



2016 ANNUAL

Security and Fire Safety Report

Statistics from calendar years 2013, 2014, 2015



THE UNIVERSITY OF
TOLEDO
1872



University of Toledo

2016 Annual Security and Fire Safety Report

The Annual Security and Fire Safety Report is produced by the Office of Internal Audit and Compliance as part of The University of Toledo's commitment to safety and security on all campuses. It satisfies the requirements set forth in the Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act of 1990.

Published September 2016

Crime statistics for calendar years 2013, 2014, and 2015

Campuses included in this report: Main, Health Science, Scott Park, Center for the Visual Arts, Stranahan Arboretum, Lake Erie Research Center, Schoolcraft College, and Lorain County Community College - University Partnership Ridge

Acknowledgements: The production of this report would not have been possible without the assistance of Schoolcraft College and Lorain County Community College. Information regarding those campuses was taken from their respective Annual Security Reports issued in 2016. Many thanks to their staff.



Message to the University of Toledo Community

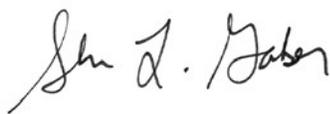
Thank you for taking the time to review the 2016 University of Toledo Annual Security and Fire Safety Report. Nothing is more important to us than the safety and security of all students, faculty, staff, and visitors. Every person learning, living, working and receiving health care on any of The University of Toledo campuses has the right to a safe and secure environment, free of harassment and biased-based incidents of any kind.

Keeping UT safe is an ongoing and collaborative effort involving close partnerships between University administration, faculty, staff, students and external partners like local block watch leaders and area emergency responders. However, our most important partner is you, the community member. If faced with an emergency situation, it is important to know how to keep yourself safe and report the situation to the proper authorities.

In this report you will find valuable information about how we can help keep you safe including general crime prevention and safety tips, incident reporting information, emergency procedures, crime statistics on and adjacent to the UT campuses, and resources for crime victims. Please take advantage of the free services available to students and employees such as the UT Alert emergency text message system and the Rave Guardian smart phone application and remember to stay informed by following the UT Police Department on social media.

While we have sought to make this report a valuable resource of safety information, we invite you to contact any of the departments or programs listed in this report for more information about their policies or the resources they offer. We hope that you take full advantage of the services we have in place for your safety and we encourage you to contact us with any questions or concerns you may have.

Thank you for partnering with us and let's work together to sustain a safer UT.



Dr. Sharon L. Gaber, Ph.D.
President



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Introduction

When 19-year-old Jeanne Clery was raped and murdered in her university residence hall in 1986, her parents, Connie and Howard Clery, were grief-stricken. Once they learned about the incidence of violent crimes on college campuses, however, they became convinced that awareness could prevent other tragedies. With a goal of making campuses safer, the Clery family advocated for public transparency regarding campus crimes, spearheading federal legislation that was passed in 1990.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (commonly referred to as the Clery Act) is landmark consumer protection legislation enforced by the United States Department of Education. The Clery Act requires that all colleges and universities receiving Title IV financial aid to comply with this Federal Law.

The United States' Department of Education enforces the Clery Act and may impose fines of up to \$35,000 per violation or withhold financial aid funds from institutions found in violation.

Campus Law Enforcement

The University of Toledo Police Department (UTPD) provides 24-hour uniformed police services to Main Campus, Health Science Campus, and Scott Park Campus, serving a daily population of approximately 30,000 students, faculty, staff, employees, patients, and visitors, making UTPD one of the most active police departments in northwest Ohio.

All UTPD officers are sworn State of Ohio Peace Officers commissioned by the Ohio Peace Officer Training Academy. Police Officers are entrusted through the Board of Trustees in accordance with Ohio Civil Service Law and Section 3345.04 of the Ohio Revised Code. University law enforcement officers have misdemeanor and felony arrest authority, as well as all other enforcement powers granted to peace officers in the state of Ohio. UTPD officers are subject to all training and education requirements established by the Ohio Peace Officers' Training Council and The University of Toledo.

UTPD officers require a professional demeanor, exceptional judgment and the right disposition. Officers are carefully selected through a comprehensive hiring process and have demonstrated knowledge and skill through a rigorous field training period. In addition to providing excellent police services, officers continue to train and gain knowledge throughout their law enforcement career.

The UTPD maintains strong partnerships with local, state, and federal public safety agencies, but focuses their policing efforts on Main Campus, Health Science Campus, and Scott Park. By virtue of concurrent jurisdiction and in some cases shared jurisdiction, a close working relationship is in place with the Toledo Police Department, Toledo Fire Department, Ottawa Hills Police Department, the Lucas County Sheriff's Office, the Ohio State Highway Patrol, and the Federal Bureau of Investigation. The UTPD is an active member of several important public safety collaborations including: The Metro Toledo Criminal Justice Administrators, State University Law Enforcement Administrators, the Lucas County OVI Task Force, Toledo Metro Drug Task Force, The Northwest Ohio Drug Abuse Response Team (DART), and the Northwest Ohio Joint Terrorism Task Force. The UTPD participates and holds several mutual aid agreements including the area Regional Law Enforcement Mutual Aid Agreement and the Mutual Aid Agreement among participating Ohio Universities.



The University of Toledo has officially recognized student organizations that have non-campus facilities, however, the University does not use local law enforcement to monitor or record activities at those locations. Local law enforcement will respond to those locations when police services are needed.

Health Science Campus (HSC): Responding to non-emergency calls are uniformed, unarmed security officers who provide an additional layer of safety and customer services for The University of Toledo Medical Center and clinical enterprise. Health Science Campus security officers are carefully screened through a rigorous hiring process and extensive field training experience. Officers patrol the buildings and parking areas by bike, vehicle and foot and provide important services to persons on the health science campus. The security department is also responsible for fire and intrusion alarm monitoring, security cameras, door access, lost and found, and patient valuables. Additionally, the department coordinates regular emergency preparedness drills and training with students and staff. The security office is located at 3025 Library Circle in room 007 of the Mulford Library. Unlike UTPD officers, HSC security officers do not have arrest authority.

The Center for the Visual Arts, Stranahan Arboretum, and Lake Erie Research Center do not fall within The University of Toledo Police Department's jurisdiction, and are policed by the municipalities in which they are located.

Schoolcraft College: Campus Police Officers as of March 28, 2016 are sworn Michigan Commission on Law Enforcement Standards (MCOLES) State certified officers. One officer is an unsworn Michigan Public Act 330 officer. Sworn MCOLES and unsworn PA330 officers are authorized to make warrantless arrests and have jurisdiction on all property that is owned by Schoolcraft College, which includes the Main Campus (Livonia) and Public Safety Training Center (Livonia), and the Radcliff Campus (Garden City).

For the calendar year 2015, the year in which this Annual Security Report (ASR) is publishing crime stats, all officers were unsworn Michigan Public Act 330 officers who were authorized to make warrantless arrests on property that is owned by Schoolcraft College.

The Schoolcraft College Police Department has been certified and empowered with full police authority by the Michigan Commission On Law Enforcement Standards (MCOLES). This authority is derived through Michigan Public Act 330 of 1968. The Campus Police Authority consists of certified PA330 Police Authority Officers who have full police and arrest powers when they are on-duty, in uniform, and on College property.

The Campus Police Authority works closely with local, state, and federal police agencies and has direct radio communication with the Northville Township and Livonia police departments. There are currently no memorandums of understanding with these agencies.

The Schoolcraft College Campus Police monitors all law enforcement agencies adjacent to their campuses/sites. Although the College does not currently have residential facilities or off-campus student organizations, students need to be aware that if the Campus Police learns of criminal activity committed by students at those locations, the incident may be investigated and/or referred to the Office of the Vice-President of Student Services.

Lorain County Community College (LCCC) - University Partnership Ridge Campus: Campus Security Officers are non-commissioned security personnel who are responsible for maintaining public order on campus and enforcement of the Code of Conduct. The Campus Security officers do not carry firearms and do not have arrest powers. LCCC

maintains excellent working relationships with the North Ridgeville Police Department and the Lorain County Sheriff's Office.

Crime Reporting

Students, faculty, staff, and visitors to Main Campus, Health Science Campus, and Scott Park are encouraged to report all crimes, suspicious activity, safety hazards, or campus emergencies (including medical and fire emergencies) to UTPD. For students, faculty, staff, and visitors to Main Campus, Health Science Campus, and Scott Park, there are a number of ways to report a crime to UTPD:

- For emergencies: Dial 419-530-2600 or extension 2600 from any on-campus telephone or 9-1-1
- For non-emergencies: Dial 419-530-2601 or extension 2601 from any on-campus telephone
- Code Blue Emergency Phones are located along walkways, in parking lots, parking ramps (garages), elevators, and other common space areas, as well as major pedestrian routes, on the Main, Health Science, and Scott Park campuses. When activated, an emergency phone provides a direct, almost instantaneous link to the UTPD Dispatch Center. The dispatcher immediately knows the caller's location when the phone is activated. Police respond to the activation of emergency telephones even if no words are spoken. Despite their name, Emergency Phones are not just for emergencies. They are the campus community's direct link to the police dispatcher, and can be used to: Request an escort, report a suspicious person or circumstance, obtain access to a building or room, request motorist assistance, report an elevator entrapment, etc.
- In person: Visit the UTPD in the Transportation Center 1515 South Towerview Blvd. Toledo, OH 43606
- The Rave Guardian smartphone app enables users to contact the UTPD emergency telephone line at the touch of a button

Highly trained dispatchers are available 24 hours a day to answer calls made to UTPD. In response to a call, UTPD will take action appropriate to the information relayed by the caller: writing a report, offering resources, contacting local law enforcement for assistance, and/or potentially investigating allegations of a crime. When a crime is reported to UTPD, it is assessed for the potential distribution of a Timely Warning Notice and for disclosure in the Annual Security and Fire Safety Report. The University of Toledo encourages the prompt and accurate reporting of all crimes to UTPD and the appropriate police agencies, when the victim elects to, or is unable to, make such a report.

The University of Toledo Police Department (UTPD) is the primary department accepting information about criminal activity. In some circumstances, a person may prefer to report a crime to other university officials. A person defined as a Campus Security Authority (CSA) who receives in good faith a report of a Clery crime occurring within the university's Clery geography has a legal responsibility to make sure the crime is recorded and reported as a statistic, by the university. Crimes reported to CSAs may be reported confidentially. CSA reports are assessed for the potential distribution of a Timely Warning Notice and for disclosure in the Annual Security and Fire Safety Report.

Ohio's public records law (Ohio Revised Code § 149.43) does not permit the University to promise confidentiality to those who voluntarily report crimes to anyone except counselors at the University Counseling Center or, under



certain circumstances, to a physician or nurse at the Student Medical Center or a hospital. Some off-campus reports also may be legally confidential—e.g. reports to clergy or health care professionals.

The University of Toledo encourages professional counselors, if and when they deem it appropriate, to inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the Annual Security and Fire Safety Report.

To report a crime or other emergency at the Center for the Visual Arts, call 9-1-1 and local law enforcement will respond.

To report a crime or other emergency at the Stranahan Arboretum, call 9-1-1 and local law enforcement will respond.

To report a crime or other emergency at the Lake Erie Research Center, call 9-1-1 and local law enforcement will respond.

Lorain County Community College encourages students and employees to promptly report crimes on campus to Campus Security officers and local law enforcement agencies on a voluntary basis.

To report a crime or other emergency at Lorain County Community College- University Partnership Ridge Campus:

- For emergencies: Dial 9-1-1 (North Ridgeville Police)
- For non-emergencies: Dial 440-366-4444 or 440-336-4053 (Campus Security)

Crimes may also be reported to any Campus Security Authority, defined as any official of the College who has significant responsibility for student and campus activities. Campus Security Authorities include Selina Gaddis, Manager, Student Life (440-366-7648), athletic team coaches and advisors to student clubs and organizations. The law requires that all crimes reported to any Campus Security Authority be included in the College's statistics and evaluated relative to its timely warning policy. Professional mental health counselors are excluded from this requirement, however, the College encourages such mental health professionals to, when they believe it appropriate, inform the person being counseled of procedures to report crimes on a voluntary, confidential basis for inclusion in the annual report.

Schoolcraft College: Schoolcraft College encourages the accurate and prompt reporting of all crimes to the campus police, and the appropriate police agencies when the victim of a crime elects to, or is unable to, make such a report. Students, faculty, staff, and visitors are encouraged to report all crime, emergencies and suspicious situations to the Campus Police in a timely manner. Reports may be made in person, by telephone, or by the emergency Code Blue call box system located in the parking lot areas.

To report a crime or other emergency at Schoolcraft College, contact the Campus Police Authority Department:

- For emergencies: Dial 9-1-1 or 8-9-1-1 from an on-campus phone
- For non-emergencies: Dial 734-462-4424 or extension 4424 from an on-campus phone
- In person: Campus Police main office at 18600 Haggerty Road

- Code Blue Emergency Phones are located across campus and will connect the caller to the Campus Police Department

When an emergency or other dangerous situation is reported to the Campus Police, they will respond to the scene and determine if an emergency situation does exist and decide upon the appropriate response.

The Schoolcraft College Campus Police Department encourages anyone who is the victim or witness of any crime to promptly report the incident. Because these reports are public records under state law, in many cases they are subject to release and Freedom of Information Act requests. Confidentiality of a complainant may not always be able to be maintained due to a duty to investigate and provide a safe College environment for others, but privacy will be maintained to the extent possible.

In addition to the 20 members of the Schoolcraft College Campus Police Department, the College has over 90 employees that the Clery Act designates as Campus Security Authorities. These employees have significant responsibility over student and campus activities. All Campus Security Authorities are responsible for reporting alleged crimes. The Chief of Police is responsible for collecting and reviewing crime reports from the Schoolcraft College Campus Security Authorities. A complete list of the College's Campus Security Authorities is maintained in the Campus Police Authority office.

It is the procedure of Counseling Services that when professional counselors deem it appropriate to inform the person they are counseling regarding the voluntary, confidential reporting of crime for inclusion in the annual disclosure of crime statistics, they do so. Reported violations of the law will be referred to law enforcement and when appropriate, the Office of the Vice-President and Chief Student Affairs Officer.

Timely Warning Procedures

The University of Toledo employs a variety of means to notify the campus community and visitors of potentially dangerous situations or threats to public safety. A Timely Warning Notice (TWN) is reserved for certain crimes as determined necessary by the chief of police, or designee, which occur within the Clery Act reportable geography, were reported to a Campus Security Authority and represent a serious or continuing threat to students, employees, and the UT community. The decision to issue a TWN is made on a case-by-case basis. TWNs will include information regarding the date and time of the reported crime, as well as a description that may aid in the identification of a suspect. Every attempt will be made to distribute a TWN as soon as possible after relevant facts are gathered and will withhold the identity of any victims. Staff in the Office of Public Safety and University Communications have the ability to write and send a TWN. Updates may be sent out as new or more accurate information becomes available. TWNs are sent via email to all member of the UT community, they are also posted on the University's website and on social media pages operated by UTPD.

Lorain County Community College- University Partnership Ridge Campus: LCCC strives to provide a safe and secure campus environment. Occasionally an incident may take place on campus or information is received from a local law enforcement agency regarding an incident that occurred in the immediate vicinity of campus which is considered potentially threatening. If any member of the campus community knows of a crime or other serious



incident, they should report that incident as soon as possible to the Campus Security office or call 9-1-1 so that a timely warning can be issued. When Campus Security is made aware of such information, they will issue a timely warning via e-mail, text alert, and information will be placed on the College's website.

Schoolcraft College: When a situation arises, either on or off campus, that, in the judgment of the Chief of Police or his/her designee constitutes an ongoing or continuing threat to the college population, a timely warning shall be issued. The Campus Police will review making a timely warning to the College community for all crimes that are listed in the Clery Act, which include:

- Criminal homicide
- Sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Arrest of persons referred for campus disciplinary action for liquor law violations, drug-related violation and weapons possession
- Any of the above crimes, any crimes of larceny, simple assault, intimidation, and destruction, damage or vandalism of property, and of other crimes involving bodily injury to any person, in which the victim is intentionally selected because of the actual or perceived bias of race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim that are reported to campus security authorities or local police agencies, which data shall be collected and reported according to the category of prejudice
- Domestic violence, dating violence, and stalking incidents that were reported to campus security authorities or local police agencies

A timely warning is defined as generally within 48 hours of receiving the initial report, withholds the names of victims as confidential, and aids in the prevention of similar occurrences.

After the Campus Police conducts an investigation, the Chief will confer with the Vice President and CFO who will make a recommendation to the President. If notification of the public is deemed necessary, a timely warning will be placed on the campus television network, the local media will be notified, the SCAlerts System will be activated, and the Director of Marketing will arrange for the information to be placed on the campus website.

Emergency Response and Evacuation

In order to promote a safe campus environment, the University of Toledo will utilize a number of ways to notify students, employees, and the public when an event poses a threat to the safety of the campus community.

Immediate, mass notifications are made via the indoor public address system (where available), the outdoor public address system, and the UT Alert text message system.

The indoor public address begins with a tone or siren or amber light, and continues with a verbal announcement. Staff in the Office of Public Safety have the authority and ability to activate the system.

The outdoor public address begins with a tone or siren and continues with a verbal announcement. An “all clear” announcement may be made when there is no longer a foreseeable threat to public safety. Staff in the Office of Public Safety have the authority and ability to activate the system. The outdoor public address system is tested each month on the first Friday at noon in conjunction with the Lucas County emergency siren test. In conjunction with the monthly public address system test, an email is sent to faculty, staff, and students to publicize UT’s emergency response and evacuation procedures.

UT Alert is a service available to all students and employees. Those who sign up at <https://utalert.utoledo.edu/> will receive emails and/or text messages that announce emergency situations. Examples of situations which may lead to a UT Alert are:

- Missing or abducted child
- Violent episode
- Nuclear, biological, or chemical contamination incident on campus (either accidental discharge or terrorism related)
- Catastrophic power or utility failure affecting most or all of campus
- Inclement weather

Upon confirmation that a qualifying event on campus has occurred, an authorized user will write the appropriate message and send the alert. The University of Toledo will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assess a victim or to contain, respond to, or otherwise mitigate the emergency.

The staff in the Offices of Public Safety and University Communication have the authority and ability to issue a UT Alert. Because of the community’s frequent travel between UT’s three main campuses, UT Alerts are sent to all faculty, staff, and students, no population segmentation occurs. Additional UT Alerts maybe sent throughout the event in order to provide updates to the community. An “all clear” message may be issued when there is no longer a foreseeable threat to public safety. Information pertaining to incidents and emergencies on campus will be disseminated to the larger public via media organizations through University Communications or individuals involved in emergency response on campus, as designated.

The University of Toledo maintains an Emergency Operations Plan (EOP) developed from the International Association of Campus Law Enforcement Administrators (IACLEA) planning guide. The UT EOP is compliant with the National Incident Management System (NIMS) and utilizes the Incident Command System (ICS) and Hospital Incident Command System (HICS) to guide emergency management. The plan is managed and updated by the Office of Public Safety and additional information may be found on their website: <http://www.utoledo.edu/depts/emergency/>.



Faculty, staff, and students who elect to receive text message notifications of campus emergencies, class cancellations, and other critical information may sign up at <https://utalert.utoledo.edu/>. UT has also partnered with the Rave Guardian smartphone app which is available at your operating system's application store.

