

POINT PARK UNIVERSITY



2013 Annual Security Report

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Laws Governing This Report

Federal Legal Requirements – The Clery Act

Enacted in 1990, The Student Right to Know and Campus Security Act (pub. L. 101-542) was designed to “...assist students in making decisions which affect their personal safety...” and “...to make sure institutions of higher education provide students, prospective students, and faculty the information they need to avoid becoming the victims of campus crime”. The Higher Education Act of 1998 and the subsequent amendment of the implementing regulations (34 C.F.R. 668.46) significantly expanded institutions’ obligations under the Act and renamed it the “Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act” (hereafter the Clery Act).

The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities.”
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees.”
- Disclose in a public crime log “any crime that occurred on campus ...or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”

State Legal Requirements - The Pennsylvania Uniform Crime Reporting Act

The Pennsylvania Uniform Crime Reporting Act (18 P.S. §20.101 et seq.), as implemented by Chapter 33 of the Regulations of the State Board of Education, requires colleges and universities to:

- Report to the Pennsylvania State Police on an annual basis crime statistics for publication in the FBI’s Uniform Crime Report, which collects data on additional categories of felony and misdemeanor crime.
- Report crime rates for all reportable offenses.
- Provide the numbers of enrolled students and employees.
- Disclose information and security policies on the types of available student housing, admission of visitors to housing facilities, measures to secure entrances, and standard features to secure room doors.

The Point Park University Department of Public Safety under the supervision of the Assistant Vice President of Public Safety/Chief of Police is responsible for preparing and distributing this report. It works with many other departments and agencies such as Student Affairs, Campus Life, and the Pittsburgh Bureau of Police to compile the information.

The purpose of this report is to equip you with the information you need to stay safe while at the University. We encourage members of the University community to use this report as a guide for safe practices on and off campus.

Each member of the University community receives an email that describes the report and provides its Web address. For a paper copy of the report, contact the Point Park University Department of Public Safety at (412) 392-3960 or e-mail jbesong@pointpark.edu. This brochure can also be found on the internet. The address is: <http://www.pointpark.edu/About/AdminDepts/PublicSafety/media/About/AdminDeptPublicSafe/2013PointParkAnnualSecurityReport.pdf>

Clery Act Reporting Location Definitions

The *Clery Act* requires that institutions disclose statistics for criminal offenses/referrals committed in certain geographic locations associated with your institution that include:

On-Campus - Any building or property owned or controlled by an institution, within the same reasonably contiguous geographical area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

For purposes of Clery reporting, Point Park University classifies the following locations as on-campus locations.

- The Main Campus: This includes all buildings, outlying buildings, residential facilities, property, parking lots, and roadways on the Main campus. Incidents occurring in these areas are under the jurisdiction of the Point Park University Police Department.
- The Playhouse: Incidents occurring in this area are under the jurisdiction of the Point Park University Police Department. If response time is critical, the City of Pittsburgh Police Department will be dispatched until the Point Park University officers arrive at the scene. The City of Pittsburgh Police Department is canvassed each year by the Point Park University Police Department for information on any Clery reportable crime they responded to on the Main Campus.

Residence Halls and other Residential Facilities located on-campus and that house students: These locations are considered a subset of the on-campus category. Institutions must disclose the total number of on-campus crimes, including those in residential facilities for students on campus, and must also make a separate disclosure limited to the number of crimes occurring in student residential facilities on campus. As a subset, the number of crimes reported for residential facilities must be less than or equal to the number of reported crimes for the on-campus category.

For purposes of *Clery* reporting, any reportable crime, arrest, or referral that occurs in a Residence Hall is counted in the on-campus category and then broken out into the residential subset. A reportable event that occurs in a residential parking lot or on the grounds of a residential facility is only disclosed in the on-campus category and is not included in the residential facility subset. The total number of incidents/arrests/referrals will consist of the on-campus category + the non-campus category + the public property category. (The residential category is counted in the on-campus statistic.)

Non-campus - Any building or property owned or controlled by a student organization that is officially recognized by the institution; **or** any building or property owned or controlled by an institution that is used in direct support of or in relation to, the institution's educational purpose, is frequently used by students, and **is not** within the same reasonably contiguous geographic area of the institution.

For purposes of *Clery* reporting, Point Park University classifies the numerous off-campus sites where Point Park University conducts classes as non-campus locations. These off-campus course locations vary from semester to semester. Incidents occurring at these locations are under the jurisdiction of the local law enforcement agency. Each individual law enforcement agency is canvassed each year by the Point Park University Police Department for information on any Clery reportable incidents they responded to at the Point Park University off-campus course location in their jurisdiction.

Public Property - All public property, which includes thoroughfares, streets, sidewalks, public parking facilities, and public parks, that is immediately adjacent to and accessible from the campus.

For purposes of *Clery* reporting, Point Park University classifies the following locations as public property locations.

All public property, which includes thoroughfares, streets, sidewalks, public parking facilities, and public parks, that is immediately adjacent to and accessible from Point Park campus.

Incidents occurring at these locations are under the jurisdiction of the City of Pittsburgh Police Department. The City of Pittsburgh Police Department is canvassed each year by the Point Park University Police Department for information on any *Clery* reportable incidents they responded to at these locations.

The *Clery Act* does not require the disclosure of crime statistics for public property that surrounds non-campus buildings or property.

Point Park University Department of Public Safety

Authority

The University Police Department is made up of sworn commissioned police officers and non-sworn dispatchers. The sworn police officers derive their law enforcement authority from the Constitution of the Commonwealth of Pennsylvania, Article 6 and from Statute, 22 Pa. C.S. § 50, Section 501 of the Act of November 15, 1972, P.L. 1063 No. 271 (also known as Act 501). Act 501 gives university police officers “. . . all the powers of a police officer in the Commonwealth, in and upon, and in the immediate and adjacent vicinity of, the property of the corporation.” All police officers are required to complete a basic police academy training course approved and authorized by the Pennsylvania Municipal Police Officers Education and Training Commission. Officers also are required to attend mandatory in-service training throughout the year to enable them to perform more efficiently and safely. The Point Park University Police Department became the fifth state accredited campus police agency, a highly prized recognition of law enforcement professional excellence. The department was in full compliance with all applicable standards in order to attain accredited status. The Pennsylvania Law Enforcement Accreditation Program contains 132 standards and 232 sub-standards. For more information, go to www.pointpark.edu/About/AdminDepts/PublicSafety

Point Park University police officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Point Park University. Point Park police officers do possess arrest powers and are armed. Criminal incidents are referred to the police officers, who have jurisdiction on campus and surrounding public areas.

Interagency Cooperation

The Point Park University Department of Public Safety maintains a highly professional working relationship with the Pittsburgh Bureau of Police, including the Commander of Zone 2, which covers the neighborhood where the Main Campus is located (Central Business District, downtown Pittsburgh), and the Commander of Zone 4, which covers the neighborhood where the Pittsburgh Playhouse is located (West Oakland). The Department of Public Safety also works closely with the FBI, and has a memorandum of understanding with the University of Pittsburgh, Duquesne University, Carlow University, Carnegie Mellon University and Chatham University police departments. The Public Safety Department will assist members of the University community in reporting crimes to the Pittsburgh Police. All crime victims and witnesses are strongly encouraged to immediately report the crime to Public Safety and the Pittsburgh Police. Prompt reporting will facilitate timely warning notices on campus and timely disclosure of crime statistics.

The Department of Public Safety at Point Park also maintains a highly professional working relationship with the Pennsylvania State Police. Among other things, the Public Safety Department furnishes the State Police with crime data on a monthly basis.

Training

POLICE DIVISION / SWORN PERSONNEL:

The primary responsibilities of the Police Division are to serve and protect persons and property used, owned, or occupied by Point Park University. The police officers are Act 120 certified and patrol 24/7, by foot, bicycle, and vehicle assigned areas of property and proactively prevent crime and apprehend offenders as necessary, while preserving peace, and ensuring the Point Park community's compliance with all federal, state, and local laws, and with internal Point Park University policies to the greatest extent possible. The Police Division is responsible for criminal investigations and crime scene processing for incidents. The Police Division regularly meets and consults with students, staff, and faculty regarding crime prevention and safety issues

PUBLIC SAFETY DIVISION / NON-SWORN PERSONNEL:

The Public Safety Department employs non-sworn public safety officers, who serve as dispatchers and are trained under Pennsylvania Act #235 state certification. All dispatchers have Pennsylvania certification in CPR, AED, and first aid. These dispatchers communicate with the police officers who patrol University-owned buildings, on foot and on bicycles, maintaining high visibility throughout the area.

