UNIVERSITY OF PITTSBURGH
TITUSVILLE CAMPUS

FOR SAFETY'S SAKE

FALL 2015 ANNUAL SECURITY AND FIRE SAFETY REPORT

TO REACH THE **PITT-TITUSVILLE POLICE** IN AN EMERGENCY,
JUST PRESS **4488** ON ANY CAMPUS PHONE.

TABLE OF CONTENTS

WELCOME FROM THE PRESIDENT 2

PREPARATION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT 2

MEET SOME OF YOUR PARTNERS IN SAFETY 3

- University of Pittsburgh at Titusville Police
- University Police Authority
- Working Relationship with the City of Titusville Police
- Environmental Health and Safety and Facilities Management

HOW TO REPORT CRIME AND EMERGENCIES 5

- Reporting to Pitt–Titusville Police
- Reporting to Other Campus Security Authorities
- Confidential Reporting
- Specific Personnel and Locations Where One Can Report Crime

TIMELY WARNING REPORTS 6

EMERGENCY RESPONSE AND EVACUATION PROCEDURES 7

- Training and Testing Procedures
- Emergency Notification
- Emergency Evacuation

SECURITY OF AND ACCESS TO CAMPUS FACILITIES 8

- University Buildings and Programs

LIVING AT PITT–TITUSVILLE 8

- Residence Hall Security
- Residence Life Staff
- Security Features in Students' Rooms
- Guest Sign-in Procedures
- Guests Other than Visitors of Residents
- Housing Assignments and Requests for Changes
- Missing Student Protocol
- Housing during Holidays and between Terms

CRIME PREVENTION AND SAFETY PROGRAMS 11

- Police and Residence Life Programming
- Environmental Health and Safety Programs

OBTAINING CRIME AND SAFETY INFORMATION 12

- Accessing Campus Crime Reports
- Megan's Law Information and Criminal Records
- Your University Community

2015 TITUSVILLE CAMPUS ANNUAL DISCLOSURE OF CRIME STATISTICS 13

- Definitions of Clery Reportable Crimes
- Notes for the Jeanne Clery Act Statistics Report (Chart I)
- Notes for the Pennsylvania Uniform Crime Reporting Act Statistics Report (Chart II)
- Chart I
- Chart II

POLICIES ON ALCOHOL AND DRUGS 18
Enforcement of State, Local, and Federal Laws
Drug and Alcohol Education Programs
Assistance with Alcohol or Substance Abuse

SEXUAL ASSAULT AND HARASSMENT, DATING AND DOMESTIC VIOLENCE, AND STALKING 19
Prohibition of Sexual Assault, Harassment, Relationship Violence, and Stalking
What is Consent?
Consent Under Title 18 of the Pennsylvania Crimes Code
Prevention and Awareness Programs
Office of Sexual Harassment and Assault Response and Education
What to Do If You Are Sexually Assaulted
Reporting Options
Preserving Physical Evidence

DISCIPLINARY PROCESS FOR SEXUAL ASSAULT, RELATIONSHIP VIOLENCE, AND STALKING 22
Jurisdiction
If the Respondent is a Student
Student Disciplinary Process: From Initial Meeting through Hearing
Sanctions Involving Student Misconduct
If the Assailant is a University Employee
Seeking Protective Measures
Standard of Evidence
Non-retaliation

FIRE SAFETY REPORT 24
Fire Safety Information
Residence Hall Fire Safety
On-campus Housing Fire Safety Systems
Evacuation Procedures
Residence Hall Fire Drills
Prohibitions on Portable Electric Appliances, Smoking, and Open Flames
Plans for Future Improvements in Fire Safety
2014 Pitt–Titusville Campus Annual Fire Safety Report
2014 Pitt–Titusville Campus Fire Safety Systems

TRANSPORTATION 26
Parking
Pedestrian Safety

THE PITT PROMISE 27

TIPS FOR A SAFER CAMPUS 28

COMMUNITY RESPONSE/ACTIVE THREAT INCIDENT 29

UNIVERSITY EMERGENCY NUMBERS 29

WELCOME FROM THE PRESIDENT

Dear Members of the Pitt–Titusville Community,

At the University of Pittsburgh at Titusville, we are committed to providing a safe, friendly, and welcoming academic environment. From our well-trained campus police officers, who patrol our campus 24 hours a day, to our secure residence halls and lockable classrooms, your safety is our highest priority.

That's why our beautifully landscaped campus features well-lit grounds and walkways with easily accessible emergency phones. It's why we have a campus emergency plan in place supported by regular reviews, safety drills each academic term, and emergency response training every year for faculty and staff members. Maintaining campus safety is also why we strongly encourage you to sign up for the Emergency Notification System in the event urgent communications should ever become necessary.

Because it's vitally important to be well-informed, we publish this campus safety report on an annual basis. Inside, you may read more about all of the safety initiatives in place at Pitt–Titusville. In addition to our ongoing campus assault prevention and awareness efforts, for example, we provide training in bystander intervention as well as in sexual misconduct prevention for incoming students and new faculty and staff members. And of course, personal safety, respect, and responsibility are all core components of the diverse array of student and employee programs offered on campus.

Simply put, maintaining a safe and welcoming campus is everyone's responsibility. In looking out for one another as well as for ourselves, we demonstrate the very best of Pitt–Titusville. Every one of us may take great pride and comfort in knowing that, thanks to the outstanding caring and commitment of every member of our campus community, we all may feel safe at Pitt–Titusville.

If at any time you have questions about our safety initiatives, please don't hesitate to contact me.

Sincerely,

Livingston Alexander
President

PREPARATION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT

The University of Pittsburgh at Titusville Campus Police Department prepares this report to help keep you safe and comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as well as the Pennsylvania Uniform Crime Reporting Act. Pitt uses information reported to the Pitt–Titusville police and all campus security authorities; information provided by other University offices such as the Office of Student Affairs, including Student Life, Office of Judicial Affairs, Office of Residence Life, Office of Counseling and Student Development, the Health Center, Office of Facilities Management, the campus dean, and information provided by the Titusville Police Department. Each of these offices or departments provides updated policy information and crime data. This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by the University of Pittsburgh, and on public property adjacent to the campus. This report also includes institutional policies concerning campus safety, such as policies regarding sexual assault and harassment, stalking, domestic and dating violence, alcohol, and other drugs.

The University distributes the Annual Security and Fire Safety Report by October 1 of each year to every member of the University community. The Annual Security and Fire Safety Report also is available online at upt.pitt.edu/campus-police.

MEET SOME OF YOUR PARTNERS IN SAFETY

PITT–TITUSVILLE CAMPUS POLICE

As the department with primary responsibility for security on campus, the Pitt–Titusville police are dedicated to serving the needs of the University community. You can reach the department by calling **4488** from a campus phone or **814-827-4488** from a noncampus phone.

SAFETY BY THE NUMBERS

SOME FACTS ABOUT PITT–TITUSVILLE POLICE:

10 commissioned police officers

1 communications room personnel

Calls are answered **24** hours a day, **7** days a week, **365** days a year

1 patrol car and **1** utility vehicle on each shift in addition to the officers on foot

University police undergo more than **800** hours of initial training for certification as well as a minimum of **36** hours of annual in-service training.

TIP!

Pitt–Titusville has five emergency phones located throughout the campus. Those locations include Spruce Hall, Townhouses, Student Union, Serenity House, and the campus police department.

DID YOU KNOW?

- The campus police department (**814-827-4488**) has primary responsibility for safety on campus. Pitt–Titusville's Campus Police Department employs eight full-time and two part-time officers.
- All campus police officers are fully commissioned officers in the Commonwealth of Pennsylvania under the Municipal Police Education and Training Commission and receive yearly updates on changes in Pennsylvania Law.
- All officers are certified in CPR/AED and first aid.
- Pitt–Titusville police officers are trained to respond to critical, rapidly evolving incidents as well as routine patrol and response. Officers train annually in active threat response. Officers are also trained in response and investigation of sexual assaults, domestic violence, and stalking.
- A copy of the current Security Policies and Procedures brochure is available at the campus police department and online at **upt.pitt.edu/sites/default/files/CAMPUSSAFETY_1.pdf**.

For more information, call **814-827-4488**.

UNIVERSITY POLICE AUTHORITY

Members of campus police have complete authority to apprehend and arrest anyone involved in illegal acts on campus and within 500 yards of campus or other University-owned or leased property. If a student commits a criminal offense, the Pitt–Titusville police also will refer the individual to the Office of Judicial Affairs. The Pitt–Titusville campus police law enforcement authority is derived from Act 57 of 1997 Campus Police Powers and Duties and by Title 42 Pa. C.S.A. Chapter 89, relating to the Municipal Police Jurisdiction Act. If the offense is committed by a University student, the police officer may also refer the individual to the Office of Judicial Affairs.

In accordance with the Jeanne Clery Act and with the Pennsylvania Uniform Crime Reporting Act, all campus crimes are reported monthly to the Pennsylvania State Police and the Federal Bureau of Investigation for inclusion in the Uniform Crime Report. The campus police department also compiles campus crime statistics, which are prepared annually and include referrals for disciplinary actions from reports made to campus police and safety, Office of Housing and Residential Life, Office of Student Affairs, faculty advisors, Athletics Department, and anyone considered a campus security authority.

Noncampus housing and student organizations do not exist.

WORKING RELATIONSHIP WITH THE CITY OF TITUSVILLE POLICE

Campus police officers work closely with all local, county, and state police agencies. The Pitt–Titusville police department has direct two-way communication with local and county police agencies on the police radio system. In addition, state and local police will notify the Pitt–Titusville police of any criminal or emergency activities that could impact the campus community. Pitt–Titusville police officers work closely with the City of Titusville police officers and have direct radio communication with city police, fire, and emergency medical personnel. Although the Pitt–Titusville police have an excellent working relationship with state and local police, there are no written memorandums of understanding with them at this time.

ENVIRONMENTAL HEALTH AND SAFETY

The Department of Environmental Health and Safety (EH&S) provides guidance and direction to students, faculty, and staff members at the University. EH&S identifies hazards and risks, recommends appropriate action to help to ensure safe conditions and assists the University in maintaining regulatory compliance. An EH&S representative from the Pittsburgh campus provides support to the Titusville campus.

FACILITIES MANAGEMENT

Pitt–Titusville has installed and maintains exterior lighting around all buildings, as well as additional sidewalk and street lighting, to keep all areas of the campus well-lit. While maintaining an attractive campus, the Office of Facilities Management personnel keeps shrubs and hedges low, especially in places such as bus stops and parking lots, for student safety. University staff members wear uniforms that designate they work for the University and/or announce who they are while conducting business. On any normal work day, there are many support personnel whose jobs include providing inspection of the entire campus and its buildings to discover and correct health, safety, and maintenance problems. This is in addition to campus police officers and others who also tour the campus grounds and report any safety and security problems to Pitt–Titusville's Facilities Management, who promptly responds to correct these problems. Students should contact the Office of Residence Life at **814-827-4440** or the police department after business hours at **814-827-4488** with any maintenance concerns. Any student, staff, or faculty member can submit a work order online at **upt.pitt.edu/maintenance-work-order**.

