The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires that a number of non-law enforcement campus-affiliated individuals report crime statistics to appropriate police departments each year. Many individuals, and students in particular, are sometimes more comfortable with reporting crimes to non-law enforcement persons such as athletic team coaches, faculty and staff advisors to student organizations, residence life and housing directors, and others who serve in functional positions that involve relationships with students and who have significant responsibility for student and campus activities.

Whether you are defined as a campus security authority, or you are a victim of a crime that occurs on our campus, or observe criminal activity, or if someone reports a crime to you, contact the Mansfield University Police Department at (570) 662-4900, Doane Center 104, 65 Clinton Street, Mansfield PA, 16933. The department is open 24 hours each day of the year.

While it is important that the reporting requirements of the Clery Act be met, we also must accurately portray Mansfield University as being a proactive campus that works to ensure a safe campus environment for our students, staff, and guests.

Any questions can be directed to the Director of Police Services at (570) 662-4900, or via e-mail, cshegan@mansfield.edu.

Thank you in advance for your assistance.
Dear Campus Security Authority

The Jeanne Clery Campus Security Act, a federal law that requires colleges and universities to annually compile and publish crime statistics for their campuses, requires that “campus security authorities” report crime statistics for inclusion in our Annual Security Report. The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals, and students in particular, are sometimes more comfortable in reporting incidents to non-law enforcement campus-affiliated individuals. The function of a campus security authority is to report to university police those allegations of Clery Act crimes that he or she concludes are made in good faith, and the crimes are to be reported regardless of whether the victim chooses to file a report with law enforcement or to press charges.

If you are listed below, then you are a “campus security authority” as that term has been defined by the United States Department of Education. “Campus security authorities” include advisors to student organizations, athletic team coaches, members of the campus police department, and functional positions such as, but not restricted to, the Vice President for Student Affairs, Associate Vice President of Residence Life, Associate Directors and Assistant Directors of Residence Life/Housing, Resident Hall and Graduate Assistant Hall Directors, Resident Assistants, the Associate Directors for Student Life and Transition and Retention, the Director of Student Activities, the Advocacy Program Coordinator, the Director of Athletics, the Director of the Kelchner Fitness Center, the Registrar, and the Social Equity and Multicultural Affairs Officer, and the Associate Director Multicultural and Equity Services.

Because of the law’s complex reporting requirements, the most reasonable and effective way to manage the reporting is as follows. If you observe or have reported to you any crime listed below, immediately complete an incident report form and, as indicated on the bottom of the form, send a copy to me at 104 Doane Center. This applies to crimes on campus, public property (thoroughfares, streets, sidewalks, and parking areas) immediately adjacent to campus, and locations at which other approved college activities are taking place. Please ensure that you complete all information on the form based on the information you possess. Please do not investigate the crime or attempt to determine whether a crime in fact took place. Simply make the report. Appropriate law enforcement staff may later contact you or others to gather additional information. A copy of the incident report, which you may duplicate, or by sending an e-mail to police@mansfield.edu.

Crimes that should be reported are:

- Murder, negligent and non-negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Aggravated assault
- Robbery
- Burglary
- Arson
- Motor vehicle theft
- All liquor, drug or weapons violations resulting in arrest
- All hate crimes involving bodily injury, larceny-theft, simple assault, intimidation, or destruction, damage or vandalism of property
- or any other reported crimes involving bodily injury
- Dating violence
- Domestic violence
- Stalking

If you are in doubt as to whether a crime is reportable, please err on the side of caution and report the matter. For purposes of your reporting, please assume that a hate crime is any crime manifesting evidence that the victim was selected because of the victim’s actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability.

Because campus security authorities play a critical role in Clery Act compliance, I will annually notify all appropriate individuals in writing that they are campus security authorities and explain what is required; provide information and any necessary training so that you, as a campus security authority, can be instructed what to do when a crime is reported to you, with emphasis on providing crime reports on an immediate basis to campus police so that timely warnings can be issued to the community; and provide all campus security authorities with definitions of Clery Act crimes and geographic locations, as well as an explanation of the types of arrests and judicial referrals that apply to the Clery Act.