In certain emergency situations, such as the release of hazardous materials, emergency responders may order the evacuation of certain offices or buildings, or instruct people in those facilities to shelter-in-place. It is possible that some emergency scenarios could result in one of these protective actions ordered for one part of campus and the other protective action for a different area of campus. When such actions are warranted, police, fire, safety, or University officials will advise the community of the appropriate action via UT Alert text message; radio and television stations; public address (PA) systems; loudspeakers; door-to-door notifications; and/or any other appropriate means. Evacuation and shelter-in-place drills provide training for emergency responders and better prepares students, faculty, and staff for life saving action during a true emergency including: Recognizing an alarm, listening for instruction, locating exits, and assisting others who may be in need of assistance.

It is not good enough to just have a plan. It's equally important to regularly test the plan. Below is a list of the emergency response and evacuation procedures tests conducted by UT in 2015:

Test date	Description of the exercise	Location	Time started	Time ended	Was the test announced?
1/13/2015	Biological Lab Tabletop Exercise to test response by staff members including UTPD, EHRS, Security, TFD, and Toledo Police	Health Science Campus	10:00 a.m.	12:00 p.m.	Yes
2/18/2015	Code Yellow/Code Grey Regional Tabletop Exercise to prepare for the regional functional exercise and test the response of staff members.	Health Science Campus	11:00 a.m.	1:00 p.m.	Yes
4/8/2015	Code Yellow/Code Grey Regional Functional Exercise with the Hospital Council of Northwest Ohio, Lucas County Health Department, and other local agencies to test the response of staff members.	Health Science Campus	8:30 a.m.	2:00 p.m.	Yes
6/17/2015	Active Shooter Tabletop Exercise to test response of clinical staff members in Nursing Leadership.	Health Science Campus	2:00 p.m.	3:00 p.m.	Yes
6/26/2015	Code Orange Ebola Virus Disease Functional Exercise to test response by staff	Health Science Campus	9:30 a.m.	10:34 p.m.	No

	members in the Emergency Department and support staff.				
7/14/2015	Code Brown Missing Adult/Missing Child Functional Exercise using outside volunteers (65 year old male and 6 year old female) to test response by staff members.	Health Science Campus	10:00 a.m.	10:45 p.m.	No
7/24/2015	Code Orange Ebola Virus Disease Functional Exercise to test response by staff members in the Emergency Department and support staff.	Health Science Campus	9:30 a.m.	11:40 p.m.	No
8/31/2015	Hazardous Lab Functional Exercise to test response by staff members including UTPD, EHRS, and building occupants.	Main Campus	10:05 a.m.	10:11 p.m.	No
9/11/2015	Code Orange Ebola Virus Disease Functional Exercise to test response by staff members in the Emergency Department and support staff. This exercise was designed to test 3rd shift.	Health Science Campus	5:00 a.m.	7:10 a.m.	No
10/14/2015	Code Orange Chemical Decontamination Functional Exercise using outside volunteers (2 Adult Females) to test response by staff members to set up the external decontamination tent and decontamination patients.	Health Science Campus	2:00 p.m.	5:00 p.m.	Yes
11/5/2015	Code Brown Missing Adult Functional Exercise using outside volunteers (65 year old male) to test response by staff members.	Health Science Campus	2:06 p.m.	2:31 p.m.	No

12/10/2015	Code Orange Ebola Virus Disease Functional Exercise with Toledo Hospital to test response by staff members in the Emergency Department and support staff.	Health Science Campus	8:00 a.m.	10:03 p.m.	Yes
12/21/2015	Code Adam Missing Child Functional Exercise using outside volunteers (10 year old child and mother) to test response by staff members.	Health Science Campus	3:32 p.m.	3:46 p.m.	No

Lorain County Community College- University Partnership Ridge Campus: LCCC has implemented a comprehensive Emergency Notification System that can alert and inform campus community members in the event of an imminent threat to health and safety (e.g. tornado, active shooter, hazardous material spill, etc.).

Upon confirmation from a Campus Security officer or College official regarding a significant emergency or dangerous situation involving an immediate threat to the health and safety of campus community members, emergency notifications will be disseminated without delay to campus community members via text message and email alerts, internal public address system and an external siren (where applicable). The manager of campus security, working in conjunction with other College officials will determine the content of the emergency notification, select the most appropriate method(s) for disseminating the information as quickly as possible, and initiate the notification system. The manager of campus security, campus security officers and authorized College personnel have responsibility for issuing notifications via the College’s Emergency Notification System. The text message system LCCC Alerts (www.lorainccc.edu/alerts) is a free service that students and staff can subscribe to in order to receive information directly to their text enabled mobile phone in the event of an emergency or campus closure. The external siren is capable of producing audible and voice commands to the campus community in the event of an emergency. When you hear the audible alert tone, you will immediately be instructed on what steps to take next to ensure your health and safety which could include seek shelter inside immediately, stay inside until further notice or evacuate the campus immediately. Other emergency notification methods the College employs can include fliers posted at entryways, the College’s homepage (www.lorainccc.edu), digital displays, electronic marquis, and broadcast television alerts. A special emergency hotline, 440-366-4911, has been established to furnish emergency information to the larger community. Additional information can also be found on the College’s web site as well as local radio and television stations.

Emergency evacuation routes are conspicuously posted in each classroom on our campuses. Additionally, various procedures for responding to emergencies can also be found on the College’s homepage by visiting www.lorainccc.edu/security and click on “emergency procedures”.

College officials will conduct annual tests and exercises of emergency response and evacuation procedures in order to ensure an orderly response to incidents necessitating such measures and to continuously assess the readiness of our emergency response and recovery capabilities. Tests will be announced in advance via email, the College’s homepage, and other available methods.



Schoolcraft College: In the event of a significant emergency or a dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, Schoolcraft College will issue an Emergency Notification. Examples of this type of event include severe weather, fire, explosion, etc.

Should you become aware of an emergency or other dangerous situation, call 9-1-1 or 8-9-1-1 from any college phone, or 9-1-1 from your cell phone. You may also notify Campus Police by calling extension 4424 from any campus phone or 734-462-4424 from a cell or public phone. Campus Police will respond to the scene and determine the kind of emergency, severity, and appropriate response to the situation. If there is an immediate threat to the health or safety of the campus population, the Campus Police will initiate communication to the affected college community without delay. They will determine which community segment(s) will receive the notification, determine the content of the notification, and then initiate the notification. The Chief of the Campus Police, or his designee, is responsible for initiating the emergency notification, and will work with the Director of Marketing and/or other college staff to accomplish this task.

The notification will be instituted without delay but will take into account their professional judgment if the notification would compromise efforts to assist a victim or to contain or otherwise mitigate the emergency. Because each event is different, there may be differing methods of communication. These may include any or all of the following:

- Public address system (building intercom, patrol car public address system)
- SCAAlerts (email, text, phone) To sign up for SCAAlerts, go to <https://www.getrave.com/login/schoolcraft>
- College television network
- Social media
- College website
- Media outlets (FOX 2 News, WDIV 4, WXYZ 7, WWJ 950, and WJR760)

Annually, the college will test the emergency response and evacuation procedures, which may or may not be pre-announced. The test will be evaluated and will be publicized on the Campus Police Authority website.

Security, Access, and Maintenance of Facilities

The academic and administrative buildings on Main, Health Science, and the Scott Park Campuses are open to the public, at a minimum, during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year. Some individual rooms within buildings require access via swipe card and authorization is granted to specific individuals for legitimate purposes only.

Access to residence halls is restricted to residents, escorted guests, and authorized University personnel. Residents have access only to their assigned residence hall. All guests must register at the front desk and be escorted by residents of the building at all times. Residents must carry their Rocket ID at all times in order to be able to enter their assigned residence hall. All exterior doors, excluding the main entrance way of each residence hall, automatically locks between 12:00AM and 6:00AM.



Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. With regards to landscape designs, UT selects plant material that would not hinder visibility at building entrances or obstruct lighting from light fixtures.

UTPD officers regularly patrol campus and report malfunctioning lights and other unsafe physical conditions to Facilities & Construction for correction. Other members of the campus community are encouraged to report equipment problems or unsafe conditions to Facilities & Construction as well, using a well-established Work Order system. In addition, Facilities & Construction staff who are out and about on campus (including Groundskeepers and Campus Transit Services bus drivers) notify UTPD if they observe anything suspicious.

As modifications or renovations are made to facilities - or by user request - Facilities & Construction staff evaluate our facilities and review the need for electrified (i.e., card reader) entrance doors with users and determine if it is the correct application. Also, during the design process for new construction and renovation projects, Facilities & Construction staff meet with UTPD to discuss security features, including quantity and location of security cameras that should be included in the project.

Center for the Visual Arts: The Center for the Visual Arts and Center for Sculptural Studies are open Monday through Friday during normal business hours. A list of eligible students wishing to use the facilities on weekends is provided to The Toledo Museum of Art Security Office for access. Some classrooms have key access using a key box with a code, which is changed each semester.

Stranahan Arboretum: The arboretum is open to the public Monday, Tuesday, and Wednesday from 8:00AM to 3:00PM and Thursday from 8:00AM to 1:00PM. The arboretum may be open some evenings and weekends. Hours may vary due to weather conditions and holidays. The gate to the facility is closed and locked when staff are not on site. The facility's professional staff have keys to the entire facility, whereas student staff only have keys to the main office.

Lake Erie Research Center (LERC): The LERC is open to the public every business day 9:00AM to 4:00PM, except during university holidays, otherwise, the facility is locked. Access to the building by approved faculty and students is by code, which is changed once a year.

Lorain County Community College- University Partnership Ridge Campus: The University of Toledo campus located at the Lorain County Community College University Partnership Ridge Campus (32121 Lorain Rd. North Ridgeville, OH 44039) is open Monday through Thursday from 8:00am to 7:30pm, and Friday from 8:30am to 2:30pm. Persons requesting access to college facilities after hours will be required to show appropriate identification and state the reason for being on campus. On an as needed basis, and with proper authorization, students, faculty and staff may be provided with access codes to those facilities which are operated with electronic access controls. Students desiring to be on campus after hours for a legitimate educational interest are to be in the company of a faculty or staff member, or provide written permission from an appropriate College official.

As a regular part of their routine mobile and foot patrols, campus security officers are alert for any deficiencies including broken door locks; inoperative lights; overgrown shrubs and trees; and broken sidewalks, steps and handrails and other conditions which might detract from the safety and security of the campus environment. Anyone encountering a condition affecting campus safety and security should report it promptly to the Campus Security Office or to Physical Plant Services.

Schoolcraft College: The University of Toledo campus* located inside the Jeffress Center on the campus of Schoolcraft College (18600 Haggerty Rd. Livonia, MI 48152) is open to the public during normal business hours. The building is locked when not in use. A restricted key assignment system is in place. Many areas on campus are alarmed and centrally monitored.

**As of May 6, 2016, The University of Toledo and Schoolcraft College ended their partnership agreement.*

Schoolcraft College does not have residential facilities.

Schoolcraft College’s buildings, grounds, and parking lots are lighted and inspected monthly for safety and security defects. Patrol officers report any observed problems to their department head.

The Facilities Management department maintains the College’s buildings and grounds with a concern for safety and security. They inspect campus facilities regularly, makes repairs affecting safety and security, and responds to reports of potential safety and security hazards.

Education Programs

The University of Toledo is devoted to educating our faculty, staff, and students about campus security procedures and practices, the prevention of crime, and encourages our community to take responsibility for their own security and the security of others. To that end, a number of programs were conducted in 2015 by UTPD and made available to the community.

Program	Description of the program	Target audience	Frequency	Date
New Hire Orientation	New Hire Orientation where new employees/volunteers/Contracted employees, et al/ will receive crime prevention information such as; when and how to contact UT Police for emergency and none emergency, what service UT Police provides, location of UT Police, information on keeping self, personal property, and UT Property safe. Attendees also receive information on safety programs offered through UT Police and the Department of Public Safety, along with flyers to	New employees	Bi-Weekly	On-going

	keep as a means of resource and reference.			
UT Safety Test Bank	UT Safety Test Bank will provide information and test knowledge on the following: crime prevention, how and when to contact UTPD, location of UTPD, programs offered through UTPD.	Health Science Campus employees	Annual requirement	On-going
A.L.i.C.E	An active shooter and violent intruder presentation known as ALiCE, which is an acronym for: Alert, Lockdown, Inform, Counter, Evacuate. The objective of A.L.i.C.E. is to teach the student survival options in active shooter situations. ALiCE encourages members of the campus community to take an active role in his/her own survival and lead others to safety. The ALiCE Program is designed to give a person or group of people, who may find themselves in a potentially life threatening situation, some mental and physical tools that could play a vital role in survival.	Students and employees	Approximately 2 classes per week	On-going
Rocket Launch	New students, transfer students, and family members are provided with the following information: crime prevention, how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New students	Three times a week during the summer months	Beginning June 1 through August 3

Residence Life Orientation	Hall Directors/Grad Assistance/Resident Advisor/Residence Life Staff are provided with the following information: crime prevention, how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New and continuing students and professional staff	Once a week	Month of August
Medical Student Orientation	Medical Students and family members are provided with the following information: crime prevention, how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New students	Once a year	3/28/2015
Freshman Athletes Orientation	New student athletes are provided with the following information: crime prevention, violence prevention, healthy relationship education, sexual assault prevention, also how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New students	Once a year	7/23/2015
College of Engineering Orientation	New students, transfer students, and family members are provided with the following information: crime prevention, how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New students	Once a year	8/18/2015
Multicultural Student Orientation	New students, transfer students, and family members are provided with the following information: crime prevention, how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New students	Once a year	8/18/2015
Health Science Campus (HSC) Student Orientation	New students, transfer students, and family members are provided with the following information: crime prevention, how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police	New students	Three times a year	January, July, and August

	Department, programs offered through UTPD			
First Year Orientation Classes	First year students are provided with the following information: crime prevention, violence prevention, healthy relationship education, sexual assault prevention, also how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	New students	Once a week	Month of September
Neighborhood Orientations	Brochures are prepared and distributed to the residential community surrounding UT with the following information: crime prevention, violence prevention, healthy relationship education, sexual assault prevention, ALiCE, also how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	Greater community	Once a year	Month of September
Not On My Watch Crime Prevention Month	UT Community is provided with the following information: crime prevention, violence prevention, healthy relationship education, sexual assault prevention, ALiCE, also how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	Students and employees	Five times a week on all three shifts	Month of October
Block Watch Meeting	UT Community is provided with the following information: crime prevention, violence prevention, healthy relationship education, sexual assault prevention, ALiCE, also how and when to contact UTPD, location of UTPD, Bureaus, Sections, and Units within the UT Police Department, programs offered through UTPD	Greater community	Once a month	First Monday of every month

Residence Life Crime Prevention Programs/Self Defense/Alcohol & Drug Prevention/ Personal Safety & Sexual Assault Prevention Programs	Employees and students receive crime prevention information such as; when and how to contact UT Police for emergency and non-emergency, what service UT Police provides, location of UT Police, information on keeping self, personal property, and UT Property safe. Attendees also receive information on safety programs offered through UT Police and the Department of Public Safety, along with flyers to keep as a means of resource and reference.	Students and employees	Three times a month	September to April
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Lorain County Community College- University Partnership Ridge Campus: Each semester, the Campus Security office, working in conjunction with the Student Life and the Student Senate, sponsors a Campus Security Crime Prevention and Emergency Preparedness informational session. For more information, contact the director of campus security at 440-366-7738.

Schoolcraft College: The Campus Police periodically provides security awareness programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others. Programs designed to inform students and employees about the prevention of crimes include orientation, where students and employees are informed of campus security programs offered by the Campus Police. Information is also presented to students and employees through crime prevention awareness packets, security alert posters, emergency response plans, and newsletter articles.

Alcohol and Drug Policies

The University of Toledo is a dynamic learning environment. Its students, faculty, staff, alumni, and guests interact in a wide variety of intellectual and social activities that extend outside of the classroom. We value and promote an environment of legal and responsible alcohol use and support alcohol-free environments. We recognize alcoholic beverages may be available at some campus activities. Such activities are consistent with the university's values when they foster an environment of moderation and safety in alcohol consumption. The University complies fully with local, state, and federal regulations regarding the sale, possession, and consumption of alcoholic beverages, including the enforcement of Ohio's laws which prohibit underage drinking.

Additionally, the unlawful possession, use, or sale of illegal drugs or controlled substances is strictly prohibited. UT enforces both federal and state drug laws, and members of the University community are held responsible for their behavior if they violate University policy, federal, or state laws. The University is committed to providing the community with education as it relates to illicit drug use, the consumption of alcohol in general and as it relates to high risk alcohol use, in particular. UT provides programs, support, and resources that promote making health-enhancing experiences a priority.



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During 2015, UT provided a number of educational programs regarding drug or alcohol abuse as required by the Drug-Free Schools and Communities Act of 1989:

Date	Name of the program	Description of the program	Target audience (faculty, staff, students)
1/8/2015	Alcohol, Tobacco, and Other Drug (ATOD) Presentation	Red Watch Band Bystander Intervention training	Students
1/9/2015	Residence Life Training	Alcohol, Tobacco, and Other Drug program provided educational content to RA's during training	Student Employees
1/21/2015	Greek Speaker Series: Dr. Lori Hart	VRAs took their residents to listen to Dr. Lori Hart's keynote about alcohol consumption, standard drink sizes, and bystander intervention.	Students
1/21/2015	Guest Speaker and Reflection: Drinking & Driving	VRA held a reflection activity on drinking and driving after the Dr. Lori Hart keynote speaker.	Students
1/27/2015	RA Training	Alcohol, Tobacco, and Other Drug program provided educational content to RA's during training	Student Employees
1/30/2015	Rocket Watch	Program conducted in collaboration with UTPD. Program designed to increase awareness about issues of substance misuse and prevention.	Students
1/30/2015	Movies & Mocktails	Residents watched the movie "28 days", which focuses on a woman who enters a drug and alcohol rehab center. Mocktails were served and a discussion regarding the seriousness of addiction to substances occurred.	Students
3/3/2015	ATOD Presentation	Red Watch Band Bystander Intervention training	Students
3/3/2015	ATOD at Trio	Presentation provided to TRIO students at the annual Punch Part to promote drug prevention with an emphasis on issues related to drug abuse and reduction of substance abuse over spring break.	Students
3/4/2015	Spring Break Kick Off	An ATOD Outreach Program that promotes safety and awareness during Spring Break. The fair provides students with valuable travel and safety information with special emphasis on AOD and SA prevention education.	Students

3/30/2015	Rocket Watch	Program conducted in collaboration with UTPD. Program designed to increase awareness about issues of substance misuse and prevention.	Students
4/4/2015	Public Health Week	Passive Programming Bulletin Boards were displayed in each Residence Hall displaying statistics regarding the risks of alcohol and other drug use	Students
4/7/2015	DUI Simulator	A Drunk Driving Simulator allows a student to drive in a simulated drunk mode. It demonstrates the dangerous effects of DUI/DWI driving, such as delayed response to controls and narrowing of the effective field of view - "tunnel vision". Through the use of an actual car, this high-fidelity tool really brings the "do not drink and drive" message home.	Students
4/8/2015	Alcohol Awareness Day	The screening day is an outreach, education, and screening program that raises awareness about alcohol misuse and helps individuals with alcohol problems find opportunities for assessment and treatment. Dissemination of general information on alcohol safety/awareness, crime prevention, resources and safety information.	Students
4/15/2015	Mock Crash	The ATOD department and a Greek Life Organization in cooperation with local fire, police, and EMS agencies, a local funeral home, the Critical Care Transport Network participates in Mock Crash demonstrations that are performed for the University of Toledo's Community on the dangers of drinking and driving. The demonstration emphasizes the "golden hour" after an accident occurs, the different entities that are involved, and the expertise that the fire/EMS/law enforcement agencies, coroners, funeral homes demonstrate in caring for the victims of a motor vehicle accident. There was also a Mock Trial that demonstrated the judicial proceedings following a traffic accident/fatality involving a person under the influence of alcohol and or other substances.	Students