PITT–TITUSVILLE EMERGENCY MEDICAL SERVICES

If a student, faculty, or staff person becomes sick or injured, the Pitt–Titusville police department and the Health Center can transport the person to the local Titusville Area Hospital either by way of the police cruiser or by calling for the local Emergycare Ambulance.

All officers are certified in first aid and CPR/AED.

HOW TO REPORT CRIME AND EMERGENCIES

The Pitt–Titusville Campus Police Department encourages everyone to report criminal activity or other emergencies to campus police at **814-827-4488** (noncampus phone) or **4488** (on any campus phone).

Resident students may also inform their resident assistant (RA) or the Office of Residence Life of any problems or concerns. The resident assistants are trained to handle emergencies and have telephones in their apartments to contact campus police. Officers make vehicle patrol coverage of the campus as well as foot patrols. A student, RA, campus police officer, or any other member of the campus community may also refer a violation of the Student Code of Conduct directly to the Office of Judicial Affairs.

REPORTING TO THE PITT–TITUSVILLE POLICE

The University of Pittsburgh at Titusville encourages everyone in the Pitt community to report crimes and other emergencies promptly to the Pitt–Titusville police or to other appropriate police agencies, if off campus. At sessions conducted for freshmen, participants are advised to report all information regarding an incident to the Pitt–Titusville police. University police department seminars and publications offer crime prevention tips and emphasize the importance of reporting crime.

A student, resident director, University police officer, or any other member of the Pitt community can also refer a violation of the Student Code of Conduct to the Office of Judicial Affairs.

You can report criminal activity or other emergencies to the Pitt–Titusville police by calling **4488** from a campus phone or **814-827-4488** from a noncampus phone. Crimes may also be reported by:

- using the anonymous tips portion of the University of Pittsburgh at Titusville Campus Police Department Web site at **upt.pitt.edu/anonymous-tip-0**;
- picking up a campus emergency phone. These phones ring directly to the Pitt–Titusville police, automatically registering the caller's location;
- visiting the police department located at Davis Hall; or
- contacting the resident assistant or graduate resident director in the residence halls or any University official who will then contact the Pitt–Titusville police, if desired.

Incidents involving sexual harassment, sexual violence, stalking, and/or dating and domestic violence may also be reported to the Title IX liaison, Room 102 Broadhurst Science Center, at **814-827-4473**.

Q What should I do if I am a victim of hazing?

A Hazing is absolutely prohibited by the University and by state law (see the anti-hazing policy in the Student Code of Conduct at **upt.pitt.edu/sites/default/files/Student_Handbook.pdf**). Students who feel they have been victims of hazing should contact the Pitt–Titusville police (**814-827-4488**), the Office of Student Affairs (**814-827-4460**), or the Athletics Department (**814-827-4463**).

Q Can I carry a gun on campus as a means of self-protection?

A No. The carrying or possession of firearms and/or other weapons on campus by anyone other than authorized law enforcement officers, such as the Pitt–Titusville police or the Titusville Police Department, is absolutely prohibited.

Q How do I report suspected child abuse or sexual misconduct with a child at the University?

A Anyone affiliated with the University who has reasonable cause to suspect child abuse, including but not limited to sexual abuse, shall make an immediate and direct report to ChildLine either electronically at **compass.state.pa.us/cwis** or by calling **1-800-932-0313**. Immediately thereafter, the individual must also make an immediate and direct report to the University police or the Office of General Counsel. Retaliation is strictly prohibited against anyone who makes a good faith report of suspected child abuse or who participates in a related investigation. More information on reporting child abuse is available at **keepkidssafe.pa.gov**.

REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES

While the University prefers that community members promptly report all crimes and other emergencies directly to the Pitt–Titusville police at **814-827-4488**, we also recognize that some may prefer to report to other individuals or University offices. The federal Jeanne Clery Act recognizes certain University officials and offices as Campus Security Authorities (CSA). The act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial proceedings." In addition to the Pitt–Titusville police, persons within the University who are designated as CSA include Housing and Residence Life staff members, the campus student conduct officer, athletic coaches, and faculty advisors to student groups. The University counselor voluntarily provides nonidentifying information on crimes reported to her.

HOW TO REPORT CRIME AND EMERGENCIES continued

CONFIDENTIAL REPORTING

Q Can my report be confidential?

A Pitt–Titusville's Health Center allows anonymous crime reporting. Campus security authorities will submit a report of any on-campus assault so it is reflected among Pitt's crime statistics in the annual statistical report, and the identity of the victim remains anonymous in the annual statistical report.

SPECIFIC PERSONNEL AND LOCATIONS WHERE ONE CAN REPORT CRIME

PITT–TITUSVILLE CAMPUS POLICE DEPARTMENT
Davis Hall
112 North Brown Street
Titusville, PA 16354
814-827-4488

OFFICE OF STUDENT AFFAIRS, Director
Room 204-B Student Union
504 E. Main Street
Titusville, PA 16354
814-827-4440

TITLE IX LIAISON
(for reporting sexual misconduct)
102 Broadhurst Science Center
504 E. Main Street
Titusville, PA 16354
814-827-4474

OFFICE OF COUNSELING AND STUDENT DEVELOPMENT
218 Student Union
504 E. Main Street
Titusville, PA 16354
814-827-4465

TIMELY WARNING REPORTS

CRIME ALERTS—TIMELY WARNING

In the event of a reported crime, the chief of police at each University of Pittsburgh campus is responsible for

1) determining whether a Crime Alert is required,
2) preparing the content of the Crime Alert, and
3) distributing the Crime Alert as promptly as reasonably possible to aid in the prevention of similar occurrences.

DETERMINATION

A Crime Alert will be issued when a serious, unresolved crime is committed on or adjacent to campus and the crime creates a threat of immediate physical harm to faculty members, staff, or students, and the likelihood of repetition is such that a report is necessary to aid in the prevention of similar occurrences. Crime Alerts will not be issued if, in the professional judgment of the chief of police, the crime is not considered to create a threat to the campus community.

CONTENT

Crime Alerts describe the alleged actor(s); the nature, date, time, and location of the crime; and the type of precautions that individuals should take to prevent similar occurrences. Crime alerts do not contain identifying information about the victim(s).

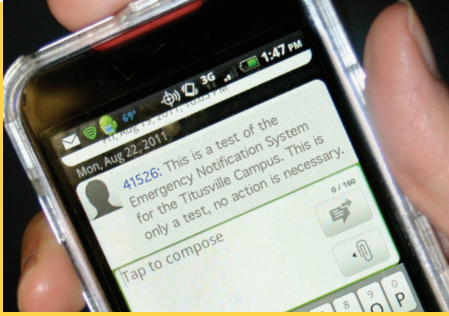
DISTRIBUTION

Crime Alerts are distributed to all affected administrative officers, campus president, campus dean, directors, and department heads for dissemination to persons within their areas of responsibility. In addition, an e-mail will be sent to the campus community alerting them that a Crime Alert has been issued.

In addition, Crime Alerts will be made available at University buildings, posted on relevant University bulletin boards, displayed on the campus police department's Web site (**upt.pitt.edu/campus-police**) for 30 days or until the crime is resolved, and reported to the campus' media relations office.

In the event these communication media are unavailable, alternate posting may be made through the University's Audix system or other modes of communication.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES



TRAINING AND TESTING PROCEDURES

The University of Pittsburgh is proactive in planning and preparing for emergency situations and has developed Emergency Management Guidelines to provide a basic procedural framework for responding to any type of emergency at the University of Pittsburgh at Titusville. Please review the information on emergency response and other emergency-related information found at **upt.pitt.edu/campus-police**. All Pitt–Titusville police officers participate in active threat training annually.

The annual report contains recommended safety measures for ongoing and immediate life-threatening incidents involving hostile suspects. Visit the University of Pittsburgh at Titusville police Web site at **upt.pitt.edu/campus-police** to view the Run, Hide, Fight video produced by the U.S. Department of Homeland Security.

Each term the University's Emergency Notification System is tested; this testing is unannounced, with an evaluation and documentation of the test maintained at the police department. Evacuation and/or shelter-in-place exercises are conducted in both academic and residential buildings; at least two unannounced emergency evacuation exercises are conducted for each on-campus residence hall and residential apartment building during every school year. Evacuation exercises are used as a way to educate and train building occupants on issues specific to their building. During the exercises, building occupants practice emergency procedures and familiarize themselves with the location of exits and the sound of the fire alarm. A description of each exercise, date and time of exercise, and evaluation of the exercise is maintained by police officials.

Each year, members of the University of Pittsburgh at Titusville community conduct a planned tabletop exercise, which tests and evaluates the University's emergency response and evacuation procedures. Emergency executives, police, and key University personnel, along with external support agencies (such as the Pennsylvania State Police, Titusville Police Department, Titusville Fire Department, Titusville Area Hospital, Emergycare Ambulance, and Crawford County Emergency Management Agency) participate in the exercise. The exercise addresses evacuation or shelter-in-place of buildings on a campus-wide scale. At the conclusion of the exercise, the University of Pittsburgh at Titusville publishes a summary of its emergency response and evacuation testing.

EMERGENCY NOTIFICATION

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, Pitt's Emergency Notification System (ENS) will be activated without delay, unless activation will—in the professional judgment of responsible authorities—compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Law enforcement officers will confirm the emergency situation and immediately contact the emergency executive and chief of police. They will determine the content of the notification and authorize police dispatchers to launch a text/voice message to all ENS subscribers that will contain the type of emergency, locations, and instructions.

The ENS is tested once per term. Students, faculty, and staff members may subscribe to the ENS system by logging on to **my.pitt.edu** and following the directions.

The ENS system is one aspect of a layered approach to notification. Other notification methods such as officer presence, Web site alerts, and local television and radio broadcasts may be used depending upon the circumstances. See Pitt policy 06-03-02 for further details at **cfo.pitt.edu/policies/policy/06/06-03-02.html**.

EMERGENCY EVACUATION

In the event of a fire or other emergency requiring building evacuation, building occupants should do the following:

1. Alert anyone in immediate danger.
2. Close the door to contain smoke or fire.
3. Activate the nearest fire alarm pull station (located along the egress route). Only use a fire extinguisher if the fire is small and you have been trained in the proper use of a fire extinguisher.
4. Evacuate the building via designated stairwells and exterior exit doors. Do not use the elevators.
5. Proceed to an assembly point away from the building or to a location designated by emergency officials. Do not re-enter the building until the all clear signal is given.
6. Call **911** and call **814-827-4488** from a safe area to provide additional information regarding the situation.

These steps apply to all buildings, including residence facilities.

