FOR SAFETY’S SAKE 2010-2011
Annual Safety and Fire Report

“Maintaining a safe and secure environment is essential to the intellectual and personal growth of every member of the Pitt-Greensburg community. We share responsibility with the University police and physical plant employees for the health and safety of students, faculty, staff, and campus visitors. We must all cooperate in a vigilant and collaborative effort to maintain a safe campus. Please read this brochure carefully and use the information wisely to secure a safe environment for yourself and others on campus.”

– Dr. Sharon P. Smith, President

Working Together for a Safe Campus
The University of Pittsburgh at Greensburg is located on approximately 167 acres in a wooded, suburban setting two miles from the City of Greensburg and in Hempfield Township. This environment, coupled with the extremely low crime rate in the township and in Westmoreland County makes the University of Pittsburgh at Greensburg a desirable place to pursue one’s academic goals. We are proud of the involvement of our entire security community in maintaining this type of atmosphere and climate.

A Message from the Department of Safety and Security
The mission of the Department of Safety and Security at the University of Pittsburgh at Greensburg is to provide for the safety of the members of the University community and the security of all its facilities. We are committed to providing a high quality, community-oriented department with an open-door policy. However, safety and security is the responsibility of everyone on campus. As noted by our crime statistics, a high percentage of the reported crime involves theft-related incidents. You can help prevent these incidents by using a common sense approach such as locking your doors and not leaving your valuables unattended.

Safety and Security Brochure and Rights to Know
The information in this brochure is provided to you as part of Pitt-Greensburg’s commitment to safety and security on campus and is in compliance with the Pennsylvania Uniform Crime Reporting Act, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, and the Pennsylvania College and University Security Information Act (PA Act 73 of 1988). This report also includes information concerning fire safety and fire statistics. If you have any questions, comments, or suggestions concerning the safety and security at the University of Pittsburgh at Greensburg, or with this brochure, please contact the campus police chief at 724-836-9865 or 724-836-9866. This information is available on our web site at www.greensburg.pitt.edu. If you would like a printed copy, please write to:

Department of Safety and Security
University of Pittsburgh at Greensburg
150 Finoli Drive
Greensburg, PA 15601

Creating a Safe Campus Is Everyone’s Responsibility
Everyone on campus should be safety conscious and follow security procedures.

Pitt-Greensburg’s Campus Safety and Security Department (724-836-9865) has primary responsibility for security on campus. Other offices that have security responsibilities include the Housing and Residence Life Department and the Physical Plant/Maintenance Department. When Pitt-Greensburg students and staff work within these settings, they are responsible for acquainting themselves with the security policies of the campus.

“Our goal is to provide a safe and comfortable environment for our students, faculty, staff, and visitors. To achieve this goal everyone must practice smart safety measures in sports, recreation, driving, and everyday campus life. Let it be part of our culture to report safety items that need attention. Doing so will make us all winners.”

-Carl Rossman
Vice President for Administration
The People Who Work Hard To Help Keep You Safe

The University of Pittsburgh at Greensburg maintains a full-time, 365 days a year, 24 hours per day, Campus Police Department. The Campus Police Department is located in the Safety and Security Center (SSC). The Department consists of a police chief, and six full-time officers. The police chief and all of the officers are Act 120 Certified and have authority to enforce the Pennsylvania Crimes Code, Motor Vehicle Code, and the Rules and Regulations at Pitt-Greensburg. Pitt police law enforcement authority is derived from Act 57 of 1997 Campus Police Powers and Duties and by Title 42 PA CSA Chapter 89, relating to the Municipal Police Jurisdiction Act. University police undergo over 800 hours of initial training for certification, as well as a minimum of 36 hours of annual in-service training. All officers carry a firearm, OC Spray, and handcuffs. The officers are trained to respond to critical, rapidly evolving incidents, as well as routine patrol and response. Additionally all police officers attend training exercises annually in “active threat” response. Pitt police officers also assist environmental health and safety personnel in conducting and evaluating emergency evacuation exercises in residence halls as well as shelter-in-place procedures. Officers are also certified in First Aid, AED, and CPR. In-service training programs are provided to the officers to keep them abreast of changing laws and familiarize them with procedures and policies relating to safety. Additionally, the Department employs six student workers as dispatchers and special events persons to assist when needed.

How to Report Criminal Actions or Other Emergencies

Everyone in the University community is encouraged to report crime promptly to the Campus Police Department or to other appropriate police agencies if the crime is off campus. The police chief addresses freshmen and their parents at orientations to encourage them to report all information regarding any incident to the Campus Police Department. You can report criminal activity or other emergencies by dialing the Campus Police Department at x9865 or x9866. When off campus, dial 911 to reach a local police agency. There are also 22 emergency and courtesy phones located throughout the campus. The emergency phones ring directly into the Campus Police Department. In addition, the campus police officers are visible around campus.

Resident students may also inform their Resident Assistants or Resident Director (RD) of any problems or concerns, and anyone can approach any officer or desk attendant concerning a problem. A resident student may also call the Office of Housing and Residence Life (x9953) or the Office of Student Services (x9917). Any problem may be reported in any of the buildings should the need arise.