4/20/2015	Marijuana Screening Day	An outreach program that disseminates accurate information and raises awareness that promotes healthy and safe decision making related to the dangers and consequences of Cannabis use.	Students
6/2/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/4-6/6/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/8/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/12/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. The ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/13/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/15/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/18-6/20/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally	Students

		invite new students to outreaches, events and programming.	
6/22-6/23/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/25/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
6/27/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
7/7/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
7/9-7/11/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
7/17/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
8/3/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students

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8/4/2015	Football Student-Athlete Compliance Meeting	NCAA and institutional rules, policies, and procedures.	Students
8/4/2015	Women's Soccer Student-Athlete Compliance Meeting	NCAA and institutional rules, policies, and procedures.	Students
8/4-8/5/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
8/7/2015	Women's Volleyball Student-Athlete Compliance Meeting	NCAA and institutional rules, policies, and procedures.	Students
8/14/2015	Rocket Launch	This is a one-day, mandatory orientation program for new students. THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming.	Students
8/16/2015	Cross Country Student-Athlete Compliance Meeting	NCAA and institutional rules, policies, and procedures.	Students
8/19/2015	Drug and Alcohol Awareness Brief	Class/discussion with our current and incoming Cadets into the ROTC program. Awareness is brought to the dangers of drug and alcohol abuse, underage drinking, as well as the Army's policy on drugs. Additionally, we talk about the Army's current drug testing policy.	ROTC Cadets and Cadre/Instructors
8/19/2015	New Faculty Orientation	This is a one-day, mandatory orientation program for new faculty. Information is provided on ATOD policies and expectations as well as brief bystander intervention training. The ATOD program disseminates information on specifics of the program.	Faculty

8/23/2015	Student-Athlete Compliance Meeting with Men's Basketball, Women's Basketball, Men's Golf, Women's Golf, Men's Tennis, Women's Tennis, Women's Swimming and Diving, Women's Track and Field, Baseball, and Softball	NCAA and institutional rules, policies, and procedures.	Students
8/24-8/27/2015	Welcome Week Station	ATOD participates in Division of Student Affairs welcome week stations that provide students with information related to the ATOD program and how to become involved with programming, including participation in the sober tailgates.	Students
8/25/2015	COP Night	Co-sponsored event with UTPD to provide alcohol related presentation.	Students
8/26/2015	Student-Athlete Advisory Council Picnic	University policies.	Students
9/3/2015	Toledo Football and Tailgate	RAs took students to Counseling Center's Substance Free Tailgate prior to UT vs Stony Brook game	Students
9/8/2015	University of Toledo Police Department: Alcohol Awareness	Alcohol and other Drug Education, Bystander, Prevention, and Consequences	Students
9/8/2015	Rocket Watch - Alcohol Safety	UTPD Officer Gerber came to Ottawa East and presented on alcohol consumption and drunk driving	Students

9/14-9/18/2015	Life@College Part I	<p>The Life@College program is all about choices. The program is an educational seminar like no other. The presentation targets college freshmen who are being faced with a barrage of new issues in their lives. The Life@College program is designed to educate and equip young students to be able to make good decisions. We hope to aid freshmen in not only surviving their first year in college, but in leading healthy and fulfilling lives while they're here. The program utilizes drama, expert presenters, and interactive facilitation to effectively and memorably teach valuable life lessons.</p> <p>"Dying for a Drink" There is a strong relationship between alcohol use and G.P.A. We challenge students to take a look at college life and binge drinking. The opening party scene will generate cheers and a sobering discussion. Each student will have an opportunity to serve on the mock jury as they see students face difficult consequences for what they thought was harmless behavior. This presentation gets everyone talking!</p>	Students (freshman)
9/15/2015	University of Toledo Police Department: Alcohol Awareness	Alcohol and other Drug Education, Bystander, Prevention, and Consequences	Students
9/15/2015	Latino Student Union Welcome Event	<p>THE ATOD program disseminates information on specifics of the program as well as formally invite new students to outreaches, events and programming. The Alcohol Impairment Goggles were utilized improve the effectiveness of our substance abuse awareness and training program. Students slip on the goggles and experience the effects of reduced alertness, delayed reaction time, confusion, visual distortion, alteration of depth and distance perception, reduced peripheral vision, double vision, and lack of muscle coordination. We usually combine the goggles with otherwise simple participant tasks like walking the line, picking up coins, setting objects on a table and that creates engaging and effective impairment</p>	Students



		demonstrations that have lasting effects on one's decision making.	
9/15/2015	Rocket Watch	Program conducted in collaboration with UTPD. Program designed to increase awareness about issues of substance misuse and prevention.	Students
9/19/2015	University of Toledo Police Department: Alcohol Awareness	Alcohol and other Drug Education, Bystander, Prevention, and Consequences	Students
9/19/2015	Substance Free Tailgate	The substance free tailgating event is dedicated to substance-free socializing for UT's sporting events. It is open to anyone who is interested in an alcohol- and drug-free sports experience. It is a great way to have fun in a safe, sobriety-friendly group to hang out with before or during the game. The Alcohol Impairment Goggles were utilized to improve the effectiveness of our substance abuse awareness and training program. Students slip on the goggles and experience the effects of reduced alertness, delayed reaction time, confusion, visual distortion, alteration of depth and distance perception, reduced peripheral vision, double vision, and lack of muscle coordination. We usually combine the goggles with otherwise simple participant tasks like walking the line, picking up coins, setting objects on a table and that creates engaging and effective impairment demonstrations that have lasting effects on one's decision making.	Students & Faculty & Staff

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9/21/2015	UTPD Rocket Watch: Alcohol Education	UTPD officers visited a fraternity house to present about safe alcohol use.	Students
9/22/2015	Rocket Watch	Program conducted in collaboration with UTPD. Program designed to increase awareness about issues of substance misuse and prevention.	Students
9/24/2015	Mocktails	RAs host a social and serve alcohol-free drinks to show that alcohol is not needed for fun. Facts are posted and handed out.	Students
9/26/2015	Substance Free Tailgate	The substance free tailgating event is dedicated to substance-free socializing for UT's sporting events. It is open to anyone who is interested in an alcohol- and drug-free sports experience. It is a great way to have fun in a safe, sobriety-friendly group to hang out with before or during the game. The Alcohol Impairment Goggles were utilized to improve the effectiveness of our substance abuse awareness and training program. Students slip on the goggles and experience the effects of reduced alertness, delayed reaction time, confusion, visual distortion, alteration of depth and distance perception, reduced peripheral vision, double vision, and lack of muscle coordination. We usually combine the goggles with otherwise simple participant tasks like walking the line, picking up coins, setting objects on a table and that creates engaging and effective impairment demonstrations that have lasting effects on one's decision making.	Students & Faculty & Staff
10/2015-11/2015	Men of UT	The Counseling Center visited all seven fraternities in McComas Village to talk about alcohol use, sexual assault, and consent.	Students
10/6/2015	Homecoming Casino Night	ATOD provided content and information related to drinking and gambling at UT Office of Student Involvement sponsored event.	Students
10/7/2015	Rocket Watch	UT Police visited the Academic House, a residence hall, to discuss negative effects of irresponsible alcohol use.	Students
10/8/2015	Rocket Watch	UT Police visited MacKinnon Hall, a residence hall, to discuss negative effects of irresponsible alcohol use.	Students



10/10/2015	Substance Free Tailgate	<p>The substance free tailgating event is dedicated to substance-free socializing for UT's sporting events. It is open to anyone who is interested in an alcohol- and drug-free sports experience. It is a great way to have fun in a safe, sobriety-friendly group to hang out with before or during the game. The Alcohol Impairment Goggles were utilized to improve the effectiveness of our substance abuse awareness and training program. Students slip on the goggles and experience the effects of reduced alertness, delayed reaction time, confusion, visual distortion, alteration of depth and distance perception, reduced peripheral vision, double vision, and lack of muscle coordination. We usually combine the goggles with otherwise simple participant tasks like walking the line, picking up coins, setting objects on a table and that creates engaging and effective impairment demonstrations that have lasting effects on one's decision making.</p>	Students & Faculty & Staff
10/12/2015	Alpha Phi Omega Alcohol Presentation	Red Watch Band Bystander Intervention training	Students
10/17/2015	Substance Free Tailgate	<p>The substance free tailgating event is dedicated to substance-free socializing for UT's sporting events. It is open to anyone who is interested in an alcohol- and drug-free sports experience. It is a great way to have fun in a safe, sobriety-friendly group to hang out with before or during the game. The Alcohol Impairment Goggles were utilized to improve the effectiveness of our substance abuse awareness and training program. Students slip on the goggles and experience the effects of reduced alertness, delayed reaction time, confusion, visual distortion, alteration of depth and distance perception, reduced peripheral vision, double vision, and lack of muscle coordination. We usually combine the goggles with otherwise simple participant tasks like walking the line, picking up coins, setting objects on a table and that creates engaging and effective impairment demonstrations that have lasting effects on one's decision making.</p>	Students & Faculty & Staff

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10/22/2015	University of Toledo Police Department: Alcohol Awareness	Alcohol and other Drug Education, Bystander, Prevention, and Consequences	Students
10/22/2015	UTPD Rocket Watch- Alcohol	UTPD facilitated a discussion of the effects of alcohol; Counseling Services spoke about the ATOD program, students participated in Mario Kart using the Fatal Vision Goggles to simulate drunk driving	Students
10/25/2015	Greek Speaker: Sex & Drugs	VRA brought her residents to listen to the Greek Life speaker on sex and drug use.	Students
10/26/2015	University of Toledo Police Department: Alcohol Awareness	Alcohol and other Drug Education, Bystander, Prevention, and Consequences	Students
10/26-10/28/2015	First Year Experience - Life at College	An outreach program specifically designed to educate students about the potential negative consequences of drug and alcohol use and/or abuse. Students learn about bystander intervention, medical amnesty and other resources available to them.	Students
10/26-10/27/2015	Outreach with UTPD	ATOD co-partners with UTPD to provide alcohol-related safety presentations in residence halls.	Students
10/28/2015	Life @ College	The Student Wellness Awareness Team conducted a theatrical skit to teach students about issues related to substance misuse and prevention. Attendance at the event is a requirement of all first year University of Toledo students. ATOD program provided substance use awareness information at these events.	Students
10/30/2015	Welloween	Welloween is promoted primarily to the University community in order to create a healthy campus for university students, faculty, staff, and the Toledo community members.	Students & Faculty & Staff

11/3/2015	Substance Free Tailgate	The substance free tailgating event is dedicated to substance-free socializing for UT's sporting events. It is open to anyone who is interested in an alcohol- and drug-free sports experience. It is a great way to have fun in a safe, sobriety-friendly group to hang out with before or during the game. The Alcohol Impairment Goggles were utilized to improve the effectiveness of our substance abuse awareness and training program. Students slip on the goggles and experience the effects of reduced alertness, delayed reaction time, confusion, visual distortion, alteration of depth and distance perception, reduced peripheral vision, double vision, and lack of muscle coordination. We usually combine the goggles with otherwise simple participant tasks like walking the line, picking up coins, setting objects on a table and that creates engaging and effective impairment demonstrations that have lasting effects on one's decision making.	Students & Faculty & Staff
11/16/2015	AT&T Driving Simulator	"It Can Wait Campaign" public awareness campaign that was focused on a simple, powerful message: No text is worth dying for. We also provided information on the dangers and risks associated with the driving under the influence of alcohol and other substances. The Alcohol Impairment goggles were utilized to improve the effectiveness of our substance abuse awareness and training program.	Students
11/18/2015	ATOD Commuter Students	Provide information and content of ATOD program during Commuter Student Fair at Trimble Lounge in Student Union.	Students
12/10/2015	De-Stress Fest	De-Stress Fest was designed to provide a break to students during a very stressful time of the semester. Students had the opportunity to play with puppies, play games, take photos and receive information on ways to reduce stress, time management and study tips.	Students
12/13/2015	University of Toledo Police Department: Alcohol Awareness	Alcohol and other Drug Education, Bystander, Prevention, and Consequences	Students

Every Thursday following Military Science Labs	Safety Brief	Following the Military Science Lab each Thursday, a safety brief is given to the Cadre and Cadets of the ROTC program to remind them of the dangers of drug and alcohol abuse, underage drinking, DUIs, and other events that alcohol and drugs do not mix with, e.g. (boating, swimming, etc.)	ROTC Cadets
Fall/Spring	New Member Education- Greek Life & Alcohol	Participants review and discuss alcohol (binge drinking, habits, alcohol poisoning, types of drinks, etc.) and how their decision making affects their alcohol intake. The program also reviews ways to seek out help if in trouble.	Students- New Members of Greek Life are required to attend

Lorain County Community College- University Partnership Ridge Campus: Lorain County Community College does not condone the possession, use, manufacture or distribution of illegal substances or drug paraphernalia of any kind in any amount. Campus Community members in violation of this policy may be jeopardizing their own well-being as well as the well-being of the campus community.

Lorain County Community College is committed to providing a drug-free, safe environment for students, faculty, and staff. Toward this end, LCCC maintains "dry" campuses with the use of alcohol restricted. LCCC clearly states it is unlawful for individuals to manufacture, possess, use and/or distribute illicit drugs and alcohol on any of our campuses. Individuals who violate LCCC regulations and local, state and federal laws will be subject to disciplinary action, dismissal from LCCC and/or prosecution under applicable federal, state and/or local statutes.

If you or someone you know would like help with a substance abuse problem, you can call Campus Security at ext. 4053 (440-366-4053) or stop in the Campus Security office on the first floor of the Library/Community Resource Center (room LC 106), or call Women's Link at ext. 4035 or stop in the Women's Link office on the second floor of the College Center room 230. Each semester, the Campus Security office, working in conjunction with the Human Resources office and the Lorain County Alcohol and Drug Abuse Services Inc. (LCADA), sponsors a Drug & Alcohol Abuse Awareness informational session for the campus community. In addition, substance abuse assistance can be sought by contacting the following LCCADA offices:

- 374 Broad St., Elyria (440-323-0860)
- 2115 W. Park Place Lorain (440-282-4777)
- 1882 E. 32nd St. Lorain (440-277-8194)
- 1440 Lexington Ave. Lorain (440-246-0109)

LCCC Employee Assistance Program (EAP) - The College strongly urges employees with substance abuse problems to use this program for confidential help by calling Moore Counseling at 216-404-1900.

Schoolcraft College: Students, employees, and visitors are expected to observe all federal, state, and local laws and college regulations governing the use and possession of alcoholic beverages, narcotics, or dangerous drugs. All students, employees, and visitors are specifically forbidden to use or possess alcoholic beverages, narcotics, or dangerous drugs or to be under the influence while on College property. The possession, sale or furnishing of



alcohol is governed by state and local laws. It is unlawful to sell, furnish, or provide alcohol to anyone less than 21 years of age.

Excessive use of alcohol by students under any circumstances is not condoned by the College and undesirable conduct resulting from alcohol use will be subject to disciplinary action.

Schoolcraft College property has been designated “Drug free” and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Schoolcraft College Campus Police Authority. Violators are subject to college disciplinary action and criminal prosecution.

Alcoholic beverages may be served in the VisTaTech Center as an integral part of culinary arts and community service programs. They also may be served to organizations affiliated with the College upon proper authorization (See College Policy 2007).

It is College policy that the unauthorized manufacture, distribution, dispensation, possession or use, or being under the influence of a controlled substance, by any employee while on duty, reporting to duty, or while participating in any College activity, is strictly prohibited. The term controlled substance refers to drugs and chemical substances such as, but not limited to: marijuana, cocaine, crack cocaine, heroin, peyote, mescaline, or LSD.

Drug or alcohol-abuse education programs, as required under section 120(a) through (d) of the Higher Education Act (HEA) include materials and brochures on Drug and Alcohol Abuse Education available in the Counseling Office, Hinkle Center and the Student Activities Office.

The college offers assistance and/or referrals to any student or employee for drug or alcohol abuse. Students should contact the Counseling Center and employees should see the Human Resources Department for details.

Any employee convicted of violating any criminal drug statute related to conduct occurring in the workplace must report the situation to the Human Resource Office within five days after conviction. Any employee or student who violates this policy may be subject to sanctions, including without limitation, termination (See College Policy 4200).

An Employee Assistance Plan is available for confidential referrals to aid those employees seeking rehabilitation.

Please consult with College Policies and Procedures, including Policies 1092, 2006, 2007 and 2011, and the Alcohol and Other Drug Abuse Prevention brochure for additional information.

Missing Students

The University of Toledo’s missing student policy creates a framework allowing the UT community to work cooperatively and increase the likelihood of locating a UT residential student, who based on the facts and circumstances, has been determined to be missing by law enforcement.



The Office of Residence Life will request each campus housing student designate an emergency contact person or persons to be contacted in the event the student is determined missing by law enforcement. Missing person contact information is registered confidentially and accessible only to authorized campus officials and disclosed only to law enforcement personnel in the furtherance of a missing person investigation. On campus residential students are responsible for updating missing person contact information through the Office of Residence Life.

Due to the critical nature of missing person complaints, the UTPD does not have a waiting period before a person can be reported missing. If a member of the UT community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the UTPD. Missing student reports filed with the UTPD will be investigated in accordance with UTPD policy. Once a student is determined to be missing, the UTPD will notify the following individuals or designees: Senior Vice President for Student Affairs and the Vice President for Advancement. If the student is determined to be missing from a location not within one of UT's campuses, the reporting person will be directed to file a missing person police report with the agency of jurisdiction. The UTPD will also notify the local law enforcement agency within 24 hours of the determination that the student is missing.

The Senior Vice President for Student Affairs or designee must notify the emergency contact person or persons within 24 hours after the time the student has been determined missing by law enforcement. The Senior Vice President for Student Affairs or designee must notify the custodial parent or guardian for students under 18 years of age and not emancipated, within twenty-four hours of the determination that the student is missing, in addition to notifying any additional contact person or persons designated by the student.

Neither Schoolcraft College nor the Lorain County Community College- University Partnership Ridge Campus have residential facilities and are not required to have missing student policies and procedures.

Sex Offender Registry

The Lucas County Sex Offender Registry is located at: <http://co.lucas.oh.us/index.aspx?NID=542> . Students and employees can use the Lucas County website to search county and state records for convicted sex offenders, as well as sign up for automated sex offender alerts.

Schoolcraft College: Sexual offender information may be obtained via the State Police website at www.mipsor.state.mi.us

Dating Violence, Domestic Violence, Sexual Assault, and Stalking

The University of Toledo prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, and conducts programs to prevent those crimes from occurring. The Violence Against Women Act (VAWA), which was reauthorized by Congress in 2013, defines those crimes as follows:

- Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
 - i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

- ii. For the purposes of this definition—
 - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - B) Dating violence does not include acts covered under the definition of domestic violence.
- Domestic Violence:
 - i. A Felony or misdemeanor crime of violence committed—
 - A) By a current or former spouse or intimate partner of the victim;
 - B) By a person with whom the victim shares a child in common;
 - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - E) By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent.”
 - Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
 - Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.
- Stalking:
 - i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - A) Fear for the person’s safety or the safety of others; or
 - B) Suffer substantial emotional distress.
 - ii. For the purposes of this definition—
 - A) *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
 - B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
 - C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

The state of Ohio definitions of sexual assault, domestic violence, and stalking (as of March 2015):

(State law definitions may be revised periodically. Please consult <http://codes.ohio.gov/orc/> to determine whether there have been updates to the definitions below)

Section 2907.03 of the Revised Code: Sexual battery.