The following pages provide an overview of security facts and information that will be helpful to you. Everyone on campus should be safety conscious and follow security procedures. If you have any questions or need additional information, you may contact any of the departments mentioned in this brochure (for a quick reference, see the emergency phone numbers listed on page 29).

SECURITY OF AND ACCESS TO FACILITIES

The University of Pittsburgh at Titusville has installed and maintains exterior lighting around all of its buildings, including additional sidewalk and street lighting. While maintaining an attractive campus, maintenance personnel keep shrubs and hedges low for safety reasons, especially in places such as bus stops.

On any workday, Pitt-Titusville support personnel inspect the entire campus and its buildings to discover and correct health, safety, and maintenance problems. They work, in addition to the Pitt–Titusville police and others who tour campus, to report safety-related problems to Facilities Management, which responds to correct these problems promptly.

As part of their duties, Residence Life staff members continuously report security and maintenance matters. Emergency maintenance services are available 24 hours a day.

UNIVERSITY BUILDINGS AND PROGRAMS

Except for residence halls, University facilities are open to the public during the day and evening hours when classes are in session. During the time that the University is officially closed, buildings are locked and only faculty, staff, and—for some buildings—students with a Pitt ID and written authorization are admitted. Some Pitt–Titusville-sponsored programs are open to the general public, while others are restricted to members of the campus community (faculty members, staff, and students) with valid Pitt ID. Additional campus police personnel are placed on duty for major events such as athletic contests or special programs when large numbers of people are expected to attend.

LIVING AT PITT–TITUSVILLE

The University of Pittsburgh at Titusville Campus Police Department, Office of Student Affairs, and Facilities Management members work cooperatively together to provide resident students with a safe and secure environment. It is important that students and staff members work together to enhance the quality of life and safety in the residence halls.

To accommodate undergraduate students during the academic year, the University maintains 250 residential beds in two residence halls. Types of accommodations include singles, doubles, and apartments.

Most campus buildings—including housing facilities—contain card access systems; these systems are monitored by the Pitt–Titusville police.

University police officers are responsible for security within all resident living areas on their respective beats and they patrol on foot inside all residence halls and apartment-style buildings on campus.

RESIDENCE HALL SECURITY

When you check into a residence hall, you receive information about campus safety and residence hall security, such as:

- whom to call in case of an emergency;
- what procedures to follow in case of a fire evacuation;
- what to do if you are locked out of your room;
- how to mark valuables;
- visitation, alcohol, and drug policies; and
- general campus safety, among other topics.

At your first floor meeting, which is mandatory and held by the resident assistant, you can acquaint yourself with unique aspects of your residence hall community and the security practices you can follow to make your University environment safer.

All residence hall entrances have security doors that are monitored by both an electronic access system and video system.

POSSESSION AND USE OF WEAPONS

All campus police officers carry firearms while on duty. These weapons may be used only when there is a serious, imminent, or identifiable threat to life or a threat of great bodily harm. No one other than police department personnel may carry firearms on campus. Pitt–Titusville students are permitted to bring their hunting/sporting equipment (i.e., rifles, shotguns, hunting bows and arrows, hunting knives, etc.) to the campus police department where they are stored under lock and key in a weapons locker pending their use.

RESIDENCE LIFE STAFF

- Two graduate resident directors (GRDs) and eight resident assistants (RAs) staff the living areas of the residence halls. GRDs supervise the RAs.
- GRDs and RAs undergo comprehensive training before and during each school year. This training includes how to handle various emergencies—psychological and medical, fire evacuation, reports of sexual misconduct, disorderly conduct, vandalism, etc.
- Residence Life staff members are available 24 hours a day and seven days a week in the residence halls. GRDs also maintain scheduled office hours during the day and in the evening. RAs and GRDs are on duty every evening, including weekends and holidays, during the fall and spring terms and/or sessions to assist students in any manner. GRDs schedules are posted throughout the residence halls.

SECURITY FEATURES IN STUDENTS' ROOMS

Each room has its own lock and key. Keys do not contain room numbers so that a lost key cannot be identified with a particular room. When a student loses a key to either the front door or the bedroom door of the apartment or both, the respective locks are changed as soon as the loss is identified. All windows have locks on them.

GUEST SIGN-IN PROCEDURES

Visitors must be signed in by the residents that they are visiting and must show some form of acceptable identification, such as a driver's license or military photo ID. Visitors are registered at the Pitt–Titusville police department and are issued a visitors guest pass that they must carry with them while on the campus. Their vehicles are also registered at the same time and a temporary parking permit is issued to them. The host must escort the visitor at all times during the visitor's stay in the residence hall. The approval of a resident's roommate(s) is required for overnight visitors. Visitors cannot exceed three consecutive nights or six nights in one calendar month. Visitors are prohibited from consuming alcohol while staying on campus in the residence halls regardless of age.

GUESTS OTHER THAN VISITORS OF RESIDENTS

Guests, other than visitors of residents, occupy residence halls when space is available during the summer, approximately May 15 through July 31. These guests include participants attending Pitt–Titusville-sponsored academic or social programs and groups that have an educational or academic purpose.

HOUSING ASSIGNMENTS AND REQUESTS FOR CHANGES

Students who request specific roommates are assigned those students when possible. Students may request a room change for a variety of reasons. If the reason is a roommate dispute, the RA attempts to resolve the conflict. If this does not resolve the situation, then the student may complete a room change request form and seek the appropriate approvals. If space is available and the housing office deems it appropriate, the office makes a new housing assignment.

MISSING STUDENT PROTOCOL

In keeping with federal law 20 U.S.C. Sec.1092j, the Office of Student Affairs and the Pitt–Titusville police will initiate the following missing student notification policy designated for those students living in University housing that is overseen by Office of Student Affairs. In the event of a missing student, contact the Pitt–Titusville police at **814-827-4488**. The Student Affairs staff members will work closely with the police to assist.

Students living within the residence halls have the opportunity to list an emergency contact by completing their housing contract with Student Affairs. Having a listed emergency contact will verify cases in which a person may not be missing but may have voluntarily left his or her residence. In choosing a designated emergency contact, students should notify them prior to listing them. The information will be maintained in student housing records, which will be immediately accessible by University staff members who will implement the policy. If a student is missing, the University will attempt to notify the listed emergency contact within 24 hours. At any point during a student's enrollment, he or she may choose to register or change confidential contact information with the University by notifying Student Affairs. This information is confidential but may be released to the Pitt–Titusville police and University staff members as necessary to carry out this policy. Student Affairs will notify a parent or legal guardian within 24 hours after a student is determined to be missing if a student is under the age of 18 years. University staff members will immediately contact campus police when a student is reported missing. The Pitt–Titusville police will be responsible for contacting all appropriate emergency contacts within 24 hours when a student is determined to be missing. The Pitt–Titusville police will be responsible for filing all related missing person reports with other agencies as may be required, including National Crime Information Center. Student Affairs staff members will serve as support personnel when a student is determined to be missing and will contact the appropriate people within the University such as the dean of students, dean of academics, Health Center, and the Pitt–Titusville police.

HOUSING DURING HOLIDAYS AND BETWEEN TERMS

The residence halls are closed during the break between the fall and spring terms. As a service to students during other periods between terms, the University may provide housing upon student request. During break periods, the Pitt–Titusville police increases the number of patrols in the housing areas to ensure that all doors are secured.

TIP!

From bike safety to personal safety, Pitt–Titusville police officers offer a variety of crime prevention and safety programming to students, faculty, and staff members. For more information, visit the Pitt–Titusville police Web site at upt.pitt.edu/campus-police or call the Pitt–Titusville police administrative number at 814-827-4488.

CRIME PREVENTION AND SAFETY PROGRAMS

POLICE AND RESIDENCE LIFE PROGRAMMING

Two programs regarding crime prevention and drug and alcohol abuse education are offered throughout each term at Pitt–Titusville for both students and employees. Annually, Pitt–Titusville distributes information about assistance programs to all members of the University community. One such program is the Law Enforcement and Familiarization Day, which is held in November. Various law enforcement agencies attend and educate students and community members about law enforcement and law enforcement-related agencies.

Alcohol and Drug Abuse Services offers educational services to all who attend. The Pennsylvania Liquor Control Board Education Department and various other agencies also attend.

Throughout the year, the Office of Residence Life offers programs dealing with sexual assault, drugs, and alcohol use.

Many programs are aimed at encouraging students and employees to take responsibility for their own security and the security of others. One simple way is to call the Pitt–Titusville police if you believe something requires a review by the trained law enforcement staff members.

Each student arriving on campus receives a packet of information that provides valuable tips about crime prevention and drug and alcohol use. This information is designed to inform students and answer any questions they may have.

In addition, joint and separate programs are coordinated and run throughout the year by both the Pitt–Titusville police and the Office of Student Affairs. Some of those include:

- Crime prevention tip seminars for Residence Life staff members, who later offer a similar program to resident students
- Fire safety and fire training conducted annually for students and employees
- Many informational brochures, tip sheets, and news items distributed and posted throughout the year for members of the University community (Copies of those publications are available at all times in the Pitt–Titusville police department)
- Sexual misconduct awareness

In addition to seminars, safety information is distributed to the campus community through crime alerts and emergency notification messages and can be found on the Pitt–Titusville Web site at **upt.pitt.edu/campus-police**.

ENVIRONMENTAL HEALTH AND SAFETY PROGRAMS

The University's Department of Environmental Health and Safety (EH&S) provides guidance and direction to students, faculty, and staff members. EH&S identifies hazards and risks, recommends appropriate action to ensure safe conditions, and assists the University in maintaining regulatory compliance. The department provides training on many topics related to safety, fire safety, occupational health, and the environment. EH&S collaborates with the Pitt–Titusville police in the development of the University's Emergency Management Guidelines.

EH&S will prepare, upon request, individual emergency evacuation plans for students who have impairments that may prevent compliance with University-wide emergency plans. Those in need of an individualized plan should contact the Pitt–Titusville police at **814-827-4488**.

ehs.pitt.edu.

ENVIRONMENT BY THE NUMBERS

SOME FACTS ABOUT YOUR CAMPUS ENVIRONMENT:

9 custodians

5 operating engineers/groundskeepers

1 operating engineer on duty and on call, **24** hours a day, **7** days a week, **365** days a year

TO REPORT A MAINTENANCE PROBLEM:

- Call Facilities Management at **814-827-4438**.
- Residents can fill out a housekeeping maintenance request form online at **upt.pitt.edu/maintenance-work-order** describing any potential hazard or maintenance problem that needs to be corrected or repaired.

OBTAINING CRIME AND SAFETY INFORMATION

In accordance with the Pennsylvania Uniform Crime Reporting Act and the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, all University of Pittsburgh students and employees receive updated security information annually. The University also makes information about campus crimes and security available in a variety of other ways that include the following:

- Pitt–Titusville provides all prospective students and applicants for employment with information on security policies and procedures and how to obtain additional security data.
- Students living in residence halls receive a brochure notifying them of the Student Code of Conduct and Judicial Procedures; Pitt–Titusville commuter students receive this information via an orientation program. Students not living in residence halls are notified of the code via the log-in screen on the Pitt Portal. The Student Code of Conduct code can be found online at **upt.pitt.edu/campus-police**. The code contains sections on justice, health, and safety.
- Security concerns also appear in the student newspaper, *The Pitt Panther*, published twice a month during fall and spring terms.