The Campus Police officers will respond to all complaints at any hour of the day. The officers are mobile and patrol the campus by vehicle, foot patrol, and bicycle. A student, Resident Assistant, Resident Director, Campus Police officer, or any other University community member may refer a violation of the Student Code of Conduct directly to the University Student Judicial System.

The University of Pittsburgh at Greensburg encourages victims or witnesses to report crimes on a voluntary, confidential basis. They may report these crimes by filling out a Silent Witness Form and mailing it to the Chief of Police, University of Pittsburgh at Greensburg, 150 Finoli Drive, Greensburg, PA 15601. These forms are located at the Health Center, (216 Chambers Hall), or outside of 214 Chambers Hall. This form may also be completed on our Web site, www.greensburg.pitt.edu/student-life/safety and submitted directly to the Chief of Police.

Victims of crimes against persons are encouraged to seek confidential counseling from the Director of Counseling, (218 Chambers Hall). While the details of an incident discussed with these counselors remains confidential, the victim can authorize the counselor to provide related “statistical data” to the Campus Police Department for inclusion in this annual report.

State and Local Police

The University of Pittsburgh at Greensburg is located approximately two miles from the City of Greensburg in Hempfield Township, Westmoreland County. Pitt-Greensburg property also borders the Borough of South Greensburg. Hempfield Township does not have a local police department. The primary jurisdiction rests with the Pennsylvania State Police, Greensburg Barracks. The Pitt-Greensburg Safety and Security Department maintains a close working relationship with the Pennsylvania State Police, South Greensburg Police Department, and the City of Greensburg Police Department. These agencies will make every effort to inform the University police chief of crimes or emergencies that may affect the campus community. The University’s police chief may then issue a Crime Alert Bulletin to the University community.

Criminal prosecutions of incidents that occur on campus are coordinated by the Westmoreland County District Attorney’s Office, Greensburg, Pennsylvania. The District Justice for Hempfield Township (District 10-1-01) is Mr. James Falcon, whose offices are located at 50 Armbrust Road, Youngwood, PA 15697 (724-925-3888).

University Buildings

Except for residence halls, most University facilities are open to the public during the day and evening hours when classes are in session. All residence halls are secured 24 hours per day. During the times that the University is officially closed, University buildings are generally locked. Faculty, staff, and students with a Pitt ID may be admitted to some buildings as needed.

Some University-sponsored programs are open to the general public while others are restricted to students with proper Pitt ID. Campus police officers handle all special events and will be supplemented by Pennsylvania State Police when appropriate.

Alcoholic Beverages

The University of Pittsburgh at Greensburg enforces all state laws regarding the possession, use, and sale of alcoholic beverages, including those prohibiting underage drinking. In addition:

1. The University of Pittsburgh at Greensburg prohibits the possession, use and sale of alcoholic beverages on campus, except as described below.
2. Alcohol may be consumed by persons of legal drinking age at a University sponsored event provided:
   a. There is an event host supervisor;
   b. There is a strict compliance with state laws regarding alcohol.

Illegal Drugs

The University enforces all state and federal laws concerning illegal drugs. Anyone who is apprehended by a campus police officer in possession of, using, or selling illegal drugs is subject to arrest and/or referral to the judicial board.

Drug and Alcohol Abuse Education Programs

Annually, the University distributes to all students, faculty, and staff, information about the danger of drug and alcohol abuse and available alcohol and drug counseling, rehabilitation, and assistance programs.

The Office of Student Services provides a number of drug and alcohol abuse educational programs during the academic year. Personal counseling, career planning, and learning skills in addition to PRIDE (Personal Responsibility Initiated through Drug Education) programs are available to students. Many of these programs focus on helping participants become more self aware, learn how to manage stress, and develop self esteem. Training for faculty and staff is also available on drug and alcohol abuse.

Possession and Use of Weapons

The possession and/or use of firearms or other weapons or explosives (including fireworks), or possession and/or use of dangerous chemicals, except as authorized for use in class or other approved activity, is strictly prohibited on the Pitt-Greensburg campus. The chief of police and the campus police officers are authorized to carry a firearm.

Previous Criminal Record

Prospective students are not asked about previous criminal records. Prospective employees are asked if they have ever been convicted of a crime other than a misdemeanor or summary offense. The University does not hire a candidate for a position if a prior offense indicates that the hiring would create a significant threat to the University community or the public.
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 every residence hall at Pitt include:

- Building fire alarm systems;
- Fire extinguishers;
- Smoke/heat detectors in common building spaces and mechanical rooms;
- Sprinkler systems.

All fire alarm pull stations and certain smoke detectors are monitored 24/7 by Rampart Security Systems. Detection by automated fire protection features and use of manual pull stations activate the building’s alarm system which consists of horns/speakers and strobe lights. When the fire alarm activates on a floor, all occupants must exit via the nearest stairs. All stairwells have fire-rated construction and are equipped with self-closing and latching fire doors.

At least two emergency evacuation exercises are conducted for each on-campus residence hall during every school year. Other fire education programs are provided to the RA/RD and to specific groups. Residence Life staff 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, and faculty is available annually during August and September.