Staffing and Patrols

The Command Staff includes an Assistant Vice President of Public Safety/Chief of Police, and Captain. We have full-time and part-time sworn Police Officers as well as non-sworn dispatchers. There are 32 contracted Desk Attendants dedicated to providing Point Park University with community service oriented professionals.

Point Park University contracts desk attendants through Allied/Barton Security.

The Desk Attendants attend the Security Officer Basic Course prior to the start of their employment. This course covers the basics of a security officer's duties: written reports, officer conduct, and University rules/policies. Once desk attendants are at the University, they receive on-the-job training to learn about the University community, the campus, equipment they will use, and their duties and responsibilities. Desk attendants are also required to complete the Master Security Officer course. This course consists of four levels, completed over a period of 18 months. In addition, Desk attendants are required to complete and pass, at least four Allied Barton "LEAP" (Learning that Emphasizes Assistance and Preparation) training modules each year. All desk attendants are also required to attend training sessions, which are held on campus twice per year and cover various topics. A desk attendant is assigned to the entrances of the Academic Hall, Lawrence Hall, Boulevard Apartments, Pioneer Hall, and Conestoga Hall. These desk attendants provide access control and monitor the intrusion detection and fire alarm systems for the residence halls. Coverage is provided 24 hours a day, seven days a week, and 365 days a year.

If you have any concerns, questions, or comments concerning the Department of Public Safety, please contact Jeffrey D. Besong, Asst. Vice President of Public Safety/Chief of Police, jbesong@pointpark.edu, / (412) 392-3960.

Security Considerations in the Maintenance of Campus Facilities

Police Officers make note of any security issues such as broken locks, doors that will not shut, and lighting while they patrol the campus. Any problems noted are reported to the Physical Plant for immediate correction. The Physical Plant staff also looks for any maintenance issues in the course of their duties and either corrects them on the spot whenever possible or submits a work order for their correction. Members of the University community are encouraged to report any security maintenance issues to the Department of Public Safety or the Physical Plant so they can be corrected. Residence Life staff also check their areas of responsibility for any security issues, and report any repairs/corrections needed to the Physical Plant. Resident students who notice any problems may report them to the Campus Life office or Department of Public Safety.

Residence Life/Student Housing

The type and frequency of programs designed to inform student-housing residents about housing security and enforcement procedures.

At the initial floor meeting, held within the first week of school, the Community Facilitators inform their residents about security and enforcement policies.

Should we become aware of any type of criminal activity in the area surrounding the University or University-owned properties we issue a “Timely Warning” bulletin posted in all residence halls.

Once per semester, the Department of Public Safety conducts a safety/security workshop open to all students, both residents and commuters.

Policy and any special security procedures for housing students during low occupancy periods such as holidays and vacation periods

During a holiday/vacation period and when the University is open; Community Facilitators are required to remain on campus.

Policy on the housing of guests and others not assigned to the student housing or not regularly associated with Point Park University

Point Park University does not house persons who are not associated with the University.

Residence Hall Access and Security

Access to the Residence Halls is limited to Point Park University students, their escorted guests, and authorized representatives of the University. Guests of students residing in residence halls must sign in at the security desk located in the lobbies of those buildings. Guests must produce a valid photo ID when signing in.

Residence Hall Security Measures

All Point Park University residence entrances are locked 24 hours per day. A swipe card is required to enter the residence floors in Lawrence and Thayer Halls. A swipe card is needed to enter the main entrance of Pioneer and Conestoga Halls. A swipe card and access code are required to enter the residence suites in the Boulevard Apartments, Pioneer, and Conestoga residence halls. Each student’s room within the suites is accessed by key. The windows in the Residence Halls have “stops” placed on them, limiting the opening to six inches. All hallway doors have viewing holes. Only persons authorized to enter the residence areas are issued swipe cards or keys.

All ID cards, including those for the residence halls, are controlled and issued by the Public Safety Department. The Physical Plant and Campus Life departments control the issuance of keys to the Residence Halls.

Campus Access

Academic and administrative areas on campus are normally locked after business hours unless they are being used for legitimate evening or educational purposes. A valid Point Park University ID card is required for campus access after business hours Monday through Saturday and all day Sunday. Access to the University Center and Student Center is limited to those who possess a valid Point Park University ID or guests of the University. Access to the University Center, Patterson Building, and the Playhouse is restricted to the posted hours of operation. These hours vary according to the time of the year. Each building is secured according to the schedule established by the department responsible for the facility.

Public Safety and Desk Attendants have the authority and the responsibility to ask anyone, at any time, for their Point Park University ID if they question a person's authorization to be on campus or in a particular area of any of the buildings.

CRISIS COMMUNICATIONS PLAN – TIMELY WARNINGS AND IMMEDIATE NOTIFICATIONS

Purpose

This plan provides guidelines for communicating within the campus, and from the campus to the media and the public, in the event of an emergency or crisis.

Disasters, emergencies and crises disrupt the normal activities of the campus and may require activation of the Point Park University Emergency Operations Plan. This Crisis Communications Plan describes the role of Communications and Campus Relations in communicating vital information to members of the Point Park campus and the public.

This plan is to be flexibly used with emergency decision-making procedures of the campus.

Elements should be tested annually in conjunction with campus-wide emergency drills.

Appendices should be checked for accuracy and completeness at least annually, and as often as necessary.

Objectives

1. Determining whether the situation requires invoking this plan.
2. Assembling the Crisis Communications Team to recommend responses.
3. Implementing immediate actions to:
 - (a) Identify key constituencies who need to be informed.
 - (b) Communicate facts about the situation and minimize rumors.
 - (c) Restore a sense of confidence and order.

Assessment & Notification Procedures

1. Assessment – The Senior Vice President of Finance & Operations (SVPFO) or their designee will be made aware of a potential crisis or emergency by the Chief of Police or their designee. The University Chief of Police or their designees then determines whether it is appropriate to invoke this plan and activate all or part of the Crisis Communications Plan. The University Chief of Police, who initiates contact with an Executive Team, consisting of: 1) the Dean of Students, 2) the Sr. Vice President of Academic and Student Affairs, 4) the Sr. Vice President of Finance and Operations, 5) the Vice President of Development and Alumni Affairs, 6) the Vice President of External Affairs, 7) the University Nurse, 8) the Director of Operations, and 9) the Sr. Director, Marketing and Communications.

2. Issuance of a “Timely Warning” – Per the requirements of the Clery Act, “Timely Warning” advisories are made to the campus community for crimes that are reported to the Point Park University Police Department or the city of Pittsburgh Police and which may represent an ongoing threat to the safety of students or employees. The University Chief of Police or their designee shall make the decision as to whether an incident poses an ongoing threat and if a “Timely Warning” advisory is required. In the event that an advisory is required, the University Chief of Police or their designee shall provide the SVPFO or their designee with the specifics of the case for the purpose of drafting

the “Timely Warning” advisory. In all cases, Timely Warning advisories are then sent by the Public Safety Dispatch staff via electronic mail directly to all staff, faculty, and students on the Point Park University Campus using their institution-provided email accounts.

These advisories may also be made using one or a combination of the following methods:

- Press Releases
- Crime Advisories
- Making reports available to the campus community and media through campus websites and newspapers, and radio news station
- Advertising in campus publications

3. Issuance of an “Immediate Notification” – In the event that there is a confirmed significant emergency or dangerous situation involving an immediate threat to the campus community (per the judgment of the University’s Chief of the Police or their designee), Point Park Public Safety will, without undue delay, and taking into account safety of the community, determine the content of the notification and initiate the immediate notification system. However, if in the professional judgment of responsible authorities the notification may compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency, the notification may be delayed.

As with the above section related to “Timely Warnings”, the University Chief of Police or their designee shall provide the SVPFO or their designee with the specifics of the case for the purpose of drafting the content of the immediate notification. Point Park Public Safety also maintains pre-scripted short message scripts for a variety of hazards to assist in the timely issuance of immediate notifications. In all cases, Immediate Notifications will be sent by Point Park Public Safety staff via the electronic Emergency Notification System, PointAlert (i.e. text messaging system) directly to all staff, faculty, students, and visitors on the Point Park University Campus that have subscribed to the free system. A variety of other communications tools may be used, including: mobile phone, social media accounts, the University web page www.pointpark.edu, text pager, or PDA with a wireless connection.

Testing of Emergency Response and Evacuation Procedures

The University tests its emergency notification system and its evacuation procedures once during the fall semester and once during the spring semester. If deployed, that will constitute an unannounced test of the system. Otherwise, the tests are announced in advance to the University community via internal communication outlets, including a campus-wide E-mail. Following any test, results (including a description of the exercise, the date, time, and whether the test is announced or unannounced) are documented with the University Public Safety Department as well as the City of Pittsburgh Public Safety Department, and adjustments made where necessary.

