

**College of Visual Arts  
Campus Security and Crime Statistics**

**Section 1: Scope and Purpose**

This policy is prepared to comply with state and federal law and to make recommendations to College of Visual Arts (CVA) faculty, staff, and students about campus safety and security.

**Section 2: Reporting Crime**

CVA does not employ on-campus law enforcement personnel. A victim or witness of a crime should promptly report the crime to the local police. In case of an emergency, call 911 immediately.

Students and others should report criminal actions on campus to the CVA Safety and Security Coordinator at 612.961.4055.

**Section 3: Disciplinary and Conflict Resolution Processes**

Allegations of misconduct by students may be handled through the Student Conduct Code and Procedures. The CVA Conflict Resolution Process is available to handle situations involving employees. The first option for addressing criminal matters rests with state and local law enforcement and judicial process.

**Section 4: Crime Prevention**

CVA urges employees and students to be alert and responsible for their own security and the security of others at the College. Circumstances and situations that pose a potential security risk on campus should be brought to the attention of the Safety and Security Coordinator at 612.961.4055.

**Section 5: Night Security and Escort Service**

During the academic year, one or two security guards are on duty at the college on Monday through Thursday from 11:00 am through 10:30 pm, on Friday from 11:00 am until 6:00 pm, on Saturday from 10:00 am until 6:00 pm, and on Sunday from 12:00 pm until 10:30 pm. **The telephone number for the security guard is 612.839.3505.**

An escort service is available at the College. The secretary or telephone receptionist at the Summit building or the gallery receptionist at the Western building will call an escort for students while they are on duty. In the evening, the library assistant at the Dayton building will call an escort for students and others when on duty. Anyone requesting an escort may also call the security guard phone number directly, 612.839.3505.

**Section 6: Campus Crime Statistics**

The Vice President and General Counsel will maintain all required records regarding crimes on campus. At the end of each fiscal year, the annual security report will be completed. As required by the U.S. Department of Education, CVA will disseminate its annually compiled campus crime statistics via the Internet to students, faculty and staff to heighten awareness of campus crime and security. Current campus crime statistics are available at:

<http://www.ope.ed.gov/security/GetOneInstitutionData.aspx>

The annual security report is designed to heighten the awareness of campus crime and security for every student and employee.