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The information contained in this Annual Security and Fire Report is available to all new and prospective students and employees, as well as their families, and to all current members of the campus community. Mansfield University is committed to campus safety and security and to compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (The Clery Act), and the Pennsylvania Uniform Crime Reporting Act. Safety and security at Mansfield University is a shared responsibility among faculty, staff and students. Although crime occurs everywhere, fortunately the majority of faculty, staff, students and guests will never experience crime on the Mansfield University campus. A campus community that is informed, aware and alert is the best prevention to campus crime. Further, a campus community promotes safety and security by using reason and caution and reporting crimes to the appropriate authorities. The Mansfield University Police Department is committed to helping provide a safe environment in which to live, learn, work and enjoy the campus community. It is our hope that this report will increase your awareness of the potential for crimes to occur and inform you of the steps we take to enhance safety. If you have any questions, concerns or suggestions about our department, or about compliance with federal or state laws, please contact the Director of Police Services at 570-662-4900.

THE CRIME AND FIRE STATISTICS REPORT DISTRIBUTION AND REQUEST

The crime and fire statistics reported in this publication are issued annually by October 1 for Mansfield University and may also be found by:

MAIL: Mansfield University Police, 65 Clinton Street, Doane Center 104, Mansfield PA 16933
PHONE: 570-662-4900
E-MAIL: police@mansfield.edu

ANNUAL PREPARATION OF CRIME STATISTICS

It is the responsibility of the Director of Police Services to prepare and disseminate Mansfield University’s Annual Clery Security and Fire Report each year. It is the policy of Mansfield University to compile the Clery Report in accordance with state and federal mandates in the following manner: The Mansfield University Police Department gathers statistical data from their records of all reported crimes and from information provided by various offices, departments, and agencies both internal and external to campus, and from other designated Campus Security Authorities (CSAs). These offices, departments, and agencies include:

- The Office of Student Affairs
- The Office of Residence Life
- The Campus Judicial Office
- The Advocacy Program Director
- The Environmental Health and Safety Coordinator
- The Mansfield Borough Police Department
- The Sayre (Pennsylvania) Borough Police Department
- The Director of Security, Robert Packer Hospital, Sayre, Pennsylvania
- The Coordinator of Student Services and Continuing Education, Sayre (PA) Campus
DISCLOSURE OF CRIME STATISTICS

The Annual Security and Fire Report is prepared each year in compliance with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act, which requires all colleges and universities in the United States to report their crime statistics and their campus security policies and reporting procedures to the United States Department of Education and to the campus community annually by October 1 each year. These crime statistics are compiled and reported in accordance with the Federal Bureau of Investigation’s Uniform Crime Reporting system. This information is available online at http://ope.ed.gov/security. A paper copy of this report is available free of charge from Mansfield University Police Department upon request or in the department lobby at Doane Center first floor, 65 Clinton Street. The annual report contains crime and fire statistics for the most current three year period and is made available each year to all prospective students and employees.

SECURITY ADMINISTRATION

The Office of the Vice President for Finance and Administration is responsible for security. The Director of Police Services, who heads the University Police Department, reports to the Vice President for Finance and Administration.

REPORTING PROCEDURES CRIMINAL ACTIONS & EMERGENCIES

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires that all reported incidents of murder, manslaughter, forcible and non-forcible sex offenses, domestic violence, dating violence, stalking, robbery, aggravated assault, burglary, motor vehicle theft, and arson that occur on campus or on property contiguous to campus be included in the annual report. If a victim of a crime which occurred on campus informs University Police that he/she does not wish to have University Police investigate, University Police will provide the victim with contact information for another appropriate law enforcement agency to investigate. The Higher Education Opportunity Act (HEOA) specifies campus safety requirements in the following areas: hate crime reporting and emergency response and evacuation procedures required of all Title IV institutions and; missing student notification and fire safety issues required of any Title IV institution that maintains an on-campus student housing facility.

Interpretations of the law indicate that all University employees have the obligation to report promptly and accurately any incidents of these specified crimes to campus law enforcement authorities. The following information is provided for procedures to follow if you become aware of any of the crimes specified. Definitions for the applicable crimes appear under item MU Crime Statistics Report on pages 28-30. Mansfield University advises all student and employees, through handbooks, orientations, presentations, electronic and direct mail, to report all incidents, emergencies, crimes or potential safety hazards promptly to the Mansfield University Police by calling the department at 570-662-4900, by emergency blue light phones, via e-mail to police@mansfield.edu, in person, or in writing. Incidents occurring off campus should be reported by calling 911, and to Mansfield University Police when appropriate.

If you learn from a victim or witness that a crime has occurred on campus, or contiguous to campus, encourage him/her to report the incident to Mansfield University Police at 662-4900. If
the crime occurred off campus the Mansfield University Police Department will also assist you or the victim or witness with contacting the appropriate law enforcement agency.

If the victim or witness is not willing, elects not to, or is unable to report the crime to the police, you MUST inform him/her that as a University employee you are required by law to report the incident to the University Police. You are not required to provide the name of the victim or witness to the police. Your report should include the time, date, location, and detailed description of the incident. University Police will then include the information in the annual security report.

It is critical that accurate information about criminal activity on or adjacent to campus be available and provided to members of the campus community. Your cooperation in these efforts is appreciated.

If you have any questions about reporting a crime, or your obligations to report, please contact Chief Christine Shegan at (570) 662-4900, or via electronic mail at cshegan@mansfield.edu.

Mansfield University has policies and procedures in place to facilitate the initiation of a complaint by any member of the campus community against any other individual(s) for behavior that they deem inappropriate and in violation of university policy and/or criminal statutes. Specific policies and procedures are found in the university handbook, The Mountie Manual.

Any individual who is subject to any form of behavior that he/she deems to be contrary to university regulations is strongly encouraged to report such behavior to the University Judicial Officer in 327B Alumni Student Center, (570) 662-4981. Violations of university policies and/or crimes that occur in the residence halls can be reported to the Assistant Director of Residence Life in the respective building in which the incident occurred.

All students, staff, and visitors are strongly encouraged to report any criminal behavior or emergencies immediately to the Director of Police Services or to any Mansfield University Police Officer at 104 Doane Center or by calling the Police Department at (570) 662-4900. These crimes are included in the annually published crime statistics. Victims or witnesses reporting crimes on a voluntary confidential basis to non-police persons, such as University Counseling Center counselors, Campus Ministry, or the Advocacy Program Coordinator, are encouraged to report to police. If they do not wish to report to police, the counselor does so on their behalf, but the identities of the victims and witnesses are not divulged to police. When a crime is reported to University Police, an officer is assigned to investigate. University Police Officers may only investigate incidents that occur on campus. If a student, staff member, or visitor reports a crime to University Police that did not occur on campus, University Police will assist that person in contacting the appropriate police agency having jurisdiction in which the crime occurred.

It is prohibited for any person to retaliate, intimidate, threaten, coerce, or otherwise discriminate against individuals in connection with the implementation of the Clery Act.
TIMELY WARNINGS

It is the University’s policy to be open with students and employees about incidents occurring on campus that could be potentially dangerous to the campus community. When the Mansfield University Police becomes aware of an emergency or incident that constitutes an ongoing or continuing threat to the campus community, the Vice President for Finance and Administration issues a timely warning to notify the community. These reports shall be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. Depending on the particular circumstances of the threat, the information may be disseminated using news releases to the campus newspaper, The Flashlight, campus mail, campus radio station announcements, residence hall and floor meetings, campus e-mail, and crime alert postings throughout the residence halls, academic buildings, library, dining hall, and student center when appropriate, and/or activation of the University emergency notification system. During an on-campus emergency, persons have the option of calling 911 or University Police at 570-662-4900. University Police maintain direct contact with Tioga County Emergency Communications through phone and radio.