Reporting Violent Incidents

Violent incidents including but not limited to acts of terrorism, assaults, and incidents of workplace violence can occur with little or no warning. Vigilance is the key; everyone should hold themselves accountable in the early warning and alerting efforts of potential and/or occurring critical incidents. It should be noted that the following instructions are intended for incidents that are of an emergency nature (i.e., imminent or having just occurred).

Immediate Action

1. Emergency situations should be reported immediately to the Point Park University Public Safety Dispatch Center extension 2222 from any campus phone, or if using a cell phone, call 412-392-3960 and dispatch will receive the call and initiate the Point Park University Emergency Response Plan. The Emergency Response Team will use the PointAlert System to alert and inform the University community.

2. When you dial Extension 2222, be prepared to provide as much information as possible, such as the following:
 - What is happening
 - Where is the location
 - Who is involved
 - Type of weapon(s) involved, if any
 - Your name and location
3. Taking the time to provide such information will not delay law enforcement response. Complete information may allow them to handle the matter more effectively.

Subsequent Procedures/Information

Members of the Point Park University community can enhance the safety of all and be of assistance to the law enforcement agencies by cooperating fully with instructions given by authorities.

Procedures for Reporting a Crime or Emergency

How to Report Crimes and Public Safety Related Incidents

All students, faculty, staff and guests are encouraged to promptly report criminal incidents, accidents and other emergencies to the University Police Department. University Police take reports of all crimes that occur within our jurisdiction with one exception. Reports of stolen motor vehicles are immediately referred to the Emergency Operations Center of the Pittsburgh Bureau of Police. University Police will take an internal report of the incident, but Pittsburgh Police will be responsible for entering the specifics about a stolen vehicle into the FBI's National Criminal Information Center (NCIC) computer system and conducting any follow-up investigation. Forcible sexual assaults where the perpetrator is a stranger will also be reported to the Pittsburgh Police and investigated jointly with University Police.

To report a crime or an emergency at the:

Main Campus (Academic, Thayer and Lawrence Halls, Pioneer Suites, Conestoga Suites, University Center, Student Center, Boulevard Apartments, Frontier Hall, Student Center, West Penn Hall, 101 Wood Street, Patterson Building and Playhouse): call Public Safety Dispatch Center at Extension 2222 from any campus phone. If using a cell phone, call 412-392-3960. The call will be answered at the Public Safety Dispatch Center, which is staffed 24 hours a day, seven days a week, 365 days a year.

The Public Safety Officer at the Dispatch Center will take the required action, either dispatching a patrol officer to the location or asking the victim to report to the dispatch center to file an incident report. When a serious crime is involved, Public Safety Dispatcher will call 911 for the Pittsburgh Police to assist the police officers.

Point Park University Playhouse: Contact the Campus Public Safety Dispatch Center at (412 392- 3960 from off campus, and Ext. 2222 from on campus) The dispatch officer will contact the Playhouse desk attendant and dispatch them to your location.

When reporting a crime or incident please provide as much information as possible, including:

- Details of what happened;

- Specific location;
- Identity and/or description of person(s) involved;
- Date and time of the incident.

Be as specific as possible when giving any information to the Public Safety Dispatcher, such as your description of person(s) and victim(s). Police Officers will complete written reports of any incidents that occur on campus or other mandated areas. Follow-up investigations are conducted, and the Pittsburgh Police are notified, when appropriate. Reports are kept on file in the Department of Public Safety and copies are distributed to the appropriate University departments. Reports that involve violation of the Student Code of Conduct will be referred to the Director of Judicial Affairs for review and potential action.

Campus Security Authorities (CSA)

RESPONSIBILITIES AND RESOURCES

The CSA

The law defines four categories of CSA's: University Police; non-police security staff responsible for monitoring University property; people/offices designated under University policy as those to whom/which crimes should be reported and "officials with significant responsibility for student and campus activities". It doesn't matter whether or not the individuals involved in the crime, or reporting the crime, are associated with the institution. If a campus security authority receives the crime information and believes it was provided in good faith, he or she should document it as a crime report. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. That is, there is little or no reason to doubt the validity of the information. Because official responsibilities and job titles vary significantly on campuses, a list of specific titles is not provided in the regulations. Some examples of CSA's include but are not limited to: University Police staff, Academic Deans, Student Affairs staff, Residence Life staff, Sexual Assault and Peer Education Advisors, Athletic Director / Assistants and coaches, Student Activities Coordinators, Student Judicial Officer, Community Facilitators (Residence Life) and Faculty Advisors to student organizations. University Vice Presidents, Directors, Department Heads and other Administrators, based on their position responsibilities, will often meet the definition of a CSA. If a university staff member has "significant responsibility" for students and campus activities, and students potentially could report a crime / incident to that staff member, then they are a CSA. CSA's are defined by function, not title.

CSA's are willing to assist students and others in the University community in making crime reports to police agencies having jurisdiction. Reports made to CSA's will be routed to the Point Park police for documentation and follow-up. In some instances, information reported may be used to generate a campus warning (Timely Warning) to the University community. Confidential or anonymous reports of Clery-qualifying crimes that result in an investigation and subsequent prosecution or University action may be entered into Clery statistics.

As part of the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, qualifying incidents reported to University Police from various sources, including CSA's, are required to be published annually and made available to the campus community.

Part of the main focus of the Clery Act, and one of the desires of the campus police, is to encourage the reporting and ensure the collection of accurate campus crime statistics to promote crime awareness and enhance campus safety. The intent of including non-law enforcement personnel in the CSA role is to acknowledge that some campus community members and students in particular, may be hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

University CSA's have an obligation to promptly report allegations of Clery Act defined incidents which occur on campus, on public property bordering campus, and in non-campus areas which the University leases or otherwise controls. The CSA's training is an online PowerPoint presentation and a short quiz to confirm the understanding of the material.

Who is NOT a CSA?

Administrative, clerical, and service staff who do not have "significant responsibility" for students and campus activities, individual faculty who do not serve as advisors to registered student organizations, physicians/nurses in Student Health who only provide care for students, licensed mental health counselor or a pastoral counselor when working within the scope of their license or religious assignment. Licensed mental health and pastoral counselors are encouraged to review crime reporting options (anonymous, if confidentiality is requested, in a Campus Security Authority Crime Report or directly to University Police) as applicable / appropriate with individuals they are counseling who report a Clery Act qualifying incident.

In addition to reporting crimes to the University's Department of Public Safety, you may also report a crime to the following designated individuals:

1. Dean of Students
412-392-3840, Room 715, Student Center
2. Associate Dean of Campus Life
412-392-3857, First Floor, Pioneer Hall
3. Senior Assistant Dean, Campus Life
412-392-8027, First Floor, Pioneer Hall
4. Assistant Dean of Campus Life
412-392-3827, First Floor Pioneer Hall
5. Director, Judicial Affairs
412-392-8029, Room 711, Floor Lawrence Hall
6. Health Services, Nurse
421-392-3800, Room 203, Thayer Hall
7. Assistant Vice President, Human Resources
412-392-3952, Room 210, Thayer Hall

Confidential Crime Reporting Process

When a student, faculty, or staff member tells a CSA about a Clery Act qualifying crime or any incident that may be a crime, they are obligated to report the crime to the police department. The Point Park police will investigate all complaints.

The University police recognize that some people are reluctant to report crimes directly. If you request, many University personnel, particularly anyone that has significant authority over students, such as a CSA, will assist you in notifying the police. CAS's may record your complaint on a Campus Security Authority Crime & Incident Report form.

A printable version of the Campus Security Authority Crime & Incident Report form is available at: URL: <http://www.pointpark.edu/media/About/AdminDeptPublicSafe/pointparkuniversitycampussecurityauthoritycrimeincidentreportform.pdf>

The CSA Report Form may be faxed to (412-392-8159) or mailed to the attention of the Chief of Police, Point Park University Police Department, 201 Wood Street, Pittsburgh, Pennsylvania 15222. The reporting CSA should ensure that she/he completes all information on the form based on the information in their possession. CSA's completing the Crime Report Form should not include the name of the reporting party or other individuals in the report if the person making the report request confidentiality. CSA's should not investigate the crime or attempt to determine whether a crime, in fact, took place.

University Police personnel may later contact the reporting CSA or others to gather additional information. If the complainant desires to remain anonymous, no attempt will be made to obtain their identity however, a report will be made detailing the complaint.

When in doubt a report should be completed and submitted!

What is done with the Crime Report Form I submit?

University Police will investigate all complaints relative to crime or disorder on campus. The University Police will consolidate the data from multiple sources (including CSA reported qualifying crimes), report the data to the federal Department of Education, publish an Annual Security Report, and inform the campus community where the report / data is available. The annual Point Park University Annual Security Report is posted on the University Police web site at

<http://www.pointpark.edu/About/AdminDepts/PublicSafety/media/About/AdminDeptPublicSafe/2013PointParkAnnualSecurityReport.pdf>. Hard copies of this report are available directly from University Police.

