



# FOR SAFETY'S SAKE

University of Pittsburgh Johnstown

Annual Security & Fire Safety Report *Fall 2022*

To Reach the **Pitt-Johnstown Police** in an Emergency, just press **7005**  
from a campus phone or **814.269.7005** from a noncampus phone.



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*\*Some photos in this publication were taken prior to the COVID-19 pandemic and do not necessarily reflect current health and safety guidelines.*

*\*This report is not a contract.*



# Welcome from **THE PRESIDENT**



At the University of Pittsburgh Johnstown, we believe the ability to live, learn and grow in a safe, secure and healthy environment is of paramount importance. Our campus is indeed fortunate to be situated in an area that is regularly ranked as one of the safest in the United States. In so many respects, we enjoy the best of both worlds: being part of an international research University while benefiting from the advantages of a small, close-knit, safe campus community. You will find our beautiful campus is properly secured and, in many areas, equipped with illuminated emergency phones.

To enhance the safety of our community, professional police officers patrol the campus 24/7, investigate incidents, enforce regulations, raise awareness of safety issues, and prevent crimes. There is a wide range of departments (listed in this brochure) ready to help you address health and safety issues. The University also enjoys a close collaborative relationship with the city and township police.

I encourage you to avail yourself of the resources and personnel dedicated to ensuring your safety, health, and well-being. I also encourage you to remain vigilant and proactive regarding matters of safety, health and well-being and to join us as we ensure that Pitt-Johnstown remains one of the safest places to live and learn.

*Jem Spectar, JD, MBA, Ph.D.*  
President

A handwritten signature in white ink, appearing to read 'J. Spectar', with a stylized flourish at the end.





# COVID-19 INFORMATION AND OPERATIONAL

## COVID-19 INFORMATION

As the pandemic progresses, the University of Pittsburgh continues to adapt its health and safety rules to follow the latest CDC guidance and support our community. COVID-19 testing, care, vaccines and boosters continue to be available on our campuses.

The latest COVID-19 guidance, rules and resources are available at [coronavirus.pitt.edu](https://coronavirus.pitt.edu).







## Preparation of the **ANNUAL SECURITY AND FIRE SAFETY REPORT**

The University of Pittsburgh Department of Public Safety and the University of Pittsburgh Johnstown Police Department prepare this report to help keep you safe and comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as well as the Pennsylvania Uniform Crime Reporting Act. The University uses information reports to the Pitt-Johnstown Police and all campus security authorities; information provided by other University offices such as the Division of Student Affairs, Office of Residence Life, Office of Student Conduct, Office of Student Housing, Facilities Management Department; and services and information provided by local Police. Each of these offices provides updated policy information and crime data. This report

provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by the University, and on public property adjacent to the campus. This report also includes institutional policies concerning campus safety, such as policies regarding sexual assault and harassment, stalking, domestic and dating violence, alcohol, and other drugs.

The University makes the Annual Security and Fire Safety Report available to every member of the University community annually each year. The Annual Security and Fire Safety Report also is available online at [upj.pitt.edu/security-fire-safety-report](http://upj.pitt.edu/security-fire-safety-report)





# Meet some of your PARTNERS IN SAFETY



## PITT-JOHNSTOWN POLICE

As the department with primary responsibility for security on campus, the University of Pittsburgh Johnstown Police Department is dedicated to serving the needs of the University community. You can reach the department by calling:

**7005** from a campus phone  
or **814-269-7005** from a

## SAFETY BY THE NUMBERS FACTS ABOUT THE PITT-JOHNSTOWN POLICE

- **13** commissioned police officers
- **4** dispatch personnel
- Calls are answered **24 hours a day, 7 days a week, 365 days a year**
- Officers patrol campus through the use of **3 marked patrol vehicles, bicycle, UTV, and foot patrols**
- University Police undergo more than **900 hours** of initial training for certification as well as required annual in-service training

## DID YOU KNOW?

- Because of their extensive coverage, campus police can respond to most calls for assistance within minutes.
- University officers are certified by Pennsylvania's Municipal Police Education and Training Commission receiving the same education, training and certification as any police officer in the commonwealth.
- To enhance security, the University also uses video cameras in some public areas on campus.
- Upon request, Pitt-Johnstown police officers will conduct security surveys and crime prevention programs.
- If you have had any interactions with a Pitt-Johnstown Police Officer and wish to file a complaint or pass along a complement, please call **814-269-7005** and request to speak to a Supervisor.
- All Pitt-Johnstown officers are Pennsylvania Act 120 certified, currently 919 hours of training are required at a Commonwealth approved Police Academy.
- All officers complete 16 hours of mandatory in-service training presented through Pennsylvania Municipal Police Officers Education and Training Commission.
- Officers participate in response to Active Killer training at least once per year.
- All officers have received training in initial patrol response to sexual assault.
- Most officers are Crisis Intervention Team (CIT) certified. This certification helps law enforcement officers recognize and interact more effectively and safely with persons with mental illness.

## UNIVERSITY POLICE AUTHORITY

The Pitt-Johnstown police carry firearms and have the authority to apprehend and arrest anyone involved in illegal acts on campus and within 500 yards of any university owned or leased facility. If a university student commits the offense, the Pitt-Johnstown police also will refer the individual to the Office of Student Conduct. Pitt-Johnstown police law enforcement authority is derived from Act 57 of the 1997 Campus Police Powers and Duties and by Title 42 Pa. C.S.A. Chapter 89, relating to the Municipal Police Jurisdiction.