CAMPUS SECURITY AUTHORITIES

As required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act, colleges and universities must annually compile and publish crime, fire and security information about their campuses. Under this law, “campus security authorities” are mandated to report crimes brought to their attention for inclusion in Mansfield University’s Annual Security and Fire Safety Report. If you or someone who reports to you is listed on the distribution list below, you are a “campus security authority” as that term has been defined by the United States Department of Education. Campus security authorities include, but are not limited to, Mansfield University officials with significant responsibility for students or campus activities, such as:

- Associate Vice President Student Affairs and Dean of Students
- Associate Vice President for Residence Life
- Advocacy Program Director
- Judicial Conduct Officer
- Director of Student Activities
- All Resident Assistants, Community Assistants, Assistant Resident Directors, Graduate Assistants in Residence Life
- Office of Residence Life
- Office of Human Resources
- Advisor to Student Organizations
- Faculty, staff and administrators with student employees
- Athletic Director and all Coaching Staff
- Director of the Kelchner Fitness Center
- International Student Services
- Coordinator of Greek Life
- Study Abroad Programs
- Alumni Relations
- Registrar
- University Police and Security Officers
- University Building Monitors and Student Staff on Special Events
CONFIDENTIAL REPORTING

Victims, witnesses or persons with relevant information regarding an incident may report to Mansfield University Police confidentially through the Director of Police Services, Director of Advocacy Program, Student Affairs or Residence Life staff, the Counseling Center, or any other university official, for purposes of investigation, verification, informing the campus community, resolution, or statistical recording. The purpose of the report is to comply with the wish to keep the matter and identity of the victim/s confidential, as much as possible under the individual circumstances of the case, while taking steps to insure the future safety of the person/s involved. This information enables the university to accurately record and report the incident to the community through the Annual Security and Fire Report, e-mails alerts, and campus postings so the community can be aware of the potential for danger.

Individuals who wish to make a confidential or anonymous report may do so by contacting a staff member in the offices listed above. Please be advised that the University may not be able to guarantee absolute confidentiality, based on the need to take possible action to preserve the safety of others. Reports made by pastoral or professional counselors, while acting in their counseling role, are afforded confidentiality under the law, but these professionals are encouraged to make voluntary reports to University Police for the sake of a secure and safe campus environment. The University encourages pastoral and professional counselors, if and when deemed appropriate, to inform persons they are counseling of any procedures to report crimes on a voluntary and confidential basis for inclusion in the Annual Security and Fire Report.

OFF-CAMPUS BEHAVIOR

The University works cooperatively with local police agencies to monitor and record reports of criminal activity at any off-campus location where the primary occupants are students who are members of a recognized student organization. The university also reserves the right to take disciplinary action against students for violations of Commonwealth or Federal laws, regardless of where such actions occur, if the actions adversely affect the mission of the university or the health, safety, or welfare of members of the university and local community.

Mansfield University expects that students will conduct themselves at off campus locations in the same way as they do on campus, that is, with the highest respect and consideration of others. Mansfield University Police works closely with all local, state, and federal law enforcement and other related agencies to that end to preserve the safety of the surrounding communities, assisting those agencies with the sharing of demographic information and through the participation in investigations of various incidents, to maintain a positive relationship regarding the behavior of all students living off campus.

If a Mansfield University student is involved in an off campus incident, Mansfield University officers are often requested to assist other agencies with information or participation in the investigation. Additionally, the University also works with surrounding jurisdictions relating to recurrent noise complaints to the satisfaction of those residing in areas adjacent to campus.

Mansfield University also maintains a close working relationship with local schools and other institutes of higher education, so any on campus incidents involving students or guests from those schools are properly addressed by the appropriate authority.
University Police maintain a public crime log and fire log of all incidents reported to police at 104 Doane Center, which may be viewed by any person requesting it on a 24-hour daily basis. The log may also be viewed at: http://mansfield.edu/police/press-releases/. Officers are required to complete a news release form on every crime that is reported. The release includes information on the nature, date, time and general location of each crime. The log is updated to include accurate information, if available, on the disposition of crimes. Postings are completed within two business days of receiving a report of a crime. New information about a log entry is also recorded in the log no later than two business days after the information has become available to the department. Mansfield University Police Department reserves the right to exclude reports from the crime log in certain cases where there is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence, until that damage is no longer likely to occur from the release of such information.

The most current 180 days of incident information is available on line and in the department. Upon request the log is available for immediate viewing; logs older than 180 days will be made available for viewing within 48 hours of request.

**EMERGENCY PHONES**

There are 24 emergency “blue light” phones located throughout campus. Pressing the red emergency button on any of the phones will activate the blue strobe light atop the phone and immediately connect the caller to the Tioga County 911 Emergency Services Communications Center. The exact location of the phone will be relayed to the Mansfield University Police Department when a call is received by the 911 Center, and a University Police Officer will be sent to the location of the activated phone. The telephones may be used for any emergency; however misuse of the phones may result in criminal prosecution.

**ENHANCED 911 PHONE SYSTEM**

The enhanced 911 system on campus facilitates prompt fire and ambulance response to campus. When dialing 911 from any campus phone, the Tioga County 911 Emergency Services Communications Center will be able to display the specific location (building and room number) of the campus caller. This system does not work with wireless cellular phones. When the Tioga County 911 Emergency Services Communications Center receives a 911 call from a campus location, they will dispatch appropriate fire and/or ambulance service. The Communications Center will also then contact University Police regarding the location and nature of the emergency call, and University Police will also respond.
SAFETY ESCORTS

Individuals are urged not to walk alone and to practice personal safety precautions, especially during hours of darkness. The Mountie Express, the campus shuttle, is in operation Monday – Friday from 7:30 a.m. - 3:00 p.m. and 4:30 p.m. - 12 a.m. On Saturday & Sunday nights the shuttle runs until 2 a.m. Additional information can be found at www.emtattransit.com. When the Mountie is not in operation, University Police will provide the safety escort. When an escort is requested, every effort is made to accommodate the request. The safety escort service is intended for on-campus use only. To request the escort service, call University Police at 570-662-4900.

SECURITY SCREENING ADMISSION & EMPLOYMENT APPLICANTS

At this time the Office of Admissions does not request criminal background information from applicants. The Office of Human Resources currently screens job applicants and conducts a criminal background check of prospective employees before a position is proffered. A signed background waiver form is requested before any background checks are conducted.

REGISTERED SEX OFFENDER INFORMATION

Offenders that are required to register as sexual offenders or predators under Pennsylvania’s Megan’s Law may be found at the following websites: www.meganslaw.state.pa.us/ or www.meganslaw.state.pa.us/soab/site/default.asp. National information about sexual offender registries may be obtained at www.sexualpredators.com or www.sexualoffenders.com.

UNIVERSITY POLICE DEPARTMENT

The University Police Department consists of a full-time commissioned director, 8 full-time commissioned officers, 3 full-time security officers and several student staff. All police officers have completed the required training or equivalent of the Pennsylvania Municipal Police Officers Training Academy. All officers are required to maintain certifications in CPR including the use of AEDs, firearms, and annual mandatory in-service training through the Municipal Police Officers Education and Training Commission. Complete background investigations are made on all applicants considered for University Police employment, including Pennsylvania State Police records and personal reference checks. Student members are trained by the department police officers and serve as dispatchers, parking lot monitors, and assist with traffic control at special events. They report directly to police officers. The police department is open and staffed 24 hours each day of the year. The Department officers patrol campus on foot and in three marked police vehicles.

The Mansfield University Police Department has adopted a Community Oriented Policing approach in all campus buildings on all shifts to provide high officer visibility and access. These regular foot patrols act as a deterrent to criminal activity and enable students, staff, and visitors to get to know the officers.

University Police have full police powers granted by the Pennsylvania Administrative Code, Section 2416. Police matters on campus are handled by the department, including investigations, arrests, arraignments and court actions. Reports to state and local police are not required.
RELATIONSHIP WITH LOCAL AUTHORITIES

In emergencies or at the request of campus police officers, the Pennsylvania State Police and local police are contacted for assistance. There is a reciprocal working relationship among the campus, state and local police agencies. The University Police and The Mansfield Borough Police Department have a written emergency aid agreement.

The university does not have written agreements with any other agencies, however under ACT 48, university police officers may investigate crimes outside campus jurisdiction under certain conditions.

SUBSTANCE ABUSE

The use and/or sale and/or possession of alcoholic beverages, the use, possession, manufacture, sale, or distribution of drugs, the possession of drug paraphernalia and controlled substances prohibited by law are strictly prohibited in the residence halls or anywhere on campus. The University Police enforce the underage possession, consumption, transportation, or sale of alcoholic beverages by persons under the age of 21 through the issuance of citations or filing of criminal charges, and the filing of judicial referrals with the University Judicial Officer. Contact of parent or legal guardian for alcoholic beverages violations of law, as required by Pennsylvania law, is performed by the University Police. University Police investigate on campus incidents of use, sale, or possession of controlled substances and file appropriate criminal charges as well as on-campus judicial referrals.