Anonymous Reporting

Point Park University permits victims or witnesses to report sexual crimes anonymously to Public Safety, but encourages individuals who report crime to provide identifying information. The purpose of this type of report is to comply with the reporting party's wish to keep the matter anonymous, while taking steps to contribute to future campus safety. A printable version of the Anonymous Sexual Assault Report form is available at: URL: <http://www.pointpark.edu/media/About/AdminDeptPublicSafe/pointparkanonymoussexualassaultreportform.pdf>

Reporting Medical Emergencies

In the event of a medical emergency, notify the Department of Public Safety Dispatch Center at extension 2222 or 412-392-3960. For medical non-emergencies, the University nurse, Extension 3800, can be directly contacted during normal business hours. When emergency medical treatment response is needed, a Police Officer will be dispatched to assess the situation. If emergency medical treatment is needed, the Public Safety Dispatcher will call 911 and request response by Pittsburgh Emergency Medical Services.

Mental Health Counseling

Point Park University provides a personal counselor for any student seeking the opportunity to talk privately about personal, academic, or other concerns in a safe, confidential setting. This service includes individual sessions with the University counselor, as well as referral and, where appropriate, coordination of care with outside providers. Also, students have the ability to call Life Solutions at 1-800-647-3327 or Resolve at 1-888-796-8226 twenty-four hours a day. Under the Clery Act, "Professional Counselors," are not considered to be campus security authorities when acting in their professional capacity and are not required to report crimes for inclusion into the annual disclosure of crime statistics. The university does not have procedures for professional counselors to encourage patients to voluntarily and confidentially report crimes for inclusion in the crime statistics.

Monitoring and Recording Criminal Activity

Criminal Activity Off-Campus

When a Point Park University student is involved in an off campus offense, or is a victim of a crime off campus near the University, the Point Park University Department of Public Safety may assist with the investigation in cooperation with local, state, or federal law enforcement. Pittsburgh Police routinely work and communicate with Department of Public Safety on any serious incidents occurring on-campus or in the immediate areas surrounding the campus. In addition, the Point Park University Department of Public Safety has a mutual notification agreement with the University of Pittsburgh, Carlow University, Duquesne University, Carnegie Mellon University and Chatham University police departments. If a Point Park student is involved in an offense at one of these schools, they will notify the Point Park University Department of Public Safety of the incident. Point Park University operates no off-campus housing or off-campus student organization facilities.

Daily Crime Log

All crimes committed on campus are entered into the Crime Log within two business days of the occurrence. Posting of a crime in the Crime Log may be temporarily withheld if the release of the information would jeopardize the safety of an individual, jeopardize an ongoing investigation, cause a suspect to flee or evade detection, or result in the destruction of evidence. Crimes committed off campus, which involve a student and are reported to Department of Public Safety, are also entered into the log. The Crime Log is available upon request and is kept in the Public Safety Administration offices located in Frontier Hall 2nd floor.

Daily Fire Log

All fires on campus are entered into the Fire Log within two business days of the occurrence. Posting of a fire in the Fire Log may be temporarily withheld if the release of the information would jeopardize the safety of an individual, jeopardize an ongoing investigation, cause a suspect to flee or evade detection, or result in the destruction of evidence. The Fire Log is kept in the Dispatch Center in Frontier Hall. The log is available for viewing, at the Dispatch Center, upon request.

Security Awareness Programs

Security awareness presentations are made at each freshman and transfer orientation session (spring and summer) to provide information about crime and crime prevention, both on and off campus. Presentations are also conducted for family members to familiarize them with the Department of Public Safety and address any questions or concerns.

Brochures covering various crime prevention topics are also made available to the University community at the security desk in each facility.

Security awareness presentations are also conducted yearly during Community Facilitator (CF) training. The CFs are informed about campus crime and given information on prevention, with emphasis on ensuring entrance/exit doors to the residence halls are kept shut and locked.

A common theme of all awareness and crime prevention programs is to encourage students and employees to take responsibility for their own security and the security of others.

Crime Prevention Programs

Crime prevention programs on personal safety and theft prevention are presented by various organizations throughout the year. Department of Public Safety personnel facilitate programs for students, parents, staff, and faculty emphasizing crime prevention and the protection of personal property. Sessions are conducted during student orientation and during Freshman Orientation. Crime prevention programs are also presented, when requested, to freshman seminar classes. The Student Affairs Office offers an annual program on rape awareness, providing strategies and tips on how students can protect themselves from sexual assault. Self-defense classes are

presented by the Recreation Center at least once a year. These classes teach students practical self-defense techniques. Police officers teach (SHARP) Sexual Harassment and Rape Prevention Course throughout the year.

Policy on Weapons

Weapons, or any object with the potential to cause bodily harm, are not permitted on campus, (including the residence halls). Prohibited “weapons and objects” includes, but is not limited to, firearms, rifles, shotguns, knives, stun guns, nun-chucks, bows and arrows, swords, fireworks, explosives, martial arts equipment, and BB guns. Only sworn University Police personnel are authorized to carry weapons while on duty. While off duty, no member of the department is permitted to possess a weapon on campus property. Police training includes daylight and nighttime qualification with firearms including the legal, moral, and practical aspects of carrying a weapon.

Stage weapons are permitted to be used at the Playhouse with the permission from the Asst. Vice President of Public Safety/Chief of Police. However, stage weapons are only used under strictly controlled conditions following established guidelines and are monitored by the Theatre Department faculty

Policy on Students with Criminal Records

Point Park University does request information concerning any previous criminal conviction for admission to the University except on some financial aid applications. The University does recognize its responsibility to ensure the safety of the campus community and evaluate any enrolled student’s status with the University based on our student code of conduct policies.

Policy on Employees with Criminal Records

Point Park University screens potential employees by inquiring about their criminal history during the application process. In addition, the University conducts criminal background checks on candidates selected for hire. Candidates elected for hire may be rejected for employment based on their criminal records.

Policy on Alcoholic Beverages

Pennsylvania Act 31 governs all matters relating to alcohol. As a member of the University community, you are required to observe Pennsylvania law. No person under the age of 21 is permitted to purchase, consume, transport, or possess alcoholic beverages. Alcoholic beverages will be confiscated from students who are under 21 years of age. Failure to comply will result in further disciplinary action.

Students, faculty and staff must abide by the terms of the policy. Furthermore, the Drug-Free Workplace Act of 1998 requires any employee to notify the Assistant Vice President of Human Resource of any conviction under a criminal drug statute for violations occurring on or off University premises while conducting University business. A report of the conviction must be made within five days following the conviction.

Persons age 21 and over violate Pennsylvania law when they furnish alcohol to a minor. A fine of up to \$2,500.00, or imprisonment up to three months for failure to pay any fine, will be imposed. Repeat offenders will be fined at least \$300.00 and may be imprisoned for up to one year.

Point Park University discourages the use of alcohol by its students. However, resident students who are 21 years of age or older have the privilege to consume, transport, and possess alcoholic beverages in their rooms. In no way should this be interpreted to mean that Point Park University encourages the use of alcohol. Alcoholic beverages are not to be consumed in any public area of the University, including residence hallways. Students are expected to conduct themselves both individually and collectively in a responsible manner. Abusive or excessive consumption of alcohol resulting in interference with the rights of other persons, personal injury, or damage to property will result in severe disciplinary action. Violation can lead to disciplinary action up to and including suspension or expulsion. Residents hosting an event where alcohol is served will be responsible under the Disciplinary Code for any violations that occur during the event and may face sanctions accordingly.

Grain alcohol is prohibited. Common source containers such as kegs are prohibited. Guests of resident students are not permitted to transport alcoholic beverages into any University facility, regardless of age. Guests of resident students found to be drinking alcohol in the residence halls must be able to show proof of age. If a guest cannot provide proof of age, they will be assumed younger than 21 years of age and will be removed from the residence halls by Public Safety immediately.

Alcohol and Other Drug Policies

Point Park University is here to assist students in learning about the many aspects of alcohol and other drug consumption. If you have questions regarding alcohol and other drug education, or feel uneasy about your own alcohol or drug consumption, feel free to contact the Office of Alcohol and Other Drug Education by phone at 412-392-8032, email at campuslife@pointpark.edu, visit the office in 707 Lawrence Hall or the website at www.pointpark.edu/Studentlife/HealthandStudentServices/AlcoholFrudEducation.

Pennsylvania and Federal Laws

All members of the Point Park University must adhere to all applicable local, state, and federal laws related to the sale and use of alcoholic beverages and other drugs and controlled substance.