## WORKING RELATIONSHIP WITH LOCAL AND STATE POLICE AGENCIES

The Pitt-Johnstown police work closely with Richland Township police officers and have direct radio communication with township police, fire, and emergency medical personnel.

## CRIMES INVOLVING OFF-CAMPUS STUDENT ORGANIZATIONS

The Pitt-Johnstown police monitor criminal activity occurring at noncampus locations of student organizations officially recognized by the institution via radio communications and/or personal contact with the Richland Township police. A memorandum of understanding with the Richland Township police, other nearby educational institutions and federal agencies enhance the safety of the campus community and further the investigation of alleged criminal offenses.

## ENVIRONMENTAL HEALTH AND SAFETY

The Department of Environmental Health and Safety (EH&S) provides guidance and direction to students, faculty, and staff members at the University. EH&S identifies hazards and risks, recommends appropriate action to help to ensure safe conditions, and assists the university in maintaining regulatory compliance.

## FACILITIES MANAGEMENT DEPARTMENT

The Facilities Management Department maintains exterior lighting around buildings as well as additional sidewalk and street lighting. Ground crews keep shrubs and hedges low for safety reasons, especially in places such as bus stops. On any normal workday, there are numerous Pitt support personnel whose jobs include providing inspection of the entire campus and its buildings to discover and correct health, safety, and maintenance problems. They report any safety-related problems to the Facilities Management Department, whose staff respond to correct these problems promptly.

# FACT

*More than 18 emergency phones are scattered throughout the campus. All exterior phones have blue lights, making them*





How to Report

# CRIMES & EMERGENCIES

The University of Pittsburgh Johnstown encourages everyone in the Pitt-Johnstown community to report crimes and other emergencies accurately and promptly to the Pitt-Johnstown Police or to other appropriate police agencies if off-campus, including when the victim of a crime elects or is unable to make such a report. University police department seminars and publications offer crime prevention tips and emphasize the importance of reporting crimes. A student, residence life staff member, university police officer, or any other member of the Pitt-Johnstown community can also refer a violation of the Student Code of Conduct to the Office of Student Conduct.

## REPORTING TO PITT-JOHNSTOWN POLICE

You can report criminal activity or other emergencies to the Pitt-Johnstown police by calling **7005** from a campus phone or **814-269-7005** from a non-campus phone. Crimes may also be reported by:

- Using the anonymous tips hotline for the University of Pittsburgh Johnstown Police Department, by calling **814-269-SAFE (7233)**.
- Utilizing a campus emergency phone. These phones ring directly to the Pitt-Johnstown police, automatically registering the caller's location.
- Visiting the University of Pittsburgh Johnstown Police Department, which is located at 300 Highfield Avenue.
- Contacting a residence life staff member in the residence halls or any University official who will then contact the Pitt-Johnstown police, if desired.

Incidents involving sexual harassment, sexual violence, stalking, and/or dating and domestic

## UNIVERSITY OF PITTSBURGH JOHNSTOWN ANTI-HAZING POLICY

Hazing at the University of Pittsburgh at Johnstown is considered a Violation of the University's Anti-Hazing Policy and Code and is absolutely prohibited. Hazing may also be considered a criminal act in the Commonwealth of Pennsylvania.

For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding. Therefore, any Student who causes or participates in hazing may be subject to appropriate university discipline and/or may be subject to criminal prosecution.

*Hazing is defined as follows:*

### HAZING

A person commits hazing if the person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a minor or student into or with an organization, or for the purpose of continuing or enhancing a minor or student's membership or status in an organization, causes, coerces or forces a minor or student to do any of the following:

1. Violate Federal or State criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the minor or student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the minor or student.

### AGGRAVATED HAZING

A person commits aggravated hazing if the person commits a violation of hazing that results in serious bodily injury or death to the minor or student and:

1. The person acts with reckless indifference to the health and safety of the minor or student.
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the minor or student.

### ORGANIZATIONAL HAZING

A Student Organization commits organizational hazing if the organization intentionally, knowingly or recklessly promotes or facilitates a violation of hazing or aggravated hazing.

Students and others are encouraged to report incidents, and suspected incidents of hazing. Reports may be made to the University Police (**814-269-7005**), the Office of Student Conduct (**814-269-7133**) or the Office of Campus Activities and Engagement (**814-269-7881**).

Although the University encourages students and others to make formal reports, you may file an anonymous report with the University Police

by calling **814-269-7233** or by using the RaveGuardian app from a smartphone. Anonymous reports greatly limit the university's ability to respond to and investigate the report.

Hazing related to any University of Pittsburgh at Johnstown athletics teams may also be reported to the Director of Athletics at **814-269-2001** or the Assistant Director of Athletics at **814-269-7011**.