The University also has numerous crime prevention workshops and seminars throughout the year. These are sponsored by the Pitt–Titusville police, Office of Residence Life (for resident students), Student Government Association, and other departments and organizations on campus.

ACCESSING CAMPUS CRIME REPORTS

The Pitt–Titusville Campus Police Department prepares a daily log of all reported incidents and publishes that log on the police Web site at **upt.pitt.edu/campus-police**. This log contains the nature, time, and general location of each crime as well as its disposition, if known.

Q **Where can I find crime reports?**

A In addition to Web site accessibility, the daily crime log can be viewed by visiting the Pitt–Titusville police department at Davis Hall Monday through Friday between the hours of 8:30 a.m. and 5 p.m.

Q **What other crime reports are available?**

A Crimes reported to the Pitt–Titusville Campus Police Department are submitted monthly to the Pennsylvania State Police for inclusion in the Uniform Crime Report. The Pitt–Titusville police also submit an annual report of crime statistics to the U.S. Department of Education; statistics are gathered from the following sources:

- Pitt–Titusville Campus Police Department
- Titusville Police Department
- Office of Student Affairs, including Residence Life, Student Life, the Health Center, Office of Counseling and Student Development, the campus dean, and other applicable University officials who have significant responsibility for campus life and activities.

Q **Do any reports show Pitt's crime statistics over a longer period?**

A Yes. In compliance with Chapter 3 of the Pennsylvania Uniform Crime Reporting Act and the federal Jeanne Clery Act, the Pitt–Titusville police generate a three-year statistical report, which is included in this publication. This report is distributed to all current students, staff, and faculty members, while prospective students and employees are notified of its existence and afforded an opportunity to request and receive a copy.

MEGAN'S LAW INFORMATION AND CRIMINAL RECORDS

In compliance with the Campus Sex Crimes Prevention Act found in 42 USC 14071(j) of the Wetterling Act, which states that the University must advise the campus community of where law enforcement agency information provided by the state concerning registered sex offenders may be obtained, any member of the campus community at the University of Pittsburgh at Titusville can go to the Pitt–Titusville police department to obtain the proper information.

Information regarding registered sex offenders residing in the Titusville area and Crawford County area may be obtained by visiting the Pennsylvania Megan's Law Web site at **pameganslaw.state.pa.us**.

YOUR UNIVERSITY COMMUNITY*

Full-time students	303
Part-time students	68
Total undergraduates	**371**
Full-time faculty and staff	62
Part-time faculty and staff	25
Total faculty and staff	**87**
Total students full-time equivalent enrollment (FTE)	330.2
Total faculty and staff FTE	74.5
Total FTE students, faculty, and staff	**404.7**

**All figures are for Pitt–Titusville, fall 2014.*

Q **Does Pitt screen prospective students for criminal history?**

A Federal law requires certain disclosures on financial aid forms. In addition, residence hall students must disclose to the Office of Residence Life any felony convictions or other convictions for sexual offenses or drug distribution, sale, or manufacture. If students have any such convictions, they may not reside in University-owned housing without first obtaining permission from the Office of Residence Life. Students with such convictions must agree to assist Residence Life in conducting a background check and to adhere to any reasonable housing conditions mandated by Residence Life. Based on the nature and circumstances of past or future convictions, the student may be prevented from residing in University-owned housing. Failure to disclose convictions prior to residing on campus will be considered a violation of the Student Code of Conduct and may result in immediate removal from campus housing.

Q **Does Pitt screen current or prospective employees for criminal history?**

A All prospective staff and certain faculty members are asked if they have ever pled guilty to or been convicted of misdemeanor or felony crimes. All prospective employees are also screened in state and federal criminal records databases and the state child abuse registry consistent with the requirements of Act 153. Certain positions, such as those in housing and residence life, those having direct contact with children consistent with the requirements of Act 153, and those involving hazardous materials require criminal background checks. Pitt will not offer employment to applicants if they have criminal histories that disqualify them from the requirements of the position they are seeking.

2015 TITUSVILLE CAMPUS ANNUAL DISCLOSURE OF CRIME STATISTICS

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act mandates the manner in which crime statistics are to be collected and the format in which the statistics shall be published. In addition to incidents reported to the University of Pittsburgh at Titusville Police Department, statistics include offenses that were reported to the Titusville Campus Police Department and to Pitt officials having significant responsibility for student and campus activities. Pitt officials who have contributed statistical information include, but are not limited to, the campus dean, faculty advisors to student groups, Residence Life staff members, athletic administrators, and the student health director. The University counselor voluntarily provides nonidentifying information on crimes reported to her.

Statistics also include crimes committed on campus as well as crimes reported on public property areas that are contiguous to campus. In accordance with the Jeanne Clery Act, crime statistics are shown in the following geographical categories:

- On campus and within all campus buildings
- On-campus residence halls or other student residential facilities
- Noncampus buildings or properties—"those properties owned or leased by the institution that are used in direct support of the institution's educational purposes, are frequently used by students, and that are not within the same reasonably contiguous geographical area of the institution"
- Public property—"all public property that is within the campus or immediately adjacent to and accessible from the campus"

DEFINITIONS OF CLERY REPORTABLE CRIMES

Murder/Manslaughter: Defined as the willful killing of one human being by another.

Negligent Manslaughter: Defined as the killing of another person through gross negligence.

Sexual Assault: Under the Violence Against Women Act (VAWA), the definition of sexual assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent." The VAWA definition of sexual assault includes rape, fondling, incest, and statutory rape.

In Pennsylvania, with the exception of rape and involuntary deviate sexual intercourse, a person commits the crime of sexual assault when that person engages in sexual intercourse with a complainant without the complainant's 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 the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

2015 TITUSVILLE CAMPUS ANNUAL DISCLOSURE OF CRIME STATISTICS
continued

Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Robbery: Defined as taking or attempting to take anything of value from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: Defined as 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.

Burglary: Unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft: Theft or attempted theft of a motor vehicle.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Liquor Laws: The violation of state and/or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, or possession of use of alcoholic beverages.

Drug Abuse 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.

Weapons Law Violations: 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.

Domestic Violence: Includes felony or misdemeanor crimes 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 cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family laws of the Commonwealth of Pennsylvania, 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. Pennsylvania does not have a specific statute for domestic violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.

HATE CRIMES: CATEGORIES OF PREJUDICE

Disability	National Origin
Ethnicity	Race
Gender	Religion
Gender Identity	Sexual Orientation

Dating Violence: The VAWA definition of dating violence is 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 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 personas involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Pennsylvania does not have a specific statute for dating violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.

Stalking: The VAWA definition of stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for the person's safety of others, or (b) suffer substantial emotional distress.

For the purposes of this definition, (a) course of conduct means two or more acts, including, but not limited to, acts 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; and (c) substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

In Pennsylvania, a person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such

other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

Hate Crimes: Includes all Clery reportable crimes that manifest evidence that the victim was intentionally selected because the perpetrator's bias against the victim based on one of the categories of prejudice listed below, plus the following crimes.

- Larceny/Theft: Includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.
- Simple Assault: 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.
- 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.
- Destruction/Damage/Vandalism to Property (except Arson): 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.

NOTES FOR THE JEANNE CLERY ACT STATISTICS REPORT (CHART I)

a. Statistics in these categories depict arrests for all liquor, drug, and weapons law violations and include both student and nonstudent arrests. Students arrested for these violations are automatically referred to the Office of Judicial Affairs.

b. Hate Crimes information includes crimes reported in Chart I (except liquor law, weapons, and drug violations) and any crime involving bodily injury, theft, simple assault, intimidation, or vandalism that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived Race, Religion, Sexual Orientation, Gender, Ethnicity, National Origin, Disability, or Gender Identity. There were no hate crimes reported in years 2014, 2013, or 2012.

c. A report is considered as unfounded and removed from crime statistics when sworn or commissioned law enforcement officers have fully investigated the crime report and have determined that report to be false or baseless.

NOTES FOR THE PENNSYLVANIA UNIFORM CRIME REPORTING ACT STATISTICS REPORT (CHART II)

d. Under Uniform Crime Report (UCR) Part I Crimes guidelines, the crime of Rape includes Rape, Attempted Rape, and Sexual Assault.

e. Under UCR Part II Crimes guidelines, Other Assaults include simple assaults as well as harassment incidents involving a threat to assault.

f. Under UCR Part II Crimes guidelines, Sex Offenses (except Part I offenses) include Indecent Assault and Indecent Exposure.

g. All Other Offenses (except traffic) include, but are not limited to, trespass and violation of city ordinances.

Chart I contains the statistics for those offenses reported to the University of Pittsburgh at Titusville Campus Police Department, Titusville Police Department, and University personnel who have significant responsibility for student life and campus activities.

Chart II contains the statistics for those offenses reported to the University of Pittsburgh at Titusville Campus Police Department only as recorded for the Uniform Crime Report (UCR). These UCR statistics are derived, in part, from patrol areas in community areas not adjacent to campus.

Chapter 3 of the Pennsylvania Uniform Crime Reporting Act requires the release of crime statistics and crime rates to students and employees and it requires that those statistics be available to applicants and new employees upon request. The crime rate is determined by a formula specified by the Uniform Crime Reporting Act and is calculated by dividing the number of reported crimes by the number of full-time equivalent students and employees, then multiplying that number by 100,000.