Students are encouraged to report any fire event regardless of size by activating a manual pull station, after first evacuating to a safe area and calling the Campus Police at 896-5680. Students are also encouraged to report any problems with fire protection systems to the Office of Housing and Residence Life.

Disabled students (or any student not capable of complying with the University Emergency Evacuation Plan) should notify the campus police department at 724-856-9865 for assistance in developing an individual emergency evacuation plan.

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 (http://www.ehs.pitt.edu/) in the following sections:

- **FIRE AND EMERGENCY EVACUATION PROCEDURES** – EHS Guideline # 02-001;
- **FIRE SAFETY AND FIRE PREVENTION** - EHS Guideline # 02-002;
- **RESIDENCE HALLS** - EHS Guideline # 01-009.

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**Campus Maintenance Policies to Help Keep You Safe**

Pitt-Greensburg has installed and maintains exterior lighting around all of its buildings, as well as additional sidewalk and road lighting. While maintaining an attractive campus, ground crew keep shrubs and hedges low for safety reasons, especially in places utilized in the evening or during odd hours.

On any normal University workday, there are many University support personnel whose jobs include providing inspection of the entire campus and its buildings to discover and correct health, safety, and maintenance problems. These staff members include approximately 19 skilled maintenance and custodial workers and their supervisors. Maintenance supervisors, in addition to their normal workday, are on 24-hour call, 365 days a year. This is in addition to the campus police officers and others who also tour the grounds and report any security and safety problems to the appropriate person or persons who will respond and correct the problem(s) promptly.

Students, as well as faculty and staff may also call maintenance (39898) to report any security or maintenance problem. Resident students can fill out a maintenance request form describing any potential hazard or maintenance problem that needs to be corrected or repaired.

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**How You Can Learn About Safety and Security**

In accordance with the Pennsylvania Uniform Crime Reporting Act and the Federal Jeanne Clery Act, all students and employees receive updated security information annually. All prospective student applicants and employees are also provided with information on security policies and procedures and on how to obtain additional security data. This information is also made available to prospective employees.

When first-year students arrive on campus, they receive an official Student Handbook with sections on security, health, and safety, as well as a booklet describing the University of Pittsburgh Student Code of Conduct and Judicial Procedures.

During Summer Orientation and Academic Registration (SOAR), University of Pittsburgh at Greensburg staff members, including the chief of police meet with freshmen and parents to discuss safety and security.

Security concerns are also discussed as they arise in The Insider (student newspaper) and the weekly Intercom. Students in residence halls also receive additional security information.

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**A Sampling of Crime Prevention Programs on Campus**

Crime prevention workshops, seminars, and public safety meetings take place throughout the year on the Greensburg campus. These are sponsored by the Campus Police Department, Office of Student Services, SOAR (a program for incoming freshmen and their parents), and through the various organizations sponsored by the Student Activities Board and residence hall groups. A sampling of crime prevention programs for year 2009 included 12 student orientation sessions, monthly Resident Assistant safety programs, and an annual DUI/Alcohol Consumption presentation provided by the District Attorney.

Emergency phones have been installed in several buildings, and the caller is in contact with the Campus Police without dialing. These phones are in operation 24 hours a day and may be used for emergencies and non-emergencies.

In the residence halls, resident assistants have initiated Operation ID, a program to encourage all students who live on campus to engrave their valuables. Residents are given the opportunity to meet with the Campus Police during the academic year to discuss problems and ways to improve areas of concern. This is another on-going program at the Pitt-Greensburg campus sponsored by the Office of Residence Life.

Information and workshops on the prevention of rape and date rape, self-defense, and sexually transmitted diseases are programs provided by the Office of Student Services and the Campus Police Department. The Pennsylvania State Police in conjunction with the various groups on campus have presented programs on drinking and driving and illegal drug use.

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**Emergency Notification System**

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 campus police chief. They will determine the content of the notification and authorize University police dispatchers to launch a text/voice message to all ENS subscribers. The announcement will contain the type of emergency, locations, and instructions to the subscribers. The ENS is tested once per semester. Students, faculty, and staff may subscribe to the ENS system by logging on to www.my.pitt.edu, clicking on “My Resources,” then “Emergency Notification,” and following the directions.
**Sexual Assault Information**

**What is a Sex Offense?**
A sex offense occurs when a person is forced against his or her will to engage in any sexual contact. The same definition applies regardless of whether the assailant is a stranger or someone known to the victim. Sex offenses include both rape and forced sexual contact that does not involve penetration. **Rape** is defined as sexual intercourse with a person by forcible compulsion/threat or sexual intercourse with a person who is incapable of giving consent. If the assailant is known to the victim, rape may be referred to as **acquaintance rape or date rape**.

**Educational Programs Aimed at Preventing Rape, Including Acquaintance Rape and Other Sex Offenses**
The Greensburg Campus provides annual educational programs on date rape to freshmen and their parents during orientation. The President of the campus sends a letter to all students, faculty and staff members, which emphasizes the importance of sexual offense awareness and encourages the campus community to read the “Greensburg Campus Assistance for Victims of Sexual Assault” brochure and become familiar with the resources which are available to victims of a sex offense.