Thank you for your assistance in fulfilling these federal requirements. If you have any questions regarding reporting obligations, please contact me at Doane Center 104, x4900 or via e-mail at cshegan@mansfield.edu.

Sincerely,

Christine Shegan
Chief of Police
# Campus Security Authorities

## University Police
- Chief Christine Shegan
- Sgt. Paul Delosa
- Sgt. James Moyer
- Officer Eric Barnett
- Officer Paul Cady
- Officer Raymi Gausline
- Officer Bill Kluge
- Officer Jeff Perry
- Officer Donna Lee-Brown
- Officer Anthony Palermo
- Officer Kent Warner

## Housing/Residence Life
- Chuck Colby
- Dusty Zeyn
- Judith Brayer
- Michael Stoudt
- Ben Auger
- Kim Furente
- Surajo Jolaoso
- Jon Heisey
- Colleen Moore
- Xavier Warner
- Amie Fox
- Derrick Pitts

## Kelchner Fitness Center
- Amy DeLozier

## Registrar
- Lori Cass

## Student Life & Leadership
- Steve Plesac
- Andee Dunham
- Ruth Hermansen
- Mary Beth Kollar
- Frank Crotchick

## Advocacy Program Coordinator
- Alan Zellner
- Stephanie Allen

## Athletics/Coaches
- Steph Cadwell
- Andy Chalot
- Chris Cummings
- Kris Decker
- Tim Dempsey
- John Evans
- Edith Gallagher
- Harry Hillson
- Angie Hunley
- Graham Johnsen
- Kaymee Kelly
- Emma Lacey
- Ryan Larcom
- Tim McAninch
- Rich Miller
- Rich Miller Sr.
- Diane Monkiewicz
- Eli Morgan
- Brian Oakes
- Eudene Parson
- Michael Rohl
- Michelle Rohl
- Michael Schnell
- Alison Tagliaferri
- John Tate
- Jen Verbiar
- Laurie Zaparzynski
- Sarah Zwick

## Student Organization Advisors
- Joshua Battin
- Bia Bernum
- Christopher Bridges
- Robert Clark
- Nancy Clemens
- Justin Crowl
- Mary Daly
- Scott Davis
- Peggy Dettwiler
- Russell Dodson
- Rebecca Dodson-Webster
- Mary Feeney
- Abe Ghods
- Matthew Guagliardo
- James Guignard
- Ilacie Guignard
- Christina Hale
- Lynne Hammann
- Lindsey Hampsher
- Matt Haner
- Phillip Hendrickson
- Shawndra Holderby
- Chuck Hoy
- Courtney Hull
- Jeff Jacobsen
- Jeanne Kagle
- Pamela Kathcart
- William Keeth
- Anthony Kiessling
- John Kirby
- Christopher Kopf
- Susan Laib
- Yucong Liu
- Timothy Madigan
- Robert C. Maris
- Audriana Marmusca
- Dan Mason
- Nichole Mayo
- Adrianne McEvoy
- Sheryl Monkelien
- Michele Moore
- Joseph Murphy
- Holly Pieper
- Lynn Pifer
- Nathan Rinnert
- Jason Roscoe
- Alissa Rose
- Jonathan Rothermel
- Philippe Savoye
- Michelle Schlegel
- Gretchen Sechrist
- Donald Shaw
- Janeen Sheehe
- Nancy Sidell
- Steven Stein
- Louise Sullivan-Blum
- John Szentesy
- Karri Verno
- Andrew Walters

## Student Organization Advisors
- Heather Weston-Confer
- Dr. Martha Whitehouse
- Jackie Wisniewski
- Jan Yoder
- K. Sue Young

