product, nicotine vapor product, and/or alternative or synthetic nicotine product, as prohibited by Commonwealth of Virginia Law.

Noise:

Violating any aspect of the Noise Policy.

Raffles:

Sponsoring a raffle without prior permission from the Director of the University Center and Student Activities.

Solicitation, Selling, and Collecting Contributions:

Violating any aspect of the Solicitation, Selling, and Collecting Contributions Policy.

Student Organizations:

Violating any aspect of the policies outlined for Recognized Student Organizations.

Town of Farmville Cooperative Agreement:

Violating any aspect of the Cooperative Agreement between the Town of Farmville and Longwood University.

University Managed Properties:

Violating any aspect of University Managed Properties Procedures and Regulations.

Visitation:

Violating any aspect of the Visitation Policy.

Note: This report was updated in November 2025 to update the numbers of auto thefts, as thefts of electric scooters had not previously been included in this list.