Several audio visual and printed materials are made available to members of the campus community to provide ongoing educational programming regarding sex offenses. For example, the Office of Student Services provides a Sexual Assault brochure and a number of other brochures and booklets, from community and governmental agencies, on this topic to interested persons. In addition, a library of video tapes concerning date rape and sex offenses is available for viewing. Video tape presentations and discussion forums are periodically offered in the residence halls.

The Office of Student Services co-sponsors ongoing personal safety workshops and discussions and Resident Assistants provide personal safety programs during Campus Safety Week every year.

There are several educational programs offered to the campus community throughout the year concerning sex offenses. For instance, there have been professional dramatic presentations of potential campus date rape situations followed by discussions.

**Procedures that Students Should Follow if a Sex Offense Occurs**
- Get to safe place as soon as possible.
- Try to preserve all physical evidence (see details at right). Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper bag (not plastic).
- Get medical attention as soon as possible to take care of any physical injuries and to collect important evidence in the event you may later wish to take legal action. For confidential inquiries or information, contact the University Nurse in the Health Center (724-836-9947). Students can receive treatment at the Westmoreland Hospital Emergency Room or any local hospital emergency room.
- Contact the Campus Police Department (724-836-9865) or the local police by dialing 911.
- Talk with a professional counselor who can maintain confidentiality, help explain your options, give you information, and provide emotional support. You can call the University Counseling Center (724-836-9870) or the Center Against Domestic and Sexual Violence 24-hour hotline (724-836-1122).
- Contact someone you trust, a close friend or a resident assistant to be with you and to support you.

**Crime Alerts and Notification**
University police will issue timely warnings to the campus community whenever the following criteria are met:
1. A crime is committed;
2. The perpetrator has not been apprehended;
3. There is a substantial risk to the physical safety of other members of the campus community because of this crime.

Such crimes include, but are not limited to Clery reportable crimes and any crime involving bodily injury or threat of serious bodily injury.

Timely warnings are published as crime alerts for incidents on campus, and crime notifications for incidents off campus that may affect students walking to campus. Timely warnings describe the nature, location, and time a crime occurred, along with precautions that individuals should take to help prevent similar occurrences.

In addition, whenever there is a pattern of crime against persons or property, timely warnings will be issued if such warning would aid citizens in protecting themselves.

**A Few Tips for Preventing Sexual Assault**
- Be aware that the great majority of sex offenses involve acquaintances.
- Remember that “No” means “No.”
- Avoid excessive use of alcohol and do not use illegal drugs. Alcohol and drugs interfere with clear thinking and effective communication.
- Request that a speaker come to any groups to which you belong to discuss sex offenses and how to prevent it.

**Preserve all Physical Evidence**
Preserving evidence keeps open the option of pursuing legal action in the future.

To preserve evidence, do not shower, douche, or change clothes or bedding before seeking medical attention. Also, if oral contact took place, do not brush teeth, smoke, or eat. All hospitals are required by law to report to the police any injury that is the result of a crime.

Only hospital emergency rooms can collect physical evidence of a sex offense. Therefore, the best source of immediate medical help is the nearest hospital emergency room.

**Missing Student Protocol**
In keeping with federal law, 20 U.S.C. § 1092j, the Office of Housing and Residence Life will initiate the following missing student notification policy. This policy is designated for those students living within University Housing that is overseen by the Office of Housing and Residence Life. In the event of a missing student, Housing and Residence Life will also work directly with the Campus Police Department. The purpose of having a listed Emergency Contact is to be able to verify cases in which a person may not be missing but has voluntarily left his or her residence.

1. Each student living within the residence halls has the opportunity to list an Emergency Contact by completing an Emergency Contact form. The student should notify the Emergency Contact that he or she has been designated as an Emergency Contact. This information will be maintained with the Department of Housing and Residence Life and will be immediately accessible by University staff who will implement this policy. In the event of a determination that a student is missing, the University will attempt to notify the listed Emergency Contact within 24 hours.

2. 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 the Office of Housing and Residence Life. This information is confidential but may be released to the Campus Police and University staff as necessary to carry out the purposes of this policy.
3. The Office of Housing and Residence Life 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.

4. University staff will immediately contact the Campus Police Department when a student is reported missing.

5. The Campus Police Department or its designee will be responsible for contacting the appropriate Emergency Contacts within 24 hours as established above when a student is determined missing.

6. The Campus Police Department will be responsible for filing all related missing person reports with other agencies as may be required.

Counseling, Mental Health, and Student Services for Survivors of a Sex Offense, both on Campus and in the Community

We believe that it is essential to provide someone who has been a victim of a sex offense with counseling and support throughout the medical, judicial, and recovery process so that they are an empowered survivor of this crime.

At the survivor’s request, all University resource centers will contact any authorities, including the local police authorities, parents, friends, or hospitals. Campus police officers will file an anonymous record of the assault among Pitt-Greensburg’s statistics in order to give an accurate representation of crime on campus, and to help prevent further crimes of this nature.

Other University resource centers, including counselors, will, with the survivor’s agreement, file an anonymous record of the assault to assist in providing an accurate representation of crime on campus and to help prevent further crimes of this nature.