## SPECIFIC PERSONNEL AND LOCATIONS WHERE ONE CAN REPORT CRIME

### PITT-JOHNSTOWN POLICE

Campus Police Suite, Physical Plant Building  
300 Highfield Avenue  
814-269-7005

### OFFICE OF STUDENT CONDUCT

G04 Student Union Building  
214 Student Union Drive  
814-269-7130

### OFFICE OF RESIDENCE LIFE

130 Student Union Building  
214 Student Union Drive  
814-269-7065

### TITLE IX OFFICE, Title IX Officer

(for reporting sexual misconduct) 130 Student Union  
214 Student Union Drive •  
814-269-7113



# SAFETY Q&A

**Q** *Can I carry a gun on University property as a means of self-protection?*

**A** No. The carrying or possession of firearms and/or other weapon on University Property by anyone other than authorized law enforcement officers, such as the Pitt-Johnstown police or the Richland Township police, is absolutely prohibited.

**Q** *How do I report suspected child abuse or sexual misconduct with a child at the University?*

**A** Anyone affiliated with the University who has reasonable cause to suspect child abuse, including but not limited to sexual abuse, shall make an immediate and direct report to Childline either electronically at [compass.state.pa.us/cwis](https://compass.state.pa.us/cwis) or by calling 1-800-932-0313. Immediately thereafter, the individual must also make an immediate and direct report to the University police. Retaliation is strictly prohibited against anyone who makes a good faith report of suspected child abuse or who participates in a related investigation. More information on reporting child abuse is available at [keepkidssafe.pa.gov/](https://www.pa.gov/keepkidssafe).

## ANONYMOUS REPORTING

**Q** *Can my report be confidential?*

**A** The Pitt-Johnstown Police have a voluntary confidential reporting option by calling the Pitt-Johnstown Police "Cops Hotline" at 814-269-7233 or by submitting an anonymous tip through the Rave Guardian App.

In addition, the Clery Act allows individuals working at the University as professional and/or pastoral counselors to be exempt from reporting crimes to law enforcement, but these counselors are encouraged to inform those they are counseling about the voluntary confidential reporting option through the Pitt-Johnstown Police. Counselors at the Counseling Center are confidential resources. For more information on scheduling an appointment and the services provided, please visit the Counseling Center website at <https://www.johnstown.pitt.edu/health-and-counseling-services/counseling-services>.

## REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES

While the University prefers that community members promptly report all crimes and other emergencies directly to the Pitt-Johnstown police at 814-269-7005, we also recognize that some may prefer to report to other individuals or University offices. The federal Jeanne Clery Act recognizes certain University officials and offices as Campus Security Authorities (CSA). The act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial proceedings. In addition to the Pitt-Johnstown police, persons within the University who are designated as CSA include housing and residence life staff members, the campus student conduct officer, athletic coaches, and faculty advisors to student groups.

## TIMELY WARNING REPORTS

### CRIME ALERTS-TIMELY WARNING

In the event of a reported crime, the officer in charge, in consultation with the Chief of Police or their designee, are responsible for:

1. Determining whether a Crime Alert is required,
2. Approving the content of the Crime Alert, and
3. Coordinating the distributing the Crime Alert as promptly as reasonably possible to aid in the prevention of similar occurrences

### DETERMINATION

Pitt-Johnstown Police will issue a Crime Alert whenever the following three criteria are met: 1) a Clery Act Crime is reported; 2) the crime occurred within University Clery Geography; and 3) there is a serious or ongoing threat to the University community because of that crime. If these three criteria are met and it is determined by Pitt-Johnstown Police that a serious or on-going threat exists, a notice will be drafted using crime-specific templates and will be issued by Pitt-Johnstown Police as soon as pertinent information is available.

### CONTENT

Crime Alerts describe the alleged actor(s), the nature, date, time, and location of the crime, and the type of precautions that individuals should take to prevent similar occurrences. Crime alerts do not contain identifying information about the victim(s).

### DISTRIBUTION

Faculty, staff, and students will receive via email and can register to receive via text message. Several methods are used to notify the community about crime alerts. All faculty, staff and students will receive crime alerts through their Pitt email address. Faculty, staff, and students also can register to receive crime alerts via text message by signing up at [technology.pitt.edu/services/emergency-notification-service](https://technology.pitt.edu/services/emergency-notification-service).

# Emergency Response and EVACUATION PROCEDURES

## TRAINING AND TESTING PROCEDURES

The University of Pittsburgh Johnstown is proactive in planning and preparing for emergency situations and has developed Emergency Management Guidelines to provide a basic procedural framework for responding to emergencies at Pitt-Johnstown. Please review the information on emergency response and other emergency-related information found at <https://www.upj.pitt.edu/campus-safety/emergency-preparedness>.

Pitt-Johnstown police officers have received training and participate in Active Threat exercises annually. Members of Pitt-Johnstown's Police Department provide educational programs on community response to an active threat situation and other safety issues to students, staff members, and faculty members upon request. Every fall and spring term, the University's Emergency Notification System (see more details in adjacent column) is tested; this testing is unannounced, with an evaluation and documentation of the test maintained at the police department. At least one test will include information, including a website link, on where to find additional information about emergency response and evacuation procedures. Evacuation exercises are used as a way to educate and train building occupants on issues specific to their building. During the exercises, building occupants practice emergency procedures and familiarize themselves with the location of exits and the sound of the emergency alarm.

Each year, members of the University community conduct planned tabletop exercises that test and evaluate the University's emergency response and evacuation procedures. Emergency executives, police, and key University personnel, occasionally with external support agencies (such as Richland Township police, firefighters, paramedics, Cambria County SERT members, and the Cambria County EMA) may participate in these exercises, which address evacuation or shelter-in-place of buildings.