Policy on Illegal Drugs

Point Park University strictly adheres to the federal and state laws that prohibit the distribution, sale, or use of controlled substances. Students illegally possessing, distributing, or using any controlled substance or paraphernalia will be subject to immediate disciplinary action. Please note: the odor of marijuana is also grounds for disciplinary action.

Drug-Free Workplace Policy

Point Park University strongly supports the Drug-Free Workplace Act of 1988. Point Park University prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, as listed in Schedules I through IV of Section 202 of the Controlled Substances Act (21 U.S.C. 812), on the properties of Point Park University, including the Pittsburgh Playhouse of Point Park University. Violations of such prohibitions on University premises, or off-campus while conducting University-related business, can result in disciplinary action up to and including termination or expulsion. The Department of Public Safety is instructed to turn over to the proper authorities any quantity of a dangerous drug discovered in the course of performing its duty. Although the University does not act as an arm of the law, members of the University community have no immunity from enforcement of the law. The University does not and cannot deny access to its property to law enforcement agents seeking to uphold federal and Pennsylvania drug laws. The disciplinary policy of the University permits taking action beyond or separate from any which may be taken by civil authorities.

Distribution and use of prohibited drugs may threaten the physical and mental health of the user, as well as the welfare of other students and the academic community. Point Park University encourages any individual facing a drug or alcohol problem to seek prompt treatment. Counseling and referrals are available for members of the University community through an arrangement with the University of Pittsburgh Medical Center.

Missing Student Policy

In compliance with the Missing Person Procedures 20 USC 1092 C (Section 488 of the Higher Education Opportunity Act of 2008), it is the policy of Campus Life and Public Safety to investigate any report of a missing student who resides at Point Park University. Point Park University's practice, procedures, and policy are as follows:

Practice:

- A resident student shall be deemed missing when he or she is reportedly absent from the University for more than 24 hours without any known reason.
- All reports of missing students shall be directed to the Department of Public Safety. Public Safety will work with Campus Life to determine whether the student is missing in accordance with this policy. All police officers are properly trained and clearly understand the requirements and how to handle the reports. Students are advised that their missing person contact information is registered and confidential.
- Upon check-in to the campus residence halls, suites, or apartments, all students will have the opportunity to identify an individual to be contacted by the University in case the student is determined to be missing.
 - For students under the age of 18, that notification will be made to the student's parent or guardian within 24 hours of the time that the student is determined to be missing.
 - Any notification to parents, guardians, or designated contacts will be made by the Dean of Students.
 - A student's contact information will be registered confidentially and all information will be accessible only to authorized campus officials, and the name may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.
- Pittsburgh Police will be notified within 24 hours of a student being determined missing—notification will be done by Public Safety.

Procedure:

- Any report of a missing student should immediately be directed to Public Safety.
- Public Safety will notify Campus Life and the two departments will work in conjunction to do the following:
 - Attempt to make contact with the student reported missing by calling the student's cell phone number on file, going to the student's room (keying in if no answer), interviewing roommate(s) and floormate(s) concerning the last time the student was seen and find any known plans
 - Check, the student's card access log to determine when they last entered a building, used their meal plan, etc.
 - Check class schedule and look for student at classroom—if applicable
 - Contact faculty member regarding attendance if appropriate
 - Determine a timeline of when the student was last accounted for
- Campus Life will notify the Dean on Duty who in conjunction with the Dean of Students and VP of Student Affairs will initiate whatever action deemed appropriate under the specific incident's circumstances.

- If it is determined that 24 hours have passed with no known whereabouts, the Dean of Students or designee will notify the missing student's designated contact, or if the student is under 18, their custodial parent or guardian, and Public Safety will notify the Pittsburgh Police — both within 24 hours of making the determination.
- If it has been less than 24 hours, and the student's absence not appear irregular or suspicious, a note will be left at the student's room requesting that they contact Public Safety immediately upon their return. If at the 24-hour mark the student still has not returned, then the above stated actions will take place.

Notification to Residential Students Concerning the Missing Student Policy:

- At check-in to the residence halls and apartments
- Discussed during the mandatory hall meetings
- Included in the annual Campus Security Report
- On the Campus Life website

Preventing and Responding to Sexual Assault

Sexual assault is a felony pursuant to Title 18, Crimes, and Offenses, of the Pennsylvania Consolidated Statutes. Pertinent provisions include, but are not limited to 18 Pa C.S.A. § 3101, 3104, 3105, 3106, 3107, 3121, 3123.

The Sexual Assault Policy has been formulated by Point Park University to provide members of the University community with information on procedures to be followed when dealing with the issue of sexual assault in the campus environment. The policy encompasses three distinct but related areas:

- 1.) Education programs aimed at the prevention of sexual assault and the proactive measures members of the University community can take;
- 2.) The procedures to be followed when a sexual assault occurs including the services available to the victim and the notification of appropriate personnel; and
- 3.) The on-campus disciplinary actions and coordination between campus and local law enforcement personnel.

Definition of Sexual Assault

The most severe type of sexual assault is rape, which is generally defined as forced sexual intercourse perpetrated against the will of the victim. This definition applies regardless of whether the assailant is a stranger or an acquaintance. The type of force used by the assailant may involve physical violence, coercion or the threat of harm to the victim.

Acquaintance rape is the most prevalent form of rape on college campuses. The acquaintance may be a date or friend or someone the victim knows only casually, from the residence hall, a class, or through mutual friends. Regardless of the relationship between them, if one person uses force or coercion to induce another into submitting to sexual intercourse, the act is defined as rape. The same University disciplinary procedures, as well as criminal laws and penalties, apply in cases of acquaintance rape as in cases of stranger rape. Although rape is the most severe type of sexual assault, other behavior, which does not involve penetration, would also constitute sexual assault.

Sexual battery is a type of assault that is generally defined as the unwanted touching of an intimate part of another person, such as a sexual organ, buttocks or breast, for the purpose of sexual arousal.

TITLE IX

What you need to know

Point Park University fully complies with Title IX of the Education Amendments of 1972 (“Title IX”), 20 U.S.C. §1681 et seq., which is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities.

Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion.

Every school has a responsibility to respond promptly and effectively if the school knows or reasonably should know about sexual harassment or sexual violence that creates a hostile environment. The school must take immediate action to eliminate the sexual harassment or sexual violence, prevent its recurrence, and address its effects.

Even if a student or his or her parent does not want to file a complaint or does not request that the school take any action on the student’s behalf, the school must promptly investigate to determine what occurred and then take appropriate steps to resolve the situation. As a matter of policy and in compliance with Title IX, PUC will initiate a criminal investigation into allegations of sexual harassment or sexual violence. A police investigation does not relieve the school of its duty under Title IX to resolve complaints promptly and equitably.

Every school must designate at least one employee who is responsible for coordinating the school’s compliance with Title IX. This person is sometimes referred to as the Title IX coordinator. Schools must notify all students and employees of the name or title and contact information of the Title IX coordinator. At Point Park University the Title IX Coordinator is Dr. Karen McIntyre at 4121-392-3976 or kmcintyre@pointpark.edu, whose office is located in the Academic Hall located at 201 Wood Street, Pittsburgh, PA 15222.

The coordinator’s responsibilities include overseeing all complaints of sex discrimination and identifying and addressing any patterns or systemic problems that arise during the review of such complaints.

Any type of sexual assault crime will not be tolerated by Point Park University.

Reporting a Sexual Assault

Reporting a sexual assault may help to prevent another assault. Reporting the incident does not always result in criminal or university action, and in all cases, the wishes of the survivor will be given the utmost consideration before any action is taken. However, depending on the information shared the University may have an obligation to safeguard the welfare of the campus community through further investigation or by taking appropriate remedial action.

On-Campus Disciplinary Actions

If the alleged perpetrator of a sexual assault is a member of the University community, an interim suspension may be imposed, depending on the specific facts at the time of the initial reporting of the assault. This is an immediate exclusion from all classes and all other University privileges and activities. Interim suspension includes exclusion from all campus properties. The interim suspension shall be imposed as a temporary sanction pending the determination of the appropriate Title IX review board or any appeal there from. Interim suspension will be imposed to ensure the safety and well-being of other members of the University community. Following the filing of a complaint of sexual assault against a member of the University community, a hearing may be scheduled through appropriate collegiate jurisdictions.

- The accuser and the accused shall each be entitled to have an advisor present; the advisor may not speak directly to the board.

- Both the accuser and the accused will be informed of the outcome of any institutional disciplinary proceeding brought alleging sex offenses including final determination with respect to the alleged sex offense and all sanctions that were imposed against the accused.

Changes in Living Arrangements for Sexual Assault Victims

Students who are the victims of sexual offenses and accused students are informed by the Office of Student Affairs that they will be provided with alternate accommodations if requested.