Pitt-Greensburg’s Counseling Center (724-836-9870) is available to intervene in a crisis situation and provide survivors with information about available options. These options include medical treatment, psychological counseling, University disciplinary action, and legal prosecution. Assistance is provided to help the victim through the common reactions to an assault and to provide effective coping strategies. All of these services are confidential.

University of Pittsburgh at Greensburg students who are assaulted have a number of resources and courses of action available to them. Seeking assistance from any of these sources does not obligate survivors to file a report or press charges against the assailant.

Additional Greensburg Campus resources that are available to survivors of sexual assault include:

- Health Center, 216 Chambers Hall - 724-836-9947
- Campus Police Department, Safety and Security Center - 724-836-9865
- Student Services Offices, 219D Chambers Hall - 724-836-9916
- Judicial Coordinator, 219 Chambers Hall - 724-836-9954
- Director of Housing & Resident Life, Resident Life Office, University Court - 724-836-7470
- Resident Director, 103 Robertshaw Hall - 724-836-9953

Off-Campus Community Resources

Community rape crisis services are provided by the Center Against Domestic and Sexual Violence. This 24 hour emergency hotline is 724-836-1122. This organization provides information and confidential counseling to sex offense survivors as well as medical and legal accompaniment. Additional services include counseling for survivors of rape, incest, and other forms of sex offense.

Additional community resources that are available to survivors of sexual assault include:

- Excela Health Westmoreland Hospital Emergency Room: 724-832-4355
- Pennsylvania State Police: 724-832-3288
- Westmoreland County District Attorney: 724-830-3949
- Crime Victim Compensation Office: 1-800-233-2339
- Victim Witness Office: 724-830-3271

Options to Prosecute and Pursue Legal Action

Survivors are encouraged to report sex offenses to the Campus Police Department at 724-836-9865, whether the offense occurred on or off campus, and to press charges against the assailant. However, survivors have the right to refuse to press charges even if a police report is made.

Students who are survivors of sex offenses are encouraged to discuss options for filing a judicial complaint with the Judicial Coordinator at 724-836-9954 and to press charges.

All University resource centers will assist survivors in notifying the authorities and pressing charges if desired.

Information Concerning Registered Sex Offenders

Students, faculty, staff, and visitors at Pitt-Greensburg can obtain information concerning registered sex offenders by contacting the chief of police at 724-836-9865 or 9866, the Pennsylvania State Police (724-832-3288) or the Westmoreland County Detective Bureau (724-830-3287).

Survivors: Options for Changing Academic and Living Situations

Survivors of sex offenses have the right to request a change in their academic course schedules and living arrangements. University staff will make every effort to make these changes at the victim’s request as soon as possible considering current availability of reasonable alternatives.

If the survivor lives off campus, emergency living space will be provided in a residence hall. If the survivor lives in a residence hall, another residence hall room in a different location will be provided.

Contact the Office of Housing and Residence Life (724-836-7470) for residence hall changes. The vice president for Academic Affairs (724-836-9875) will assist in changing the survivor’s course schedule.

Procedures for Campus Disciplinary Action

If the alleged assailant is a Pitt student, the survivor has the additional option of filing a complaint against the assailant for violation of the Student Code of Conduct. If the accused does not accept the recommended sanction, a hearing is held. The case may be heard by an Administrative Hearing Officer or by a Student Judicial Board composed of students with training in campus judicial proceedings. Either or both parties may represent themselves or may have an advocate (not professional counsel) to represent them. The individuals who hear the case will uphold the following rules:

- The accuser and accused are entitled to the same opportunities to have others present during a campus disciplinary hearing.
- The accuser and accused shall be informed of the outcome of any institutional disciplinary proceeding brought alleging a sexual offense.

Possible Sanctions to be Imposed Following the Final Determination of an Institutional Disciplinary Procedure

For both forcible and non-forcible sex offenses, sanctions range from Disciplinary Probation (with Residence Hall Dismissal if the accused lives on campus) to Disciplinary Dismissal from the University. Punishment for convicted offenders is also carried out by the public court system if the victim pursues additional legal prosecution.
If you live on campus, the following security information is for you:

Residence Halls:
All on-campus housing is undergraduate. Both freshman and upper-class students are housed at each residence complex.

University Court:
A co-ed on campus housing complex of apartment-style units that include a furnished living room, two bedrooms, a bathroom, and a kitchen/dining area equipped with refrigerator and stove. There are eight quads consisting of four apartments with each apartment accommodating four to five students.

Robertshaw Hall:
A traditional dormitory-style residence hall that is co-ed by wing. There are two or three residents per room and each room is connected by a common bathroom to another room of two or three residents.

College Hall:
A modified dormitory-style residence hall that is co-ed by wings. Since the dormitory is divided into wings, this hall offers a quiet, more private environment. Each room has a private bathroom and houses two or three residents.

Westmoreland Hall:
A co-ed on-campus complex housing four residents per unit. Each unit contains four bedrooms, two bathrooms, a furnished living room, and a kitchenette equipped with a microwave, a full-sized refrigerator, and plenty of storage space.

Humanities Academic Village:
A co-ed on-campus apartment complex housing 96 students. Each furnished apartment has a living room, four single bedrooms, two full bathrooms, and a kitchen. There are three buildings, with eight apartments in each building.