## EMERGENCY NOTIFICATION

The Johnstown campus Emergency Executive (EE) or their designee will confirm emergencies through in-person evaluation of the situation by University Police, phone call or electronic communications with first responders and emergency response officials and/or other methods deemed appropriate by the EE or their designee for the situation. Through these communications, the EE or their designee, in collaboration with the Chief of Police or their designee, will determine if the emergency poses an immediate threat to the health or safety of the University community. If it is determined that an immediate threat exists, the EE and the Chief of Police or their designees will authorize University

Police dispatchers to send an Emergency Notification (ENS) message to the campus community, which will contain the type and location of the emergency and instructions community members need to follow. Pre-scripted ENS messages will be maintained by University Police for use in appropriate situations. Emergency officials involved in confirming and/or monitoring the emergency will assist the Chief of Police or their designee in developing specific content for ENS messages. Depending on the type, size, and severity of the emergency, ENS distribution may be limited to university members that are affected by the Emergency. The Chief of Police or their designee, in coordination with the EE or their designee, will determine which segments of the community need to be notified.

The ENS is tested once every fall and spring term. Students, faculty, and staff members may subscribe to the ENS system by logging on to [my.pitt.edu](https://my.pitt.edu) and following the directions. The University will use these other notification methods to keep the broader community informed of the emergency situation.

The ENS system is one aspect of a layered approach to notification. Other notification methods such as officer presence, website alerts, and local television and radio broadcasts may be used depending upon the circumstances. For more information, see University Policy AO 07 online at [www.policy.pitt.edu](https://www.policy.pitt.edu).

## EMERGENCY EVACUATION

In the event of a fire, or other emergency requiring building evacuation, building occupants should do the following:

1. Alert anyone in immediate danger.
2. Close the door to contain smoke or fire.
3. Activate the nearest fire alarm pull station (located along the egress route). Only use a fire extinguisher if the fire is small and you have been trained in the proper use of a fire extinguisher.
4. Evacuate the building via designated stairwells and exterior exit doors. Do not use the elevators.
5. Proceed to an assembly point away from the building or to a location designated by emergency officials. Do not re-enter the building until the "all clear" signal is given
6. Call 911 and call 814-269-7005 from a safe area to provide additional information regarding the situation.



## Security of and **ACCESS TO FACILITIES**

The University of Pittsburgh Johnstown has installed and maintains exterior lighting around all of its buildings, including additional sidewalk and street lighting. While maintaining an attractive campus, ground crews keep shrubs and hedges low for safety reasons, especially in places such as bus stops.

On any normal workday, there are numerous Pitt support personnel whose jobs include providing inspection of the entire campus and its buildings to discover and correct health, safety, and maintenance problems. They work, in addition to the Pitt-Johnstown police and others who tour campus, to report safety-related problems to the Facilities Management Department, who will then respond to correct these problems promptly as part of their duties, residence life staff members continuously report security and maintenance matters. Emergency maintenance and housekeeping services are available 24 hours a day.

### **UNIVERSITY BUILDINGS AND PROGRAMS**

Except for resident living areas, most Pitt-Johnstown facilities are open to the public during the day and evening hours when classes are in session. During the times that the University is officially closed, its buildings are locked, and only faculty members, staff, and-for some buildings-students with a Pitt-Johnstown ID are admitted. Athletic facilities require an appropriate ID at all times for admittance. Some Pitt-Johnstown sponsored programs are open to the general public, while others are restricted to students with a valid Pitt-Johnstown ID. Additional security personnel staff major events such as music concerts.



## Living at **PITT-JOHNSTOWN**

The University of Pittsburgh Johnstown Police Department, Office of Residence Life, Office of Student Housing, and the Facilities Management Department work cooperatively to provide resident students with a safe and secure environment. It is important that students and staff members work together to enhance the quality of life and safety in the residence halls.

To accommodate undergraduate students during the academic year, the University maintains nearly 1,850 residential beds in 13 residence halls or lodges, and eight apartment-style buildings. Types of accommodations include singles, doubles, triples, suites, and apartments.

Most housing facilities and some academic buildings contain card access systems that, in conjunction with the Information Technology Department, can be monitored by Pitt police.

University police officers are responsible for security within all resident living areas on their respective patrol zones and they patrol inside all residential facilities.

### **RESIDENCE HALL SECURITY**

When you check into a residence hall, you receive information about campus safety and residence hall security, such as:

- Whom to call in case of an emergency;
- What procedures to follow in case of a fire evacuation;
- What to do if you are locked out of your room;
- How to mark valuables;
- Visitation, alcohol, and drug policies; and
- General campus safety, among other topics.

At your first floor meeting, which is mandatory for all residence hall students to attend and conducted by the resident assistant, you can acquaint yourself with unique aspects of your residence hall community and the security practices you can follow to make your University environment safer. Entrances to most residence halls have card access readers controlling access 24 hours a day and seven days a week while classes are in session. Should you observe an entrance into a residence hall that is not operating or securing properly, please notify the University Police Department at **814-269-7005** from a non campus phone, extension **7005** from a campus phone, or the Physical Plant Department at **814-269-7130** from a non campus phone, extension **7130** from a campus phone.