Mansfield University is an active member of the Network of Colleges and Universities committed to the elimination of drug and alcohol abuse. The standards of the network have also been adopted by the Board of Governors of the State System of Higher Education as policy for all state universities.

We have the responsibility to provide a drug free environment where the use of alcohol and other drugs do not interfere with learning. Persons violating this prohibition will face university disciplinary sanction, and/or arrest by university police. University disciplinary actions will include an educational component to encourage the individual's acceptance of the responsibility for his/her own choices and behavior.

Mansfield University will educate and provide information to the campus community for the purpose of preventing the abuse of alcohol and other drugs. The university will also provide counseling and referrals for persons with alcohol or other drug problems.

The university has a comprehensive drug and alcohol education program that begins during summer orientation program prior to starting school. It includes an educational component for policy violators, and a drug and alcohol education week during each fall semester. Residence hall programs are offered throughout each semester as needs arise. The staff is trained to identify students with potential problems and is made aware of referral resources on campus.

A comprehensive brochure, The Drug Publication, by the Office of Drug and Alcohol Education in 120 Pinecrest, is provided annually to all students and staff. This publication contains an overview of all appropriate campus policies, programs and assistance opportunities related to
the use of drugs/alcohol. You may access this publication at the following link: http://www2.mansfield.edu/www/residence-life/upload/drug-publication-2012.pdf. For additional information, the Office of Drug and Alcohol Education can be contacted at (570) 662-4932.

WEAPONS

The possession or use of explosives, firearms, weapons, and/or ammunition of any type in the residence halls or anywhere on campus is strictly prohibited. All firearms, weapons, and ammunition brought to campus for hunting purposes must be registered through the University Police Office and stored in the University Police Department.

RESIDENCE LIFE

On campus housing is available for 1,804 students. All rooms are 2 or 4 person suites and semi-suites.

Available living options include four residence halls housing men and women in alternating units on the same floor. One wing of one residence hall is female only. Graduate students are housed with undergraduates. No university housing is available for married students.

Guests stay in university residence halls only when sponsored by a member of the university who is responsible for them. The host/hostess is responsible for informing the guest of university security policies and procedures.

All guests must be escorted/accompanied by a resident of a university residence hall. Guest passes are available in each residence hall and guests are registered by their host/hostess. The host/hostess is always responsible for the behavior of their guest(s) and face disciplinary action themselves if their guest(s) cause any problems. Guests must be escorted by a building resident at all times and are only allowed in specified areas. Telephones are available in the lobby area to permit guests to contact their host/hostess.

All residence hall doors are locked 24 hours. Cameras monitor the entrances to all residence halls. A card access system controls all entrance doors. Only persons possessing cards programmed for building entrances may do so. Residence Life Staff members and Resident Assistants frequently tour the buildings to check that locked doors are not propped open. A security system monitors all entrance doors, and doors that do not latch properly or are propped open cause a signal to be sent to both the specific residence hall office and the University Police. Each student residence door is equipped with a locking device and a peephole. University Police officers also check doors during their patrols.

All students are expected to contribute to a safe and secure environment by reporting suspicious behaviors or persons to University Police or residence hall staff. In addition, resident students are asked to report unescorted visitors to police or residence hall staff and to deny access to unauthorized persons.
Windows and doors at ground level are all equipped with locks. Repair requests for window and door locks are considered emergency requests and are given top priority. When a lost/stolen room key is reported, a lock change is ordered. All lost or stolen keys should be reported to the building director immediately.

**Employees assigned to student housing facilities include:**

**Residence Directors** – These are fulltime professional staff members responsible for the daily operation of the residence halls. They receive training in enforcement of security policies and procedures and train their subordinates. This training includes handling emergencies, fire safety, escort policy, guest procedures, repair procedures, confrontation training, and expectations of students and student workers.

**Graduate Assistants** – These paraprofessional staff members are trained in security policies and procedures and help residence directors train other staff.

**Resident Assistants** – These are student staff members responsible for an individual floor in a residence hall. They also receive extensive training in security policies and procedures as do the assistant directors and graduate assistants.

**Community Assistants** – These are student staff members who assist the resident assistants with their duties

**Student Workers** – These residence hall students serve as desk workers and receive training appropriate to responsibility.

**Custodial Staff** are employed by an outside contractor and receive no official training from the university. They are required to wear identification and be in residence hall areas only during specified times.

**Maintenance Workers** are university employees who have been informed of security policies and procedures.

During low occupancy periods such as holidays and vacations, a limited number of students are permitted to stay on campus. If possible they are reassigned to one residence hall for the holiday. All other halls are locked and no one is permitted inside. Both Residence Life personnel and University Police officers inspect all residence halls with extra tours scheduled for the occupied halls.

During summer sessions, participants of conferences, camps, and workshops occupy residence halls. These participants are placed in different buildings than regular summer session students and are not permitted in other residence halls. If they must be housed in the same residence hall as students, they are not permitted on the floors occupied by students.
EDUCATIONAL PROGRAMS

The Residence Life personnel provide security policies and procedures information to all residence hall students at the mandatory floor meetings at the beginning of each semester. Off-campus students and staff receive information about security procedures, such as the escort service provided by University Police, through the university handbook, *The Mountie Manual*, and through informational programs and campus postings. Each residence hall student is also given written details of safety rules and regulations. Residence hall staff holds follow-up discussions/programs through the semester. Program topics include, but are not limited to, sexual assault, rape, acquaintance rape, domestic violence, dating violence, and stalking awareness and prevention, personal safety, theft prevention, and alcohol/drug awareness and the drug and alcohol policy, building security, fire safety, and the campus safety shuttle. Presentations on these topics are made throughout the academic year and are sponsored by Residence Life, University Police, The Environmental Health and Safety Coordinator, the Advocacy Program Coordinator, and the Office of Academic and Human Development. Representatives from University Police provide presentations at new student orientation sessions each summer. Information is also announced on the campus radio station and at residence hall and floor meetings when warranted. Signs are posted throughout the residence halls reinforcing security policies and procedures. Other university publications such as *The Beacon*, which is updated and distributed annually to all students, contain security policies and procedures information. Emergency procedures are defined in *The Beacon* for the following: fire, personal injury, sickness, death, building collapse or explosion, natural disasters, and bomb threats. These procedures require notifying University Police, residence directors, and residence hall staff via telephone and personal contact. Appropriate authorities respond immediately.

The University Police Department and the Student Government Association sponsor a “Safety Walk”, which is composed of staff and student representatives, along with a University Police officer. This group documents areas in need of improved lighting and replacing or changing landscaping that could conceal criminal behavior. Recommendations for repairs or renovations from the Safety Walk receive priority by the facilities management department.

PROGRAMS TO PREVENT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

Annually, the Social Equity Office and the Women’s Center offers programs to educate and prevent violent sex offenses, including sexual assault, rape, stalking and other types of relationship violence. Programs include nationally recognized personalities presenting lectures on domestic violence and positive imagery for women; special programs focused on sexual violence prevention such as the “Red Zone” and the “Red Flag” programs, the “Pink Ribbon” campaign to promote healthy relationships, “Women’s Day of Dialogue” to build awareness of sexual violence, and the “National Day of Silence” to encourage bystander intervention. In addition, faculty collaborate with the Social Equity and Women’s Center offices in developing widely distributed publications focusing on sexual violence issues and presentations in the classroom.

The University has established campus-wide committees such as the Intervention Team and the Title IX team which ensure preparedness for reported incidents of sexual violence and review policies and training materials.
Students may report a sex offense to the University Police Services and Safety Department and/or the University’s Title IX Coordinator who is responsible for ensuring compliance with Title IX requirements.

RESPONSIBILITY

The safety of students, staff and visitors to the Mansfield University campus is paramount. Each of us needs to work cooperatively to enhance the safety of our campus by securing personal property and following personal safety guidelines. Be aware of your surroundings at all times; report suspicious persons and behavior to university official or police; do not share personal information over the phone or your computer; lock your residence hall door at all times when sleeping or out of your room; lock office doors when out of your office; let University Police know when you are working alone in building or office outside of normal business hours; know the location of the emergency phones; use The Mountie Express or the safety escort; use the University Police Operation ID program to engrave and record serial numbers of valuables; lock vehicles at all times and secure valuables out of sight or in the trunk. For more tips, visit the Mansfield University Police web page at http://mansfield.edu/police/student-safety/.