Behavioral Sciences Academic Village:
A co-ed on-campus apartment complex housing 96 students. Each furnished apartment has a living room, four single bedrooms, two full bathrooms, and a kitchen. There are three buildings, with eight apartments in each building.

For the year 2009, there were 1,729 undergraduate students attending classes at Pitt-Greensburg. Of this number, 590 undergraduates lived in student housing on campus. There were no graduate students on campus.

Housing Assignments and Requests for Assignment Changes
One third of the residence hall rooms are reserved for returning students and the remaining two thirds for incoming freshmen.

If all rooms are not filled, then a first-come, first-served basis will apply. Students who request specific roommates are assigned those students when possible. Other housing assignments are based on characteristics students submit on their applications. Current criteria include:
• If student desires a quiet area;
• Whether student objects to activity after 11 p.m.;
• Whether student studies late;
• Request for non drinking or non smoking roommates (even though drinking and smoking are prohibited on campus).

Students may request a room change for a variety of reasons. If the reason is a roommate dispute, the Resident Assistant attempts to help resolve the problem. If the problem cannot be resolved, the Resident Director and/or the Coordinator of Residence Life intervenes; if the dispute still cannot be resolved, and if space is available, a room change may be made. All students must submit a room change form before any action can be taken.

Residence Hall Security and Visitors
Visitors, including overnight guests, are welcome to the residence halls and are subject to all rules, policies, and regulations applicable to residents. The following information applies to overnight guest:
• All visitors are required to be out of the residence halls by 1 a.m.;
• Overnight guests or visitors may not visit overnight more than 10 times in a month;
• All visitors (including students) and overnight guests must sign in with the on-duty resident assistant before admission to the residence hall;
• The approval of the roommate(s) is required before a guest may stay overnight.

Security Features of Residence Halls
All of the exterior doors to University housing facilities are secured 24 hours per day, 7 days per week. Residence hall students are issued keys for their rooms or apartments; the keys have a numerical designation, but the numbers do not coincide with the room or apartment numbers. In the event a key is lost, rooms and apartments cannot be identified by a key code. Each year key codes are changed as a precaution against access by previous residents.

All apartments and rooms have windows with locks and screens that are firmly affixed.

RAs and Others Who Help Make University Residence Halls Safe
Currently there are 21 resident assistants. There are three in Westmoreland Hall, four each in College Hall, Robertshaw Hall, and University Courts and six at the Academic Villages. Resident assistants cover the main desk 7 days per week from 9 p.m. until 1 a.m. College Hall and Robertshaw Hall also have support from night residence hall coordinators (NRHC’s) who work Sunday through Thursday, from 10 p.m. until 6 a.m. In addition, there are also four professional staff members available 24 hours a day, 7 days per week, two graduate resident directors, a full-time resident director, and a director of the Office of Housing & Residence Life.

Resident assistants, the resident director, and the director of Housing & Residence Life receive extensive comprehensive training before each school year begins and on going in service training throughout the year. This training includes how to handle various emergencies from psychological emergencies to health, fire evacuations, disorderly conduct, etc. The RAs and the NRHCs make rounds of the residence halls daily.

The director of Housing & Residence Life supervises the Residence Hall Staff and is located in the Residence Life Office at University Court x7470. The Office of Student Services staff are located at 219 Chambers Hall and are available to assist students at all times.

Campus police officers are responsible for security at the residence halls during their tours of duty.
How You Can Learn About Residence Hall Security Procedures

When students check into a residence hall, they will be given a packet that includes information about campus safety and residence hall security; e.g., whom to call in case of an emergency, visitation policies, alcohol and drug policies, and general information on campus safety.

Posters promoting safety (KEEP DOORS LOCKED!, WALK IN GROUPS) will be displayed throughout the residence halls.

The Office of Student Services presents programs on social and health needs as well as programs on issues of concern to the students.

Housing During Holidays and Between-Term Breaks

The residence halls are usually unoccupied and closed during the Thanksgiving vacation and the Winter Recess, which is also the hiatus between the Fall and Spring terms, and during the Spring Break. Housing during these times will be provided only on an emergency basis.

Guests Other Than Visitors of Residents

The only guests that may be housed at Pitt-Greensburg are those attending Pitt-Greensburg sponsored academic or social programs or groups that have an educational or academic purpose.

Off-Campus Housing

The Office of Student Services maintains a list of available on-campus housing accommodations in the Greensburg area when possible. The list should not be construed as a recommendation for any of the facilities listed. In issuing this list, Pitt-Greensburg assumes no responsibility for the condition of the housing or the safety or well-being of the students while the students are residing off campus. Pitt-Greensburg assumes no responsibility for the contractual arrangements made by the interested parties.

Pitt-Greensburg will not knowingly assist any landlord who engages in unlawful housing discrimination. Students are not restricted to the listings and are referred to the Greensburg Tribune-Review for additional room and apartment listings. Students are advised to telephone prospective landlords in advance for appointments.