- No person shall engage in sexual conduct with another, not the spouse of the offender, when any of the following apply: (1) The offender knowingly coerces the other person to submit by any means that would prevent resistance by a person of ordinary resolution. (2) The offender knows that the other person's ability to appraise the nature of or control the other person's own conduct is substantially impaired. (3) The offender knows that the other person submits because the other person is unaware that the act is being committed. (4) The offender knows that the other person submits because the other person mistakenly identifies the offender as the other person's spouse. (5) The offender is the other person's natural or adoptive parent, or a stepparent, or guardian, custodian, or person in loco parentis of the other person. (6) The other person is in custody of law or a patient in a hospital or other institution, and the offender has supervisory or disciplinary authority over the other person. (7) The offender is a teacher, administrator, coach, or other person in authority employed by or serving in a school for which the state board of education prescribes minimum standards pursuant to division (D) of section 3301.07 of the Revised Code, the other person is enrolled in or attends that school, and the offender is not enrolled in and does not attend that school. (8) The other person is a minor, the offender is a teacher, administrator, coach, or other person in authority employed by or serving in an institution of higher education, and the other person is enrolled in or attends that institution. (9) The other person is a minor, and the offender is the other person's athletic or other type of coach, is the other person's instructor, is the leader of a scouting troop of which the other person is a member, or is a person with temporary or occasional disciplinary control over the other person. (10) The offender is a mental health professional, the other person is a mental health client or patient of the offender, and the offender induces the other person to submit by falsely representing to the other person that the sexual conduct is necessary for mental health treatment purposes. (11) The other person is confined in a detention facility, and the offender is an employee of that detention facility. (12) The other person is a minor, the offender is a cleric, and the other person is a member of, or attends, the church or congregation served by the cleric. (13) The other person is a minor, the offender is a peace officer, and the offender is more than two years older than the other person.

Ohio Rev. Code Ann. § 2907.03 (available at <http://codes.ohio.gov/orc/2907>).

Section 2907.02 of the Revised Code: Rape.

- (1) No person shall engage in sexual conduct with another who is not the spouse of the offender or who is the spouse of the offender but is living separate and apart from the offender, when any of the following applies: (a) For the purpose of preventing resistance, the offender substantially impairs the other person's judgment or control by administering any drug, intoxicant, or controlled substance to the other person surreptitiously or by force, threat of force, or deception. (b) The other person is less than thirteen years of age, whether or not the offender knows the age of the other person. (c) The other person's ability to resist or consent is substantially impaired because of a mental or physical condition or because of advanced age, and the offender knows or has reasonable cause to believe that the other person's ability to resist or consent is substantially impaired because of a mental or physical condition or because of

advanced age. (2) No person shall engage in sexual conduct with another when the offender purposely compels the other person to submit by force or threat of force.

Ohio Rev. Code Ann. § 2907.02 (available at <http://codes.ohio.gov/orc/2907>).

Section 2903.11 of the Revised Code: Felonious assault.

- No person shall knowingly do either of the following: (1) Cause serious physical harm to another or to another's unborn; (2) Cause or attempt to cause physical harm to another or to another's unborn by means of a deadly weapon or dangerous ordnance.
- (B) No person, with knowledge that the person has tested positive as a carrier of a virus that causes acquired immunodeficiency syndrome, shall knowingly do any of the following: (1) Engage in sexual conduct with another person without disclosing that knowledge to the other person prior to engaging in the sexual conduct; (2) Engage in sexual conduct with a person whom the offender knows or has reasonable cause to believe lacks the mental capacity to appreciate the significance of the knowledge that the offender has tested positive as a carrier of a virus that causes acquired immunodeficiency syndrome; (3) Engage in sexual conduct with a person under eighteen years of age who is not the spouse of the offender.

Ohio Rev. Code Ann. § 2903.11 (available at <http://codes.ohio.gov/orc/2903.11>).

Section 3113.31 of the Revised Code: Domestic violence definitions - hearings.

- As used in this section: (1) "Domestic violence" means the occurrence of one or more of the following acts against a family or household member: (a) Attempting to cause or recklessly causing bodily injury; (b) Placing another person by the threat of force in fear of imminent serious physical harm or committing a violation of section 2903.211 or 2911.211 of the Revised Code; (c) Committing any act with respect to a child that would result in the child being an abused child, as defined in section 2151.031 of the Revised Code; (d) Committing a sexually oriented offense.

Ohio Rev. Code Ann. § 3113.31 (available at <http://codes.ohio.gov/orc/3113.31v2>).

Section 2903.211 of the Revised Code: Menacing by stalking.

- (1) No person by engaging in a pattern of conduct shall knowingly cause another person to believe that the offender will cause physical harm to the other person or cause mental distress to the other person. In addition to any other basis for the other person's belief that the offender will cause physical harm to the other person or the other person's mental distress, the other person's belief or mental distress may be based on words or conduct of the offender that are directed at or identify a corporation, association, or other organization that employs the other person or to which the other person belongs. (2) No person, through the use of any electronic method of remotely transferring information, including, but not limited to, any computer, computer network, computer program, or computer system, shall post a message with purpose to urge or incite another to commit a violation of division (A)(1) of this section. (3) No person, with a sexual motivation, shall violate division (A)(1) or (2) of this section.



Ohio Rev. Code Ann. § 3113.31 (available at <http://codes.ohio.gov/orc/2903.211>).

The state of Ohio does not have a statutory definition of dating violence or consent.

The University of Toledo’s Title IX policy 3364-50-01 defines consent for institutional investigatory purposes:

- Consent requires unambiguous communication and mutual agreement concerning the sexual act in which the participants are engaging. Consent must be informed, freely given, mutual, and can be withdrawn at any time. A person cannot give consent if he or she is mentally or physically incapacitated or impaired such that the person cannot understand the fact, nature, or extent of the sexual situation; this includes impairment or incapacitation due to age, alcohol or drug consumption, or being asleep or unconscious. Similarly, a person cannot give consent if force, expressed or implied, duress, intimidation, threats, or deception are used on the accuser. Silence or the absence of resistance does not necessarily imply consent. Consent to some sexual acts does not imply consent to other acts, nor does prior consent to sexual activities imply ongoing future consent with that person or consent to that same sexual activity with another person. Whether an individual has taken advantage of a position of influence or authority over an accuser may be a factor in determining consent.

The University of Toledo provides programs to prevent dating violence, domestic violence, sexual assault, and stalking. It is comprehensive, intentional, and integrated and uses initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels

UT’s primary and ongoing prevention and awareness programs for 2015:

Date	Name of the program	Description of the program	Target audience (faculty, staff, students)
1/8/2015	Rocket Launch	Sexual Assault Education and Prevention Program (SAEPP) hosts a table at freshman orientation providing information about services regarding sexual assault	Students - First Year
1/9/2015	Residence Life Training for RAs	Brief description of Counseling Center and SAEPP and services offered	Students, Staff
1/16/2015	Steve Wilson Speaker	Speaker with programming regarding stalking education	Students
1/30/2015	UTMC SAEPP	SAEPP table providing education regarding services SAEPP and UCC provide	Students, Faculty, Staff



2/26/2015	Roundtable: Sex Talk	Brown bag discussion regarding healthy sex relationship focusing on consent and sexual health	Students
3/4/2015	Spring Break Safety Fair	Hosted by ATOD program and SAEPP hosted a table regarding services offered	Students
3/12/2015	LGBTQ Panel Discussion with Dave Crafts	Healthy Relationships within LGBTQ community	Students
3/24/2015	Managing Sexual Harassment: What do managers need to know?	Understand the enormous risk to which you subject yourself if you are unknowingly the harasser; Understand the enormous risk to which you subject yourself and the University if you ignore the signs of harassment, or if you treat a complaint lightly; and participate in real-life case studies and discuss whether harassment occurred, and if so, how to respond.	New managers and supervisors
3/27/2015	Vagina Monologues	SAEPP table providing education regarding services SAEPP and UCC provide	Students, Faculty, Staff
3/31/2015	Sexual Assault & IPV Presentation	PowerPoint Presentation regarding sexual assault and intimate partner violence in University classroom	Students
4/2/2015	Poetry in the Attic	1 night program in which students were able to read poetry surrounding the topic of how sexual assault has impacted them	Students
4/6/2015	Sexual Assault & IPV Presentation	PowerPoint Presentation regarding sexual assault and intimate partner violence in University classroom	Students
4/7/2015	LGBTQ Panel Speakers	Healthy Relationships within LGBTQ community	Students
4/8/2015	Alcohol Awareness Day	Hosted by ATOD program and SAEPP hosted a table regarding services offered	Students
4/9/2015	Clothesline Project	An event that educates people about the personal impact of sexual violence. The project offers women, men, and children, and their supporters, an opportunity to have a voice surrounding issues of sexual abuse and assault. This event was hosted on the Main Campus.	Faculty, Staff, Students

4/10/2015	Denim Day Walk	An event in which people are encouraged to wear jeans in order to raise awareness of rape and sexual assault. SAEPP also hosts a table in the student union. The Division of Student Affairs is also asked to make a donation for YWCA HOPE Center. It was also formatted as an awareness walk.	Faculty, Staff, Students
4/15/2015	UTMC Forensic Nursing Program	Sexual Assault, Human Trafficking and Domestic Violence 101/Hospital Perspective	UTMC Social Work Staff Training
4/16/2015	Clothesline Project UTMC	An event that educates people about the personal impact of sexual violence. The project offers women, men, and children, and their supporters, an opportunity to have a voice surrounding issues of sexual abuse and assault. Event was hosted on the Health Science Campus	Faculty, Staff, Students
4/23/2015	LGBTQ Panel	Healthy Relationships within LGBTQ community	Students
4/24/2015	Alpha Phi Alpha Anti-Domestic Violence Gala	Hosted by Alpha Phi Alpha, SAEPP co-sponsored dinner event to raise awareness regarding the impact of domestic violence in the community	Faculty, Staff, Students
4/29/2015	Denim Day Awareness	An event in which people are encouraged to wear jeans in order to raise awareness of rape and sexual assault. SAEPP also hosts a table in the student union. The Division of Student Affairs is also asked to make a donation for YWCA HOPE Center	Faculty, Staff, Students
6/15/2015	Rocket Transition	SAEPP hosts table at transfer orientation providing information of services regarding sexual assault	Students
7/10/2015	UTMC Forensic Nursing Program	Strangulation Training	UTMC ED Staff (RN, EMT)
7/12/2015	UTMC Forensic Nursing Program	Strangulation Training	UTMC ED Staff (RN, EMT)
7/17/2015	UTMC Forensic Nursing Program	Emergency PGY1 Resident Training - Sexual Assault/SANE	UTMC Emergency Residents PGY1
7/22/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff



8/3/2015	Rocket Transition	SAEPP hosts table at transfer orientation providing information of services regarding sexual assault	Students
8/5/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
8/6/2015	Sexual Harassment	The law and how it applies to you, the importance of paying attention to the work environment, why perceptions and sensitivities matter, Sexual harassment policy, non-retaliation policy	Undergraduate Recruitment Officers (employees)
8/19/2015	New Faculty Orientation	New permanent faculty are on boarded during a 2-day training session; part of that training is related to Title IX training	New faculty
8/19/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
8/20/2015	Title IX Compliance/Sexual Harassment	Issues related to Title IX	Teaching Assistants
8/25/2015	COP Night	Event co-hosted with UTPD discussing services for students at UT including UTPD, UCC, SAEPP, ATOD	Students
9/2/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
9/11/2015	Human Trafficking Conference	A Panel was hosted in conjunction with the movie "The Hunting Ground"	Faculty, Staff, Students
9/16/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
9/17/2015	Clothesline Project/RAINN Day	An event that educates people about the personal impact of sexual violence. The project offers women, men, and children, and their supporters, an opportunity to have a voice surrounding issues of sexual abuse and assault. This event was hosted on the Main Campus. Event also highlighted RAINN Day, an annual day of action to raise awareness and educated students and community about sexual violence on college campuses	Faculty, Staff, Students

10/8/2015	Silent Witness Unveiling	An unveiling event to memorialize girls and women whose lives were ended abruptly and violently at the hands of a male partner or stalker. The Silent Witness project has over 55 life-size silhouettes of girls and women. It is a powerful testament of commitment to break the silence about domestic violence	Faculty, Staff, Students
10/12/2015	White Ribbon Campaign	A global movement of men and boys working to end male violence against women and girls. SAEPP hosts a table and hands out white ribbon campaign t-shirts to men of UT to promote the fight against domestic violence	Faculty, Staff, Students
10/13/2015	Brown Bag - Healthy Relationships	Brown bag event hosted by SAEPP for community to discuss healthy relationships and consent	Faculty, Staff, Students
10/14/2015	Silent Witness Project - HSC	An event to memorialize girls and women whose lives were ended abruptly and violently at the hands of a male partner or stalker. The Silent Witness project has over 55 life-size silhouettes of girls and women. It is a powerful testament of commitment to break the silence about domestic violence	Faculty, Staff, Students
10/14/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
10/15/2015	Silent Witness Project - MC	An event to memorialize girls and women whose lives were ended abruptly and violently at the hands of a male partner or stalker. The Silent Witness project has over 55 life-size silhouettes of girls and women. It is a powerful testament of commitment to break the silence about domestic violence	Faculty, Staff, Students
10/16/2015	AXO Nacho Night	Provided Men of UT T-shirts and information about domestic violence at a sorority's philanthropic event that raised money for a local battered women's shelter	Students

10/22/2015	Alpha Phi Alpha Anti-Domestic Violence Gala	Hosted by Alpha Phi Alpha, SAEPP co-sponsored dinner event to raise awareness regarding impact of domestic violence in the community	Faculty, Staff, Students
10/23/2015	Advocacy Training	Trained 5 administrative staff members in Division of Student Affairs to serve as advocates for student population	Staff
10/26/2015	UTPD	Event co-hosted with UTPD discussing services for students at UT including UTPD, UCC, SAEPP, ATOD	Students
10/27/2015	UTMC Forensic Nursing Program	Sexual Assault, Human Trafficking and Domestic Violence 101/Hospital Perspective	CJ Students/Victimology
10/28/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
10/29/2015	Dramatic Dialogues	Speaker event which addresses diversity, sexism, alcohol and drugs, sexual assault and consent issues head on with frank and open discussions.	Faculty, Staff, Students
10/29/2015	Life@College: Real World. Real Choices. Get the Facts.	Forming healthy relationships are an integral part of college life. Unfortunately, college students are faced with potentially life-altering choices regarding relationships and sexual health. This interactive session tackles serious subjects like HIV/ STD's and sexual assault. Participants will laugh and learn as they explore everything they need to know about healthy relationships in and out of college.	Students - First Year
10/30/2015	Welloween	REC co-sponsored program in which university and community agencies provide information tables to University members regarding services offered	Faculty, Staff, Students
10/30/2015	Life@College: Real World. Real Choices. Get the Facts.	Forming healthy relationships are an integral part of college life. Unfortunately, college students are faced with potentially life-altering choices regarding relationships and sexual health. This interactive session tackles serious subjects like HIV/ STD's and sexual assault. Participants will laugh and learn as they explore everything they need to know about	Students - First Year

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		healthy relationships in and out of college.	
11/3/2015	Sexual Assault & IPV Presentation	PowerPoint Presentation regarding sexual assault and intimate partner violence in University classroom	Students
11/6/2015	Advocacy Training	Trained 5 administrative staff members in Division of Student Affairs to serve as advocates for student population	Staff
11/13/2015	Advocacy Training	Trained 5 administrative staff members in Division of Student Affairs to serve as advocates for student population	Staff
11/15/2015	Men of UT Training	Training specific to men regarding bystander interventions	Students of Sigma Phi Epsilon
11/16/2015	Men of UT Training	Training specific to men regarding bystander interventions	Students
11/17/2015	Brown Bag	Brown Bag discussion, "Domestic Violence and Sexual Assault in the LGBTQ Community" in conjunction with Spectrum Student Organization and facilitated by Professor Sherry Tripepi	Faculty, Staff, Students
11/18/2015	UTMC Forensic Nursing Program	Sexual Assault, Human Trafficking and Domestic Violence 101/Hospital Perspective	BSN Students
11/20/2015	Advocacy Training	Trained 5 administrative staff members in Division of Student Affairs to serve as advocates for student population	Staff
11/29/2015	Men of UT Training	Training specific to men regarding bystander interventions	Student of Pi Kappa Phi
11/30/2015	Women's Safety Program w/ UTPD	Speaker event co-sponsored with UTPD regarding issues of sexual violence and ways in which to implement safety measures for self and peers.	Students

12/2/2015	Sexual Assault & IPV Presentation	PowerPoint Presentation regarding sexual assault and intimate partner violence in University classroom	Students - First Year
12/6/2015	A Cup of Prevention	Education and Awareness programming partnered with Starbucks and Java City to put SAEPP information stickers on the coffee sleeves.	Faculty, Staff, Students
12/9/2015	Personal Safety Presentation w/ UTPD	Speaker event co-sponsored with UTPD regarding issues of sexual violence and ways to implement safety measures for self and peers.	Students
12/9/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
12/10/2015	De-Stress Fest	Provided additional coping mechanisms for coping with exams with SAEPP and ATOD and UCC informational tables	Faculty, Staff, Students
12/11/2015	Rocket Launch	SAEPP hosts table at freshman orientation providing information of services regarding sexual assault	Students - First Year
12/15/2015	UTMC Forensic Nursing Program	New Clinical Employee Orientation - SANE, Human Trafficking, DV	UTMC Staff
10/26/2015-10/28/2015	Life@College: Real World. Real Choices. Get the Facts.	Forming healthy relationships are an integral part of college life. Unfortunately, college students are faced with potentially life-altering choices regarding relationships and sexual health. This interactive session tackles serious subjects like HIV/ STD's and sexual assault. Participants will laugh and learn as they explore everything they need to know about healthy relationships in and out of college.	Students - First Year
11/18/2015-11/19/2015	Men of UT Training	Training specific to men regarding bystander interventions	Students
11/9/2015-11/10/2015	Men of UT Training	Training specific to men regarding bystander interventions	Students
6/2/2015-8/5/2015	Rocket Launch	SAEPP hosts table at freshman orientation providing information of services regarding sexual assault	Students - First Year
8/18/15-11/12/15	Haven- Understanding Sexual Assault	Online program addressing the critical issues of sexual assault, relationship violence, stalking, and sexual harassment	New employees

8/24/2015-8/26/2015	Welcome Week Station	SAEPP information provided for first week of University classes at various welcome week stations situated throughout campus	Faculty, Staff, Students
9/9/2015-9/10/2015	Faculty Title IX training	In Fall 2015 we offered mandatory training for faculty	Faculty
Calendar year 2015	Haven- Understanding Sexual Assault	Online program addressing the critical issues of sexual assault, relationship violence, stalking, and sexual harassment	Students- First Year

Complaints of sexual misconduct (including domestic violence, dating violence, sexual assault, and stalking) can be made by completing a complaint form available on the University's website at https://publicdocs.maxient.com/reportingform.php?UnivofToledo&layout_id=7. The completed form also may be hand delivered, faxed, emailed, or mailed to the Title IX Coordinator. The University of Toledo's Title IX Coordinator is:

Donald Kamm, Director Title IX and Compliance
Donald.kamm@utoledo.edu
 419-530-3152 (office)
 419-530-3035 (fax)
 2801 West Bancroft St. – MS 463
 Scott Park Campus - Learning Resources Center Room 3620
 Toledo, OH 43606

The University is committed to working cooperatively with the University's Police Department, as well as local law enforcement agencies. Individuals who experience sexual misconduct may choose to make a report to the University's Police Department, 419.530.2600, or the applicable local law enforcement agency. Complainants may choose to report to both the University's Police Department and the Title IX Coordinator.

The University notes that reports of sexual misconduct made to the University's Police Department will be shared with the Title IX Coordinator. In turn, the Title IX Coordinator shares with the University's Police Department information regarding sexual misconduct cases to ensure compliance with the Clery Act and to maintain a safe campus environment.