FACILITIES/GROUNDS

Academic buildings are locked by University Police officers daily and are closed between the hours of 10 p.m. and 7 a.m. Unauthorized persons are not permitted in the buildings during these hours. Individuals needing access after hours can request special access from the department or building chairperson. University Police maintains a list of these individuals along with a key sign out log. Proper identification must be presented to University Police for key and admittance to the closed buildings.

Access to university facilities and programs is restricted to university persons except for special programs. Facilities and events open to the public are so advertised.

The maintenance of campus facilities provides for the regular upkeep of grounds and buildings to promote safety: snow/ice removal, replacement/repair of defective lighting, and removal of safety hazards. The campus police report unsafe campus conditions related to grounds/facilities to the maintenance department for immediate attention.

MU CAMPUS SEXUAL ASSAULT POLICY & PROCEDURES

According to the Higher Education Amendments of 1992, a sex offense is defined as “either a forcible or non-forcible sexual act directed against another person, against that person’s will, or where the survivor is incapable of giving consent, and may include rape or acquaintance rape.”

Because Mansfield University seeks to provide an environment that protects the rights and well-being of everyone on campus, in an atmosphere of mutual respect among all, the university will not tolerate sexual assault against any person by a member of the university community. Judicial action may be taken by the university’s judicial system, whether or not action is pursued under the Commonwealth’s criminal or civil codes. Severe penalties may be imposed by the university judicial system including, but not limited to, removal from university housing and suspension and/or expulsion from the university, and may be imposed by the university judicial system.
Mansfield University encourages men and women to take the initiative in stopping sexual assault on campus. Victims however are not required to resist the perpetrator in any manner and are in no way at fault if they fail to avoid the assault. Using drugs and alcohol greatly impairs the ability of persons to make sound judgments. Therefore, persons under the influence of drugs and alcohol are deemed incapable of giving consent. Persons accused of sexual assault cannot use being under the influence of drugs or alcohol as an excuse or defense. Because the university recognizes that sexual assault can cause severe physical and/or emotional trauma for the victim, the victim is advised that there are various resources available. These include:

**Medical Treatment:**

<table>
<thead>
<tr>
<th>Hospital/Site</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soldiers &amp; Sailors Hospital</td>
<td>570-723-0145</td>
</tr>
<tr>
<td>University Police</td>
<td>570-662-4900</td>
</tr>
<tr>
<td>Non-Emergency:</td>
<td></td>
</tr>
<tr>
<td>Campus Clinic</td>
<td>570-662-4350</td>
</tr>
<tr>
<td>Laurel Health Clinic</td>
<td>570-662-2002</td>
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**Counseling:**

<table>
<thead>
<tr>
<th>Program</th>
<th>Phone Number</th>
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</thead>
<tbody>
<tr>
<td>Advocacy Program</td>
<td>570-662-4071</td>
</tr>
<tr>
<td>University Counseling Center</td>
<td>570-662-4695/4436</td>
</tr>
<tr>
<td>Haven of Tioga County</td>
<td>570-724-3549 or 800-550-0447</td>
</tr>
</tbody>
</table>

**ALL COUNSELING IS CONFIDENTIAL**

Anyone who is a victim of a sexual assault should get to a safe place as soon as possible and contact **University Police at (570) 662-4900, 104 Doane Center**. Reporting it to police does not require that the victim must prosecute the assailant. The choice of initiating and/or continuing with either a criminal or a campus judicial proceeding is the victim’s choice. The police department will assist in reporting the assault and in contacting the Advocacy Program Coordinator and the Associate Director of Residence Life whenever appropriate and if approved by the victim. All physical evidence should be preserved — the victim should not shower or bathe, use the bathroom, brush teeth, drink or eat anything, or change clothes if it can be avoided. If necessary to change clothing, all clothing should be put into a paper bag. The University Police will also arrange for medical treatment and for transportation to the nearest hospital. Treatment at the emergency room will include the following: assessment and treatment of any internal or external physical injuries; beginning of testing for sexually transmitted diseases, human immunodeficiency virus (HIV), and pregnancy; collection of physical evidence. The victim may or may not choose to prosecute, but preserving the evidence will give the option to do so later. University Police will also provide the victim with the Pennsylvania Victim’s Bill of Rights brochure that outlines the rights and services available to victims of crime in Pennsylvania.
If the victim chooses not to contact police to report, the victim should know that there are other options available. The Advocacy Program in 123 Alumni, (570) 662-4071 can arrange for medical treatment and transportation to the nearest hospital. The Advocacy Program provides 24-hour support and outreach; support and accompaniment to medical, legal, judicial, and counseling appointments and proceedings; options counseling; referrals to other offices providing services; community education, consultation, and speaking engagements; and if requested, and reasonably available, assistance with changes in academic and/or housing situations. The Director of Housing, (570) 662-4342, will also assist with changes in housing.

The victim may also choose to contact the University Judicial Officer at (570) 662-4981. If a victim has been assaulted on or off campus by a student of the university, the victim has the option of university judicial action. This should be discussed with the Campus Judicial Officer, or the Advocacy Program Coordinator. They can help the victim in reviewing the procedures. Discussions are confidential and do not obligate the victim to pursue any action with the University. Procedures are also outlined in the student handbook, The Mountie Manual.

In the university judicial proceeding, the accuser and the accused are entitled to the same opportunities to have others present during the proceeding, and both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.

The Advocacy Program, Residence Life, and the University Police sponsor and coordinate educational programming for students regarding sexual assault awareness and prevention, and personal safety and security. Information about these programs can be obtained by contacting the Advocacy Program Coordinator at (570) 662-4071, Director of Housing (570) 662-4942, or Director of Police Services at (570) 662-4900.

If the assault occurs off campus, victims are encouraged to report the crime to the local police by calling 911. The Advocacy Program Coordinator will assist the victim in notifying police and an advocate from the university is available to accompany the victim throughout any proceedings.

When the victim chooses to go forward with a criminal prosecution, the Tioga County District Attorney’s office, (570) 724-1350, will provide a Victim/Witness coordinator to be a contact person. The Victim/Witness Coordinator gives support and information regarding the criminal justice system.

**SEXUAL ASSAULT INFORMATION & RESOURCES**

<table>
<thead>
<tr>
<th>Mansfield University Counseling Center</th>
<th>570-662-4695/4436</th>
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<tbody>
<tr>
<td><a href="http://www.mansfield.edu/counseling-center/">www.mansfield.edu/counseling-center/</a></td>
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</table>

The Mansfield University Counseling Center is committed to the success of our students. We offer individual, couples, and family counseling to students. A Counselor is on-call for crisis situations after hours regular fall and spring academic year. The services of the Counseling Center are supportive of the academics and are not to replace long-term outpatient therapy programs. A student requiring psychiatric evaluation will be referred accordingly. Drug and alcohol assessments can be completed at the Center and students requiring more treatment may be referred to an outside agency or program. Our services are strictly confidential.
Title IX covers all forms of sexual violence, including but not limited to sexual harassment, rape, sexual assault, coercion, and intimate partner violence. Mansfield University is committed to ensuring that all reports of sexual violence including assault and the crimes of domestic and dating violence, stalking, and harassment reported by an individual are promptly addressed to determine what occurred, take interim steps to protect the individual if necessary, provide a timely response to end any violence, and prevent its recurrence and eliminate the effects of any discrimination. Reports of sexual assault and harassment should be made to the Title IX Coordinator who is charged with overseeing the University’s investigation and resolution of reports of sexual violence as well as coordinating the University’s compliance with Title IX.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Phone Number</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mansfield University Title IX Officer, Dia M. Carleton</td>
<td>570-662-4052</td>
<td><a href="http://www.mansfield.edu/hr/title-ix/">www.mansfield.edu/hr/title-ix/</a></td>
</tr>
<tr>
<td>Mansfield University Women’s Center</td>
<td>570-662-4946</td>
<td><a href="http://www.mansfield.edu/womens-center/">www.mansfield.edu/womens-center/</a></td>
</tr>
<tr>
<td>HAVEN of Tioga County</td>
<td>570-724-3549</td>
<td><a href="http://www.havenoftiogacounty.org/">www.havenoftiogacounty.org/</a></td>
</tr>
<tr>
<td>Tioga County Human Services Agency</td>
<td>570-724-5766</td>
<td><a href="http://www.tiogacountypa.us/humans_services/Residential_Services/Pages/Residential-Services.aspx">www.tiogacountypa.us/humans_services/Residential_Services/Pages/Residential-Services.aspx</a></td>
</tr>
<tr>
<td>A Way Out: Domestic Violence &amp; Sexual Assault Services—Potter County</td>
<td>814-274-0368</td>
<td><a href="http://www.myawayout.org/">www.myawayout.org/</a></td>
</tr>
<tr>
<td>PA Coalition Against Domestic Violence</td>
<td>800-932-4632</td>
<td><a href="http://www.pcadv.org">www.pcadv.org</a></td>
</tr>
<tr>
<td>PA Coalition Against Rape</td>
<td>717-728-9740</td>
<td><a href="http://www.pcar.org">www.pcar.org</a></td>
</tr>
</tbody>
</table>

SAFE (Students Advocating For Everyone) is a 24-hour confidential service to women and men who may have experienced date rape, coerced sex, acquaintance rape, sexual harassment, or relationship violence. SAFE members assist victims of sexual assault, dating violence and sexual harassment.