Procedures If a Sexual Assault Occurs

Regrettably, sexual assault happens and perpetrators can be relatives, friends, dates, acquaintances, or strangers. Violated victims may experience feelings of confusion, disbelief, shock, guilt, shame, resentment, anger, and fear. It is the intention of the University to increase awareness and encourage prevention, but in the event of an assault, University resources are available to provide assistance.

If you are assaulted

Get to a safe location. Following an assault, the primary concern is to get the survivor to a safe place. Once there, the survivor has several options to consider. She/he can:

- Call the Public Safety or Campus Life staff in order to receive help accessing support services.
- Contact someone you can trust, a friend who can stay with you and support you.
- Seek medical attention. All survivors of sexual assault are encouraged to seek medical attention as soon as possible after the assault to ensure their physical well-being. Even if there is no external physical injury, survivors can be tested for sexually transmitted diseases, pregnancy, and internal trauma. Preservation of physical evidence is important to the successful prosecution of offenders. In order to preserve such evidence, survivors should not shower, douche or change clothes, or bedding before seeking medical attention. In addition, if oral contact was made, survivors are asked not to brush their teeth, smoke or eat. Evidence can be collected at area hospitals including Magee-Women's Hospital (412)-647-4933 and Mercy Hospital (412)-232-8222.
- Contact the Public Safety Dispatch Center at 412-392-3960. Sexual assault is a crime and survivors have the opportunity to press charges. The decision regarding prosecution must be made by the survivor and will be respected by all members of the University community. However, if the survivor chooses to file charges, the Department of Public Safety and other University personnel will assist in this endeavor. If the assault happened on campus, the survivor can contact University Police or if it occurred off campus, she/he can contact the Sexual Assault Unit of the Pittsburgh Police at 412-323-7141.
- Contact a counselor. Assistance will be provided through the scheduling of emergency appointments and support through the recovery process. Services are coordinated through the University's Health Service Office at 412-392-3959.
- Pittsburgh Action Against Rape (www.paar.net) provides counseling and other services to survivors.

Student Judicial Processes

Inherent Authority

The University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community. Such action may include taking disciplinary action against those students whose behavior off-University premises constitute a violation of this Code. Students are responsible for their behaviors on and off campus and are expected to abide by the Student Code of Conduct, as well as all University policies and procedures at all times. Students are obligated to notify the Office of Judicial Affairs of any behavior that occurs off campus that violates local/federal law and/or University policies including being documented on another University's campus. Students may be accountable both to civil authorities and to the University for acts that constitute violations of law and of this Code. Disciplinary actions at the University will not be subject to challenge on the grounds that criminal charges involving the same incident have been dismissed or reduced or that no criminal charges have been brought. All University community members including guests should report infractions of this Code, as well as any behavior they believe to be suspicious, to Point Park Public Safety. The Police officers will take a report of the individual infraction/behavior and send the report to the Director of Judicial Affairs.

Procedural Guidelines

1. All incident reports will be received and investigated by the Director of Judicial Affairs.
2. Based on that review/investigation, the Director of Judicial Affairs will make the decision regarding what policies were violated, if any, and what each student's charges will be, along with the process that the student can follow to resolve the issue.
3. The charged student will receive a letter that includes:
 - The policies in which they are being charged with violating
 - The date in which the alleged violation occurred
 - The time, date, and location to report to resolve the judicial matter

Possible Sanctions

- Any student found responsible for a violation of the Non-Consensual Contact policy will face a sanction ranging from censure to expulsion depending on the severity of the incident and previous disciplinary history.
- All possible sanctions include: censure, reprimand, discipline probation, administrative move, housing probation, and loss of University housing, Persona non grata to the residence halls, University probation, suspension, and expulsion.
- Any student found responsible for a violation of the Non-Consensual Sexual Intercourse policy will face a sanction of suspension or expulsion, depending on the severity of the incident, and previous disciplinary history.
- Any student found responsible for a violation of the sexual exploitation policy will face a sanction of suspension or expulsion, depending on the severity of the incident, and previous disciplinary history.

As the University takes sexual misconduct seriously, the recommended standard sanction would include a removal from the University such as suspension or expulsion. The University reserves the right to broaden or lessen any

sanction in the case of serious mitigating circumstances. The University will not deviate from the recommended sanctions without compelling justification to do so.

Additionally, students who allegedly commit acts of sexual misconduct may also be prosecuted under the laws of Title 18, Crimes and Offenses, of the Pennsylvania Consolidation Statutes.

Sexual Offender Registration/Campus Sex Crimes Prevention Act

Pennsylvania's General Assembly has determined that making information about registered sex offenders available to the public through the Internet will enhance public safety. Knowing whether a person is a registered sex offender could be a significant factor in protecting yourself, your family members, or persons in your care from recidivist acts by registered sex offenders. Public access to information about registered sex offenders is intended solely as a means of public protection.

Pursuant to the provisions of Pennsylvania's Megan's Law, 42 Pa.C.S. § 9791 et seq. the State Police has established a web page to provide timely information to the public on registered sex offenders residing in the Commonwealth. Megan's Law requires the State Police to create and maintain a registry of persons who have been convicted of, either entered a plea of guilty to, or adjudicated delinquent of certain sex offenses listed in 42 Pa.C.S. §§ 9795.1 and 9795.2. Additionally, the Pennsylvania State Police is required to make certain information on registered sex offenders available to the public through an Internet website. The Pennsylvania State Police has established this website according to the requirements of 42 Pa.C.S. § 9798.1. You can view the web site at the following address: www.pameganslaw.state.pa.us.

Crime Statistics: Crimes Monitored and Their Definitions

In accordance with the Clery Act, Point Park University's annual security report includes statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Point Park University; and on public property within, or immediately adjacent to and accessible from, the campus. The statistics for the report are obtained from the campus Crime Log, the Student Affairs Office, and local police authorities. In accordance with the Clery Act, the following crime categories must be reported:

- Murder/Non-Negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses, Forcible
- Sex Offenses, Non-Forcible (Only Incest and Statutory Rape are reportable under this category.)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson

- Fire
- Liquor Law Arrests
- Liquor Law Violations referred for disciplinary action
- Drug Law Arrests
- Drug Law violations referred for disciplinary action
- Illegal Weapons Possession Arrests
- Illegal Weapons Possession Violations referred for Disciplinary Action

Clery Act Definitions of Reportable Crimes

Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses-Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape: The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with an Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-forcible: Unlawful, non-forcible sexual intercourse.

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

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

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

Aggravated Assault: 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 a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun,

knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

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

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (All cases where persons not having lawful access take automobiles, including joyriding, even though the vehicles are later abandoned.)

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, or personal property of another.

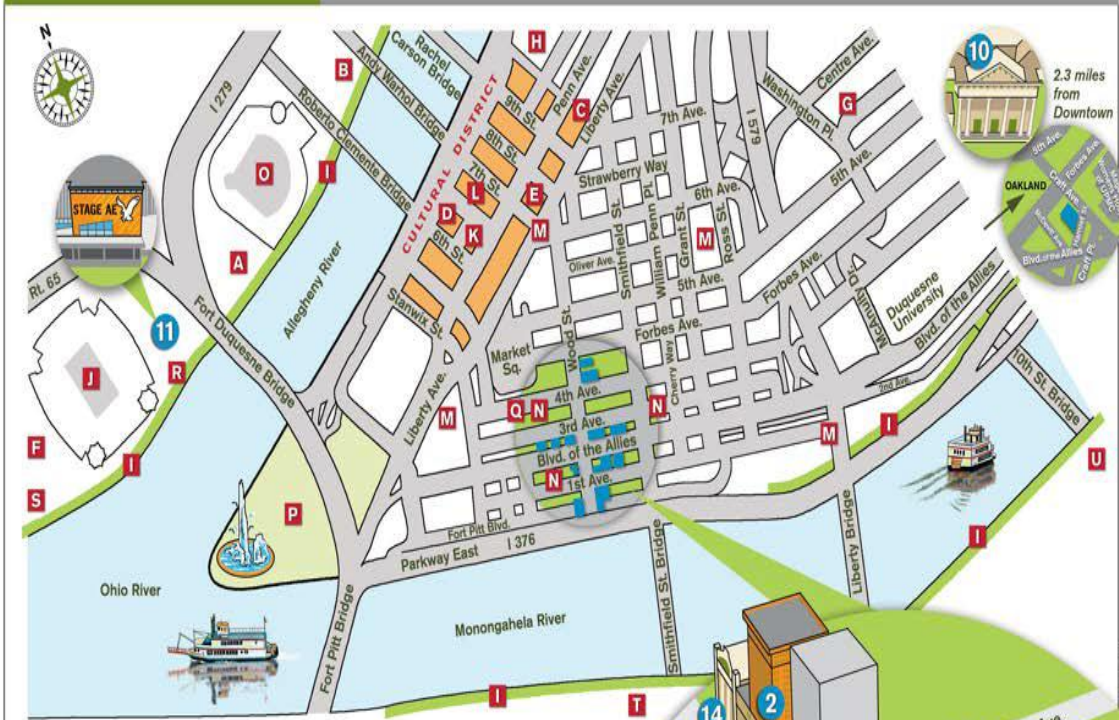
Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotic drugs (enzedrines, enzedrine); synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (enzedrines, enzedrine).