CHART I: CRIMES REPORTED TO UNIVERSITY OF PITTSBURGH AT TITUSVILLE, POLICE/OFFICIALS OR LOCAL POLICE

OFFENSE	YEAR	TOTAL ON-CAMPUS PROPERTY	ON-CAMPUS RESIDENTIAL FACILITIES*	NONCAMPUS BUILDINGS OR PROPERTY	PUBLIC PROPERTY	UNFOUNDED CRIMES[c]
Murder/Nonnegligent Manslaughter	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Negligent Manslaughter	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Rape	2014	1	1	0	0	0
	2013	1	1	0	0	0
	2012	1	1	0	0	0
Fondling	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	1	1	0	0	0
Statutory Rape	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Incest	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Robbery	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Aggravated Assault	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	1	1	0	0	0
Burglary	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Motor Vehicle Theft	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Arson	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	1	1	0	0	0
Arrests: Liquor Law Violations[a]	2014	11	11	0	0	0
	2013	2	2	1	0	0
	2012	5	5	0	0	0
Arrests: Drug Law Violations[a]	2014	3	3	0	0	0
	2013	3	3	1	0	0
	2012	0	0	0	0	0
Arrests: Weapons Violations[a]	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2014	16	16	0	0	0
	2013	15	15	0	0	0
	2012	20	20	0	0	0
Disciplinary Referrals: Drug Law Violations	2014	3	3	0	0	0
	2013	1	0	0	0	0
	2012	0	0	0	0	0
Disciplinary Referrals: Weapons Violations	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Hate Crimes[b]	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Dating Violence	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	N/A	N/A	N/A	N/A	N/A
Domestic Violence	2014	0	0	0	0	0
	2013	1	1	0	0	0
	2012	N/A	N/A	N/A	N/A	N/A
Stalking	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	N/A	N/A	N/A	N/A	N/A

**On-campus residential facilities are a subset of total on-campus property.*

CHART II: CRIMES REPORTED TO UNIVERSITY OF PITTSBURGH AT TITUSVILLE, CRIME STATISTICS, CRIMES REPORTED TO CAMPUS POLICE

CRIME CATEGORIES	2014 (FTE= 404)		2013 (FTE=325)		2012 (FTE=421)	
UCR PART I CRIMES	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000
Murder and Nonnegligent Manslaughter	0	0.00	0	0.00	0	0.00
Manslaughter by Negligence	0	0.00	0	0.00	0	0.00
Rape[d]	1	247.52	1	307.69	1	237.53
Robbery	0	0.00	0	0.00	0	0.00
Aggravated Assault	0	0.00	0	0.00	1	237.53
Burglary	0	0.00	0	0.00	0	0.00
Motor Vehicle Theft	0	0.00	0	0.00	0	0.00
Arson	0	0.00	0	0.00	1	237.53
Theft	11	2722.77	6	1846.15	9	2137.77
Total Part I Offenses	**12**	**2970.29**	**7**	**2153.84**	**12**	**2850.36**
UCR PART II CRIMES	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000
Forgery, Fraud, and Embezzlement	2	495.05	3	923.08	0	0.00
Stolen Property (receiving, possessing, buying)	3	742.57	0	0.00	0	0.00
Criminal Mischief (Vandalism)	11	2722.77	8	2461.54	5	1187.65
Weapons (carrying, possessing, etc.)	0	0.00	0	0.00	0	0.00
Sex Offenses (except Part I offenses above)	0	0.00	0	0.00	0	0.00
Other Assaults (Not Aggravated)	4	990.10	2	615.38	1	237.53
Drug Violations	1	247.52	2	615.38	0	0.00
Gambling	0	0.00	0	0.00	0	0.00
Offenses Against Family and Children	0	0.00	0	0.00	0	0.00
Driving Under the Influence	0	0.00	0	0.00	0	0.00
Liquor Laws	16	3960.40	9	2769.23	4	950.12
Public Drunkenness	0	0.00	0	0.00	0	0.00
Disorderly Conduct	13	3217.82	6	1846.15	9	2137.77
All Other Offenses (except traffic)	8	1980.20	3	923.08	3	712.59
Total Part II Offenses	**58**	**14356.43**	**33**	**10153.85**	**22**	**5225.66**
Grand Total All Offenses	**70**	**17326.73**	**40**	**12307.69**	**34**	**8076.02**

**Please note: The crime rate is based on the actual number of full-time equivalent (FTE) students and employees, which is calculated according to a state-mandated formula. The index in the table above is based on incidents reported per 100,000 FTEs.*

POLICIES ON ALCOHOL AND DRUGS

ENFORCEMENT OF STATE, LOCAL, AND FEDERAL LAWS

Alcoholic Beverages
Pitt–Titusville enforces all state laws regarding the possession, use, and sale of alcoholic beverages, including those prohibiting underage drinking. Pitt–Titusville students are predominantly under the age of 21.

Possession, use, or sale of any alcoholic beverage anywhere on campus is prohibited. Liquor law violators may also face discipline through the Office of Judicial Affairs.

Illegal Drugs
The University enforces all state and federal laws concerning illegal drugs. Anyone who is apprehended by campus police possessing, using, or selling illegal drugs is subject to arrest. Violators may also face discipline under the University Student Judicial System. The Pitt–Titusville police and the Office of Residential Life offer informative sessions each term on the abuse of alcohol and illegal drugs along with state offices of alcohol and drug education.

DRUG AND ALCOHOL EDUCATION PROGRAMS

All incoming freshmen are required to participate in AlcoholEdu for College—an online, science-based alcohol prevention and education program focusing on the impact of alcohol on the mind and body, which takes approximately two hours to complete and includes a 45-day follow-up.

Pitt–Titusville complies with the federal Drug-free Workplace and Drug-free Schools Act. The University annually distributes information about the dangers of drug and alcohol abuse and available alcohol and drug counseling, rehabilitation, and assistance programs to all students, faculty, and staff members through mailings, the Student Code of Conduct, and online at **upt.pitt.edu**.

- All freshmen learn about the University's drug and alcohol policy and adjudications during a campus safety presentation at New Student Orientation. This session is conducted by the chief of Pitt–Titusville police and chief judicial officer.
- Judicial adjudications for alcohol and drug violations include an online educational tool through Judicial Educator about alcohol consumption, drugs, addiction, living in a community, and/or responsible decision-making.
- Some judicial adjudication for repeat offenders included TIPS Training, which included a video and discussion about alcohol consumption and use.
- All resident assistants, graduate resident directors, and the director of residence life attend a presentation by campus police about drugs, alcohol, and reporting during the annual fall training sessions.
- Presentations were made in freshman seminar classes about drug and alcohol use, addiction, and abuse. Some presentations included showing the video "Welcome to the Party" with a discussion about peer pressure, drugs, alcohol, and sexual misconduct.
- The campus participates in National Collegiate Alcohol Awareness Week. The week includes "hypnotic intoxication," during which statistics are presented about effects of drugs and alcohol on the body and mind. A simulation is created by students who are hypnotized to believe they are attending a gathering, drinking their favorite alcoholic beverage. This demonstrates to the audience the effects of alcohol. In addition, a game show about alcohol and drug facts is offered.
- Smoking cessation information is available for students who want to quit smoking.
- The campus alcohol policy is available online at **upt.pitt.edu/sites/default/files/UPT%20Alcohol%20Policy.pdf**.

ASSISTANCE WITH ALCOHOL OR SUBSTANCE ABUSE

Q **What are some other resources I can access for help with alcohol or substance abuse?**

A Students seeking information or requiring assistance with drug or alcohol issues are encouraged to contact the Health Center at **814-827-4465** or visit the Health Center at 218 Student Union.

TIP!

Several self-help support groups, including Alcoholics Anonymous, also meet on campus. Mental health professionals and a certified drug and alcohol counselor are also available at the Office of Counseling and Student Development, located within the J. Curtis McKinney Student Union.

SEXUAL ASSAULT AND HARASSMENT, DATING AND DOMESTIC VIOLENCE, AND STALKING

PROHIBITION OF SEXUAL ASSAULT, HARASSMENT, RELATIONSHIP VIOLENCE, AND STALKING

The University of Pittsburgh at Titusville values the safety and health of all members of the Pitt–Titusville community and seeks to foster an environment where its students and employees treat other persons with respect, civility, and dignity. Any behavior that involves sexual assault or harassment, relationship violence, or stalking of another person is prohibited.

If substantiated, such behavior may result in criminal charges if reported to the Pitt–Titusville Campus Police Department, and/or University disciplinary action, if the Office of Student Affairs or the Title IX liaison investigates a complaint or referral. The University will use these processes to investigate and resolve reports of sexual assault or harassment, relationship violence, or stalking. In cases involving sexual violence, the University understands that victims oftentimes seek confidentiality and will attempt to honor such a request in most cases. However, the University will weigh such a request for confidentiality against any factors that may have a negative impact on the campus community, such as the use of a weapon or multiple alleged victims.

Accused students or employees should know that the initiation of any University proceedings does not preclude the possibility of criminal charges. Indeed, parallel University and criminal proceedings are not uncommon. In addition to using these processes, the University will continue to engage in prevention programs and training for students, faculty, and staff members in an effort to prevent sexual assault and harassment, relationship violence, and stalking. Pitt–Titusville's Office of Counseling Services and Student Development and the Victims' Resource Center of Crawford County provide counseling to victims of sexual assault, assist victims in obtaining medical care, and offer support in all aspects of the recovery process.

Following are key definitions and a summary of the University's efforts relating to prevention, resources, reporting, and the disciplinary processes available to victims of sexual assault, relationship violence, and stalking. More detailed information about these programs, processes, and procedures can be found in the Student Handbook and the Employee Handbook.

WHAT IS CONSENT?

Consent is an informed, affirmative decision made freely and actively by all parties to engage in mutually acceptable sexual activity. Consent is given by clear words or actions and may not be inferred from silence, passivity, or lack of resistance alone. Existence of a current or previous dating, marital, and/or sexual relationship is not sufficient to constitute consent to additional sexual activity. Consent to one type of sexual activity does not imply consent to other types of sexual activity.

Someone who is unconscious, asleep, or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition, cannot give consent. Consent cannot be obtained by force, intimidation, threat, coercion, isolation, or confinement. Agreement obtained under such conditions does not constitute consent.

For definitions of sexual assault, relationship violence, and stalking, see pages 14 and 15.

CONSENT UNDER TITLE 18 OF THE PENNSYLVANIA CRIMES CODE

a. **General rule**: The consent of the victim to conduct charged to constitute an offense or to the result thereof is a defense if such consent negates an element of the offense or precludes the infliction of the harm or evil sought to be prevented by the law defining the offense.

b. **Consent to bodily injury**: When conduct is charged to constitute an offense because it causes or threatens bodily injury, consent to such conduct or to the infliction of such injury is a defense if:

   1. the conduct and the injury are reasonably foreseeable hazards of joint participation in a lawful athletic contest or competitive sport or
   2. the consent establishes a justification for the conduct under Chapter 5 of this title (relating to general principles of justification).

c. **Ineffective consent**: Unless otherwise provided by this title or by the law defining the offense, assent does not constitute consent if:

   1. it is given by a person who is legally incapacitated to authorize the conduct charged to constitute the offense;
   2. it is given by a person who by reason of youth, mental disease or defect, or intoxication is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense;

3. it is given by a person whose improvident consent is sought to be prevented by the law defining the offense; or
4. it is induced by force, duress, or deception of a kind sought to be prevented by the law defining the offense.