### **RESIDENCE LIFE STAFF**

- Fifty-one head resident assistants (HRAs) or resident assistants (RAs) and five area coordinators (ACs) staff the living areas of the residential facilities. ACs oversee the HRAs, while the HRAs assist with the supervision of RAs.
- ACs, HRAs, and RAs undergo comprehensive training before and during each school year. This training includes how to handle various emergencies: psychological and medical, fire evacuation, reports of sexual misconduct, disorderly conduct, vandalism, etc. Residence life staff members are available 24 hours a day and seven days a week in the residence halls. HRAs also maintain scheduled office hours during the day and in the evening. RAs and HRAs are on duty every evening, including weekends and holidays, during all three terms and/or sessions to assist students in any manner. Residence life duty schedules are posted throughout the residence halls.



SECURITY FEATURES IN STUDENTS' ROOMS

Every residential room within the residence hall has its own lock and key and the exterior doors to most residential facilities are secured by electronic locks, accessible by the student's ID card. The student's University ID is only encoded for the student's building/room. If using a key, the keys are coded with core numbers rather than room numbers so that a lost key cannot be identified with a particular room. Therefore, the University strongly advises that students do not attach their IDs to their keys. Residents should also lock their doors and windows at all times and carry their keys with them. Campus telephones are also provided in residence hall corridors.



GUEST SIGN-IN PROCEDURES

- Q** *How can I sign in a guest to my residence hall?*

**A** To enter a residence hall, residents must have their Pitt-Johnstown ID, which is electronically validated for their residence hall, and all guests must also have a photo ID. Students must register their guest with an RA or HRA and visitors must be escorted by the resident they are visiting at all times while they are in the building.
- Q** *When may guests visit me?*

**A** Students must establish and regulate room visitation hours with their roommates. Roommate approval is required for visitors at any time. Students may refer to the Student Code of Conduct for guest and visitation rules.
- Q** *What happens if my guest commits a violation?*

**A** Residents are accountable for violations of all guests, including those signed in by the resident and those accompanied by the resident as well as all visitors within a resident's accommodations.

CONFERENCE GUESTS

Conference guests occupy residence halls when space is available during the summer, approximately May 15 through July 31. These guests include participants attending Pitt-Johnstown sponsored academic or social programs and groups that have an educational or academic purpose.

HOUSING ASSIGNMENTS AND REQUESTS FOR CHANGES

The Housing/Dining Services contract is valid for both the fall and spring terms. Students should be prepared to meet successive deposit due dates in future years to maintain housing.

Upper-class students participate in a process each March to determine eligibility and the order in which they will select housing for the next year. Freshman students, who respond to Pitt-Johnstown's offer of admission by the May 1 due date, apply for housing by July 1, and meet all required deadlines and deposits, are assigned housing based upon the information provided in their contracts and the availability of the requested accommodations.

The Office of Student Housing's staff members process and approve room change requests, contingent upon available space.

If roommates are having difficulty sharing a room, they should first try to communicate with each other to resolve any issues, as well as complete the Roommate Agreement. If those attempts are unsuccessful, the residents will then meet with the resident assistant to discuss the issue and resolve any roommate situations.

MISSING STUDENT PROTOCOL

In keeping with federal law 20 U.S.C. § 1092j, the Office of Residence Life will initiate the following missing student notification protocol. When a student is reported missing, Residence Life staff members will immediately contact the Pitt-Johnstown police. The University will attempt to notify the emergency contact within 24 hours to verify if the person is missing or has voluntarily left their residence.

To report a suspicion that a student is missing, contact should be made with the student's area coordinator, the Office of Residence Life, or the University of Pittsburgh Johnstown Police Department. If you know a student is missing, contact the Pitt-Johnstown police immediately.

1. Each student living on campus has the opportunity to list a missing persons contact by completing an emergency contact form available at the Office of Residence Life or updating their emergency contact information within their housing application. Pitt-Johnstown will treat the named emergency contact as the missing person's contact unless otherwise specified by the student. The student should notify the missing person's contact and, if different, the emergency contact, that they have been so designated. In the event of a determination that a student is missing, the Pitt-Johnstown police will attempt to notify the listed contact within 24 hours. Even if a contact is not registered, the Pitt-Johnstown police should be notified immediately if the student is missing.

2. At any point during a student's enrollment, they may choose to register or change missing person contact or emergency contact information with the University by notifying the Office of Residence Life. This information will be maintained in Office of Residence Life records that will be accessible by University staff members who will implement this policy. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to the missing person contact information.

3. Student Affairs staff members, or other employees having knowledge of a missing

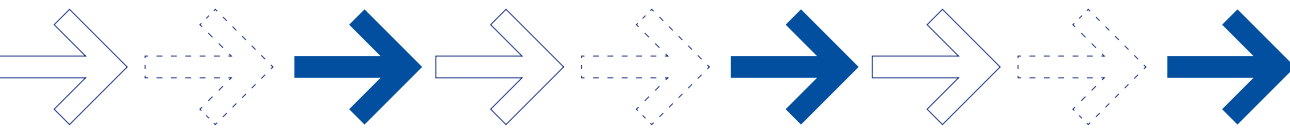
student, whether or not that student lives on or off campus, will immediately contact the Pitt-Johnstown police when a student is reported missing.