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

Geographic Areas Related to Reportable Crimes

On campus: any building or property owned or controlled by the University within the same reasonably contiguous geographic area of the University and used by the University in direct support or related to the University's educational purposes; and property within the same reasonably contiguous geographic area of the University that is owned by the University but controlled by another person, and is used by students and supports institutional purposes. (**NOTE: "On Campus"** for Point Park University includes Academic, Thayer and Lawrence Halls, the University Center, the Patterson Building, Boulevard Apartments, Pioneer Hall, West Penn, Frontier Hall, the Bank Tower, 101 Wood Street, and Conestoga Hall.) Reasonably contiguous geographic area: includes the area immediately in front of a structure, the sidewalk, the roadway, and the entire sidewalk directly across the street from the location. Residential facilities: means all residence halls, fraternity and sorority houses, and other residential facilities for students on campus. (NOTE: Point Park University does not have any fraternity or sorority houses. Residence facilities included are Lawrence, Thayer, Conestoga and Pioneer Halls and Boulevard Apartments.) Non-campus building or property: means any building or property owned or controlled by a student organization that is officially recognized by the University; and any building or property owned or controlled by the University that is used in direct support of, or in relation to the university's educational purposes, is frequently used by students, and is not within the same reasonably contiguous area of the university. (**NOTE: "Non Campus"** for Point Park University includes Playhouse, CCAC South gymnasium, Greentree Park, Lynd Field at Fairhaven Park, Quicksilver Golf Club, and Highmark Stadium. Although the Pittsburgh Film Makers is not a facility controlled by the University, it is also listed under this category because it is frequently used by Point Park University students attending classes there.) Public property: all public property, including thoroughfares, streets, sidewalks, and parking facilities, within the campus or immediately adjacent to and accessible from the campus.

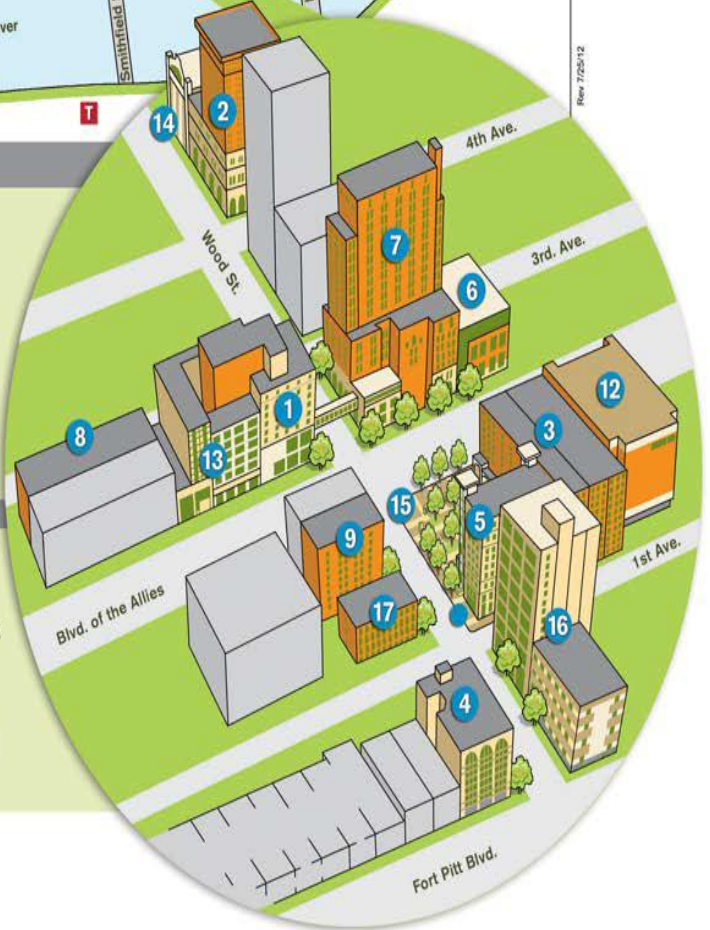


Campus Buildings / Affiliated Locations

- | | |
|---|-------------------------|
| 1 Academic Hall | 9 Pioneer Hall |
| 2 Bank Tower | 10 Pittsburgh Playhouse |
| 3 Blvd. Apartments | 11 Stage AE |
| 4 Conestoga Hall | 12 Student Center |
| 5 Frontier Hall | 13 Thayer Hall |
| • Osteria 100 Restaurant | 14 University Center |
| 6 George Rowland White Performance Center | 15 Village Park |
| 7 Lawrence Hall | 16 West Penn Hall |
| 8 Patterson Building | 17 101 Wood Street |

Points of Interest

- | | | |
|--|--|---------------------------|
| A Allegheny Riverfront Park | H David L. Lawrence Convention Center | N Parking Garages |
| B Andy Warhol Museum | I Three Rivers Heritage Trails (nine connecting trails) | O PNC Park |
| C August Wilson Center for African American Culture | J Heinz Field | P Point State Park |
| D Byham Theater | K Heinz Hall | Q PPG Place |
| E Benedum Center | L O'Reilly Theater | R North Shore |
| F Carnegie Science Center | M Pittsburgh Light Rail T-Stations | S Rivers Casino |
| G Consol Energy Center | | T Station Square |
| | | U South Side |



Illustrated by Kathy Rooney

Rev. 7/25/12

University Population

Students

Fall 2010

Full-Time Headcount Undergrad: 2666
 Part-Time Headcount Undergrad: 767
 Full-Time Headcount Graduate: 209
 Part-Time Headcount Graduate: 371
 Resident Students: 985

Fall 2011

Full-Time Headcount Undergrad: 2639
 Part-Time Headcount Undergrad: 743
 Full-Time Headcount Graduate: 201
 Part-Time Headcount Graduate: 337
 Resident Students: 960

Fall 2012

Full-Time Headcount Undergrad: 2537
 Part-Time Headcount Undergrad: 688
 Full-Time Headcount Graduate: 230
 Part-Time Headcount Graduate: 372
 Resident Students: 978

Staff and Faculty

Fall 2010

Full-Time Faculty: 125
 Full-Time Staff: 294
 Part-Time Faculty: 452
 Part-Time Staff: 163
 Total Non-Student Employees: 1,034
 Student Workers: 616

Fall 2011

Full-Time Faculty: 130
 Full-Time Staff: 288
 Part-Time Faculty: 299
 Part-Time Staff: 207
 Total Non-Student Employees: 924
 Student Workers: 477

Fall 2012

Full-Time Faculty: 136
 Full-Time Staff: 288
 Part-Time Faculty: 309
 Part-Time Staff: 161
 Total Non-Student Employees: 894
 Student Workers: 429

Hate Crime:

A crime that involves the use of force or threat of force may become a civil rights violation if the perpetrator acted from an improper motivation. Hate crimes are violent actions intended to hurt and intimidate someone because of their race, ethnicity, national origin, religion, sexual orientation, or disability. Usually someone who is convicted of a hate crime faces a steeper penalty than someone who performed the same actions without discriminatory animosity. No hate crimes were reported in 2010, 2011, or 2012.