Anonymous complaints can be made by calling the toll-free Compliance Concepts hotline at 1-888-416-1308.

Individuals who experience sexual assault are encouraged to seek immediate medical attention. A complainant may wish to request a forensic examination from a Sexual Assault Nurse Examiner (SANE) at the University of Toledo Medical Center or other area hospitals. Complainants who choose to obtain a forensic examination should take a change of clothing and try not to shower, drink, eat, douche, brush teeth or hair, or change clothes prior to the exam as this may help preserve evidence in the event of a criminal complaint. Free, emergency contraception is available through SANE nurses.

The University takes seriously the need to respect the privacy of the parties in responding to reports and complaints of sexual misconduct. The University shares information on a limited, “need to know” basis, in accordance with federal and state privacy laws and the Ohio Public Records Act.

In some instances, complainants may request that the University handle their complaints in a confidential manner. The University generally will respect a complainant’s request for confidentiality; however, in some instances, the University may not be able to honor such a request. The University’s Title IX Coordinator reviews requests for confidentiality, taking into account factors including whether the safety of others or the campus is at issue and the number of complaints against a respondent. The complainant will be notified of the determination regarding the request for confidentiality as soon as possible.

The University is required to share with the University’s Police Department information regarding certain conduct (e.g., reports of sexual assault, dating violence, domestic violence, and stalking), unless the reports are made exclusively to confidential sources. To maintain the confidentiality of a report of sexual misconduct, complainants should utilize a confidential reporting resource:

Students, on campus: University Counseling Center, Rocket Hall 1810, 419-530-2426

Employees: IMPACT Employee Assistance Program (EAP), 1-800-277-6007

Students and employees, off campus: YWCA H.O.P.E. Center 24-hour Rape Crisis Hotline 419-241-7273

Y.W.C.A. Battered Women’s Shelter 419-241-7386

A complainant may be able to obtain protective measures, such as civil protection orders through local courts. Please be aware that the University is not involved in such proceedings.

Interim measures are available to complainants who report alleged sexual misconduct. Interim measures will be coordinated by a Deputy Title IX Coordinator, who may consult with the Title IX Coordinator regarding appropriate interim measures. Interim measures may include, but are not limited to, no contact orders, changes to academic and living situations, as appropriate, and counseling services. For employees, interim measures may include no contact orders, reassignment, leave, modification to the place or manner of performing one’s position, or other actions. The University administers interim measures in a manner that minimizes the burden on the complainant, while taking into account due process considerations with regard to the respondent and others, as appropriate.

Respondents or others who participate in the investigation of a complaint under this policy may contact the Title IX Coordinator if they need assistance prior to the completion of the adjudicatory process.

The following on campus resources are available to students and employees:

Counseling	Counseling Center 419-530-2426 Employee Assistance Program (EAP) – Impact Solutions 1-800-227-6007 http://www.myimpactsolution.com/
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<p>Health</p>	<p>Sexual Assault Education and Prevention Program (SAEPP) Will assist students with connecting with medical options. Advocates will also accompany students to medical center upon request</p> <p>Sexual Assault Education and Prevention Program (SAEPP) and hotline (Students only): 419-530-3431</p> <p>Counseling Center and the Police Department assist with hospital referrals. Campus Police: 419-530-2600 (non-emergency); 419-530-2601 (emergency) Counseling: 419-530-2426</p>
<p>Mental health</p>	<p>Counseling Center 419-530-2426</p> <p>Employee Assistance Program (EAP) – Impact Solutions 1-800-227-6007 http://www.myimpactsolution.com/</p> <p>Sexual Assault Education and Prevention Program (SAEPP) Will assist students with referral sources for on and off campus individual and group mental health support</p>
<p>Victim advocacy</p>	<p>Sexual Assault Education and Prevention Program (SAEPP) and hotline (Students only): 419-530-3431</p> <p>Counseling Center 419-530-2426</p>
<p>Legal assistance</p>	<p>Employee Assistance Program (EAP) – Impact Solutions 1-800-227-6007 http://www.myimpactsolution.com/</p> <p>Sexual Assault Education and Prevention Program (SAEPP) Will accompany/support students in filing a police report, meeting with prosecutors, support during a trial and legal process</p>
<p>Visa and Immigration Assistance</p>	<p>Center for International Student and Scholar Services</p>

	419-530-4229 oiss@utoledo.edu
Student financial aid	Office of Student Financial Aid 419-530-4229 oiss@utoledo.edu

The following off-campus resources are available to students and employees:

Counseling	<p>HOPE Center Rape Crisis Hotline (Students, Staff, and Faculty) 419-241-7273 Located at YWCA Northwest Ohio</p> <p>YWCA Battered Women’s Shelter (Students, Staff, and Faculty) 419-241-7386</p> <p>Employee Assistance Program (EAP) – Impact Solutions 1-800-227-6007 http://www.myimpactsolution.com/</p>
Health	<p>HOPE Center Rape Crisis Hotline (Students, Staff, and Faculty) 419-241-7273 Located at YWCA Northwest Ohio</p> <p>YWCA Battered Women’s Shelter (Students, Staff, and Faculty) 419-241-7386</p>
Mental health	<p>HOPE Center Rape Crisis Hotline (Students, Staff, and Faculty) 419-241-7273 Located at YWCA Northwest Ohio</p> <p>YWCA Battered Women’s Shelter (Students, Staff, and Faculty) 419-241-7386</p> <p>Employee Assistance Program (EAP) – Impact Solutions</p>

	1-800-227-6007 http://www.myimpactsolution.com/
Victim advocacy	HOPE Center Rape Crisis Hotline (Students, Staff, and Faculty) 419-241-7273 Located at YWCA Northwest Ohio YWCA Battered Women’s Shelter (Students, Staff, and Faculty) 419-241-7386
Legal assistance	Employee Assistance Program (EAP) – Impact Solutions 1-800-227-6007 http://www.myimpactsolution.com/
Visa and Immigration Assistance	International Institute of Greater Toledo 419-241-9178 dccase@buckeye-express.com Ken Robinson Slowik & Robinson 614- 884-4800 krobinson@s-r-law.com
Student financial aid	FAFSA Federal Student Financial Aid Assistance (U.S. Department of Education) http://www.fafsa.ed.gov

The University uses the preponderance of the evidence or “more likely than not” standard in the investigation and resolution of complaints of sexual misconduct.

Within 7 days of receiving a report of alleged sexual misconduct, the Title IX Coordinator will determine the appropriate response to the report. If the complainant wishes to proceed with an investigation or an investigation is otherwise necessary, the Title IX Coordinator will assign the case to an appropriate Deputy Title IX Coordinator or designee expeditiously, but no later than 7 days after receiving the report of alleged sexual misconduct. In certain circumstances, the Title IX Coordinator may appoint an external investigator. The Title IX Coordinator will document this step of the process in writing.

Within 7 days of the University’s receipt of a report of alleged sexual misconduct, the Deputy Title IX Coordinator or designee will contact the complainant and respondent to schedule in-person or telephonic interviews. Within this timeframe, the Deputy Title IX Coordinator or designee will provide the parties with written information about the process, available resources, interim measures, and how to raise and resolve concerns about interim measures or conflicts of interest in the process. University-provided email will be the primary means of communication



used, and complainants and respondents are advised to regularly check their University-provided email regularly. The University will take appropriate action to address alleged sexual misconduct, including in instances where a party does not respond to communication from the University. This may include moving forward with the disciplinary process if it does not receive a response from either party within a reasonable time period.

- (1) As part of the investigation, the Deputy Title IX Coordinator or designee will interview witnesses and review available evidence, as appropriate.
- (2) The Deputy Title IX Coordinator's or designee's investigation generally will be concluded by 30 days after the complaint was received. This timeframe may be extended if circumstances warrant, such as during school breaks. The Deputy Title IX Coordinator or designee will notify the parties of any delays and the reasons for the delays.
- (3) At the conclusion of the investigation, the Deputy Title IX Coordinator or designee will prepare a concise, written investigatory report that summarizes the factual findings. The complainant and respondent, will have similar, timely notice of the outcome of the investigation. The report will be shared with the Title IX Coordinator, the adjudicators assigned to the case, and relevant University administrators. If there is insufficient evidence to support a finding that the conduct at issue was based on sex or of a sexual nature, the report will include that finding, and no appeal is permitted.

The University generally will conclude the investigation and adjudication/resolution processes within 60 days of receiving a complaint of sexual misconduct.

- (1) **Cases where the respondent is a student.** The adjudicatory process set forth in the Student Code of Conduct, Policy 3364-30-04 applies. However, if at the conclusion of the investigation, if the respondent chooses to accept responsibility for the alleged violation, the parties will be offered the option to resolve the complaint administratively. If both parties agree to resolve the complaint administratively, the case will be referred to the Sexual Misconduct Adjudication Panel for sanctioning. The parties will not provide testimony to the adjudicatory panel under this option and the sanctioning decision will be based on consideration of the investigatory report, the respondent's acceptance of responsibility, and other relevant factors. The sanctioning decision will be made within 60 days of the University's receipt of the complaint, at which time the parties will receive concurrent written notice of the outcome.
- (2) **Cases where the respondent is an employee.** The disciplinary process outlined in the applicable collective bargaining agreement or applicable policy will be followed, subject to (5) below.
- (3) **Cases where the respondent is a third party.** Within 14 days of the conclusion of the investigation, the Title IX Coordinator or designee will review the investigatory report and determine the appropriate outcome. Where the respondent is not a University student or employee, the range of sanctions available to the University may be limited. However, the University may impose sanctions such as restrictions on contact with the complainant and may provide remedies to the complainant (e.g., academic accommodations), as appropriate.
- (4) **Written notice of the outcome.** The complainant and respondent will receive concurrent written notice of the outcome of the adjudication or resolution process. Such notice will be provided within 5 days of the conclusion of the applicable process.



- (5) Regular employee disciplinary policies or procedures provide the procedures that will be followed for disciplinary matters, however all applicable Title IX requirements outlined in this section will be followed during any disciplinary process relating to allegations of sexual misconduct. Employee discipline will be pursued if the administrator with authority over the accused and the assigned deputy Title IX Coordinator conclude that disciplinary action is necessary. Should a decision not to move forward with disciplinary action be reached, the complainant and respondent will be notified of that decision in writing by the assigned Deputy Title IX Coordinator.

The sanctions and remedies that may be imposed or available depend on the nature of the party's relationship to the University. Students found responsible for sexual misconduct can be subject to discipline as explained in the Student Code of Conduct, ranging from written warning up to and including expulsion. Employees found to have committed sexual misconduct can be subject to as explained in the applicable collective bargaining agreement, University policy, or state law, ranging from an oral or written reprimand up to and including termination.

Both the complainant and respondent will be given equitable appeal rights, consistent with applicable policy or collective bargaining agreements.

For students, the appeal process is set forth in the Student Code of Conduct.

For employees, the basis for appeal are set forth in the applicable collective bargaining agreement or policy. In cases involving a respondent who is an employee, a decision not to move forward with disciplinary action may be appealed by either party. The appeal must be made in writing, to the Title IX Coordinator or designee, within 3 days of the date of the written notification of the outcome. The Title IX Coordinator or designee will reach a final determination on the appeal and notify both the complainant and respondent of the final determination on whether to move forward with disciplinary action.

The parties have an equal opportunity to present witnesses and evidence during the investigation and adjudication of sexual misconduct complaints. The sexual history of the complainant with anyone other than the respondent generally will not be considered.

The parties may each bring one advisor of each party's choice to meetings and hearings during this process. If either party's advisor is an attorney, the Title IX Coordinator or designee handling the meeting or hearing must be notified at least 24 hours prior to the meeting or hearing that the attorney advisor will attend, and the name of the attorney advisor. Advisors may be present during meetings and hearings but may not speak, interrupt, or participate in the process. Advisors who do not comply will be asked to leave. Advisors are expected to make themselves available on the dates and times that meetings and hearings are scheduled; meetings and hearings will not be rescheduled due to unavailability of any party's advisor. The parties and their advisors are not permitted to record, photograph, or audio record meetings or proceedings.

This procedure provides for the prompt, reliable, impartial investigation and adjudication of complaints of sexual misconduct. The parties will receive similar, timely access to information throughout the process. Any concerns regarding real or perceived conflicts of interest regarding the participation of anyone in the process should immediately be brought to the attention of the Title IX Coordinator or one of the Title IX Deputies who have not been involved in the investigation at issue.

The Title IX Coordinator, Deputy Title IX Coordinators, adjudicators, and any administrators with responsibilities for implementing the University's Title IX policy will receive training, on at least an annual basis.

Lorain County Community College- University Partnership Ridge Campus: LCCC is committed to a consistent effort in maintaining an environment free of sexual misconduct (including sexual harassment and sexual assault/rape) and all forms of sexual intimidation, exploitation, and dating violence including stalking and domestic violence. In its goal to create an environment for all students, employees, and visitors which is fair and free of coercion, the College has adopted a sexual harassment policy with accompanying procedures as the basis for community education and complaint resolution.

Sexual misconduct cannot and will not be tolerated at LCCC. Sexual misconduct is a form of discrimination in violation of College policy and Title VII of the Federal Civil Rights Act of 1964 (as amended), Title IX of the 1972 Educational Amendments and Section 4112 of the Ohio Revised Code.

Students, staff, and visitors at Lorain County Community College have a right to an environment free of sexual misconduct, not only by persons in positions of power, but by any LCCC employee, student or visitor. Sexual misconduct constitutes a serious threat to the free interaction and exchange necessary for educational and personal development. Sexual misconduct is not only a clear violation of College policy; it is a form of discrimination and is illegal.

Consent is defined as voluntary, positive agreement between participants to engage in specific sexual activity.

Sexual assault/rape is defined as penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Sexual harassment is defined as unwanted sexual attention such as staring, leering, ogling, sexual teasing, jokes, gestures, inappropriate touching, pressures for a date or sex, forced sexual relations or suggestions that sex can be exchanged for grades or a promotion. It can happen to both men and women, but women are more often the victims.

Domestic Violence is defined as a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved.

Stalking is defined as a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear for his/her safety or for the safety of those around him/her or suffer substantial emotional distress.



Sexual Harassment may occur when a person in a position of control or influence over a person's grades, academic career, or job uses authority and power to gain sexual advantages and threatens or punishes for refusal. Another form of sexual harassment is peer harassment (by other students), and includes any of the above unwanted actions (except suggestions that can be exchanged for grade or promotions). Sexual harassment committed by students is a serious offense which could lead to dismissal from the college.

If an individual is the victim of sexual misconduct he/she is strongly encouraged to report such incidents promptly to the Title IX Coordinators, Keith Brown (kbrown@lorainccc.edu), located in the Human Resources office (room CC 209), ext. 7692 (440-366-7692), or Mona Atley (matley@lorainccc.edu), located in the College Center (room CC 209) ext. 4886 (440-366-4886). College officials will help individuals obtain counseling and file formal reports with the Title IX Coordinator.

If an individual is the victim of a sexual assault, formal charges alleging sexual assault occurring on any campus may be lodged with the Campus Security office which will make immediate contact with the local law enforcement agency in order to ensure a prompt and thorough investigation of the occurrence. If the victim is uncertain about reporting an instance of sexual misconduct, College officials strongly encourage victims to talk to someone about it. The College's crisis counselors are licensed mental health professionals and any conversation had with them is considered a privileged and confidential communication. They are not required to report any information about the incident to College officials. Similar to crisis counselors, campus advocates in Women's Link are able to talk with victims without triggering an investigation. These advocates are able to notify College officials without disclosing any personally identifiable information about the victim.

Bystander Intervention Options- Any campus community member that observes or is made aware of an incidence of dating violence, domestic violence, sexual assault, or stalking occurring on campus is strongly encouraged to report the matter immediately to the Campus Security Office at (440) 366-4053 or (440) 366-4444 (Emergency Line). If the situation necessitates an immediate police presence, please call 9-1-1. Some other safe intervention options can include:

- Notifying a College official
- Avoiding use of violence
- Being honest and direct when trying to diffuse the situation
- Recruiting the assistance of others around you
- Keeping yourself safe at all times

What to Do If You Are Sexually Assaulted:

In the case of a sexual assault, it is extremely important that physical evidence be preserved.

Find a safe environment away from your attacker and call 9-1-1 immediately! If possible, ask a trusted friend to stay with you. And, remember, it's not your fault you were attacked.

Write down everything you can remember about the incident and assailant (physical description, location of the attack, etc.)

Preserve evidence of the attack. Though you may want to, do not bathe or brush your teeth. Do not wash or get rid of any of the clothing that you were wearing. If possible, take pictures of any visible bruises or injuries you may have.

If the incident occurred on any campus, immediately report the information to any College official, contact Campus Security at 366-4444, or dial 9-1-1. Information can also be shared with a campus advocate in Women's Link (440) 366-4035 or with a crisis counselor in Counseling at (440) 366-4033. Any information shared with Women's Link or Counseling will be kept confidential unless the victim is willing to file a report with Campus Security or the local law enforcement authority having jurisdiction. College officials will assist the victim in notifying the local law enforcement agency and navigating the reporting process.

Seek medical attention. Even if you don't think you're injured, it's important to test for STDs and pregnancy. Ask the hospital to conduct a rape kit exam and, if you think that you have been drugged, collect a urine sample for analysis by a lab.

For survivors of sexual assault seeking counseling and support, College officials have identified the following resources:

- Lorain County Rape Crisis 1-800-888-6161
- Genesis House 1-440-244-1853
- Nord Center 1-440-204-4359
- Counseling 1-440-366-4033
- Women's Link 1-440-366-4035
- National Sexual Assault Hotline 1-800-656-4673
- National Domestic Violence Hotline 1-800-799-7233

Institutional Protective Measures

College officials will assist survivors of sexual misconduct and dating violence with any class schedule adjustment(s) deemed necessary. In addition, College officials will also enforce On-Campus No Contact Orders prohibiting communication (in person, via telephone, text message, social media, etc.) amongst all parties. For survivors requiring additional measures, the Campus Security Office will provide parking accommodations in a designated parking lot, safety escorts to and from class, and facilitate changes in working conditions as it relates to on-campus employment.

Primary Prevention and Awareness

Each semester, the Campus Security office, working in conjunction with Student Life, Student Senate, Genesis House, and Lorain County Rape Crisis sponsors a Sexual Assault and Domestic Violence Awareness session that is designed to educate campus community members on responding to, preventing, recovering from, reporting and assisting survivors of sexual misconduct and dating violence. For additional information on Sexual Assault or Rape call The Nord Center – Lorain County Rape Crisis Service, 440-233- 7232, for crisis 440-233-5747 or 800-888-6161. To seek information pertaining to domestic violence and the resources available in Lorain County call Genesis House (440) 244-1853 or 1-866-213-1188. To reach your local rape crisis center, call the National Sexual Assault Hotline at 1-800-656-HOPE (4673).

Complaints alleging infractions of any of the above prohibited behaviors by any campus community member or visitor are to be reported within fourteen (14) days after the charging party becomes aware of the alleged



offense. These complaints will be investigated by the appropriate College official, including but not limited to, the Campus Security Office, the Coordinator for Code of Conduct, and the College's Title IX Coordinators.

The accuser and accused are given timely notice of disciplinary meetings via telephone and electronic mail communication.

Disciplinary meetings shall be conducted within a reasonably prompt timeframe of when the allegation was reported to College officials.

The accuser and accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding, including the advisor of their choice when the violation concerns an allegation of sexual misconduct.

Both the accuser and accused shall be informed in writing of the outcome of any campus disciplinary proceeding and available appeal procedures.