## Resident Assistants
- Keri Aldinger
- Austin Boroch
- Stephen Burns
- Christopher Carlsen
- Sadie Carn
- Allyson Cornell
- Jessica Cowan
- Christopher Crane
- Emily Cromley
- Holly Dewey
- Brianna Dion
- Taylor Donahue
- Elissa Donovan
- Enaw Elonge
- Lucas Fogel
- Sarah Gordon
- Rhiannon Gray
- Hunter Hill
- Travis Hume
- Joseph Jordan
- Austin Joseph
- Meagan McCarthy
- Richard McCouch
- Bryan McCullough
- Mark Nellenbach
- Hang Nguyen
- Kyle Northrup
- Tim Mong
- Kevin Ryan
- Max Schaar
- Samuel Schaar
- William Tribble
- Hannah Ward
- Abigail Zdancewicz
- Marissa Zerby

## Sayre Campus
- Wendy Hovey
- Jamie Klesh
<table>
<thead>
<tr>
<th>Sayre Campus</th>
<th>Student Event/Resident Security Staff</th>
<th>Student Event/Resident Security Staff</th>
<th>Student Event/Resident Security Staff</th>
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<tr>
<td>Vicky Kotchka</td>
<td>John Capwell</td>
<td>Brielle Kelly</td>
<td>Destiny Parks</td>
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<tr>
<td>Dennis McCarthy</td>
<td>Brianna Carr</td>
<td>Tamara Kemp</td>
<td>Alicia Patterson</td>
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<td>Elizabeth Ngugi</td>
<td>Robert Castellani</td>
<td>Dean Lee</td>
<td>Casey Pearce</td>
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<tr>
<td>Constance Wildonger</td>
<td>Taylor Chidester</td>
<td>Franciszka Lupkowski</td>
<td>Cody Platt</td>
</tr>
<tr>
<td><strong>Student Event/Resident Security Staff</strong></td>
<td><strong>Alec Covel</strong></td>
<td><strong>Allison Macon</strong></td>
<td><strong>Jacob Portock</strong></td>
</tr>
<tr>
<td>Carson Ayers</td>
<td>Sarah Donegan</td>
<td>Sam Masher</td>
<td><strong>Brian Rezek</strong></td>
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<td>Abigail Beck</td>
<td>Amanda Ernst</td>
<td>Allison McCurry</td>
<td><strong>Pedro Sanchez</strong></td>
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<td>Emma Benson</td>
<td>Rebecca Evans</td>
<td>Chelsea McCutcheon</td>
<td><strong>Rachael Sterner</strong></td>
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<td>Traci Bethea</td>
<td>Destiny Foster</td>
<td>Derek Morgan</td>
<td><strong>Ball Thiam</strong></td>
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<td>Shakim Blackwell</td>
<td>Daniel Harms</td>
<td>Sarah Morin</td>
<td><strong>Taylor Triou</strong></td>
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<tr>
<td>Jordan Boothe</td>
<td>Eric Harms</td>
<td>Alyssa Mullins</td>
<td><strong>Abby Wang</strong></td>
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<tr>
<td>Charlsie Bowen</td>
<td>Melanie Hilliard</td>
<td>Sarah Nezelek</td>
<td><strong>Whitney White</strong></td>
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<tr>
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<td>Jenna Hoefer</td>
<td>Lauren Orosz</td>
<td><strong>Candace Wilkerson</strong></td>
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<td>Candace Brown</td>
<td>Chelsea Hough</td>
<td>Nicole Ortiz</td>
<td><strong>Ralik Wise</strong></td>
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<tr>
<td>Kyle Calogero</td>
<td></td>
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<td><strong>Jessica Wojtkowiak</strong></td>
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</tbody>
</table>
DEFINITIONS OF CRIMES

**Murder and non-negligent manslaughter:** the willful, non-negligent, killing of one human being by another

**Negligent manslaughter:** the killing of another person through gross negligence

**Forcible sex offenses:** any sexual act directed against another person, forcibly and/or against the person’s will where the victim is incapable of giving consent

**Non-forcible sex offenses:** incest and statutory rape (victim is under 16 years of age and assailant is four or more years older than the victim)

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

**Aggravated assault:** an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary:** the unlawful entry of a structure to commit a felony or a theft

**Motor vehicle theft:** the theft or attempted theft of a motor vehicle

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

**All hate crimes involving bodily injury, larceny-theft, simple assault, intimidation, or destruction, damage, or vandalism of property, or any other reported crime involving bodily injury:** any of the above mentioned offenses that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias. The categories of bias are the victim’s actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, national origin, or disability.