West's Pennsylvania Criminal Justice 2014 Pamphlet, Eagen, Minn.: Thomson Reuters, 2015

PREVENTION AND AWARENESS PROGRAMS

The University has a comprehensive array of prevention and educational programs aimed at ending sexual assaults and harassment, relationship violence, and stalking that include the following:

- **Walk a Mile in My Shoes Display:** An educational display of shoes with stories of violence from the person wearing the shoes. The ages of the victims range from infants to the elderly.
- **New and Transfer Students:** Incoming students are required to complete Haven, an online course on sexual assault and harassment.
- **It's On Us Campaign:** A campaign to educate the campus community about the importance of consent and reporting sexual harassment, assault, domestic violence, and sexual misconduct. The campaign included an online pledge and a T-shirt giveaway.
- **Diversity and Respect Campaign:** A pledge to be respectable to the campus and community.
- **Self-defense Training:** The Venango County Sheriff's Department performed a self-defense class for the campus community.
- **Pitt–Titusville Police Presentations:** Officers present information about how to respond to and report sexual offenses, domestic violence, and stalking incidents to resident assistants, graduate resident directors, Department of Student Affairs directors, student organization advisors, and coaches. Those trained also took a campus security authority online training program.
- **Violence Against Women's Act Presentation:** Includes a brochure about the act, reporting sexual misconduct, and assistance programs for victims and offenders.
- **Welcome to the Party Video:** Presented by the director of counseling and student development to help raise awareness about peer pressure, drugs, alcohol, and sexual misconduct. The video is presented in freshman seminar class and to the campus community.
- **Community Speakers:** Women's Services of Crawford County presents Prevention and Bystander, an intervention program to help prevent sexual assault and harassment for campus groups during the year.
- **Bystander Intervention:** Bystander intervention also plays an important role in helping to prevent sexual assaults and harassment. Police and student affairs professionals offer suggestions and examples to students concerning bystander Intervention. Some examples include:
  - speaking up when someone discusses plans to take sexual advantage of another person;
  - confronting people who seclude, hit on, try to make out with, or have sex with people who are incapacitated;
  - calling police when a person is yelling at another and it is not safe for you to interrupt;
  - refusing to leave the area and calling police if a person is trying to get you to leave so they can take advantage of another; and
  - ensuring friends who are incapacitated do not leave the area with someone unknown.

For additional information and resources, visit the Office of Sexual Harassment and Assault Response and Education Web site at **share.pitt.edu**.

REPORTING OPTIONS

Several options are available for you to pursue if you want to report sexual violence. You may file a referral through the Office of Student Affairs and Judicial Affairs (**814-827-4469**) if the alleged assailant is a University student. The referral may be resolved through an administrative meeting or a hearing. Potential sanctions range from disciplinary reprimand (with possible residence hall dismissal if the accused lives on campus) to disciplinary dismissal from the University. You may file a complaint with the Title IX liaison located in the Office of Academic Affairs in the Broadhurst Science Center. The Title IX liaison investigates complaints of this nature against students, faculty members, graduate student directors, and staff (**814-827-4474**). You may file a criminal complaint by contacting the Pitt–Titusville Campus Police Department at **814-827-4488**.

WHAT TO DO IF YOU ARE SEXUALLY ASSAULTED

Q What should I do if I am sexually assaulted?

A Many times, victims of sexual assault feel traumatized or blame themselves and are reluctant to seek help and proper medical care. If an individual has been the victim of sexual assault, dating violence, domestic violence, and/or stalking, or think they may have been, there are several options for reporting the incident and for obtaining the information, assistance, and support needed for all aspects of recovery, both emotional and physical.

PRESERVING PHYSICAL EVIDENCE

In the aftermath of a sexual trauma, although it may not be foremost on your mind, the preservation of evidence is strongly encouraged. Even if you do not think you want to pursue a criminal or civil proceeding, preserving evidence keeps your options open in case you change your mind. To preserve evidence, do not shower, douche, or change clothes or bedding before you seek medical attention. Also, if oral contact took place, do not brush teeth, smoke, or eat. Optimally, evidence collection should occur within 72 hours of the assault. The following listed hospital can treat and collect evidence of assault:

- **Titusville Area Hospital**
  Emergency Room
  406 West Oak Street
  Titusville, PA 16354
  814-827-1851

Hospital emergency rooms are best equipped to collect physical evidence of a sexual assault. Your best source of immediate medical help is the nearest hospital emergency room. All hospitals are required by law to report to the police any injury that is the result of a crime. This does not obligate you to file formal charges. Completing a forensic exam does not require a victim to talk to police or prosecute the offender.

COUNSELING AND MEDICAL SERVICES AND OTHER AVAILABLE SUPPORT

Seeking emotional support in the aftermath of sexual violence is very important for recovery. Pitt–Titusville's counselor offers specialized counseling services designed to assist students who have experienced sexual assault, dating violence, domestic violence, harassment, and stalking. The University counselor can also assist with referrals to specialized counseling services off campus. Off-campus advocate and counseling centers are as follows:

- **Women's Services, Inc.**
  210 North Washington Street
  Titusville, PA 16354
  814-333-9766 (Hot line) or 1-888-881-0189

- **PPC Violence Free Network** (general counseling)
  208 West Spring Street
  Titusville, PA 16354
  814-827-3472

IMMEDIATELY AFTER AN INCIDENT

Physical Safety: Your immediate safety is the top priority. As quickly as possible, find a safe place away from the perpetrator or any other potential danger.

- Seek medical attention as soon as possible. You are encouraged to seek immediate medical attention for your own physical health and to preserve all physical evidence. You can receive treatment at any medical facility; hospital emergency departments are in the best position to treat you and collect physical evidence.
- Contact the police: You are strongly encouraged to call the Pitt–Titusville Campus Police Department (**814-827-4488**) or the city of Titusville Police Department at **911** and report the situation. They will assist you in contacting the Victims' Resource Center of Crawford County and have a delegate assist you at the hospital and guide you through the exam. They will also assist you in contacting the Pitt–Titusville Health Center for counseling.

SEXUAL ASSAULT INFORMATION

Q **Does contacting the police mean I have to press charges?**

A No. You do not have to press charges if you call the police. However, if you allege you were assaulted and the sexual assault occurred on campus, the Pitt–Titusville police will initiate an investigation.

Q **If I report a sexual assault, will my name become public? What happens to the information?**

A Security personnel will file an anonymous record of any on-campus assault among Pitt–Titusville's crime statistics in order to give an accurate representation of crime on campus and to help prevent further crimes of this nature. In general, campus and city of Titusville newspapers and other media outlets do not reveal names of victims of sexual assault.

Q **Do I have to get medical attention?**

A Although you are not required to seek medical care, it is highly encouraged. Taking care of your physical and medical state is an important role in the healing process. You may have internal or external injuries as a result of an assault that require medical care. Additionally, you may want to explore options for preventing sexually transmitted diseases (STDs) and/or pregnancy. The student Health Center has staff members that can confidentially assess pregnancy risk; test and treat for STDs; and assess, treat, and/or offer/give referrals for physical injuries.

Student Affairs and the Title IX personnel will assist victims in filing a report with the police department, if desired.

SEXUAL ASSAULT AND HARASSMENT, DATING AND DOMESTIC VIOLENCE, AND STALKING continued

STUDENT HEALTH CENTER

Pitt–Titusville's Health Center provides ongoing confidential medical treatment for any physical problems related to an assault. The Health Center can assess for pregnancy risk; test and treat for sexually transmitted diseases; and assess, treat, and/or offer/give referrals for physical injuries. The Health Center is located in the J. Curtis McKinney Student Union (**814-827-4467**).

ADDITIONAL RESOURCES

Pitt students can contact their resident assistant, graduate resident director, or other Residence Life staff member for support (available 24 hours a day).

Any member of the University community may also contact the Title IX liaison at **814-827-4474**. This office investigates allegations of sexual misconduct, among other things.

INFORMATION ON RISK REDUCTION

No victim is ever to blame for being assaulted or abused. Below are some warning signs of potential abusive behavior:

- Being isolated from friends and family
- Watching what you say to avoid a "blow-up"
- Hiding bruises or injuries from family and friends
- Being afraid of your partner
- Being forced to do things that you don't want to do
- Having your partner monitor where you go, what you do, and who you meet

DISCIPLINARY PROCESS FOR SEXUAL ASSAULT, RELATIONSHIP VIOLENCE, AND STALKING

JURISDICTION

The University has the authority to take disciplinary action for conduct occurring on or off campus when the conduct, among other things, affects the educational environment.

IF THE RESPONDENT IS A STUDENT

If the alleged respondent is a University student, the complainant may file a complaint (called a referral) against the respondent for violation of the Student Code of Conduct. This referral may be resolved through an administrative meeting or a hearing. In addition, the respondent may face criminal charges.

In the absence of a referral, the University may proceed with an investigation and resolution of any reported acts of sexual assault, relationship violence, or stalking if the University determines that such investigation and resolution are necessary to ensure the safety and well-being of University community members.

STUDENT DISCIPLINARY PROCESS: FROM INITIAL MEETING THROUGH HEARING

Upon learning of an incident of sexual misconduct or harassment, relationship violence, or stalking, the conduct officer will meet with the complainant to discuss confidentiality concerns and the conduct process in general. If the complainant elects to file a referral against the respondent, the conduct officer will begin the process by meeting with the complainant and the respondent as necessary.

At the initial meeting with the respondent, the conduct officer will give the student adequate notice of—and an opportunity to review and respond to—the allegations outlined in the submitted referral. The conduct officer also will give both parties written notice of available on- and off-campus medical, counseling, legal, and other relevant resources and written notice about interim measures such as no contact orders and appropriate and available academic, housing, transportation, dining, and working accommodations. In cases in which the accused student's conduct poses a threat to the University community, the conduct officer may impose an interim suspension that occurs immediately and that lasts until the matter is resolved.

Both the respondent and the complainant will have the opportunity to review evidence gathered during the investigation or submitted by the opposing party. Both students also may provide testimony and evidence at the hearing before unbiased board members who are trained annually on issues related to sexual violence, the hearing process, standards of evidence, credibility, and weight of evidence. Both parties will be allowed to offer input into the sanctions imposed should the hearing board find the respondent responsible. The hearing board will

make recommendations to the dean of students, who will make the final determination of any imposed sanctions.

The entire conduct process will be prompt and timely, with a general time frame of 60 days for investigation and resolution, unless the University demonstrates good cause for the process to take longer. The conduct officer will notify both parties of any developments, as appropriate.

In addition, both the complainant and the respondent will receive the same opportunities to have an advisor of their choosing present during any conduct proceeding, to be informed in writing simultaneously of the outcome of any proceeding, and to have a right to appeal the final decision of any such proceeding. All matters before the hearing board will be judged using the preponderance of the evidence standard, which means, is it more likely than not that the Student Code of Conduct was violated?

Complete information on the University judicial process can be found in the Student Code of Conduct.

SANCTIONS INVOLVING STUDENT MISCONDUCT

Sanctions may include a disciplinary reprimand; a permanent no contact order or permanent persona non grata status for some portion or all of campus locations; counseling assessment; disciplinary probation for a specified period of time; housing dismissal; disciplinary suspension for a specified period of time; disciplinary dismissal from the University; and any other appropriate measures that support the University's commitment to address, prevent, and end the effects of sexual assault, relationship violence, and stalking.

If the complainant pursues legal action in the public court system, an accused student could face criminal penalties as well.