4. The Pitt-Johnstown police will be responsible for filing all related missing person reports with other agencies as may be required and conduct an investigation. Pitt-Johnstown Police will be responsible for contacting the local law enforcement agency within 24 hours of making the determination that a student is missing. In general, Pitt-Johnstown Police will consider a person to be missing if they have not been located within 24 hours of receiving the initial report."

5. No later than 24 hours after a student is reported missing, the Pitt-Johnstown police or other University official will be responsible for contacting the appropriate contact.

6. The Pitt-Johnstown police or other University official will notify a parent or legal guardian no later than 24 hours after a student is determined to be missing if a student is under the age of 18 and not emancipated.

7. Residence Life staff members will serve as support personnel when a student is determined missing and make appropriate contacts within the University (Office of Health and Counseling Services, vice president of Student Affairs, vice president of Academic Affairs, and the Pitt-Johnstown police).





## HOUSING DURING HOLIDAYS AND BETWEEN TERMS

Residence halls are closed during the winter recess with limited exceptions and the Pitt-Johnstown police continue to patrol resident living areas during this time. Students should attend to security needs during these periods, particularly the storage of any valuable items.

## UNIVERSITY-OWNED APARTMENT HOUSING

The University operates eight apartment-style buildings. University-owned apartment housing is occupied almost exclusively by Pitt-Johnstown upperclassmen. University police and/or twp. police patrol University-owned property. University police and the Richland Township police regularly share crime information as it relates to University-owned property.

## SAFETY ABROAD

The health and safety of students studying and traveling abroad has consistently been a primary concern for those who lead Pitt-Johnstown's overseas programs. All students earning study abroad credits participate in at least one mandatory orientation program with University staff members. This program covers issues such as personal safety, health, insurance, alcohol, drugs, emergencies abroad, crime, and security. All faculty members leading study abroad programs participate in the Safe Practices Workshop for Faculty On-site Directors led by the study abroad director.



**TIP**

*From bike safety to personal self-defense classes. Pitt-Johnstown police officers offer a variety of crime prevention and safety programming to students, faculty, and staff members. For more information, visit the Pitt-Johnstown police website at [upj.pitt.edu/campuspolice](http://upj.pitt.edu/campuspolice)*

# Crime Prevention and SAFETY PROGRAMS

## POLICE AND RESIDENCE LIFE PROGRAMMING

The University of Pittsburgh Johnstown offers a number of crime prevention and security awareness programs for students and employees. A common theme of all programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. Additional programs include the following:

- Operation ID allows students to inscribe identifying numbers on valuables such as televisions, stereos, computers, etc.
- A one-credit personal defense class is offered each term by the University's Department of Athletics and Physical Education in which students can learn to become streetwise and acquire observation skills enabling them to escape a potential attacker.
- Police officers present Active Threat Response Training upon request to students, staff, and faculty members. This training is modeled after the U.S. Department of Homeland Security video *Run, Hide, Fight*, which officers tips to the campus community on how to survive an active shooter or workplace violence incident.

## ENVIRONMENTAL HEALTH AND SAFETY PROGRAMS

The University's Department of Environmental Health and Safety (EH&S) provides guidance and direction to students, faculty, and staff members. EH&S identifies hazards and risks, recommends appropriate action to ensure safe conditions, and assists the University in maintaining regulatory compliance. The department provides training on many topics related to safety, fire safety, occupational health, and the environment. EH&S collaborates with the Pitt-Johnstown police in the development of the University's Emergency Management Guidelines.

## PITT-JOHNSTOWN CAMPUS SHUTTLE

Pitt-Johnstown provides a shuttle service, for individuals with valid Pitt-Johnstown IDs, from Blackington Hall and the Student Union to Walmart in the Richland Towne Center, and College Park Apartments.

## HOURS OF OPERATIONS ARE:

- 7:45am - 9pm M-F and 2-6pm on weekends, with a modified schedule on holiday and campus breaks.
- The campus shuttle does not operate during the summer.

In addition to seminars, safety information is distributed to the campus community through crime alerts and emergency notification messages, and can be found on the Pitt-Johnstown police website at [upj.pitt.edu/campuspolice](http://upj.pitt.edu/campuspolice)

## TO REPORT A MAINTENANCE PROBLEM

Call the Facilities Management Department at 814-269-7130.

Resident students can fill out a Housekeeping/Maintenance Request form online at [campusservices.upj.pitt.edu](http://campusservices.upj.pitt.edu) describing any potential hazard or maintenance problem that needs to be corrected or repaired.

## ENVIRONMENT BY THE NUMBERS

Some facts about your campus environment:

- More than 29 custodians
- 8 groundskeepers
- 10 maintenance personnel



Obtaining Crime and  
**SAFETY INFORMATION**

In accordance with the Pennsylvania Uniform Crime Reporting Act and the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, all University of Pittsburgh Johnstown students and employees receive updated security information annually. The University also makes information about campus crimes and security available in a variety of other ways that include the following:

- Pitt-Johnstown provides all prospective students and applicants for employment with information on security policies and procedures and how to obtain additional security data.
- Students living in resident halls receive a postcard notifying them of the Student Code of Conduct and Judicial Procedures; Pitt-Johnstown students not living in resident halls are notified of the code via the log-in screen on the Pitt Portal. The code can be found online at [upj.pitt.edu/studentconduct](http://upj.pitt.edu/studentconduct). The code contains sections on justice, health, and safety.
- Security concerns may also appear in the University Times, which is published for faculty and staff members every other week, and in the student newspaper, *The Advocate*.