HAVEN of Tioga County is a private non-profit organization committed to helping all individuals affected by domestic and sexual violence. HAVEN provides services to all men, women, and children, regardless of age, sex, class, ethnic background, or sexual orientation. All services are free and confidential.

The 11-apartment Bridge Housing program is located at the St. James Complex in Mansfield. The goal of this program is to assist the homeless and victims of domestic violence to find and retain permanent housing. This is accomplished by providing temporary housing and supportive services, such as case management, housing counseling, training and life skills education to those living in Bridge Housing.

A Way Out provides services to survivors of domestic violence and sexual assault. Services to individuals and their family members are strictly confidential and free of charge. There may be a fee for some public presentations.

The mission of the Pennsylvania Coalition Against Domestic Violence is to eliminate personal and institutional violence against women through programs providing support and safety to battered women, direct services, public information and education, systems advocacy and social change activities.

Founded in 1975, PCAR advocates for the rights and needs of sexual assault victims and works to end sexual violence. PCAR partners with a network of rape crisis programs to bring help, hope and healing around issues of sexual violence to the Commonwealth of Pennsylvania.
CONSENT

The Pennsylvania Crimes Code does not define consent in relation to sexual activity. Consent under a general definition is permission or agreement, and Mansfield University policy further defines consent as a voluntary, sober, wanted, informed, mutual, honest, active, verbal agreement. Consent is never implied and cannot be assumed, so the absence of “no” does not mean “yes”.

UNIVERSITY JUDICIAL REFERRALS FOR DISCIPLINARY ACTION

The referral of any student for disciplinary action for weapons, alcohol or drugs, which initiates an action for which a record is kept and which may result in the imposition of a sanction, is published in the Mansfield University's Annual Security and Fire Report.

The University will, upon written request disclose to the alleged victim of any crime of violence, or a non-forcible sex offense, the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense.

If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

PROCEDURE FOR REPORTED SEXUAL MISCONDUCT INCIDENTS

For complaint by student against student:

Every formal complaint of sexual misconduct, a violation of the Student Code of Conduct, will be handled in accordance with the procedures described herein:

Complaint

1. Any student, faculty member, staff member or University administrator may file a formal complaint against a student alleging a violation of the Student Code of Conduct.
2. If the complaint relates to conduct involving alleged sexual discrimination or sexual misconduct, the matter will be referred to the Title IX Coordinator. The Title IX Coordinator will, barring extenuating
circumstances, strive to complete the investigation within 60 days of receiving the report. Once the investigation is completed, the Community Conduct Officer will determine if the complaint will go to a Student Conduct Hearing Board.

3. The Complainant and Respondent will both be contacted by the Mansfield University Title IX Coordinator to schedule a Sexual Misconduct investigation. Both parties will have the opportunity to supply witnesses to also be interviewed in the investigation.

4. After all parties are interviewed by the Title IX Coordinator or Title IX Deputy, the Community Conduct Officer and Service Coordinator will review the Title IX investigation completed by the Title IX Coordinator or Title IX Deputy. The complainant and the respondent will both be informed if the Community Conduct Officer determines that no grounds or insufficient grounds exist to believe that a violation occurred and dismisses the complaint.

5. The complainant and respondent will both be informed if a hearing is scheduled for the student against whom the complaint has been made and that he or she may attend the hearing. Upon request, the complainant will be provided with a copy of the notice of the complaint sent to the student.

6. Both the complainant and respondent will be informed that he or she may have one other support person or an attorney present at the hearing, but this person will be an observer only and cannot participate. The student must inform the Community Conduct Officer at least two business days prior to the hearing if a support person or an attorney will be present.

7. If the complainant or respondent believes that there are witnesses in addition to those listed in the tentative list of potential witnesses provided to the student who should testify at the hearing, he or she must notify the Community Conduct Officer in writing of the identity of those witnesses and the expected nature of their testimony. The complainant may request to review copies of all written evidence that the Community Conduct Officer has which may be presented at the hearing. If the complainant has additional written evidence that he or she desires to be presented at the hearing, he or she must provide copies to the Community Conduct Officer. Any notice regarding witnesses or copies of written evidence must be provided to the Community Conduct Officer at least five business days prior to the scheduled date of the hearing. The Community Conduct Officer will decide prior to the hearing whether to present the additional witnesses or written evidence suggested by the complainant and inform the complainant of the decision as soon as possible prior to the start of the hearing.

8. The report completed by the Title IX Coordinator or Title IX Deputy will be presented by the Community Conduct Officer and Service Coordinator or the Title IX Coordinator or Title IX Deputy at the University Conduct Board Hearing to the Hearing Board. The Hearing Board will make a determination of “In Violation” or “Not In Violation” based on a preponderance of evidence of the facts presented in the Title IX Report.

9. If the complainant or respondent are witnesses at the hearing, the students will not be permitted to directly question or cross-examine one another. If the student wants to present questions to the complainant or respondent, he or she must write the questions down and ask the Chair of the Student Conduct Hearing Panel to ask them. The decision of whether to ask these questions shall be made by the Chair.

10. The complainant and the respondent will simultaneously be sent a copy of the written decision of the Student Conduct Hearing Board.
11. The access of the respondent and the complainant to information about the other may be limited by the Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g or other laws relating to confidentiality or privacy, and in some cases, these procedures may be adjusted to comply with such laws.

11. If the complaint relates to conduct involving alleged Sexual Discrimination or Sexual Misconduct, the complainant and respondent will be informed in writing:
   a. if either student appeals, they have the opportunity to provide a written statement setting forth why the student believes the decision and sanction should be upheld;
   b. that he or she may appeal the decision, in accordance with the same time periods, procedures, and grounds for appeal set forth below.
   c. both the Respondent and the Complainant have the ability to appeal the decision and sanctioning of the University Conduct Hearing Board.

A Sexual Misconduct Hearing must be completed within 90 days after a complaint is made

Possible Sanctioning for Gender based discrimination and Sexual Misconduct can range from:
- Disciplinary Probation
- Suspension
- Dismissal

Appeal Process

If the student wants to appeal the decision of the Student Conduct Administrative Hearing or the Student Conduct Hearing Board, the following process applies:

1. The respondent or complainant must deliver a written letter of appeal to the Vice President for Student Affairs. The letter of appeal must set forth why the students believes the decision or sanction should be over turned or modified, based on one or more of the grounds set forth below. The letter of appeal must be postmarked or hand delivered within ten (10) days after the decision of the Student Conduct Hearing Board or the Student Conduct Administrative Hearing results were delivered to the student.

2. Appeals are limited to the following grounds:
   a. Whether the decision is in accordance with the facts presented.
   b. Whether the decision was reached through a procedure in accordance with the Student Code of Conduct.
   c. Whether the sanction is appropriate for the conduct violation.
   d. Whether new information not available at the time of the Student Conduct Conference or Student Conduct Hearing should be considered, and if so, what impact does the new information have on the decision?

3. The Vice President for Student Affairs will review all of the materials submitted by the student, will review the University file on the matter, may review the recording of the Hearing Board, and may interview the student and/or other relevant persons. If the student has submitted new information allegedly not available at the time of the Student Conduct Conference or Student Conduct Hearing, the Community Conduct Officer will receive a copy of the new information and may present a response or other additional information related
the student’s new information. The student will receive a copy of or be present for the presentation of any such information from the Community Conduct Officer.