Student Right-To-Know Graduation Rate Disclosure

The graduation rate at the University of Pittsburgh at Greensburg is calculated according to the U.S. Department of Education guidelines. This rate is based upon students who had entered as full-time, first-time freshmen and had graduated within 6 years. It is an average based upon the four most recent freshman classes for which measure can be determined, which are the four classes entering in Fall 2000, 2001, 2002 and 2003. This information is also available on line at http://www.ir.pitt.edu/cds/cdshmpg.htm.

Smoking Policy

Smoking is prohibited in all University owned and leased facilities, including residence halls and off-campus housing facilities; and in all University vehicles, including motor pool vehicles; with explicit limited exceptions.

Counseling Services

The Office of Student Services provides the following counseling services to Pitt-Greensburg students:

1. Professional counseling is provided, both individually and in a group setting, to assist students who are experiencing personal problems or concerns. Referrals are made to appropriate community resources when the need is indicated. Additional information is available by calling 724-836-9870.

2. Career advising and testing is provided to help students identify a career choice. Job search workshops are held to develop job-seeking skills, resources, and strategies. Resume critique services are provided. Additional information is available by calling 724-836-7182.

3. The Learning Resource Center provides assistance in developing effective and efficient learning strategies. Workshops are offered that address problems that can interfere with achieving academic success. Additional information is available by calling 724-836-7098.

If You Have a Complaint

The University of Pittsburgh at Greensburg is responsible for complying with Chapter 3 of the Pennsylvania Uniform Crime Reporting Act and the federal Jeanne Clery Act. If you believe the University is not in compliance with the above acts, please contact The Office of the Registrar, Room 120, Millstein Library, University of Pittsburgh at Greensburg, Greensburg, PA 15601. Phone 724-836-9899 or 412-624-6118.

Nondiscrimination Policy Statement

The University of Pittsburgh, as an educational institution and as an employer, values equality of opportunity, human dignity, and racial/ethnic and cultural diversity. Accordingly, the University prohibits and will not engage in discrimination or harassment on the basis of race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity and expression, disability, or status as a disabled veteran or a veteran of the Vietnam era. Further, the University will continue to take affirmative steps to support and advance these values consistent with the University’s mission. This policy applies to admissions, employment, access to and treatment in University programs and activities. This is a commitment made by the University and is in accordance with federal, state, and/or local laws and regulations.

For information on University equal opportunity and affirmative action programs and complaint/grievance procedures, please contact: University of Pittsburgh, Office of Affirmative Action, Diversity and Inclusion, Carol W. Mohamed, Director (and Title IX, 504 and ADA Coordinator), 412 Bellefield Hall, Pittsburgh, Pittsburgh, PA 15260 (412-648-7860).

"The safety of each student is a priority at Pitt-Greensburg. I invite you to join with us to help keep this a safe campus. I believe it is vital that you read and follow the safety tips included in this brochure. Incorporating these tips in your daily routine are the simplest and most significant steps you can take to ensure your personal safety. I also encourage you to take a more active role in campus safety by joining the Student Government Association and/or Resident Student Council. By doing so, you will help Pitt-Greensburg continue to be a safe environment to learn both in and out of the classroom."

– Rick Fogle, Dean of Student Services
NOTICE TO INDIVIDUALS WITH DISABILITIES

For accessibility/accommodation information and assistance, please contact the Learning Resource Center Director at the University of Pittsburgh at Greensburg: Lou Ann Sears, 105 Faculty Office Building, 150 Finoli Drive, Greensburg, PA 15601-5898, 724-836-7098 (or 724-836-7128 for TDD). TTD phones are also located at the Safety and Security Center (724-836-7826) and the Student information desk in Chambers Hall (724-836-7077).

Procedure for Preparing This Report

This report is prepared by the Chief of Police. The procedure for preparing this report is as follows:

A. A review of all reports compiled by the Department of Safety and Security.
C. Interviews with the Campus Police Officers.
D. A review of all reports compiled by the Coordinator of Residence Life.
E. A review of all reports compiled by the Judicial Board to include Liquor Law Violations, Drug Law Violations, and Weapons Violations.
F. A request to the Pennsylvania State Police, Greensburg Barracks, for all reports related to criminal activity and arrests on Pitt-Greensburg property and public property within a reasonable contiguous geographic area of the institution.
G. A request to the South Greensburg Police Department for all reports related to criminal activity and arrests on Pitt-Greensburg property and public property (all public property that is immediately adjacent to and accessible from the campus).
H. Interviews with the following:
   1) Director of Human Resources;
   2) Athletic Director;
   3) Faculty Advisors;
   4) Team Coaches;
   5) Residence Life Personnel;
   6) Special Assistant to the President for Minority & Diversity Affairs;
   7) Director of Counseling. University counselors voluntarily provide non-identifying information on crimes reported to them;
   8) Director of Campus Activities

Students should be aware that a formal police report or investigation is not needed in order for a crime report to be included in the statistics. The student need only report the incident to any of these campus officials who have significant responsibility for student and campus activity.

Open Campus Police Logs

The Department of Safety and Security maintains a daily log recording all crimes reported to the department. The log will contain the following:

1) The nature, date, time, and general location of each crime.
2) The disposition of the complaint, if known.