The University also has numerous crime prevention workshops and seminars throughout the year. These are often sponsored by the Pitt-Johnstown police, Office of Residence Life (for resident students), Office of Student Conduct, Student Government Board, Interfraternity Council and

**ACCESSING CAMPUS CRIME REPORTS**

The Pitt-Johnstown Police Department prepares a daily log of all reported criminal incidents. This log contains the nature, time, and general location of each crime as well as its disposition, if known.

**Q Where can I find crime reports?**

**A** The daily crime log is available for review at the Pitt-Johnstown Police Department.

**Q Do any reports show Pitt-Johnstown's crime statistics over a longer period?**

**A** Yes. In compliance with Chapter 3 of the Pennsylvania Uniform Crime Reporting Act and the federal Jeanne Clery Act, the Pitt-Johnstown police generate a three-year statistical report, which is included in this publication. This report, or notice of its availability, is distributed to all current students, staff, and faculty members, while prospective students and employees are notified of its existence and afforded an opportunity to request and receive a copy.

**Q What other crime reports are available?**

**A** Crimes reported to the Pitt-Johnstown Police Department are submitted monthly to the Pennsylvania State Police for inclusion in the Uniform Crime Report. The Pitt-Johnstown police also submit an annual report of crime statistics to the U.S. Department of Education; statistics are gathered from the following sources:

- The Pitt-Johnstown police
- The Richland Township police and other law enforcement authorities having jurisdiction of areas where the University uses or has control over a given area
- Office of Residence Life, Office of Student Housing, Office of Health and Counseling Services, the vice president of Student Affairs, the vice president of Academic Affairs, and other applicable University officials who have significant responsibility for campus life and activities

**MEGAN'S LAW INFORMATION AND CRIMINAL RECORDS**

Under the federal Campus Sex Crimes Prevention Act, any person who is required to register with the commonwealth as a sex offender under Pennsylvania's Megan's Law requirement must notify the state if they are employed or are enrolled as a student at a college or university. The law also requires institutions of higher education to advise the campus community how to obtain information on current registered sexual offenders and predators residing within the campus community. Information regarding registered sex offenders residing in the Johnstown area may be obtained by visiting the Pennsylvania Megan's Law Web site at [www.pameganslaw.state.pa.us](http://www.pameganslaw.state.pa.us).

**Q Does Pitt-Johnstown screen prospective students for criminal history?**

**A** Some school applicants are asked about their criminal history and federal law requires certain disclosures on financial aid forms. In addition, residence hall students must disclose any felony convictions or other convictions for sexual offenses or drug distribution, sale, or manufacture. If students have any such convictions, they may not reside in University-owned housing without first obtaining permission from the Vice President for Student Affairs. Students with such convictions must agree to assist Student Affairs in conducting a background check and to adhere to any reasonable housing conditions mandated by Student Affairs. Based on the nature and circumstances of past or future convictions, the student may be prevented from residing in University-owned housing. Failure to disclose convictions prior to residing on campus will be considered a violation of the Student Code of Conduct and may result in immediate removal from campus housing.

**Q Does Pitt-Johnstown screen current or prospective employees for criminal history?**

**A** All prospective staff and certain faculty members are asked if they have ever pled guilty to or been convicted of misdemeanor or felony crimes. All prospective employees are also screened in state and federal criminal records databases and the state child abuse registry consistent with the requirements of Act 153. Certain positions, such as those in housing and residence life, having direct contact with children consistent with the requirements of Act 153, and those involving hazardous materials, require criminal background checks. Pitt-Johnstown will not offer employment to applicants if they have criminal histories that disqualify them from the requirements of the position they are seeking.

**YOUR  
UNIVERSITY  
COMMUNITY\***

Full-time undergraduates .....2,066  
Part-time undergraduates ..... 50  
**Total undergraduates ..... 2,166**

Full-time faculty, staff, and associates .....263  
Part-time faculty, staff, and associates ..... 22  
**Total faculty, staff, and associates..... 285**

Total students full-time  
equivalent enrollment (FTE).....2,086.0  
  
Total faculty and staff and associates ....274.0  
**Total FTE students, faculty, staff .....2,360.0**

*\*All figures are for Pitt-Johnstown, fall 2022*



# ANNUAL DISCLOSURE OF CRIME STATISTICS

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act mandates the manner in which crime statistics are to be collected and the format in which the statistics shall be published. In addition to incidents reported to the University of Pittsburgh Johnstown Police Department, statistics may include offenses that were reported to the Richland Township police, other law enforcement authorities having jurisdiction of areas where the University uses or has control over a given area and Pitt-Johnstown officials having significant responsibility for student and campus activities. Pitt-Johnstown officials who have contributed statistical information include, but are not limited to, the vice president of Student Affairs, the vice president of Academic Affairs, faculty advisors to student groups, residence life staff, athletic administrators, student health personnel, and property management employees. University counselors voluntarily provide non-identifying information on crimes reported to them.