IF THE ASSAILANT IS A UNIVERSITY EMPLOYEE

The University's Title IX liaison, or a designee, in coordination with the Office of Human Resources (for staff) and the relevant department (for faculty), will be responsible for investigating reports of sexual assault, domestic violence, dating violence, and stalking, and making determinations, applying a preponderance of the evidence standard, with respect to whether a policy or legal violation occurred. The investigation will be conducted by an official(s) who receives training in investigation and hearing processes, as well as on issues related to domestic violence, dating violence, sexual assault, and stalking. Both the accused and accuser are permitted to have advisors of their choice attend meetings, but the advisors may not interfere with the process and may not actively participate. When the investigative process is complete, the University will prepare a written report with findings and remedial recommendations. In general, the University attempts to complete investigations within 60 days, although for good cause that period may be longer. A summary of the report will be simultaneously provided to the accused and the accuser. Depending on the circumstances, the Title IX office will determine whether the immediate supervisor of the accused receives the full or summary report. Both the accused and the accuser will receive simultaneous notice of the final disciplinary sanctions, if any.

Possible sanctions or protective measures the University may impose on a faculty or staff member following a final determination of an institutional procedure include:

- No contact orders
- Mandatory training
- Suspension
- Restrictions from all or portions of campus
- Restrictions from academic contact
- Employee termination from the University

If the alleged assailant is a University employee and the victim is either a University employee or student, in addition to possible criminal legal action, the Title IX liaison will conduct a prompt investigation and can be reached by contacting **814-827-4474**.

SEEKING PROTECTIVE MEASURES

Depending on the circumstances, you may have the option, among other remedies, to obtain no contact orders, seek room or course changes, file student judicial or administrative harassment complaints, and pursue criminal complaints. For more information and assistance, you can contact the Office of Residence Life (**814-827-4440**) or the Title IX liaison (**814-827-4474**).

STANDARD OF EVIDENCE

All matters before the hearing board will be judged using the preponderance of the evidence standard, which means, it is more likely than not that the Student Code of Conduct was violated?

NON-RETALIATION

Retaliation against anyone involved in the investigation of alleged incidents of sexual misconduct, whether they are the referring individual, a witness, an investigator, or anyone else, is prohibited by the University's Statement on Confidentiality and Non-retaliation found at **cfo.pitt.edu/policies/policy/07/07-01-03.html**. This statement also clarifies that all individuals involved in the investigation process are expected to honor the confidentiality of the process and the information involved.

FIRE SAFETY REPORT

FIRE SAFETY INFORMATION

Fire education programs are provided to the RAs/GRDs and to specific groups. Residence Life staff members and desk attendants are trained in building emergency evacuation procedures. Fire extinguisher training is provided to designated personnel and fire safety training for all students, staff members and faculty members is available annually. Students and staff members are encouraged to report any fire regardless of size and to report any problems with fire protection systems to the Pitt–Titusville police. University students, staff, and faculty members should also report any evidence of an extinguished fire to the campus emergency number at **814-827-4488** or **4488** from a campus phone. If you hear/see the emergency alarm signals you should:

1. Alert anyone in immediate danger.
2. Close the door to contain smoke or fire.
3. Activate the nearest fire alarm pull station (located along the egress route).
4. Call **911** or the Pitt–Titusville police at **4488** from any campus phone or **814-827-4488** from your cell phone from a safe area to provide additional information regarding the situation. Use a fire extinguisher only if the fire is small and you have been trained in the proper use of an extinguisher.
5. Evacuate the building via designated stairwells and exterior exit doors. Do not use the elevators.

Comprehensive guidelines for fire safety and fire prevention, including those for emergency evacuation, electrical appliances, and no smoking or open flames, can be found in the University of Pittsburgh's Safety Manual (**ehs.pitt.edu/workplace**) in the following sections: Fire and Emergency Evacuation Procedures, EHS Guideline #02-001; Fire Safety and Prevention, EHS Guideline #02-002; Residence Halls, and EHS Guideline #01-009.

RESIDENCE HALL FIRE SAFETY

All residence halls are nonsmoking environments. Each sleeping and living room in student housing has a smoke detector.

Other fire safety devices in some residence halls include:

- Automatic sprinkler systems
- Building fire alarm systems
- Fire extinguishers
- Smoke/heat detectors in common building spaces and mechanical rooms

ON-CAMPUS HOUSING FIRE SAFETY SYSTEMS

All sprinkler systems, all fire alarm pull stations, and certain smoke detectors are monitored 24/7 by Pitt–Titusville police and off-site by a nationally recognized security company. Detection by automated fire protection features or the use of a manual pull station will activate the building's alarm system of horns/speakers and strobe lights.

Residence Life officials educate students each year on emergency egress and shelter-in-place procedures specific to a particular building.

EVACUATION PROCEDURES

When the fire alarm activates, all occupants must exit via the nearest stairs or first floor exits. Stairwells are the area of refuge. All stairwells have fire-rated construction and are equipped with self-closing and latching fire doors.

See page 7 for more details about evacuation procedures.

RESIDENCE HALL FIRE DRILLS

At least two unannounced emergency evacuation exercises are conducted for each on campus residence hall every school year.

PROHIBITIONS ON PORTABLE ELECTRIC APPLIANCES, SMOKING, AND OPEN FLAMES

All students should know smoking is prohibited in all campus buildings. E-cigs and other flameless devices are considered cigarettes. The University has a NO BURN policy in its residence halls. Possession and/or use of candles and/or incense is strictly prohibited and they will be confiscated. In addition, "flameless" candles or similar

devices that utilize a heating element are prohibited. Due to the risk of fire, the following items are prohibited in the residence halls: halogen lamps, extension cords, toaster ovens, candles (with or without a wick or flame), potpourri pots, incense, space heaters, hot plate, electric frying pan, air conditioners, electric grill, sandwich makers, lighter fluid, propane tanks, and more than one refrigerator or one larger than five cubic feet. The Office of Residential Life reserves the right to deem any item as unsafe and/or inappropriate for possession within campus housing. Any confiscated items that are returnable must be picked up within 48 hours at the end of term or prior arrangements must be made with the Office of Residential Life or the Pitt–Titusville police.

Disabled students, or any student not capable of complying with the University Emergency Evacuation Plan, should contact the Department of Environmental Health and Safety at 412-624-9505 or the Pitt–Titusville police at **814-827-4488** for a personal evacuation plan.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

There are no planned changes to the existing fire safety system. All building inspections of the fire alarm system and the sprinkler system have been completed.

FIRE SAFETY TIPS

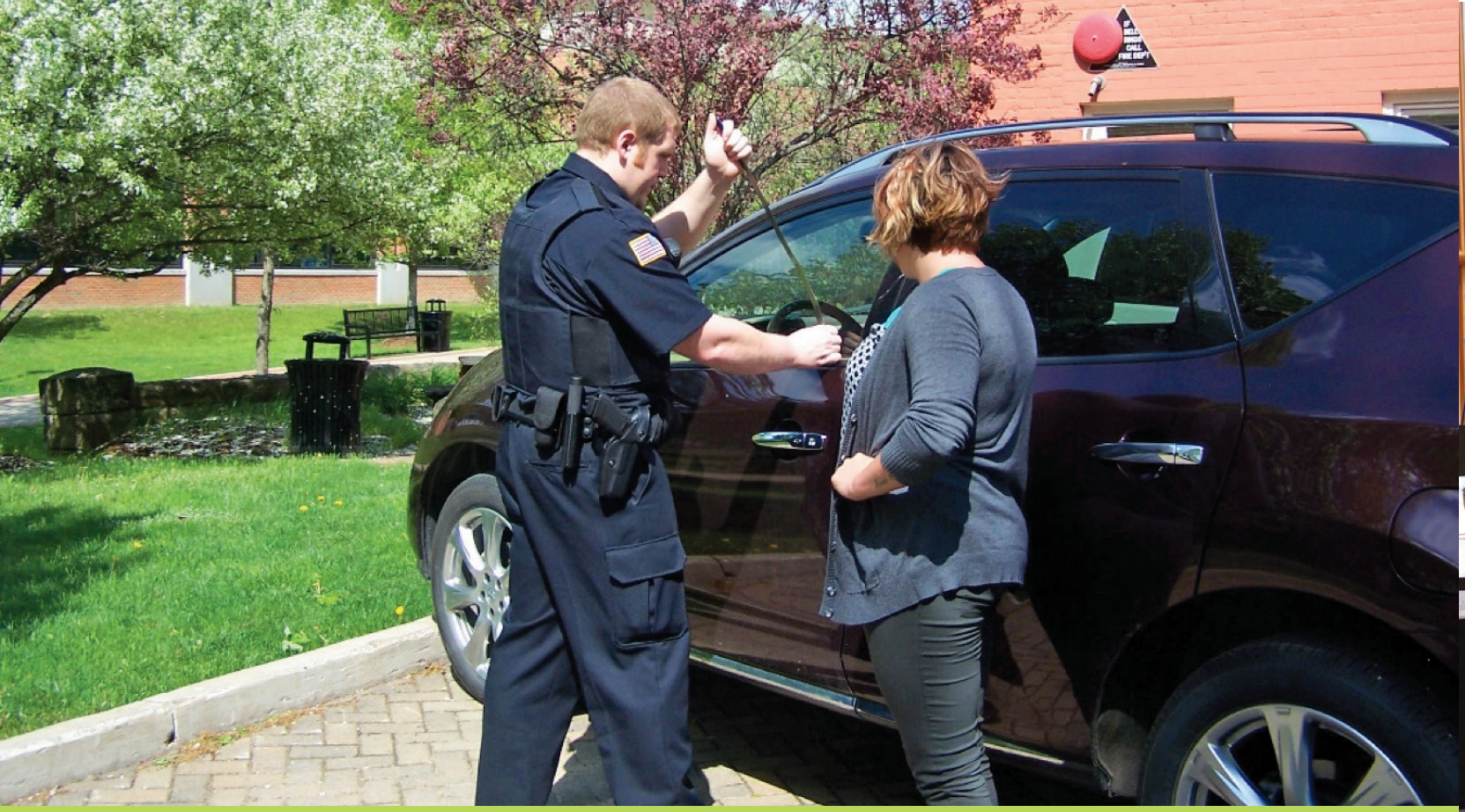
- ✔ If you suspect a fire, pull the nearest fire alarm box in the corridor or near an exit door.
- ✔ When you hear the building's fire alarm, evacuate the building immediately.
- ✔ Evacuate any building on campus by following EXIT signs. Do not use elevators during emergencies unless directed by emergency response personnel.
- ✔ If you are disabled, call EH&S at **412-624-9505** to develop an individual emergency evacuation plan.