The accuser and the accused will be treated with dignity, courtesy and professionalism.

Incident reports regarding allegations of sexual misconduct will be submitted to the appropriate College official for investigation and resolution. Any campus community member found in violation of the College's Code of Conduct and Ohio law are subject to disciplinary sanctions up to and including suspensions, probation, dismissal, expulsions, termination and prosecution. Additional stipulations are the prerogative of the Provost/Vice President Academic and Learner Services, Dean of Enrollment, Career & Financial Services, Coordinator of Code of Conduct or Student Conduct Committee. The options that may be considered are as follows:

- Warning/reprimand
- Counseling
- Mandatory psychological evaluation and treatment
- Fine/monetary restitution
- Restitution for damages
- Work/service restitution
- Attendance at workshops
- Educative/rehabilitative program referral
- Behavior contract
- On campus no contact order
- Involuntary medical withdrawal

The code of conduct policy and procedure can be viewed by visiting www.lorainccc.edu/conduct.

Schoolcraft College: Schoolcraft College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the College community. Toward that end, Schoolcraft College issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

Sexual assault is a very traumatic and invasive crime and many victims may be too embarrassed or ashamed to report the offense to police. Fear of investigative, medical, and prosecutorial procedures add to a victim's reluctance to make a report. A victim's distress may also create an unwillingness or inability to assist in the investigation. It is important that victims understand that federal law mandates that Schoolcraft College Title IX coordinators be notified of any incidents of sexual violence or harassment.

Additionally, the law requires PA330 Police Authorities, like the Schoolcraft College Campus Police, to immediately report assaultive crimes, such as sexual and domestic assaults, to local law enforcement. However, victims should know that it is the procedure of the College and the Campus Police Authority to treat victims of sexual assault, domestic violence, dating violence and stalking with compassion and consideration and to provide the necessary information and assistance to make their interaction with the criminal justice system as easy as possible.

Sexual assault, domestic violence, dating violence, and stalking of any type will not be tolerated on any of the Schoolcraft campuses. A victim's first priority should be to get to a place of safety. Crimes in progress, or any emergency, should be reported to the Schoolcraft College Campus Police Authority and local law enforcement by dialing 9-1-1. Delayed crime reports or non-emergencies can be reported by dialing 4424 from any College phone or 734-462-4424 from any other phone.

Student-related assaultive conduct (including sexual assault, domestic/dating violence and stalking) may also be reported to the Vice President and Chief Student Affairs Officer (Cheryl Hagen) at 734-462-4577 and employee-related assaultive conduct (including sexual assault, domestic/dating violence and stalking) may be reported to the Executive Director of Human Resources (Laura Sensing) at 734-462-4465.

Regarding sexual assault, time is a critical factor for evidence collection and preservation. Filing a report with the Campus Police Authority will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from the officers. Filing a report will ensure that the victim receives the necessary medical treatment and tests. It will also provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later.

Every person reporting a sexual assault, domestic violence, dating violence or stalking incident shall receive a Crime Victim's Rights Card. The card contains important information for victims of these assaults, including: an explanation of their legal rights, available emergency medical services, victim's compensation, prosecutor's office contact information, information regarding an explanation of Title IX, information regarding domestic violence shelters, counseling, and obtaining personal protection orders, as well as contact information for the Schoolcraft Police Authority, the Livonia Police Department (for reporting crimes that occurred on the main campus or the PSTC) and the Garden City Police Department (for reporting crimes that occurred at the Radcliff Center).

Sexual assault, domestic violence, dating violence or stalking offenders will be subjected to College disciplinary action and/or criminal prosecution. Disciplinary proceedings for employees or students may result in sanctions



including termination and expulsion. In any on-campus disciplinary proceeding, both the accused and the accuser may have others present during the hearing. Both parties will be informed of the outcome of the proceedings.

Though staffed with licensed professional counselors, the Schoolcraft College Counseling Department does not have its own pastoral or specialized counselors that are specifically qualified in the area of sexual assault, domestic or dating violence or stalking. Both the Counseling Department and the Campus Police Authority are able to refer victims to counseling services that do have specially qualified personnel.

When requested, Student Services will assist student victims of sexual assault, domestic violence, dating violence or stalking in changing their academic situation. College personnel will assist victims in notifying local law enforcement authorities if the victim requests such assistance. Employee victims shall be assisted by Human Resources regarding their working situations.

The Hinkle Center provides literature that promotes awareness of rape, acquaintance rape, and other sex offenses. This department can refer victims to proper counseling. The College does not have its own pastoral or professional counselors that are qualified to handle these matters.

During orientation, students and employees are informed of crime prevention tips offered by the Schoolcraft College Campus Police Authority. The Campus Police Authority web site, <http://www.schoolcraft.edu/departments/areas/campus-security-police>, provides additional crime prevention suggestions. Information is also made available to students and employees through the Counseling Department, Schoolcraft's "Guide to Gender-Based and Sexual Misconduct," annual and recurring Title IX and Clery presentations, emergency response plans, newsletter articles, as well as the Safety Escort Program.

Any reported incident of sexual assault, domestic violence, dating violence or stalking shall be held in the highest level of confidentiality allowed under law, including the identity of the victim(s).

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- Domestic Violence:
 - ii. A Felony or misdemeanor crime of violence committed—
 - F) By a current or former spouse or intimate partner of the victim;
 - G) By a person with whom the victim shares a child in common;
 - H) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - I) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - J) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
 - iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
 - iii. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

- iv. For the purposes of this definition—
 - C) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - D) Dating violence does not include acts covered under the definition of domestic violence.
- v. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”
 - o Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - o Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
 - o Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - o Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.
- Stalking:
 - iii. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - C) Fear for the person’s safety or the safety of others; or
 - D) Suffer substantial emotional distress.
 - iv. For the purposes of this definition—
 - D) *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
 - E) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
 - F) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 - v. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The state of Michigan definitions:

- Domestic violence
 - o 1. Felony or misdemeanor crimes of violence committed—
 - (i) By a current or former spouse or intimate partner of the victim;
 - (ii) By a person with whom the victim shares a child in common;



- (iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - (iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - (v) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- 2) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

600.1060 Definitions. Sec.1060. (b) "Domestic violence offense" means any crime alleged to have been committed by an individual against his or her spouse or former spouse, an individual with whom he or she has a child in common, an individual with whom he or she has had a dating relationship, or an individual who resides or has resided in the same household.

- Dating Violence: The state of Michigan does not have a definition of dating violence. In Michigan, Dating Violence is defined under Domestic Violence. (See Domestic Violence definition above).
- Sexual Assault: The state of Michigan defines sexual assault as follows:
Michigan Law defines Criminal Sexual Conduct as:
(b) "Criminal sexual conduct" means any of the following:
 - (i) A violation, attempted violation, or solicitation or conspiracy to commit a violation of section 520b, 520c, 520d, 520e, 520f, or 520g of the Michigan penal code, 1931 PA 328, MCL 750.520b, 750.520c, 750.520d, 750.520e, 750.520f, and 750.520g.
 - (ii) An offense originally charged as an offense described in subparagraph (i) that is subsequently reduced to an offense not included in subparagraph (i).

These are further defined here:

- Section 750.520b Criminal sexual conduct in the first degree; circumstances; felony.
- Section 750.520c Criminal sexual conduct in the second degree; felony.
- Section 750.520d Criminal sexual conduct in the third degree; felony.
- Section 750.520e Criminal sexual conduct in the fourth degree; misdemeanor.

- Stalking: The state Michigan defines stalking as follows:
750.411h - "Stalking" means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.
- Consent: The state of Michigan does not have a definition of consent, in relation to sexual activity. The Schoolcraft College definition: Consent is defined as permission to act. It may be given by words or



actions, so long as those words or actions create clear, mutually understood permission to engage in (and the conditions of) sexual activity. Consent must meet all of the following standards:

- Active, not passive. Silence, in and of itself, cannot be interpreted as consent. There is no requirement that an individual resist a sexual act or advance, but resistance is a clear demonstration of not consenting.
- Given freely. A person cannot give consent under force, threats, or unreasonable pressure (coercion). Coercion includes continued pressure after an individual has made it clear that s/he does not want to engage in the behavior.
- Provided knowingly. Legally valid consent to sexual activity cannot be given by:
 - A person under the legal age to consent (16 years old in Michigan), or
 - An individual who is known to be (or based on the circumstances should reasonably be known to be) mentally or physically incapacitated. An incapacitated person is someone who cannot make rational, reasonable decisions because s/he lacks the capacity to understand the “who, what, when, where, why and how” of a sexual interaction. This includes a person whose incapacity results from mental disability, sleep, involuntary physical restraint, unconsciousness, use of alcohol or other drugs.
- Specific. Permission to engage in one form of sexual activity does not imply permission for another activity. In addition, previous relationships or prior consent do not imply consent to future sexual acts. It is the responsibility of the initiator of the act to receive permission for the specific act. As a result, consent may be requested and given several times by multiple parties during a sexual encounter involving multiple acts.

How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.”¹ We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list² of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

¹ Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

² Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse



Risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cash money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you

- to leave.
 - d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
 17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
2. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students that includes:

- A. A statement that Schoolcraft College prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
- B. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms;
- C. What behavior and actions constitute consent, in reference to sexual activity, in the State of Michigan (which does not define consent). Schoolcraft College defines consent as permission to act. It may be given by words or actions, so long as those words or actions create clear, mutually understood permission to engage in (and the conditions of) sexual activity.
- D. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
- E. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- F. Information regarding:
 - a. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in "Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs" elsewhere in this document)
 - b. how the institution will protect the confidentiality of victims and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);

- c. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and
- d. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
- e. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document);

These programs include:

- Guide to Gender-based and Sexual Misconduct – printed brochure which describes and defines several types of gender-based or sexual misconduct, identifies resources and reporting options for students and employees. This material is provided and discussed during all new employee orientations in Human Resources as well as provided and presented in faculty group orientation sessions, and is included in the student success seminar required for new students.
- Guide to Recognizing and Understanding Sexual Harassment – printed material which describes and defines sexual harassment and forms of sexual misconduct; provided and discussed during all new employee orientations.
- Campus Sexual Violence: SaVE Act Overview, Title IX and Sexual Misconduct and Sexual Harassment: Staff to Staff - online training modules assigned to all new employees for completion within six months of hire.
- ‘Not Anymore’ online training for students: This web-based educational program is incorporated into the course assignments for College And Beyond, the student success seminar required for new students. The training teaches students how to recognize, prevent and respond to interpersonal violence, including sexual harassment, sexual assault, stalking, and domestic and dating violence. The program includes modules on the role of alcohol consumption in increasing risk for sexual assault and on effective bystander intervention. The program includes a pre- and post-test to measure course completion and learning comprehension. The program includes links to college policies on student conduct, including sexual harassment, sexual assault, stalking, and domestic and dating violence, as well as alcohol and other drug abuse prevention.

The College has developed an annual educational campaign for employees consisting of:

- Guide to Gender-based and Sexual Misconduct – printed brochure which describes and defines several types of gender-based or sexual misconduct, identifies resources and reporting options for students and employees. The content in this brochure is also accessible on the college’s website.
- Guide to Recognizing and Understanding Sexual Harassment – printed material which describes and defines sexual harassment and forms of sexual misconduct; available on college’s forms drive and accessible on the college’s website.

- Campus Sexual Violence: SaVE Act Overview, Title IX and Sexual Misconduct and Sexual Harassment: Staff to Staff - online training modules that all employees are required to complete.
- Respect & Responsibility - mandatory staff development course for college employees; face to face presentation/class which covers a range of inappropriate behaviors and damaging situations in the workplace, including content related to domestic violence, dating violence, harassment, sexual misconduct, stalking.

The College has developed an annual educational campaign for students consisting of:

- College and Beyond (CAB) 100 is a student success course required of incoming first-year students. The course booklet for CAB 100, used in lieu of a textbook, includes lessons for each class session and supporting resource information for each lesson. One of the lesson units covers SC cares, the college's online reporting tool for incidents and concerns. The behaviors that constitute sexual and other forms of interpersonal violence are listed in the menu of options available to the person making the report. This lesson affords the instructor the opportunity to review the list of behaviors and to make students aware of the importance of reporting these behaviors and of the support and resources available to victims of these behaviors.

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at an area hospital. In Michigan, evidence may be collected even if you chose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Although the College strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, the College Counseling Department will assist any victim with notifying local police if they so desire. They can be contacted at (734) 462-4429. On the main campus or the Public Safety Training Center (both in Livonia) to contact the Campus Police Authority, call 734-462-4424, or local the police department. The local police department is the Livonia Police Department, who can be reached directly by calling (734) 466-2400, or in person at 15050 Farmington Rd., Livonia, MI 48154. Additional information about the Livonia Police Department may be found

online at: www.livoniapd.com. At the Radcliff Campus, located at 1751 Radcliff, Garden City, contact the Campus Police Authority at 734-462-4424. The local police department is the Garden City Police Department. They can be reached directly by calling (734) 793-1700, or in person at 6000 Middlebelt, Garden City, MI 48135. Additional information about the Garden City Police department may be found online at: <http://www.gardencitymi.org/2010department.asp?p=police>.

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Vice President and Chief Student Affairs Officer, or the Campus Police (if the victim so desires). The Title IX Coordinator for students is Marty Heator, Associate Dean of Student Relations; he can be reached at 734-462-4486, or in the McDowell Center, Room 123, 18600 Haggerty Road, Livonia, MI 48152, or by email at mheator@schoolcraft.edu. Employees should contact Executive Director of Human Resources, Laura Sensing, at (734) 462-4408 or via email at hr@schoolcraft.edu. To contact the Campus Police, call 734-462-4424 or by writing or coming into the office to report in the lower level of the Jeffress Center at 18600 Haggerty Road, Livonia, MI. Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Police will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

Schoolcraft College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to the Campus Police or local law enforcement. Students and employees should contact Vice President and Chief Student Affairs Officer Cheryl Hagen at 734-462-4577.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

Incident Being Reported	Procedure Institution Will Follow
Sexual Assault	<ol style="list-style-type: none"> 1. Depending on when reported (immediate vs delayed report), Schoolcraft College will provide complainant with access to medical care and will... 2. Assess immediate safety needs of complainant 3. Assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 4. Provide complainant with referrals to on and off campus mental health providers 5. Assess the need to implement interim or long-term protective measures, if appropriate.



	<ol style="list-style-type: none"> 6. Provide the victim with a written explanation of the victim’s rights and options 7. Provide a “No trespass” (PNG) directive to accused party if deemed appropriate 8. Provide written instructions on how to apply for Protective Order 9. Provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution 10. Inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 11. Enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation
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<p>Stalking</p>	<ol style="list-style-type: none"> 1. Schoolcraft College will assess immediate safety needs of complainant and will... 2. Assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Provide written instructions on how to apply for Protective Order 4. Schoolcraft College will provide written information to complainant on how to preserve evidence 5. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Provide the victim with a written explanation of the victim’s rights and options 7. Provide a “No trespass” (PNG) directive to accused party if deemed appropriate
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<p>Dating Violence</p>	<ol style="list-style-type: none"> 1. Schoolcraft College will assess immediate safety needs of complainant and will... 2. Assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Provide written instructions on how to apply for Protective Order 4. Provide written information to complainant on how to preserve evidence 5. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Provide the victim with a written explanation of the victim’s rights and options 7. Provide a “No trespass” (PNG) directive to accused party if deemed appropriate
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<p>Domestic Violence</p>	<ol style="list-style-type: none"> 1. Schoolcraft College will assess immediate safety needs of complainant and will... 2. Assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department 3. Provide written instructions on how to apply for Protective Order 4. Provide written information to the complainant on how to preserve evidence
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	<ol style="list-style-type: none">5. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate6. Provide the victim with a written explanation of the victim's rights and options7. Provide a "No trespass" (PNG) directive to accused party if deemed appropriate
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Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- an explanation of the procedures for institutional disciplinary action

Schoolcraft College complies with Michigan law in recognizing orders of protection (Personal Protection Orders). Any person who obtains an order of protection from Michigan or any reciprocal state should provide a copy to the Campus Police and the Office of the Title IX Coordinator. A complainant may then meet with the Campus Police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc.) The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The victim is required to apply directly for these services. Protection from abuse orders may be available at the Coleman A. Young Municipal Center (CAYMC), 2 Woodward Avenue, Detroit, MI 48226, Room 928 on the 9th floor. Further questions should be directed to the Wayne County Clerk's Office at 313-224-6292.

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Schoolcraft College will provide written notification to students and employees about accommodations available to them, including academic, transportation and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations

and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations)

At the victim’s request, and to the extent of the victim’s cooperation and consent, College offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall (Schoolcraft College does not have residence halls). Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, transportation and/or working situations or protective measures, or if the victim wishes to receive assistance in requesting these accommodations, she or he should contact the Title IX Coordinator, Vice President of Student Services Cheryl Hagen. She can be contacted by calling 734-462-4577, or in person by visiting her campus office in the McDowell Building, Room 215, 18600 Haggerty Road, Livonia, MI 48152, or by email at chagen@schoolcraft.edu.

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Schoolcraft College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

ON CAMPUS	Type of Services Available	Service Provider	Contact Information
Counseling	Brochures, referrals to therapists in the community, Divorce Support Group, Crisis hotline referrals.	Counseling & Advising	734-462-4429 counseling@schoolcraft.edu
Health	Referrals to hospital.	Campus Police or Counseling & Advising	Campus Police: 734-462-4424 Counseling: 734-462-4429
Mental Health	Brochures, referrals to therapist for long term support, crisis hot line referrals.	Counseling & Advising	734-462-4429 http://bit.ly/1Xlj61l
Victim Advocacy	Brochures, referral to local agency, 24-hour hot line	Counseling & Advising	734-462-4429 counseling@schoolcraft.edu
Legal Assistance	Ask an Attorney, Legal Matters group support	Campus Police or Counseling & Advising	Campus Police: 734-462-4424 Counseling: 734-462-4429



Visa and Immigration Assistance	Enrollment assistance	International Coordinator	734-462-4429 scisq@schoolcraft.edu
Student Financial Aid	Financial Aid, Loans, Grants, Scholarships, Work Study, Rules and Requirements, Aid Resources	Financial Aid Office	734-462-4433 finaid@schoolcraft.edu http://bit.ly/100pOpe

OFF CAMPUS	Type of Services Available	Service Provider	Contact Information
Counseling	Domestic Abuse; sexual abuse; relationship issues, depression, anxiety etc.	Dr. Steven Fischer	32905 W. 12 Mile Rd. Suite 440 Farmington Hills, Michigan 48334 (248) 488-5800
Health	A federally-funded program that serves low and moderate income pregnant, breastfeeding, and postpartum women, infants, and children up to age 5 who have a nutrition-related health problem. WIC offers coupons for nutritious foods purchased at supermarkets. Other free benefits include health screening, nutrition information, social service referrals and breast-feed support services.	Wayne County Health Department	www.waynecounty.com
Mental Health	Provides services to older adults with mental illness, developmentally disabled adults, children and their families' at-risk youth, preschoolers and the homeless. Programs are	Neighborhood Service Organization (NSO)	Neighborhood Service Organization (NSO) 220 Bagley Suite 1200

	provided in Wayne and Oakland counties with some serving the entire state of Michigan.		Detroit MI 48226 Phone: 313-961-4890 Website: www.nso-mi.org
Victim Advocacy	First Step offers shelter, counseling, advocacy, SANE Exams, assault response, 24-hour help line services, legal information, children's services, training and education to survivors and to the community.	First Step	44567 Pinetree Drive Plymouth, MI 48170 Phone: 734-416-1111 24 Hour Help Line: 734-722-6800 OR call Toll Free 1-888-453-5900
Legal Assistance	See First Step	See First Step	See First Step
Visa and Immigration Assistance	General consultations Family petitions Adjustments of status Asylum and refugee applications Deportation/removal proceedings Citizen and nationality law Non-immigrant visas and work authorizations. Archdiocese of Detroit Refugee Services Offices works with the newest residents of Detroit. They provide the above services as well as translation and housing assistance, transportation, referrals for ESL classes, medical and other refugee benefits, employment services, advocacy for refugees and community education on refugee resettlement.	Immigration Legal Services Strategic Partnership	5575 Conner #104 Detroit, MI 48213 Phone: 586-416-1113 Website: www.aodonline.org
Student Financial Aid	Free Application for Federal Student Aid	FAFSA Federal Student Financial Aid assistance	http://www.fafsa.ed.gov

Other	Sexual assault program in Wayne County. Program provides 24-7 medical forensic care and crisis intervention to survivors in Wayne County who have experienced a sexual assault. They have 4 local clinics for patients to choose from. Additionally, free counseling and advocacy services for survivors of sexual assault and their loved ones.	Wayne County SAFE (Sexual Assault Forensic Examiner Program)	2727 Second Avenue Suite 120 Detroit , MI 48201 Phone: 313-964-9701 24 hour Crisis Pager: 313-430-8000
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Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://www.rainn.org> – Rape, Abuse and Incest National Network

<http://www.ovw.usdoj.gov/sexassault.htm> - Department of Justice

<http://www2.ed.gov/about/offices/list/ocr/index.html> - Department of Education, Office of Civil Rights

Victims may request that directory information on file with the College be withheld by request through the Registrar’s office at Records Office, McDowell Center, Phone: (734) 462-4677, screcord@schoolcraft.edu.