4. The Vice President for Student Affairs will determine whether the decision of the Student Conduct Conference or Student Conduct Hearing Panel will be upheld, whether there should be a reduced sanction, or whether the case should be remanded to the Hearing Panel for an additional hearing. The decision of the Vice President for Student Affairs will be put in writing and a copy will be sent to the student via regular U.S. mail. The Vice President for Student Affairs will issue the decision within ten (10) calendar days of the date of receipt of the student’s appeal letter if possible.

5. If the complaint relates to conduct involving alleged sexual discrimination or sexual misconduct, the complainant will be informed in writing:
   a. if the student appeals and have the opportunity to provide a written statement setting forth why the student believes the decision and sanction should be upheld;
   b. that he or she may appeal the decision, in accordance with the same time periods, procedures, and grounds for appeal set forth above.

6. At the conclusion of the appeal process, all records of the proceedings will be returned to the Community Conduct Officer for storage and retention in accordance with University policy and applicable law.

For complaint against employee (faculty or staff):

1. Any student, employee or other University community member may file a formal complaint against an employee alleging a violation of the Non-Discrimination policy, including sexual discrimination or misconduct by contacting the Social Equity Office.

2. If the complaint related to conducting involving alleged sexual discrimination or misconduct, the matter will be referred to the Title IX Coordinator.

3. The Title IX Coordinator will assign an investigator to meet with the Complainant and Respondent and conduct an investigation. The Complainant and Respondent will be informed that each of them may have a support person, acting as an observer but not a participant, present during the various phases of the investigative proceedings. Both parties will have the opportunity to supply the names of witnesses who will also be interviewed in the course of the investigation.

4. At the conclusion of the investigation, a fact-finding report will be prepared by the investigator and shared with the Title IX Coordinator.

5. If no grounds or insufficient grounds exist to support a finding (based on the preponderance of the evidence) that a violation occurred, the Complainant and Respondent will be notified simultaneously of the determination and the complaint will be dismissed.

6. If the investigator concludes that sufficient grounds exist to support a finding (based on the preponderance of the evidence) that a violation occurred, pre-disciplinary and final disciplinary hearings will be conducted in accordance with the University’s Non-Discrimination Policy and any applicable collective bargaining agreement. All determinations will be made based upon the preponderance of the evidence standard.
7. The final determination may be appealed through the processes set forth in the policies for non-represented employees or those contained in the respective collective bargaining agreements. The determination is final only after the available appeal mechanisms have been exhausted or the time to appeal has elapsed.

Discipline, up to and including termination from employment, may be imposed.

MISSING RESIDENTIAL STUDENT NOTIFICATION POLICY

As required by the Higher Education Opportunity Act of 2008, and consistent with Mansfield University’s commitment to student safety, this policy establishes procedures in the event that a residential student is presumed missing. The purpose of the missing student notification policy is to respond to missing residential student alerts in a timely manner. While the scope of policy and procedures is primarily within Student Affairs and the Mansfield University Police Department, all members of the university community – employees and students – are encouraged to report to University Police at 570-662-4900 when they believe that a student is missing. It is the policy of Mansfield University to thoroughly investigate all reports of missing persons. Additionally, the University maintains that every person reported as missing will be considered at risk until significant information to the contrary is confirmed. All official missing student reports are to be referred immediately to University Police.

All resident students are given the option of providing confidential contact information in the event that he/she is reported as missing. If so, the University will use the information provided for the following purposes:

- Notify the contact person provided by the student
- Notify the student’s parent or guardian if the student is under 18
- Notify the appropriate law enforcement officials in the event no contact information is supplied

Providing confidential contact information is strictly voluntary and all information provided will be kept confidential. The information provided will be added to student records for access in case of emergency.

The objectives of the Residential Missing Student Policy include the following:

1. Clearly define the reporting protocol when a residential student is presumed missing
2. Announce reporting requirements
3. Establish procedures for implementing the policy

A residential student is defined as a person who resides in on-campus housing, has a signed housing contract, and is currently enrolled in the university. A residential student is presumed missing if he/she is unaccounted for in excess of 24 hours. The organizations to which individuals should report that a student has been missing for 24 hours are
1. The Office of Housing and Residence Life
2. University Police

The responsibilities of the Mansfield University Police Department include the following:

1. Provide notification of this policy in the Annual Safety and Security Brochure.
2. Publish this policy university-wide through the Annual Safety and Security Brochure.

3. Investigate when a resident student is reported missing, including coordinating with Student Affairs and Residence Life personnel. Investigation will include notifying all external agencies including issuing a report in the form of a BOLO (be-on-the-lookout) with missing person’s information including a picture. The investigating officer will also post information to NCIC issuing an alert for missing person.
4. Initiate emergency contact procedures, including notifying designated confidential contact persons, custodial parents, legal guardians, university officials, and inform appropriate law enforcement agencies.
5. Inform university employees, who receive a report that a student is missing, or has independent information that a student is missing, that they should immediately report the information or evidence to the Mansfield University Police.
6. Upon receipt of a report of a presumed missing person, notify the Office of Housing and Residence Life, whose staff will determine whether the missing person is a residential student.
7. If the student is determined to be missing, University Police will provide relevant outside law enforcement agencies including, if known, those operating in the student’s normal routes of travel or hometown.
8. Notify all law enforcement agencies involved of status reports during the course of the investigation.
9. Encourage the person making the report to report the missing person to local police if appropriate.
10. The Office of Housing and Residence Life will assist in the communication about and investigation of a student presumed missing by notifying University Police of a missing student and taking action to locate the student.

The responsibilities of the Office of Housing and Residence Life include the following:

1. Inform residential students via e-mail at the start of every academic semester of the option of registering a confidential contact person through the Office of Housing and Residence Life to be notified by the university 24 hours after the time the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.
2. Inform residential students under the age of 18 and not emancipated that University Police is required to notify custodial parents or legal guardians within 24 hours after the time a student is determined to be missing.
3. Conduct a preliminary investigation to verify the situation and determine the circumstances which exist relating to the reported missing residential student, including the following:

- Attempting to contact the student via phone, text message, and e-mail
- Visiting the residential student’s room to verify whereabouts and/or wellness, and in some cases, delivering a message to contact a parent or family member who is searching for him/her
- Conducting a health and safety check of the room, if no one answers at the student’s residence
- Gathering information from roommates, suitemates, hall mates, friends, neighbors, etc.
- Checking card access system logs
- Checking dining usage records
- Coordinating with other university officials to determine class attendance, participation in university activities, organizations, services (health, counseling, disabled student services)

4. Report findings to University Police for appropriate continued follow up

Even if students have not registered a contact person local law enforcement will be notified that the student is missing. Parents or guardians of students less than 18 years of age and not emancipated will be contacted. The responsibility of residential students is to ensure that their contact information is current and accurate.

If an off-campus, non-campus, and/or commuter student is reported missing to Mansfield University Police, immediate notification will be made to the appropriate jurisdiction. The Mansfield University Police Department will assist external authorities with these investigations as needed.

EMERGENCY NOTIFICATIONS

If the University Police confirms that there is an emergency or dangerous situation that poses an immediate threat to the health and safety of some or all members of the campus community, the Department will use some or all of the systems described below to communicate the threat to the community or to the appropriate segment of the community, if the threat is limited to a particular building or specific location of campus.

EMERGENCY/EVACUATION PROCEDURES

The University will immediately notify the campus community in the event of a significant campus emergency or dangerous situation involving an immediate threat to the health and safety of students and/or employees via the following:

- Text messaging subscription service to subscribers. Students should register to receive emergency text messaging by logging in to https://info.mansfield.edu/myaccount/. Employees login to my.mansfield.edu/.
• E-mail via University assigned e-mail accounts.
• Campus alert posting to University Internet home page www.mansfield.edu.
• Recorded message on the University emergency information line, 570-662-4499.
• System broadcast message on University voicemail system.
• Emergency message on the University’s external speakers system.