This log is open to public inspection within two business days of the initial report being made to the department. Information will not be made available when disclosure of such information is prohibited by law or such disclosure would jeopardize an ongoing criminal investigation or safety of an individual, cause a suspect to flee or attempt to evade detection, or result in the destruction of evidence.

TIPS FOR A SAFER CAMPUS

Learn and follow all University security policies. These policies were created out of a concern for your welfare and consideration for the rights of others.

- When walking or jogging: Go with someone.
- Stay away from isolated areas. Try to stay near streetlights.
- Hold your purse or briefcase tightly and close to your body. A front pocket is safer for a wallet than a back one.
- Dress sensibly. Tight pants, clogs, or heels make movement difficult.

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-lighted area. Enter a store, house, residence hall, classroom, or library – anywhere there are people.
- Notice and remember as much as possible about the person so you can give a good description.

If you’re held up:
- Don’t resist. No amount of money is worth taking chances with your life.
- Notify campus security or local police immediately. Try to give a description that includes approximate age, height, weight, and details on hair, clothing, jewelry, scars, tattoos-anything that is noticeable.

Where you live:
- Keep your doors locked night and day.
- Don’t let strangers in.
- Don’t leave a door unlocked for someone planning to come back later.

Protect personal and University property:
- Lock your door every time you leave.
- Engrave expensive equipment and valuables with an ID number.
- Don’t store your purse in an unlocked desk drawer.
- Don’t leave your belongings (books, gym, backpack calculators, coats, etc.) unattended in libraries, hallways, gym facilities, or classrooms.

If you are working late:
- Keep your office door locked.
- Lock all doors behind you when entering or exiting at night.

In a car:
- Keep doors locked while driving.
- Don’t pick up hitchhikers.
- Check the back seat before getting into a car.

Protect your car:
- Always lock your car and take the keys.
- Lock valuables in the trunk.
- Park in well lighted areas.

Don’t hitchhike.

Report suspicious activity and vandalism immediately.
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### The Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act (continued)

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*** This category includes all on-campus incidents, including those listed in the category below, “In dormitories or other residential facilities.” Therefore, the two categories are not cumulative, but duplicative.
*There was one reported crime of Ethnic Intimidation reported for the year 2007, categorized by sexual orientation.
**There was one reported crime of Ethnic Intimidation reported for the year 2008, categorized by race.
These offenses are defined according to the FBI Uniform Crime Reporting/National Incident-Based Reporting System as follows:

• **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.

• **Robbery:**
  The 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 means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

• **Motor Vehicle Theft:**
  The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

• **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.

• **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.

  A. **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 youth or his/her temporary or permanent mental or physical incapacity.

  B. **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.

  C. **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.

  D. **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 or physical incapacity.

• **Sex Offenses-Non-forcible:**
  Unlawful, Nonforcible sexual intercourse.

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

  B. **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
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<td>Burglary</td>
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<td>158.06</td>
<td>6</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Theft</td>
<td>11</td>
<td>579.55</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>15</td>
<td>790.30</td>
<td>11</td>
</tr>
</tbody>
</table>

**UCR PART II CRIMES**

<table>
<thead>
<tr>
<th>Categories</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Incidents</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crm Index per 100,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forgery, Fraud, and Embezzlement</td>
<td>1</td>
<td>52.68</td>
<td>0</td>
</tr>
<tr>
<td>Stolen Property (receiving, possessing, buying)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Criminal Mischief</td>
<td>9</td>
<td>474.18</td>
<td>19</td>
</tr>
<tr>
<td>Weapons (carrying, possessing, etc.)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offenses</td>
<td>1</td>
<td>52.68</td>
<td>1</td>
</tr>
<tr>
<td>Drug Violations</td>
<td>9</td>
<td>474.18</td>
<td>5</td>
</tr>
<tr>
<td>Gambling</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Offenses Against Family and Children</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Driving Under the Influence</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Liquor Laws</td>
<td>36</td>
<td>1896.73</td>
<td>17</td>
</tr>
<tr>
<td>Public Drunkenness</td>
<td>7</td>
<td>368.80</td>
<td>1</td>
</tr>
<tr>
<td>Disorderly Conduct</td>
<td>10</td>
<td>526.87</td>
<td>5</td>
</tr>
<tr>
<td>Ethnic Intimidiation</td>
<td>1</td>
<td>52.68</td>
<td>1</td>
</tr>
<tr>
<td>All other offenses (except traffic)</td>
<td>21</td>
<td>1106.42</td>
<td>8</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>95</td>
<td>5005.26</td>
<td>58</td>
</tr>
</tbody>
</table>

According to the Uniform Crime Report, the crime rate is based upon population per 100,000. The crime rate is determined by taking the number of crimes divided by full-time equivalent (FTE) students and FTE employees and then multiplying by 100,000. There were a total of 179 FTE employees and 1,729 FTE Students at the Greensburg Campus.

<table>
<thead>
<tr>
<th>Year</th>
<th>FTE Employees</th>
<th>FTE Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007</td>
<td>1,898</td>
<td></td>
</tr>
<tr>
<td>2008</td>
<td>1,929</td>
<td></td>
</tr>
<tr>
<td>2009</td>
<td>1,908</td>
<td></td>
</tr>
</tbody>
</table>