Regardless of whether a victim has opted-out of allowing the College to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Whether or not criminal charges are filed, the College or a person may file a complaint under the Student Code of Conduct (Policy 2011: Regulations Governing Students), alleging that an individual student or a student group has violated the Code of Conduct.

The College’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual



assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing.
5. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, the College or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

Policy 2011: Regulations Governing Students (includes Student Code of Conduct)

1. How to File a Disciplinary Complaint Under this Policy

A victim can initiate disciplinary action by filing a report using the College's online reporting tool, SC aware. If a victim chooses to notify a College employee, the employee initiates action by filing a report on the student's behalf.

Link to file a report:

www.schoolcraft.edu/a-z-index/scaware. The link is in the same location at the bottom of the Schoolcraft College website www.schoolcraft.edu homepage.

Policy:

<http://www.schoolcraft.edu/about-us/consumer-information/college-policies/student-rights-and-responsibilities/student-code-of-conduct/prohibited-conduct>



Hard copy available in Student Relations Office, McDowell Center Room 123.

2. **How the College Determines Whether This Policy will be Used**

The Associate Dean of Student Relations is the Title IX Coordinator and has been designated by Vice President and Chief Student Affairs Officer (VP and CSAO, former Title IX Coordinator) to provide the initial review of such cases. The Coordinator, VP and CSAO then confer, with the VP and CSAO making the decision if the misconduct warrants investigation under this policy.
3. **Steps in the Disciplinary Process**
 1. Title IX Coordinator designates an administrator to conduct the investigation.
 2. Charges presented to accused student in writing.
 3. Decision made concerning the disposition of charges administratively by mutual consent or through a formal hearing before a panel. If the decision is mutual consent, the proceedings end; if a panel, the process moves to step 4.
 4. A hearing panel hears the case and renders a finding of “responsible” or “not responsible” for a code of conduct violation. If “responsible,” the panel determines the sanction(s) to be imposed.
 5. The student found “responsible” may appeal the finding and/or the sanction on these grounds: There has been a due process error; new evidence has come to light; or the sanction is not consistent with institutional precedent.
 6. The VP and CSAO turns the matter over to the Coordinator, who convenes an appeals panel to consider the appeal.
4. **Anticipated Timelines**

The date for a panel hearing will be set for no less than five, nor more than 15 calendar days after the student has been notified of the charges, barring exigent circumstance. Maximum time limits for scheduling of hearings may be extended for cause. Students who wish to appeal a panel’s finding and/or sanction(s) must do so within 10 calendar days from the date that the accused is notified of the decision. The appeal decision is rendered within 10 calendar days. For title IX investigations, the college follows the federal guideline of 60 days as the maximum for completion of the investigation and the finding.
5. **Decision-Making Process**

The investigating administrator interviews all parties involved, including the reporting victim, the accused respondent, and witnesses who have relevant information to offer. Photographs, video (e.g. security camera video), physical evidence, related documents, web/social media content, and student record information are all examples of information sources used by investigators.

During a panel hearing, panelists are given access to the information collected by the investigator, and the investigator walks the panel through a summary of this information. The reporting victim and accused respondent are also given access to the information and are given the opportunity to speak to the panel. In cases involving sexual misconduct, provisions are made so that the victim and the respondent are not in the same room together. After period of deliberation, the panel renders its finding and decisions on the sanction(s) through a majority vote.

6. **Standard of Evidence**
For both administrative resolution for mutual consent and the panel hearing, the standard is the preponderance of the evidence. This standard is used for all student conduct cases, including those that fall under Title IX.
7. **Possible Sanctions**
Written warning, probation, loss of privileges/restriction, restitution, discretionary sanctions, suspension, removal from program of study, and expulsion.
8. **Range of Protective Measures Available to a Victim Alleging Misconduct**
“No contact” letters are issued to the accused during the investigation. The letter also warns against interfering with the investigation and retaliating against reporting victim. In addition, the Schoolcraft Campus Police Authority may issue a “no trespass” letter to individuals who are deemed an immediate threat to campus safety. Reporting victims receive an outreach letter from the Student Relations Office. This letter makes them aware of the “no contact” order to the accused; provides information for counseling support and other resources available through the college; and provides instructions on what to do if the accused violates the “no contact” order or the prohibition against interference in retaliation. The letter also reminds the victim that campus police are available for escorting them to and from their car. The number for campus police is provided.

Other protective measures are available through the Student Relations Office. These include restricting the movements of the accused on campus, and making adjustments to class schedules and other instructional arrangements in order to keep the parties out of contact with each other.

Policy Applicable to Employees Accused of Domestic Violence, Dating Violence, Sexual Assault and Stalking

1. **How to File a Disciplinary Complaint Under this Policy**
Board Procedure 4060.1 (Workplace Conduct) identifies prohibited conduct and the disciplinary process and sanctions. Procedure 4060.1 is available on the college’s M: drive under Policies and Procedures. This content is also available in the Employee Handbook, which is available on the college’s forms drive under the Human Resources folder, and available on the college’s website at:
www.schoolcraft.edu/docs/default-source/hr/employee_handbook.pdf

All employees should file a report by using the college’s electronic incident reporting system (SC Cares) or by directly contacting the Executive Director of Human Resources by email, phone or in person. Upon receipt of a report, an investigation will commence. Reporting procedures are available in our Guide to Gender-Based and Sexual Misconduct and on the college’s website here: www.schoolcraft.edu/a-z-index/sccares/gender-based-and-sexual-misconduct#.VeRuhU2FNaQ
2. **How the College Determines Whether This Policy will be Used**
The Executive Director of Human Resources will determine whether Procedure 4060.1 (Workplace Conduct) is applicable to the alleged misconduct and will investigate the report with other appropriate college administrators as warranted.
3. **Steps in the Disciplinary Process**
The major steps in the disciplinary process which apply to all employees (with exceptions noted) include:
 - Interview with victim

- Interview with witnesses or other parties
- Gathering of evidence/review of video, if available
- Investigatory Meeting with employee (and union representation, if a union employee)
- Administrative finding/decision with Executive Director of HR, College President, other administrators as appropriate
- If accused is a full-time faculty member and potential discipline involves suspension or termination, a disciplinary hearing is held prior to and separately from discipline meeting; attendees at this hearing include the faculty member, union representation, Executive Director of HR, the faculty member's administrator
- Discipline meeting held with employee (and union representation, if applicable) and discipline administered

4. Anticipated Timelines

Anticipated timelines for each step of the investigation and discipline process:

- Interview with victim (within one week of receiving report)
- Interview with witnesses or other parties (within one week of receiving report)
- Gathering of evidence/review of video, if available (within one week of receiving report)
- Investigatory Meeting with accused employee (and union representation, if a union employee) (within 1-2 weeks of receiving report)
- Administrative finding/decision with Executive Director of HR, College President, other administrators as appropriate (within one week of completed investigation)
- If accused is a full-time faculty member and potential discipline involves suspension or termination, a disciplinary hearing is held prior to and separately from discipline meeting; attendees at this hearing include the faculty member, union representation, Executive Director of HR, the faculty member's administrator (within one week of administrative finding)
- Discipline meeting held with employee (and union representation, if applicable) and discipline administered (within 5 days of administrative finding or discipline hearing if full-time faculty)

5. Decision-Making Process

All sources of information will be considered in reaching a finding (initial report information, interviews of victim, witnesses/other parties, information obtained from accused employee during investigatory meeting; video or other available evidence).

6. Standard of Evidence

Preponderance of the Evidence

7. Possible Sanctions

Possible disciplinary sanctions for all employee groups:

- Verbal reprimand
- Written reprimand
- Written reprimand with 3-day suspension
- Written reprimand with 5-day suspension
- Termination

8. Range of Protective Measures Available to a Victim Alleging Misconduct

Protective measures include no-contact orders, separate interview from accused during investigatory process, safety escorts.

9. College-Initiated Protective Measures

In addition to those protective measures previously described, the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a College order of no contact, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Schoolcraft College.

Victim Notification

The University of Toledo will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University of Toledo against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Schoolcraft College: Schoolcraft College will, upon written request, disclose to the alleged victim of a crime of violence (as defined in Section 16 or Title 18, United States Code), or a non-forcible sex offense, the results of any disciplinary proceeding conducted by the College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

Crime Statistics

The University of Toledo's Annual Security Report is the result of the efforts of many people across campus. In order to publish holistic crime statistics, UT gathers data from the campus community as well as local, state, and federal agencies. UTPD sends certified letters to police agencies in jurisdictions where UT has non-campus property in order to request Clery Act crime statistics from those locales. No formal police report is required for a crime to be included in UT's crimes statistics, as Campus Security Authority (CSA) reports are reviewed for inclusion. For statistical purposes, crime statistics reported are recorded in the calendar year the crime was reported.

All of the statistics are gathered, compiled, and reported to the UT community via this report, entitled "Annual Security and Fire Safety Report" which is published by the Office of Internal Audit and Compliance. The UTPD submits the annual crime statistics published in this report to the Department of Education, which is then made available to the public on the Department of Education website.

All potential and current UT students and employees are given notice of the availability of the Annual Security and Fire Safety Report. Potential students and employees receive an email confirmation when they apply which provides the details of availability of the report. Current students and employees receive an email regarding the

report prior to its yearly publication at the end of September. Hard copies are available in the Office of Internal Audit and Compliance upon request. The Annual Security and Fire Safety Report is also available in PDF format on the Clery Act Compliance website, located at <http://www.utoledo.edu/offices/internalaudit/clery-act/>.

Crime statistics published in the Annual Security and Fire Safety Report are reported from the following geographical locations as defined by the Clery Act:

On-Campus

- Any building or property owned or controlled by The University of Toledo within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University's educational purposes, including residence halls; and

Any building or property that is within or reasonably contiguous to the area identified in the above paragraph that is owned by The University of Toledo but controlled by another person, frequently used by students, that supports institutional purposes.

On-Campus Student Housing (Residence Halls)

- Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.

Non-Campus

- Any building or property owned or controlled by a student organization that is officially recognized by The University of Toledo; or

Any building or property owned or controlled by The University of Toledo that is used in direct support of, or in relation to, the University's educational purposes, frequently used by students and is not within the same reasonably contiguous geographic area of the University.

Public Property

- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from campus.

In 2015, according to the Clery Act, the University of Toledo had eight separate campuses. They are:



THE UNIVERSITY OF TOLEDO - MAIN CAMPUS

Legend

Yellow	High Security	Red	Low Security
Blue	Medium Security	Light Blue	High Security



The University of Toledo
Office of Internal Audit and Compliance
March 09, 2016



THE UNIVERSITY OF TOLEDO - Scott Park Campus

Legend	
	Zone 1
	Zone 2
	Zone 3
	Zone 4
	Zone 5
	Zone 6



The University of Toledo
Office of Internal Audit and Compliance
March 09, 2016



THE UNIVERSITY OF TOLEDO - Museum of Art Campus

Legend	
	Perimeter
	High Security
	Medium Security
	Low Security



The University of Toledo
Office of Internal Audit and Compliance
March 23, 2015



THE UNIVERSITY OF TOLEDO - Stranahan Arboretum

Legend	
	Perimeter
	Building
	Road



The University of Toledo
Office of Internal Audit and Compliance
March 22, 2016



THE UNIVERSITY OF TOLEDO - Lake Erie Center

- Schoolcraft College
- Lorain County Community College- University Partnership Ridge Campus

The following crimes are included in the statistics published by UT as required by the Clery Act:

Murder/Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. This includes any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Manslaughter by Negligence: The killing of another person through gross negligence (defined as the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another).

Sex Offenses

Rape: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator.

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.

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: The taking or attempting to take anything from value of 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 or probably would result in a serious potential 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 a 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 joy riding)

Arson: The 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 kind.

Domestic Violence: A Felony or misdemeanor crime of violence committed—

- A) By a current or former spouse or intimate partner of the victim;
- B) By a person with whom the victim shares a child in common;
- C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- E) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred



Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition—
 - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - B) Dating violence does not include acts covered under the definition of domestic violence

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- A) Fear for the person's safety or the safety of others; or
- B) Suffer substantial emotional distress.
- i. For the purposes of this definition—
 - A) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
 - B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling

Arrests and disciplinary referrals for:

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; all attempts to commit any of the aforementioned.

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 narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

The University of Toledo is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, sex offenses, robbery,

aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the Annual Security and Fire Safety Report.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias.

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

Gender Identity: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

Religion: A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

Sexual Orientation: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.

Ethnicity: A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.



National Origin: A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Main Campus Crime Statistics															
Offense	On Campus			Residential Facilities (a subcategory of On-Campus)			Non-Campus Property			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	3	1	3	3	1	2	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	4	0	1	2	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	2	0	0	0	0	0	1	0	0	0	0	0	0
Burglary	5	21	12	0	18	9	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Arson	1	0	2	1	0	2	0	0	0	0	0	0	0	0	0
Domestic Violence	0	1	2	0	0	1	0	0	0	0	0	0	0	0	0
Dating Violence	4	2	1	4	2	0	1	0	0	0	0	0	0	0	0
Stalking	6	4	4	1	0	2	3	1	0	0	0	0	0	0	0
Arrests															
Liquor law violations	32	20	19	21	10	5	0	0	0	12	15	0	0	0	0
Drug law violations	14	11	8	3	4	3	0	0	0	14	11	4	0	0	0
Weapons law violations	2	0	1	1	0	0	1	0	0	1	0	0	0	0	0
Disciplinary referrals															
Liquor law violations	167	246*	125**	164	243*	122**	0	1	10**	1	0	1**	0	0	0
Drug law violations	48	62*	25**	48	55*	17**	0	0*	7**	0	1*	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*These numbers reflect our corrected statistics as a result of a self-audit of 2014 disciplinary referrals. This self-audit was completed in August, 2016. Additionally, we corrected the 2015 Annual Security and Fire Safety Report to reflect these changes.

** These numbers reflect our corrected statistics as a result of a self-audit of 2013 disciplinary referrals. This self-audit was completed in August, 2016. Additionally, we corrected the 2015 and 2014 Annual Security and Fire Safety Reports to reflect these changes.

Hate Crimes

2015: No hate crimes reported.

2014: One on-campus intimidation incident characterized by sexual orientation bias.



2013: Two on-campus, residence hall intimidation incidents characterized by sexual orientation bias, and one on-campus, residence hall intimidation incident characterized by gender bias.

Health Science Campus Crime Statistics												
Offense	On Campus			Non-Campus Property			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	2	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	1	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	1	1	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	2	1	3	0	0	0	0	0	0	0	0	0
Arrests												
Liquor law violations	1	0	2	0	0	0	0	0	0	0	0	0
Drug law violations	0	2	2	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary referrals												
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug law violations	1	0	0	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crimes

2015: No hate crimes reported.

2014: One on-campus intimidation incident characterized by religious bias.

2013: No hate crimes reported.

Scott Park Crime Statistics									
Offense	On Campus			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	2	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	1	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrests									
Liquor law violations	0	0	1	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0
Disciplinary referrals									
Liquor law violations	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0

Hate Crimes

2015: No hate crimes reported.

2014: No hate crimes reported.

2013: No hate crimes reported.



Center for the Visual Arts Crime Statistics									
Offense	On Campus			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	1	1	0	0	0	0	0	0	0
Arrests									
Liquor law violations	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0
Disciplinary referrals									
Liquor law violations	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0

Hate Crimes

2015: No hate crimes reported.

2014: No hate crimes reported.

2013: No hate crimes reported.

Stranahan Arboretum Crime Statistics									
Offense	On Campus			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrests									
Liquor law violations	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0
Disciplinary referrals									
Liquor law violations	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0

Hate Crimes

2015: No hate crimes reported.

2014: No hate crimes reported.

2013: No hate crimes reported.



Lake Erie Research Center Crime Statistics												
Offense	On Campus			Non-Campus Property			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	1	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary referrals												
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crimes

2015: No hate crimes reported.

2014: No hate crimes reported.

2013: No hate crimes reported.



Lorain County Community College- University Partnership Ridge Campus:

Lorain County Community College University Partnership Ridge Campus crime statistics						
Offense	On Campus			Public Property		
	2015	2014	2013	2015	2014	2013
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
VAWA						
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Arrests						
Liquor law violations	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0
Disciplinary referrals						
Liquor law violations	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Weapons law violations	0	0	0	0	0	0

Hate Crimes

2015: No hate crimes reported.

2014: No hate crimes reported.

2013: No hate crimes reported.



The University of Toledo does not have any non-campus property associated with the LCCC campus. LCCC does not employ sworn police officers thus there are no unfounded crimes to document.

Schoolcraft College: The Schoolcraft College Campus Police Authority shall prepare a report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our campuses and other non-campus sites.

Campus crime, arrest and referral statistics include those reported to the Schoolcraft College Campus Police Authority and local law enforcement agencies per Clery Act procedures.

Each year, notification shall be made to all enrolled or prospective students, faculty, and staff that provide access to the report at: <http://www.schoolcraft.edu/cleryact> or it can be viewed in person at the Campus Police Authority office.

The Schoolcraft College Campus Police Authority shall submit the crime statistics from the Annual Security Report to the Department of Education via an annual Web-based data collection.

The Campus Police Authority Department collects and compiles crime and disciplinary statistics in compliance with the Clery Act as reported to them and to local law enforcement agencies, and prepares this Annual Security Report based on that information. The College has a procedure that allows for voluntary, confidential reporting of crimes for inclusion in the Annual Security Report.

Crime statistics required by the Clery Act are defined as:

Murder/Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

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

Robbery: the taking or attempting to take anything from value of 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 or probably would result in a serious potential 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 a 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 joy riding)

Arson: The 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 kind.

Domestic Violence: The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: The term “dating violence” means violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:(i) The length of the relationship; (ii) The type of relationship; (iii) The frequency of interaction between the persons involved in the relationship.

Stalking: The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to— (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

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; all attempts to commit any of the aforementioned.

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 narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbiturates, Benzadrine).

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

NOTE: The above listed crime definitions from the Uniform Crime Reporting Handbook 2004 (Summary Reporting Statistics)

Sex Offenses



Rape: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator.