The persons responsible for the university emergency notification process include:

1. University Police Shift Supervisor
2. Director of Police Services
3. Vice President of Finance and Administration
4. Provost
5. Vice President of Student Affairs
6. President

During an emergency, building occupants may be required to stay safely sheltered where they are located unless there is a specific threat within the building that requires them to exit. Police and other emergency personnel responding to the emergency will instruct occupants on what to do. If sheltering in place, all students and employees must remain in the building until such time as the emergency status has been lifted. Notification of an “All-Clear” will be transmitted through all above listed available communications methods.

The University will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The University is connected to a network of police and other emergency support via a County Emergency Communications Center that allows police and other emergency personnel to coordinate their response across agencies.

Access to campus by outside constituents may be denied during the emergency.

The University’s Office of Public Relations will be responsible for disseminating information to the larger community.

**LOCK-DOWN INFORMATION**

A lockdown at a college campus refers to the securing of the exterior doors to a building. Shelter-in-place refers to the securing of the interior classroom and common area doors.

During a Lock-Down situation, all persons on the campus property are asked to secure the outside entrance doors and shelter-in-place.

During a crisis or major emergency, faculty, staff and students are encouraged to follow the instructions provided by the MU Emergency Alert systems.
The goal of the Lock-Down Policy/Procedure is to Stay Informed/Stay Safe. Get the emergency message, get to a safe location and wait for more information.

Prepare now to learn and practice your own personal emergency plan. Learning where to find information, as well as becoming aware of building evacuation procedures for not only those buildings where you live or work, but for those that you visit during the course of your day is vital.

It is your responsibility to immediately report an emergency, suspicious activity, or any situation or troubling person that is causing serious anxiety, stress or fear. Program the Campus Police number 570-662-4900 as well as 911 into your personal phones. Become familiar with the Emergency Blue Light phones strategically located on campus; these phones connect directly to Tioga County Communications 911.

Details regarding MU’s emergency preparedness can be found at www.mansfield.edu/environmental-health-safety/.

TESTING OF EMERGENCY RESPONSE AND EVACUATION

Information is provided to students and employees regarding the emergency response and evacuation procedures and testing of all levels of the emergency response and notification is conducted every semester. Following testing, surveys are also distributed to students and employees to seek input on communication improvements and to upgrade emergency procedures. Detailed information is available from Jim Welch, Environmental Health and Safety Specialist, jwelch@mansfield.edu, 570-662-4906 or by going to www.mansfield.edu/environmental-health-safety/.

MU CRIME STATISTICS REPORT

The following definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are provided from the Uniform Crime Reporting Handbook, in accordance with the Federal Bureau of Investigation’s Uniform Crime Reporting Program. The definitions of forcible and non-forcible sex offenses are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook, in accordance with the Federal Bureau of Investigation’s Uniform Crime Reporting Program.

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

Negligent Manslaughter
The killing of another person through gross negligence.

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 necessary that injury result from an aggravated
assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed).

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 putting the victim in fear.

Auto Theft
The theft or attempted theft of a motor vehicle. All cases where automobiles are taken by person not having lawful access even though the vehicles are later abandoned, including joyriding, are included in this definition.

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

Burglary
The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with the intent to commit a larceny; housebreaking; safe cracking; and all attempts to commit any of the aforementioned. Non-forcible burglary is the unlawful, non-forcible entry into a building or room with the intent to commit a crime therein; a forcible breaking and entering is not required.

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

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

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

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

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

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

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

Domestic Violence – Felony for misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with who 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 – 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 upon a consideration of these factors: the length of the relationship, the type of relationship, the frequency of interaction between the persons involved in the relationship.

Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others, or suffer substantial emotional distress

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

Drug Law Violations
State and local law violations 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).

Weapon Law Violations
The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.
Hate Crimes
Includes the crimes of murder, forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, arson, larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and of other crime involving bodily injury to any person, in which the victim is intentionally selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim, which shall be reported according to category of prejudice.

CRIME STATISTICS

This Crime Statistics Report is published in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly known as the Campus Security Act of 1990. This Act mandates the manner in which Statistics are to be collected and the format in which statistics are to be published. Table I below reflects the reported crimes for the Mansfield University campus in Mansfield, Pennsylvania.
### TABLE I

**REPORTED CRIMES**

<table>
<thead>
<tr>
<th>CRIME</th>
<th>On Campus</th>
<th>Residence Hall</th>
<th>*Non-Campus</th>
<th>**Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Sex Offenses - Forcible</td>
<td>1 1 2</td>
<td>1 1 2</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Sex Offenses - Non Forcible</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>- - 3</td>
<td>- - 2</td>
<td>- - -</td>
<td>- - -</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - -</td>
<td>- - -</td>
</tr>
<tr>
<td>Stalking</td>
<td>- - 1</td>
<td>- - 1</td>
<td>- - -</td>
<td>- - -</td>
</tr>
<tr>
<td>Robbery</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>1 0 0</td>
<td>1 0 0</td>
<td>0 0 0</td>
<td>0 1 0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2 2 1</td>
<td>2 2 1</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Arson</td>
<td>0 0 0</td>
<td>0 0 0</td>
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</table>

### ARRESTS

<table>
<thead>
<tr>
<th></th>
<th>On Campus</th>
<th>Residence Hall</th>
<th>*Non-Campus</th>
<th>**Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weapons Laws</td>
<td>0 2 0</td>
<td>0 2 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Drug Laws</td>
<td>3 10 6</td>
<td>2 8 3</td>
<td>0 0 0</td>
<td>0 2 0</td>
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<tr>
<td>Liquor Laws</td>
<td>25 19 17</td>
<td>15 15 14</td>
<td>0 0 0</td>
<td>0 9 0</td>
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</tbody>
</table>

### REFERRALS***

<table>
<thead>
<tr>
<th></th>
<th>On Campus</th>
<th>Residence Hall</th>
<th>*Non-Campus</th>
<th>**Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weapons Laws</td>
<td>0 2 0</td>
<td>0 2 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Drug Laws</td>
<td>18 20 34</td>
<td>18 20 34</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Liquor Laws</td>
<td>86 139 62</td>
<td>86 139 60</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
</tbody>
</table>

*These Incidents took place off campus in university-recognized student organizations and were reported to the Mansfield Borough Police.

**These incidents reported to Mansfield Borough Police occurred on streets, sidewalks, and lots adjacent to campus, campus owned, leased, or controlled property.

***Individuals not arrested nor cited but referred to judicial officer for possible campus disciplinary action.

The crimes of Domestic Violence, Dating Violence, and Stalking were added to the reporting requirements effective January 1, 2013. A blank cell in the table above indicates that the requested data was not provided by Mansfield Borough Police Department.
Totals may differ from Uniform Crime Report total due to inclusion of non-police university officials' confidential or anonymous reports. There may also be duplication in reporting due to confidentiality.

These figures include incidents reported by other officials on campus which were not reported to and investigated by the Mansfield University Police Department and may differ from statistics provided for the Uniform Crime Report.

None of the incidents reflected in the above statistics for reported crimes on-campus or in residence halls, nor any other reported crimes involving bodily injury, larceny-theft, simple assault, intimidation, or destruction, damage or vandalism of property, nor any other reported crimes involving bodily injury were classified as hate crimes.

There were no reported hate crimes for the years 2011, 2012, 2013 on campus, non-campus, or public property.
CRIME STATISTICS (cont.)

This Crime Statistics Report is published in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly known as the Campus Security Act of 1990. This Act mandates the manner in which Statistics are to be collected and the format in which statistics are to be published. Table II below reflects the reported crimes for the Sayre campus in Sayre, Pennsylvania.

<table>
<thead>
<tr>
<th>TABLE II REPORTED CRIMES</th>
<th>On Campus</th>
<th>Residence Hall</th>
<th>*Non-Campus</th>
<th>**Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRIME</td>
<td>11 12 13</td>
<td>11 12 13</td>
<td>11 12 13</td>
<td>11 12 13</td>
</tr>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Sex Offenses - Forcible</td>
<td>0 1 0</td>
<td>0 1 0</td>
<td>0 1 0</td>
<td>0 1 0</td>
</tr>
<tr>
<td>Sex Offenses - Non Forcible</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - 0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - 0</td>
</tr>
<tr>
<td>Stalking</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - 0</td>
<td>- - 0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Arson</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
</tbody>
</table>

ARRESTS

| Weapons Laws | 0 0 0 0 0 0 |
| Drug Laws    | 0 0 0 0 0 0 |
| Liquor Laws  | 0 0 0 0 0 0 |

REFERRALS***

| Weapons Laws | 0 0 0 0 0 0 |
| Drug Laws    | 0 0 0 0 0 0 |
| Liquor Laws  | 0 0 0 0 0 0 |

*University-recognized student organizations located in Sayre borough

1 The Sayre Borough Police Department did not provide data upon request on any reported crimes or any hate crimes in their jurisdiction for the non-campus or public property categories in Table II above.
**Public property is defined as streets, sidewalks, and lots adjacent to the Sayre campus

***Individuals not arrested nor cited but referred to judicial officer for possible campus disciplinary action.

The crimes of Domestic Violence, Dating Violence, and Stalking were added to the reporting requirements effective January 1, 2013.