**Crimes included in the residential facilities column are included in the on campus category.

Crime Statistics

	2010	2011	2012
Murder/Non-Negligent Manslaughter			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	0

	2010	2011	2012
Negligent Manslaughter			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	0
Sex Offenses, Forcible			
On-Campus	1	3	6
**Residential Facilities	1	3	6
Non Campus	0	0	0
Public Property	0	0	0
Sex Offenses, Non-Forcible			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	0
Robbery			
On-Campus	0	0	2
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	3	6	4
Aggravated Assault			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	1	1	1
Burglary			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	9	0	5
Motor Vehicle Theft			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	1
Arson			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	0
Liquor Law Arrests			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0

	2010	2011	2012
Public Property	4	2	3
Liquor Law Violations Referred For Disciplinary Action			
On-Campus	60	47	62
**Residential Facilities	60	47	62
Non Campus	0	0	0
Public Property	0	0	0
Drug Law Arrests			
On-Campus	1	0	0
**Residential Facilities	0	0	1
Non Campus	0	0	3
Public Property	14	5	4
Drug Law Violations Referred For Disciplinary Action			
On-Campus	4	30	34
**Residential Facilities	4	30	34
Non Campus	0	0	0
Public Property	0	0	0
Illegal Weapons Possession Arrests			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	2
Illegal Weapons Possession Violations Referred For Disciplinary Action0			
On-Campus	0	0	0
**Residential Facilities	0	0	0
Non Campus	0	0	0
Public Property	0	0	0

Annual Fire Safety Report

The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Point Park University for the following years;

ON-CAMPUS RESIDENCE FACILITIES	NUMBER OF FIRES			DATE(S) OF FIRES	CAUSE OF FIRE	NUMBER OF FIRE-RELATED INJURIES	NUMBER OF FIRE-RELATED DEATHS	VALUE OF PROPERTY DAMAGE	FIRE DRILLS IN 2012
	2010	2011	2012						
Blvd. Apartments	0	0	0	9/30/2013 12/5/2012	Cooking Cooking	0	0	\$10 \$10	2

Conestoga	0	0	0	0	0	0	0	0	2
Lawrence Hall	0	0	1	4/24/2013	Cooking	0	0	\$10	2
Pioneer Hall	0	0	0	0	0	0	0	0	2
Thayer	0	0	0	0	0	0	0	0	2

What to do in case of fire

A major fire occurring on the University campus could involve areas where multiple-occupancy residences and/or facilities are clustered closely together, increasing the possibility of rapid spread of a structural fire. The causes of fires usually involve one of the following:

- Criminal acts (arson)
- Building and residential accidents (faulty insulation or connections, improper use of electrical appliances, grease fires, smoking in bed, baseboard heaters)
- Industrial accidents (hazardous materials incidents, explosions, transportation accidents)

Before a fire:

- Plan and practice an escape route.
- Post emergency numbers near telephones.
- Get training from Point Park's Public Safety Department on using fire extinguishers.
- Do not store combustible materials in closed areas or near a heat source.
- Extension cords can be dangerous. Never run them under carpets, or anywhere they can be pinched under or behind furniture. Avoid overloading electrical sockets and plugging extension cords together.
- Keep all electrical appliances away from anything that can catch fire. Remember to always turn them off at the end of the day.
- Pay attention to housekeeping issues. Do not clutter exits, stairways, and storage areas with waste paper, empty boxes, and other fire hazards.

During a fire:

- Sound the alarm to notify your co-workers, no matter how small the fire.
- Call the Public Safety Dispatch Center at 412-392-3960 or x2222 from any house phone.
- Get out as quickly and as safely as possible.
- Close doors in each room after escaping to delay the spread of the fire.
- Use the stairs to escape. Do not use elevators.
- When evacuating, stay low to the ground. If possible, cover mouth with a cloth to avoid inhaling smoke and gases.

- Once outside, go to your department Evacuation Assembly Point, tell your supervisor or department floor warden that you are out of the building and report injured or trapped persons and any signs of building damage you observed.

If unable to leave the building:

If you are unable to leave the building, you should create an area of refuge:

- Seal the room. Use wet cloth to stuff around cracks in doors and seal up vents to protect against smoke.
- Do not break windows. Flames and smoke can come back in from the outside. If you need air, open the window a crack.
- Stay low under smoke. The freshest air is near the floor. Keep a wet cloth over your nose and mouth, breath through your nose only.
- Signal for help. Use the telephone, or hang something in the window.

After a fire:

- Give first aid where appropriate. Seriously, injured or burned victims should be transported to professional medical help immediately.
- Stay out of damaged buildings. Return to building when local fire authorities say it is safe.
- Look for structural damage.
- Discard food that has been exposed to heat, smoke or soot.
- Do not discard damaged goods until after an inventory has been taken. Save receipts for money relating to fire loss.

What to do in case of a fire alarm

If you discover a fire or smoke condition:

Remember "RACE:"

R = Rescue anyone in immediate danger, if possible.

A = Alarm. Pull the nearest fire alarm.

C = Contain. Close doors and windows where possible.

E = Extinguish* or E = Evacuate. Follow EXIT signs.

*Do not attempt to fight a large or spreading fire with a fire extinguisher. Make sure you have activated the fire alarm before you use an extinguisher.

If you hear a fire alarm:

- STOP WORK AND EVACUATE THE BUILDING.
- Follow the EXIT Signs. Do not assume it is a false alarm or a fire drill!
- Use stairs. Do Not Use Elevators.
- Keep fire doors in stairways closed. Do not block the fire doors, stairways, or exits.
- Evacuate and proceed until you are outside of the building.
- Walk at a normal pace. Follow the instructions of the emergency response personnel.
- Wait outside until "All Clear" is announced by Security personnel. Do not re-enter the building until an "All Clear" is announced.

Be safe, GET OUT:

You can save a life! How? Exit the building when the fire alarm sounds!

When a fire alarm sounds, all building occupants must evacuate the building. The importance of this life-saving action cannot be overemphasized. Many fire fatalities have been caused because occupants assumed the alarm was false or were busy completing a task in the building.

Your safety is the most important concern; please evacuate the building any time the fire alarm sounds. Although you may have experienced false alarms in your building or elsewhere, it is imperative that you evacuate the building upon hearing any fire alarm. If you wait to smell the smoke before leaving, you are risking your health and your life may be in danger.

An emergency alarm may sound upon the release of colorless and odorless chemicals. Therefore, there may be life-threatening fire or non-fire conditions that are not immediately noticeable. Your immediate and calm evacuation is necessary during any fire alarm.

Emergency evacuation plans are posted throughout all campus buildings. Please read and practice the directions and instructions given on the emergency evacuation plans in your building. Using those plans, learn the location of all emergency exits and use or practice locating them occasionally, preferably at least twice a year. It is important to know and practice when to go, where to go, and how to go to escape a fire. In addition, buildings and departments should have a plan for designated locations for employees to meet outside the building and should be prepared to assist first-responders in identifying persons unaccounted for in actual emergency situations.

We have posted this information because in the past some occupants have not evacuated the buildings upon the sounding of a fire alarm. Their action not only risks their own lives, but also risks the lives of emergency responders and rescuers. In addition, not evacuating in a timely manner will deplete the resources of the emergency responders, who must now rescue the occupants instead of neutralizing the cause of the emergency.

Faculty and staff should direct their students and employees to follow the evacuation procedures during any fire alarm in the building.

Point Park University is committed to a high level of fire and life safety, however, every individual needs to take part to maintain and improve the level of personal and building fire safety. In particular, note that good housekeeping is one of the most important elements of fire prevention. Do not allow anyone to store anything in stairwells or corridors, and never allow any fire doors to be blocked open. It is your life; you are in charge of fire safety!

Daily Fire Log

All fires on campus are entered into the Fire Log within two business days of the occurrence. Posting of a fire in the fire log may be temporarily withheld if the release of the information would jeopardize the safety of an individual, jeopardize an ongoing investigation, cause a suspect to flee or evade detection, or result in the destruction of evidence. The Fire Log is kept in the Dispatch Center in Frontier Hall. The log is available for viewing, at the Dispatch Center, upon request.

Student Housing Fire Safety Systems

Building	Smoke and/or Heat Detectors	Partial or Full Sprinkler System	Fire Extinguisher	Fire Drills Each Year
Blvd. Apartments	Yes	Full	Yes	2

Building	Smoke and/or Heat Detectors	Partial or Full Sprinkler System	Fire Extinguisher	Fire Drills Each Year
Conestoga	Yes	Full	Yes	2
Lawrence Hall	Yes	Full	Yes	2
Pioneer Hall	Yes	Full	Yes	2
Thayer	Yes	Full	Yes	2

POINT PARK UNIVERSITY

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Point Park University Mission Statement

Point Park University educates students in a diverse urban environment and prepares graduates to apply knowledge to achieve their goals, advance their professions, and serve their communities.

Notice of Non-Discrimination

This policy affirms Point Park University's commitment to non-discrimination, equal opportunity and the pursuit of diversity. Point Park University does not discriminate on the basis of race, color, national origin, sex, age, religion, ancestry, disability, veteran status, sexual orientation, genetic information, marital status, caregiver status, or familial status, in the administration of any of its educational programs, activities, or with respect to employment or admission to the University's educational programs and activities.

This policy is in accord with local, state and federal laws, including Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Age Discrimination Act of 1975, and the Pittsburgh Human Relations Act. Inquiries regarding these regulations, policies, or complaints of discrimination should be referred to the Human Resources Officer, telephone number (412) 392-3952. Inquiries regarding Title IX and the Title IX regulations should also be referred to the Sr. VP, Academic and Student Affairs, as the Title IX coordinator, or deputy coordinators, the Human Resources Officer or the Dean of Students

Information and policies are subject to change.