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.

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.

NOTE: As of 2013 crime statistics, The Rape definition is based on the Uniform Crime Reporting Handbook 2004(Summary Reporting Statistics).The other Sex Offenses Definitions are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

Hate Crimes

Schoolcraft College is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

NOTE: Crime statistics chart begins on the next page.

Schoolcraft College crime statistics									
	On Campus			Public Property			Unfounded Crimes		
	2015	2014	2013	2015	2014	2013	2015	2014	2013
Criminal Offense									
Murder/Non-negligent Manslaughter	0	0	N/A	0	0	N/A	0	0	N/A
Manslaughter by Negligence	0	0	N/A	0	0	N/A	0	0	N/A
Rape	0	0	N/A	0	0	N/A	0	0	N/A
Fondling	1**	1*	N/A	0	0	N/A	0	0	N/A
Statutory rape	0	0	N/A	0	0	N/A	0	0	N/A
Incest	0	0	N/A	0	0	N/A	0	0	N/A
Robbery	0	0	N/A	0	0	N/A	0	0	N/A
Aggravated Assault	0	0	N/A	0	0	N/A	0	0	N/A
Burglary	0	1	N/A	0	0	N/A	0	0	N/A
Motor Vehicle Theft	0	0	N/A	0	0	N/A	0	0	N/A
Arson	0	0	N/A	0	0	N/A	0	0	N/A
VAWA									
Domestic Violence	1	1	N/A	0	0	N/A	0	0	N/A
Dating Violence	0	0	N/A	0	0	N/A	0	0	N/A
Stalking	1	1***	N/A	0	0	N/A	0	0	N/A
Arrests									
Liquor law violations	0	0	N/A	0	0	N/A	0	0	N/A
Drug law violations	5	0	N/A	0	0	N/A	0	0	N/A
Weapons law violations	0	2	N/A	0	0	N/A	0	0	N/A
Disciplinary referrals									
Liquor law violations	1	0	N/A	0	0	N/A	0	0	N/A
Drug law violations	2	0	N/A	0	0	N/A	0	0	N/A
Weapons law violations	0	0	N/A	0	0	N/A	0	0	N/A

*Fondling: Perpetrator & victim two boys under 12

**Schoolcraft College corrected 2015 ASR; occurred in 2014

***2014 stalking case involved a former student emailing an instructor

N/A - The University of Toledo Schoolcraft College campus opened on August 15, 2014, thus the statistics reported are for August 15-December 31, 2014 and January 1-December 31, 2015. UT does not have any non-campus property associated with the Schoolcraft College campus.

Hate Crimes

2015: No hate crimes reported.

2014: No hate crimes reported.



Fire Safety Report

The following definitions apply to The University of Toledo's Annual Fire Safety Report, per the requirements of the Higher Education Opportunity Act.

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

Cause of Fire: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

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

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

Undetermined Fire: A fire in which the cause cannot be determined

Fire-related Injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term "person" may include students, employees, visitors, firefighters, or any other individuals.

Fire-related Death: Any instance in which a person— (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) Dies within one year of injuries sustained as a result of the fire.

Fire Safety System: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Students, employees, and visitors to The University of Toledo should report all fires immediately to UTPD by calling 419-530-2600.

The University of Toledo Fire and Life Safety Program operates out of the Facilities Maintenance and Construction department. Within this department there are six full-time State Certified Fire and Life safety technicians that are assigned to various buildings across the campuses of the University of Toledo. The life safety technicians ensure that all fire code violations are corrected in a timely manner. They maintain all suppression systems throughout the University campus. These include: fire pumps, fire extinguishers, chemical suppression hoods, halon or Inergen systems and sprinkler systems.

They also oversee the work of any outside contractors that modify or repair University fire systems. In addition, the life safety technicians maintain all the University's fire detection systems to code. These include: fire alarms, smoke detectors, pull stations, horns and strobes and also adjust the time settings campus wide for all of the University's automatic electric clocks (from daylight savings to eastern standard and back) and make any repairs to the clocks as necessary.

The Fire and Life Safety Technicians with assistance from Environmental Health and Radiation Safety staff provide review of fire protection engineering plans along with capital projects. The fire and life safety techs also perform acceptance tests of new fire protection systems to allow for occupation of new built and renovated spaces.

The Fire and Life Safety Technicians with assistance from Environmental Health and Radiation Safety staff provide review of fire protection engineering plans along with capital projects. The fire and life safety techs also perform acceptance tests of new fire protection systems to allow for occupation of new built and renovated spaces.

Code compliance consultation also is a major function of life and fire safety staff and they are constantly serving as a liaison with local, state and federal regulatory agencies. Additionally, the Fire and Life Safety Technicians are responsible for the continued operation of proprietary fire alarm monitoring stations across our campuses. The Fire Safety Inspection Program is a joint effort between the Fire and Life Safety Technicians University Police, and the Environmental Health and Radiation Safety Staff members. These inspections consist of regular inspections of existing buildings conducted with the local and state fire authorities and by UT staff members. These are in the form of routine inspections and fire watches when fire systems may be impaired.

Environmental Health and Radiation Safety staff works with the state fire marshal and industrial commission to pre-inspect tents at all home football games and special events. In addition, staff from Environmental Health and Radiation Safety attends all home games and monitors all special event location for fire and life safety.

The University of Toledo's residence halls' fire safety systems detect, warn, and control fires (depending on the hall). All residence halls are equipped with pull stations, alarms, smoke detectors, mass notification speakers, and strobe lights (both clear and amber). Aside from the Academic House and McComas Village, all halls have full sprinkler systems which aid in fire suppression. The Academic house has a partial sprinkler system due to its concrete construction. Sprinklers are also found in mechanical closets in that facility. The McComas Village has sprinklers in closets and kitchen hoods which will release baking soda in the event of a fire. Following, is a chart documenting the number of fire drills held in each residential facility as well as each facility's fire safety system:

Residence Facility Fire Drills and Safety Systems				
Building name	Street address	Number of drills	Fire alarm system	Fire suppression system
Academic House	1760 West Rocket Dr.	4	Yes	Partial
Honors Academic Village	2125 Campus Rd.	4	Yes	Full
Horton International House	1730 West Rocket Dr.	4	Yes	Full
Lofts at The Gateway	1450 Secor Rd	2	Yes	Full
MacKinnon Hall	2070 Campus Rd.	4	Yes	Full
McComas Village A1	2940 Village Loop	4	Yes	Partial
McComas Village A2	2950 Village Loop	4	Yes	Partial
McComas Village B1	2960 Village Loop	4	Yes	Partial

McComas Village B2	2970 Village Loop	4	Yes	Partial
McComas Village C1	3000 Village Loop	4	Yes	Partial
McComas Village C2	3010 Village Loop	4	Yes	Partial
McComas Village D1	3020 Village Loop	4	Yes	Partial
McComas Village D2	3030 Village Loop	4	Yes	Partial
McComas Village E1	3050 Village Loop	4	Yes	Partial
McComas Village E2	3060 Village Loop	4	Yes	Partial
McComas Village F1	3100 Village Loop	4	Yes	Partial
McComas Village F2	3110 Village Loop	4	Yes	Partial
McComas Village G1	3120 Village Loop	4	Yes	Partial
McComas Village G2	3130 Village Loop	4	Yes	Partial
Ottawa House East	3030 Residence Dr.	4	Yes	Full
Ottawa House West	1600 West Rocket Dr.	4	Yes	Full
Parks Tower	3025 North Glass Bowl Dr.	4	Yes	Full
Presidents Hall	3045 Residence Dr.	4	Yes	Full
Scott Hall	2130 Campus Rd.	4	Yes	Full
Tucker Hall	2120 Campus Rd.	4	Yes	Full

All of The University of Toledo campuses are tobacco free. Smoking and the use of tobacco products is not allowed in any academic or administrative buildings, all residence halls (including the Honors Academic Village and the Lofts at the Gateway), University owned property, athletic facilities, or parking lots.

When residing in a UT residence hall, students are allowed to have the following electrical appliances:

- Alarm clock
- Aquarium (20 gallons maximum)
- Coffee maker
- Computer and printer
- Hair dryer
- Hot pot
- Microwaves less than 1,000 watts
- Refrigerator under 4 cubic feet
- Stereo
- Television
- DVD or Blu-Ray player

Students residing in UT residence halls are not allowed to have the following electrical appliances in their rooms:

- Air conditioner
- Candle warmer

- Chest freezer
- Hot plate and electric grill (including George Foreman grills)
- Sandwich maker
- Space heater
- Sun, lava, or halogen lamp
- Microwave over 1,000 watts
- Refrigerator over 4 cubic feet
- Toaster or toaster oven

The restrictions of electrical appliances in the McComas Village and student rooms in particular is determined by the amperage capacity of each circuit, the potential fire hazard, the refuse and sanitation implications, and the nuisance of undesirable odors. All permitted appliances are to be used in a safe manner. The kitchen is the only designated area of the house where food may be prepared. Kitchen appliances may only be stored in the kitchen area. A university light fixture may not be removed or tampered with for any reason. Halogen lamps are not permitted.

Students who choose to reside at the Honors Academic Village and the Lofts at the Gateway have different stipulations in terms of permissible electrical appliances. At the Honors Academic Village, some small appliances, such as radios, televisions, irons, refrigerators not exceeding four cubic feet; and microwaves not exceeding 600 watts, are permitted. Space heaters, halogen lamps, and other heating devices present a fire hazard and are prohibited. Tenant should check with Landlord regarding permissibility of other small appliances. The Lofts at the Gateway prohibitions are as follows, space heaters and other similar appliances are prohibited. Appliances that use excessive amounts of electricity and/or create excessive heat are prohibited. Neither facility allows tenants to store or use grills, of any kind, in their residence.

Candles (open flame or embers), incense, and natural fuel (oil, kerosene, gasoline, propane, and charcoal) are not allowed in UT residence halls, including the Honors Academic Village and the Lofts at the Gateway. The only exception, on a limited basis, is the McComas Village because candles play an important part in Greek organization ceremonies. Residents and chapter members must strictly adhere to the following guidelines:

1. No open flames on the 2nd or 3rd floor hallways or in student rooms.
2. Covered flames or candles (e.g. flame with protective shield and wax receptacle) are allowed on the 1st floor and basement, only for ritual purposes.
3. A fire extinguisher must be present when candles are being used.

When a fire alarm is activated in a residence hall, all residents and guests must immediately leave the building using the nearest stairs and exits. Residents and guests must follow the directions of the residence hall staff, police, or fire department personnel. Rooms may be checked in order to confirm evacuation of all occupants. All residents and guests must wait outside, away from the building, until a staff member indicates that it is safe to re-enter.

The process for evacuating the Academic Honors Village and the Lofts at the Gateway, is as follows:

First employee on scene:

1. Call appropriate authorities (police, fire department, etc.)
2. Activate fire alarm at nearest pull station if not already sounding.



3. Call General Manager
4. Call other available employees
5. Begin informing affected residents. Using commonsense, knock door to door and yell to make sure all residents evacuate.

Front Desk Attendant:

1. Retrieve Emergency Plan binder
2. Exit building
3. Direct residents towards designated evacuation assembly areas.
4. Advise Fire Department of individuals requiring special assistance within building. Furnish unit numbers, found in current resident roster located in Emergency Plan binder.
5. Call other available employees

Resident/Community Assistants

1. If possible, retrieve issued Emergency Plan binder.
2. Begin evacuation procedures for designated area. Using commonsense, knock door to door and yell to make sure all residents evacuate.
3. Report to designated Evacuation Assembly Area and begin resident roll call procedures utilizing resident roster included in Emergency Plan binder.
4. Report non-accounted for residents to General Manager.
5. Assist with crowd control or as otherwise directed.

General Manager

1. Instruct maintenance staff to cut-off gas supply to building.
2. Advise Fire Department of individuals requiring special assistance within building. Furnish unit numbers, found in current resident roster located in Emergency Plan binder.
3. Coordinate and verify facility evacuation procedures and resident roll call procedures are underway.
4. Coordinate call list of non-accounted for residents.
5. Inform Regional Manager

Residence Life staff receive annual intensive training in the areas of Life Safety and Fire Safety through the Department Environmental Health and Radiation Safety. Plans are in place in advance to accommodate students with special needs. The training includes the operation of fire extinguishers. New employees receive fire safety education during their orientation session. Environmental Health and Radiation Safety provides annual training for laboratory and hospital staff.

If you are involved in a fire, remember R.A.C.E. acronym to help you respond safely and correctly:

R = RESCUE anyone in immediate danger from the fire, if it does not endanger your life

A = ALARM sound the alarm by calling "2600" (on-campus locations only) and activating a pull station alarm box

C = CONFINE the fire by closing all doors and windows

E = EXTINGUISH the fire with a fire extinguisher, or EVACUATE the area if the fire is too large for a fire extinguisher.

To use fire extinguishers correctly, remember the P.A.S.S. acronym:

P = PULL the pin on the fire extinguisher

A = AIM the extinguisher nozzle at the base of the fire

S = SQUEEZE or press the handle

S = SWEEP from side to side until the fire appears to be out

When planning construction, either new or renovating an existing structure, fire safety is of utmost importance. With sufficient funding, the University of Toledo would like to complete the mass notification systems (the clear and amber strobe lights) in a number of campus buildings and install full sprinkler systems in all residence halls.

Residential Facility Fire Statistics									
2013									
Building name	Street address	Total fires in each building	Fire number	Date	Time	Cause of fire	Number of injuries that required treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire
Academic House	1760 West Rocket Dr.	0					0	0	0
Carter Hall East	2855 South Glass Bowl Dr.	0					0	0	0
Carter Hall West	2915 South Glass Bowl Dr.	0					0	0	0
Horton International House	1730 West Rocket Dr.	0					0	0	0
Lofts at The Gateway	1450 Secor Rd	0					0	0	0
MacKinnon Hall	2070 Campus Rd.	0					0	0	0
McComas Village A1	2940 Village Loop	0					0	0	0
McComas Village A2	2950 Village Loop	0					0	0	0
McComas Village B1	2960 Village Loop	0					0	0	0
McComas Village B2	2970 Village Loop	0					0	0	0
McComas Village C1	3000 Village Loop	0					0	0	0
McComas Village C2	3010 Village Loop	0					0	0	0
McComas Village D1	3020 Village Loop	0					0	0	0
McComas Village D2	3030 Village Loop	0					0	0	0
McComas Village E1	3050 Village Loop	0					0	0	0
McComas Village E2	3060 Village Loop	0					0	0	0



Annual Security and Fire Safety Report

McComas Village F1	3100 Village Loop	0					0	0	0
McComas Village F2	3110 Village Loop	0					0	0	0
McComas Village G1	3120 Village Loop	0					0	0	0
							Number of injuries that required treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire
Building name	Street address	Total fires in each building	Fire number	Date	Time	Cause of fire			
McComas Village G2	3130 Village Loop	0					0	0	0
Ottawa House East	3030 Residence Dr.	0					0	0	0
Ottawa House West	1600 West Rocket Dr.	0					0	0	0
Parks Tower	3025 North Glass Bowl Dr.	2	1	10/15/2013	8:14 PM	Intentional	0	0	\$0-99
			Fire in a residence hall has been investigated by law enforcement authorities and determined to be arson. Perpetrator ignited paper decorations on the exterior door of a room.						
			2	10/23/2013	8:53 PM	Intentional	0	0	\$0-99
			Fire in a residence hall has been investigated by law enforcement authorities and determined to be arson. Perpetrator ignited paper decorations on the exterior door of a room.						
Presidents Hall	3045 Residence Dr.	0					0	0	0

Residential Facility Fire Statistics									
2014									
Building name	Street address	Total fires in each building	Fire number	Date	Time	Cause of fire	Number of injuries that required treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire
Academic House	1760 West Rocket Dr.	0					0	0	0
Carter Hall East	2855 South Glass Bowl Dr.	0					0	0	0
Carter Hall West	2915 South Glass Bowl Dr.	0					0	0	0
Horton International House	1730 West Rocket Dr.	0					0	0	0
Lofts at The Gateway	1450 Secor Rd	0					0	0	0
MacKinnon Hall	2070 Campus Rd.	0					0	0	0
McComas Village A1	2940 Village Loop	0					0	0	0
McComas Village A2	2950 Village Loop	0					0	0	0
McComas Village B1	2960 Village Loop	0					0	0	0
McComas Village B2	2970 Village Loop	0					0	0	0
McComas Village C1	3000 Village Loop	0					0	0	0
McComas Village C2	3010 Village Loop	0					0	0	0
McComas Village D1	3020 Village Loop	0					0	0	0
McComas Village D2	3030 Village Loop	0					0	0	0
McComas Village E1	3050 Village Loop	0					0	0	0



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McComas Village E2	3060 Village Loop	0					0	0	0
McComas Village F1	3100 Village Loop	0					0	0	0
McComas Village F2	3110 Village Loop	0					0	0	0
							Number of injuries that required treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire
Building name	Street address	Total fires in each building	Fire number	Date	Time	Cause of fire			
McComas Village G1	3120 Village Loop	0					0	0	0
McComas Village G2	3130 Village Loop	0					0	0	0
Ottawa House East	3030 Residence Dr.	0					0	0	0
Ottawa House West	1600 West Rocket Dr.	0					0	0	0
Parks Tower	3025 North Glass Bowl Dr.	0					0	0	0
Presidents Hall	3045 Residence Dr.	0					0	0	0



Residential Facility Fire Statistics									
2015									
Building name	Street address	Total fires in each building	Fire number	Date	Time	Cause of fire	Number of injuries that required treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire
Academic House	1760 West Rocket Dr.	2	1	10/22/2015	12:14 AM	Unintentional	0	0	\$0-99
			2	12/2/2015	11:25 PM	Intentional	0	0	\$0-99
			Fire in a residence hall has been investigated by law enforcement authorities and determined to be arson. Perpetrator ignited paper decorations on the exterior door of a room.						
Carter Hall East	2855 South Glass Bowl Dr.	0					0	0	0
Carter Hall West	2915 South Glass Bowl Dr.	0					0	0	0
Honors Academic Village	2125 Campus Rd.	0					0	0	0
Horton International House	1730 West Rocket Dr.	0					0	0	0
Lofts at The Gateway	1450 Secor Rd	0					0	0	0
Mackinnon Hall	2070 Campus Rd.	0					0	0	0
McComas Village A1	2940 Village Loop	0					0	0	0
McComas Village A2	2950 Village Loop	0					0	0	0
McComas Village B1	2960 Village Loop	0					0	0	0
McComas Village B2	2970 Village Loop	0					0	0	0
McComas Village C1	3000 Village Loop	0					0	0	0
McComas Village C2	3010 Village Loop	0					0	0	0



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McComas Village D1	3020 Village Loop	0					0	0	0
McComas Village D2	3030 Village Loop	0					0	0	0
McComas Village E1	3050 Village Loop	0					0	0	0
							Number of injuries that required treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire
Building name	Street address	Total fires in each building	Fire number	Date	Time	Cause of fire			
McComas Village E2	3060 Village Loop	0					0	0	0
McComas Village F1	3100 Village Loop	0					0	0	0
McComas Village F2	3110 Village Loop	0					0	0	0
McComas Village G1	3120 Village Loop	0					0	0	0
McComas Village G2	3130 Village Loop	0					0	0	0
Ottawa House East	3030 Residence Dr.	0					0	0	0
Ottawa House West	1600 West Rocket Dr.	0					0	0	0
Parks Tower	3025 North Glass Bowl Dr.	0					0	0	0
Presidents Hall	3045 Residence Dr.	0					0	0	0
Scott Hall	2130 Campus Rd.	0					0	0	0
Tucker Hall	2120 Campus Rd.	0					0	0	0