Totals may differ from Uniform Crime Report total due to inclusion of non-police university officials' confidential or anonymous reports. There may also be duplication in reporting due to confidentiality,

These figures include incidents reported by other officials on campus which were not reported to and investigated by the Mansfield University Police Department and may differ from statistics provided for the Uniform Crime Report.

None of the incidents reflected in the above statistics for reported crimes on-campus or in residence halls, nor any other reported crimes involving bodily injury, larceny-theft, simple assault, intimidation, or destruction, damage or vandalism of property, nor any other reported crimes involving bodily injury were classified as hate crimes.
CRIME STATISTICS FTE

Crimes reported to the Mansfield University Police Department compiled in accordance with Act 1988-73, the College and University Information Act. The crime rate is the number of reported crimes in each category divided by the gross number of full-time equivalent (FTE) students and employees on the Mansfield campus; for example in 2013 one incident of burglary divided by 3,205.9 FTE = .000312 cases per FTE. The number of arrests is listed below; in some instances the number of arrests may be greater than the number of offenses. This can occur when a crime is reported during one calendar year and the arrest is made in the following calendar year.

<table>
<thead>
<tr>
<th>Offenses</th>
<th># Reported</th>
<th>Cleared by Arrest / Referral</th>
<th>Crime Rate/FTE</th>
<th>Res. Hall Reported</th>
<th>Campus Reported</th>
<th>Res. Hall Arrests</th>
<th>Campus Arrests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Assault</td>
<td>3</td>
<td>2</td>
<td>0.000936</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary*</td>
<td>1</td>
<td>0</td>
<td>0.000312</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>3</td>
<td>2</td>
<td>0.000936</td>
<td>2</td>
<td>3</td>
<td>1</td>
<td>2</td>
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<tr>
<td>Drug Abuse</td>
<td>10</td>
<td>6</td>
<td>0.003119</td>
<td>6</td>
<td>10</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>DUI</td>
<td>2</td>
<td>2</td>
<td>0.00624</td>
<td>-</td>
<td>2</td>
<td>-</td>
<td>2</td>
</tr>
<tr>
<td>Disorderly Conduct</td>
<td>25</td>
<td>18</td>
<td>0.007798</td>
<td>16</td>
<td>25</td>
<td>10</td>
<td>18</td>
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<tr>
<td>Drunkenness</td>
<td>3</td>
<td>3</td>
<td>0.000936</td>
<td>1</td>
<td>3</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Larceny</td>
<td>33</td>
<td>5</td>
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<td>14</td>
<td>33</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>Liquor Laws</td>
<td>17</td>
<td>17</td>
<td>0.005303</td>
<td>14</td>
<td>17</td>
<td>14</td>
<td>17</td>
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<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>-</td>
<td>0</td>
<td>-</td>
<td>0</td>
</tr>
<tr>
<td>Murder</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
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<td>0.000312</td>
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<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offenses</td>
<td>1</td>
<td>0</td>
<td>0.000312</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>1</td>
<td>1</td>
<td>0.000312</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Stolen Property</td>
<td>2</td>
<td>1</td>
<td>0.00624</td>
<td>2</td>
<td>2</td>
<td>1</td>
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<tr>
<td>Vandalism</td>
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<td>0.003119</td>
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<td>Weapon</td>
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<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
FIRE SAFETY

Fire Safety Report

Definition of a fire: A fire is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

The Mansfield University student housing facilities are each equipped with automatic fire and smoke detection systems which report directly to the University Police Department, which is staffed 24 hours a day, 7 days a week. Upon notification of an alarm, campus police and maintenance staff respond to the location of the alarm to determine if additional resources are required.

Each residence hall is equipped with fire sprinkler systems which provide full building coverage. Each sleeping room is equipped with a smoke detector and sprinkler head for detection and suppression purposes.

The fire alarm systems are tested by an outside contractor twice a year to assure the equipment is operating properly. The fire sprinkler systems are tested quarterly as well.

Fire drills are held in each residence hall monthly at varying times when the halls are at regular occupancy during the semester. These drills include full evacuation of the building by use of the fire alarm systems. Random room checks are performed to assure evacuation compliance.

Mansfield University has a policy prohibiting the use of portable electric appliances, smoking, and open flame in the residence halls.

The residence hall assistants are provided training on fire safety at the beginning of each semester and then pass on the information during scheduled floor meeting within each building. The RA staff are provided hands on fire extinguisher training at the beginning of each fall semester.

Fire safety education and training programs for students and employees are provided by the Environmental Health and Safety Office.

Fire Reporting

Any fire that is noted on campus shall be reported immediately to the
1. University Police at 570-662-4900

If evidence that a fire has occurred and has been extinguished is found please call

1. University Police Environmental at 570-662-4900
2. Health & Safety Coordinator at 570-662-4906

A fire log, made accessible for public inspection, will be maintained at the campus police station to record the following information:

- The nature of the fire
- The date the fire occurred
- The time of day the fire occurred, and
- The general location of the fire

**Fire Statistics**

Each year Mansfield University will collect and report the number and cause of fires that occur on campus, the number of injuries or deaths, and the value of property damage that is related to each fire occurrence.

<table>
<thead>
<tr>
<th>Fires by Type</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Operated Housing (All university operated residence halls are protected by automatic sprinkler systems)</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>All Other Campus Buildings</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Non-Structural (outside vegetation, mulch, vehicles, etc.)</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td><strong>Fires by Severity</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Loss (Fatality and/or property damage of $5,000,000 or more)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Minor (No fatality, moderate property damage and/or human injury)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Incidental (No fatalities, no injuries, minimal or no property damage)</td>
<td>1</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td><strong>Fires by Cause</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unintentional</td>
<td>1</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Intentional</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Undetermined</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Fire Alarms</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intentional (Malicious pull of fire alarm/intentional activation; vandalism)</td>
<td>1</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Accidental (Activation by cooking, airborne dust, steam, tobacco smoke, hairspray, etc.)</td>
<td>25</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td>Other (Mechanical problem, inadvertent activation by maintenance activities, contractors, etc.)</td>
<td>7</td>
<td>23</td>
<td>8</td>
</tr>
</tbody>
</table>

37
Mansfield University conducts a minimum of one (1) fire drill per full month occupancy residence hall. A minimum of two (2) fire drills per year are conducted in all other occupied buildings.

<table>
<thead>
<tr>
<th></th>
<th>Residence Halls</th>
<th>All Other Buildings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Drills</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>24</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>32</td>
<td>32</td>
</tr>
<tr>
<td></td>
<td>32</td>
<td>32</td>
</tr>
</tbody>
</table>

REV. 8/14
THE MANSFIELD CREED

At Mansfield University, we develop leaders.

We accomplish this by focusing on the four core values that have been our tradition since 1912: Character, Scholarship, Culture, and Service.

CHARACTER

We believe in integrity. We act with honesty and respect toward others. We take responsibility for our actions and reflect on their impact on ourselves and others.

SCHOLARSHIP

We believe in learning. We use rigorous, responsible, and critical inquiry to understand existing knowledge, acquire and share new knowledge, and apply what we learn. Each of us is both student and teacher.

CULTURE

We believe in celebrating humanity. We enrich ourselves and others by sharing and exploring our similarities and differences. We honor the past as we invent the future.

SERVICE

We believe in helping others. We work with others to improve the communities in which we now live and will touch in the future. Knowledge invests us with the power to improve our world and the responsibility to act.

In 1912, our student body adopted the above words, emphasizing their order: “Character as the essential, Scholarship as the means, Culture as the enrichment, and Service as the end of all worthy endeavor.”

Developed by the Leadership Committee of the Focus on Student Learning Forum; last revised May 19th, 2004.