**All liquor, drug or weapons law violations resulting in an arrest**

**Liquor** – the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still(s); furnishing liquor to a minor or intermperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

**Drug** – the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those 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 – manufactured narcotics which can cause true addiction; and dangerous non-narcotic drugs.

**Weapons** – the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Include manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

**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, and where the existence of such a relationship shall be determined based on a consideration of the following factors: 1) the length of the relationship, 2) the type of relationship, 3) the frequency of interaction between the persons involved in the relationship

**Domestic violence:** 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 cohabited 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 received 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.

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

- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress
CRIME INCIDENT REPORT FORM

This form should be completed by those individuals identified as “campus security authorities” who are required to report information they receive about specified crimes (described below) pursuant to the federal Clery Act. The information collected from these forms will be used to prepare a compilation of statistical information that will be included in the campus Annual Security Report.

It is the policy of Mansfield University to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report university regulation violations to the appropriate office (that is, the Campus Judicial Officer). However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent.

University police will use this form to determine the category of crime and location under which the crime should be reported according to the requirements of the Clery Act. Please forward this completed form to: Director of Police Services, Mansfield University, Doane Center 104, 65 Clinton Street, Mansfield, PA 16933.

Campus Security Authority Completing Report:

Your Name: __________________________________________ Phone Number: __________________________

Report Made By: ___________ Victim

___________ Third Party (please identify relationship to victim):

________________________________________________________

________________________________________________________

Date and Time Incident Occurred: ________________________________________________

Description of the Incident/Crime: ________________________________________________

_______________________________________________________________________________

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**Location of Incident** (identify building name, room number, address, etc.; be as specific as possible): _____________________________

The location where this incident occurred was:

_____ On campus, but not in student housing   _____ On campus student housing

_____ Off campus affiliated property (owned, controlled, or affiliated with the campus, that is, Leased property, fraternity, student co-op)

_____ Off campus public property immediately adjacent to campus

_____ Off campus NOT affiliated with or NOT adjacent to campus

_____ Unknown

**Sex Offenses**

Examples of sex offenses are rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.

Was this crime a sexual offense? _____ Yes _____ No

If yes, were the victim and the assailant known to each other? _____ Yes _____ No

If yes, were either the victim or the assailant under the influence of alcohol or drugs?

Victim: _____ Yes, alcohol _____ Yes, drugs _____ No

Assailant: _____ Yes, alcohol _____ Yes, drugs _____ No

**Hate Crimes**

Hate crime information is required to be reported for each of the following crimes: criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction, damage, or vandalism of property, and for any other crime involving bodily injury.

Was this incident motivated by hate or bias? _____ Yes _____ No

If yes, identify the category of prejudice:

_____ Race   _____ Gender   _____ Religion   _____ National Origin

_____ Sexual Orientation   _____ Gender Identity   _____ Ethnicity   _____ Disability

If yes, provide a brief explanation of the determination: ________________________________________________________

__________________________________________________________
Alcohol, Drug, and Weapons Law Violations

Check all that apply

_______ Alcohol  _______ Drugs  _______ Weapons

Describe: ____________________________________________

_________________________________________________________________________________

_________________________________________________________________________________

Number of individuals arrested or referred for campus disciplinary action: _____________________
"Due to sizing limitations the parking map colors are a guide only. Refer to legend on page 2 and posted signs in lots for accurate permit parking information.