UNIVERSITY OF PITTSBURGH AT TITUSVILLE ANNUAL FIRE SAFETY REPORT

Residence Facility Name/Address	Total Number of Fires			Fire Number			Date of Fire			Cause of Fire			Number of Injuries that Required Treatment at a Medical Facility			Number of Deaths Related to a Fire			Value of Property Damage Caused by a Fire ($)		
	2014	2013	2012	2014	2013	2012	2014	2013	2012	2014	2013	2012	2014	2013	2012	2014	2013	2012	2014	2013	2012
Residence Halls																					
Ball Hall, 324 Murdoch Blvd., Titusville, PA 16354	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Spruce Hall, 517 East Spruce St., Titusville, PA 16354	0	0	1	0	0	1	0	0	4/6/12	0	0	Intentional Paper Fire	0	0	0	0	0	0	0	0	$50.00
Town House Apartments, 324 Murdoch Blvd., Titusville, PA 16354	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

UNIVERSITY OF PITTSBURGH AT TITUSVILLE FIRE SAFETY SYSTEMS IN RESIDENTIAL FACILITIES

Facility	Fire Alarm Monitoring Done On Site by Campus Police and Swartz Fire Alarm	Full Sprinkler Systems	Full Smoke Detector	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of Evacuation (Fire) Drills Each Calendar Year	Strobe Lights	Audible Tones	Fire Walls (Ground to Attic)
Townhouse Apartments	x	x	x	x	x	8		x	x
Spruce Hall	x	x	x	x	x	8	x	x	x
Ball Hall	x		x	x	x	8		x	x



TRANSPORTATION

PARKING

Student parking is offered to commuter, resident, and evening students. Several types of security devices and procedures help to provide for the safety of parking patrons:

- Emergency telephones are located in or immediately adjacent to each facility.
- The Pitt–Titusville police make routine rounds of all campus parking areas and, if available and upon request, will escort patrons to their vehicles.
- Facilities are patrolled 24 hours a day by the Pitt–Titusville police on foot and in vehicles.
- For all questions, contact the Pitt–Titusville police at **814-827-4488**.

PEDESTRIAN SAFETY

BE ALERT WHEN YOU WALK

- Don't be distracted by texting or talking on your phone or wearing earbuds. Pay attention!
- Look both directions before you cross the street—even if it's a one-way street.
- Use crosswalks, but be aware that drivers don't always stop at crosswalks.

- When using a crosswalk with a signal, remember that a steady WALKING PERSON means you may begin crossing the street BUT be aware of turning vehicles.
- A FLASHING UPRAISED HAND means you should not begin to cross the street and those already crossing should complete their cross. A STEADY UPRAISED HAND means you should not cross the street.
- Be alert to drivers who might not see you in the crosswalk or at the green light. Some drivers' views might be blocked or they might make an illegal turn.
- Don't walk behind a car that is pulled up too far and is blocking the crosswalk.
- Walk facing traffic at night, carry a flashlight, and wear reflective clothing. White clothing will not necessarily make you more visible to drivers.

THE PITT PROMISE: A COMMITMENT TO CIVILITY

The University of Pittsburgh at Titusville is committed to the advancement of learning and service to society. This is best accomplished in an atmosphere of mutual respect and civility, self-restraint, concern for others, and academic integrity. By choosing to join this community, I accept the obligation to live by these common values and commit myself to the following principles:

As a Pitt–Titusville Student:

- I will embrace the concept of a civil community which abhors violence, theft, and exploitation of others;
- I will commit myself to the pursuit of knowledge with personal integrity and academic honesty;
- I will respect the sanctity of the learning environment and avoid disruptive and deceitful behavior toward other members of the campus community;
- I will support a culture of diversity by respecting the rights of those who differ from myself;
- I will contribute to the development of a caring community where compassion for others and freedom of thought and expression are valued; and
- I will honor, challenge, and contribute to the scholarly heritage left by those who preceded me and work to leave this a better place for those who follow.

By endorsing these common principles, I accept a moral obligation to behave in ways that contribute to a civil campus environment and resolve to support this behavior in others. This commitment to civility is my promise to the University of Pittsburgh and its community of scholars.

upt.pitt.edu/sites/default/files/Student_Handbook.pdf

TIPS FOR A SAFER CAMPUS

WHEN WALKING OR RUNNING:

- ✓ Carry a whistle or personal alarm that makes a high-pitched, penetrating sound.
- ✓ Go with someone.
- ✓ Stay away from isolated areas.
- ✓ Stay in well-lit, well-traveled areas, walking midway between curbs and buildings and away from alleys and bushes.
- ✓ Hold your purse, backpack, or briefcase tightly and close to your body.
- ✓ Keep your wallet in a front pocket, which is safer than a back pocket.
- ✓ Become familiar with the locations of emergency phones on your route.

IF YOU'RE BEING FOLLOWED:

- ✓ Cross the street or change direction.
- ✓ Keep looking back so the person knows you can't be surprised.
- ✓ Go to a well-lit area. Enter a building anywhere that there are people.
- ✓ Notice and remember as much as possible about the person so you can give a good description.
- ✓ When arriving at a safe place, call the Pitt–Titusville police and report the incident.

WHERE YOU LIVE:

- ✓ Keep your doors locked night and day.
- ✓ Don't let in strangers.
- ✓ Never prop doors open, especially fire doors, even for a short time.

PROTECT PERSONAL AND UNIVERSITY PROPERTY:

- ✓ Lock your door every time you leave.
- ✓ Engrave expensive equipment and valuables with an ID number.
- ✓ Don't attach your Pitt ID or any other identification to your key chain.
- ✓ Don't leave your belongings (books, gym bags, backpacks, calculators, coats, etc.) unattended in libraries, hallways, gym facilities, or classrooms.
- ✓ Don't use an automated bank teller machine late at night.

AVOID WORKING OR STUDYING ALONE IN A BUILDING AT NIGHT:

- ✓ If you work late, keep your office door locked.
- ✓ Lock all doors behind you when entering or exiting at night.

PROTECT YOUR CAR:

- ✓ Always lock your car and take the keys.
- ✓ Lock valuables in the trunk.
- ✓ Park in well-lit areas.

IF DRIVING:

- ✓ Have your keys ready when walking to your vehicle.
- ✓ Check the back seat before getting into a car.
- ✓ Keep doors locked while driving.
- ✓ Don't pick up hitchhikers.
- ✓ Don't hitchhike or accept rides from strangers.

BE AWARE:

- ✓ Attend safety workshops and seminars held by the University of Pittsburgh at Titusville Campus Police Department and other groups. Report suspicious activity immediately. Get to know your neighbors. Share information on suspicious circumstance.
- ✓ Don't hesitate to call the Pitt–Titusville police at **4488** (on campus) or **814-827-4488** (from a noncampus phone) with any safety concerns.

Visit the University of Pittsburgh at Titusville police Web site at **upt.pitt.edu/campus-police** for additional safety information and recommended responses to active threat incidents.

UNIVERSITY OF PITTSBURGH POLICE-TITUSVILLE

COMMUNITY RESPONSE/
ACTIVE THREAT INCIDENT

Purpose: Recommended safety measures for ongoing and immediate life-threatening incidents involving hostile suspects

CONSIDERATIONS:

- An individual must use his/her own discretion about when he/she must engage a hostile suspect for survival.
- Do not attempt to apprehend or interfere with the suspect except for self-protection.
- Contact authorities as soon as it is safe to do so. Call extension **4488** (from on-campus phone) or **814-827-4488**. Have these numbers programmed into your cell phone.
- Report location, number of suspects, and description if possible.
- Make the determination of whether to run, hide, or fight AND COMMIT TO IT.
- **Run**: if there is an escape path, attempt to evacuate.
  - Evacuate whether others agree to or not.
  - Leave belongings behind.
  - Help others escape if possible.
  - Prevent others from entering area.
- **Hide**: if evacuation is not possible, find a place to hide.
  - Lock and/or blockade the door.
  - Silence your cell phone.
  - Hide behind large objects.
  - Remain very quiet.
  - Your hiding place should be out of the suspect's view, provide protection from shots fired in your direction, and not trap or restrict your options for movement.
- **Fight**: as a last resort and only if your life is in danger.
  - Attempt to incapacitate the suspect.
  - Act with physical aggression.
  - Improvise weapons.
  - Commit to your actions.

WHEN LAW ENFORCEMENT ARRIVES:

- Remember that the police will act first to neutralize the threat.
- Remain calm and follow instructions.
- Keep hands visible at all times.
- Avoid pointing or yelling.
- Know that help for the injured is on its way.

Visit the University of Pittsburgh at Titusville police Web site at **upt.pitt.edu/campus-police** and watch the Run, Hide, Fight video, funded by the U.S. Department of Homeland Security. The video is available in English, Spanish, and Chinese.

The University of Pittsburgh is an affirmative action, equal opportunity institution.
Published in cooperation with the Department of Communications Services. DCS101086-0915

UNIVERSITY OF PITTBURGH AT TITUSVILLE EMERGENCY PHONE NUMBERS

Pitt–Titusville Campus Police Department
EMERGENCIES 4488
Noncampus Phone **814-827-4488**

General Assistance
814-827-4400

Student Health Center
814-827-4467

University Counseling Center
814-827-4465

Office of Student Affairs
814-827-4440

CITY OF TITUSVILLE EMERGENCY PHONE NUMBERS

(Off Campus)

City of Titusville
Police, Fire, Ambulance
911

Titusville Area Hospital
814-827-1851

Women's Services, Inc. Hotline
814-333-9766 or 1-888-881-0189

PPC Violence Free Network
(general counseling)
814-827-3472

Pennsylvania Department of Human Services
ChildLine for abuse reporting
1-800-932-0313

TIP!

When traveling at night, walk with a friend or a group of friends. If you must walk alone, let your friends know your destination and contact your friends after reaching your destination.

University of Pittsburgh
Titusville

504 E. Main Street
Titusville, PA 16354

Web **upt.pitt.edu/sites/default/files/ASFSR_0.pdf**

WHY THIS BROCHURE?

IT'S THE LAW

Federal and Pennsylvania state laws mandate that you receive a brochure like this and dictate much of the information that is included.

SAFETY FIRST

This brochure goes beyond state and federal requirements, offering safety tips and other information to benefit everyone in the University of Pittsburgh at Titusville community. Some of this information may be disturbing to read, such as the section on sexual assault. Remember that knowledge is power. Open, frank discussions about crime lead to better prevention and enhanced safety.

RIGHT TO KNOW INFORMATION

- The University of Pittsburgh at Titusville is responsible for complying with Chapter 3 of the Pennsylvania Uniform Crime Reporting Act and with the federal Jeanne Clery Act. If you have a question or concern regarding these acts, please contact the chief of police at **814-827-4488**.
- The federal Equity in Athletics Disclosure Act requires certain institutions of higher education, including the University of Pittsburgh, to prepare an annual report relating to intercollegiate athletics participation, staffing, revenues, and expenses by men's and women's teams. Students, prospective students, and others may review the University's Titusville report by contacting the Pitt-Titusville Athletics Department at 814-827-4463 or by visiting **upt.pitt.edu/athletics**.
- In accordance with federal Student Right to Know regulations, information about the Titusville campus graduation rate is available by contacting the Office of Institutional Research at **814-827-4474** or by visiting **upt.pitt.edu/graduation-rate-disclosure.**