Statistics include crimes committed on campus as well as crimes reported on public property areas that are contiguous to campus. In accordance with the Jeanne Clery Act, crime statistics are shown in the following geographical categories:

**On-Campus:** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

**Non-Campus Building or Property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution (i.e. privately owned fraternity); or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the

institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

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

**On-campus Student Housing Facility:** Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility. The On-campus Student Housing category is also a subset of the On-campus category.

## DEFINITIONS OF CLERY REPORTABLE CRIME

### *Criminal Offenses*

**Murder/Manslaughter:** Defined as the willful killing of one human being by another.

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

**Sexual Assault:** Under the Violence Against Women Act (VAWA), the definition of sexual assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent." The VAWA definition of sexual assault includes rape, fondling, incest, and statutory rape.

In Pennsylvania, with the exception of rape and involuntary deviate sexual intercourse, a person commits the crime of sexual assault when that person engages in Sexual intercourse with a complainant, without the complainant's consent.

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

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

**Aggravated Assault:** Defined as 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.

**Burglary:** Unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft:** Theft or attempted theft of a motor vehicle.

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

**Hate Crimes:** The University is committed to maintaining an environment free from unlawful discrimination or harassment and the reporting of incidents enables the University to assess the campus climate and promptly respond to incidents. Together, we can work to maintain an educational and work environment that is free from unlawful harassment and discrimination. Hate crimes are especially cruel, and the University will prosecute offenders under the law and/or its conduct policies.

For Clery Act reporting purposes, hate crimes include the criminal offenses listed above, in addition to the crimes listed below, that manifest evidence that the victim was intentionally selected because the perpetrator's bias against the victim based on one or more of the following categories of prejudice: race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability.

**Larceny/Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. This includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

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

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

**Destruction/Damage/Vandalism to Property (except Arson):** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.



purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

**Violence Against Women’s Act (VAWA) Offenses**

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person cohabiting with or has cohabited with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family laws of the Commonwealth of Pennsylvania, 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, in which the crime of violence occurred. Pennsylvania does not have a specific statute for domestic violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.

**Dating Violence:** The VAWA definition of dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

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

Pennsylvania does not have a specific statute for dating violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.

**Stalking:** The VAWA definition of stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for the person’s safety or the safety of others, or (b) suffer substantial emotional distress.

For the purposes of this definition, (a) course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property; (b) reasonable person means

**HATE CRIMES: CATEGORIES OF PREJUDICE**  
Disability • Ethnicity • Gender •  
Gender Identity • National Origin • Race •  
Religion • Sexual Orientation

a reasonable person under similar circumstances and with similar identities to the victim; and (c) substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling. In Pennsylvania, a person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

**Arrests and Disciplinary Referrals**

**Liquor Laws:** The violation of state and/or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, or possession of use of alcoholic beverages.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

**Weapons Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale,

**CRIMES REPORTED TO UNIVERSITY OF PITTSBURGH JOHNSTOWN POLICE/ OFFICIALS OR LOCAL POLICE**

- 1. Statistics in these categories depict arrests for all liquor, drug, and weapons law violations and include both student and non-student arrests. Students arrested for these violations are automatically referred to the Office of Student Conduct.
- 2. A report is considered as unfounded and removed from crime statistics when sworn or commissioned law enforcement officers have fully investigated the crime report and have determined that report to be false or baseless.

**NOTES FOR UNIVERSITY OF PITTSBURGH AT JOHNSTOWN PENNSYLVANIA UNIFORM CRIME REPORTING ACT (CHART II)**

- 3. Under Uniform Crime Report (UCR) Part I Crimes guidelines, the crime of Rape includes Rape, Attempted Rape, and Sexual Assault.
- 4. Under UCR Part II Crimes guidelines, Other Assaults include simple assaults as well as harassment incidents involving a threat to assault.
- 5. Under UCR Part II Crimes guidelines, Sex Offenses (except Part I offenses) include Indecent Assault and Indecent Exposure.

- 6. All Other Offenses (except traffic) include, but are not limited to, trespass and violation of city ordinances.

**Chart I** contains the statistics for those offenses reported to the University of Pittsburgh Johnstown Police Department, the Richland Township Police, other law enforcement authorities having jurisdiction of areas where the University uses or has control over a given area, and University personnel who have significant responsibility for student life and campus activities.

**Chart II** contains the statistics for those offenses reported to the University of Pittsburgh Johnstown Police Department only as recorded for the Uniform Crime Report (UCR). These UCR statistics are derived, in part, from patrol areas in community areas not adjacent to campus.

Chapter 3 of the Pennsylvania Uniform Crime Reporting Act requires the release of crime statistics and crime rates to students and employees, and it requires that those statistics be available to applicants and new employees upon request. The crime rate is determined by a formula specified by the Uniform Crime Reporting Act and is calculated by dividing the number of reported crimes by the number of full-time equivalent students and employees, then multiplying that number by 100,000.





**CHART I: CRIMES REPORTED TO UNIVERSITY OF PITTSBURGH AT JOHNSTOWN, POLICE/OFFICIALS OR LOCAL POLICE**

OFFENSE	YEAR	TOTAL ON-CAMPUS PROPERTY	ON-CAMPUS RESIDENTIAL FACILITIES*	NONCAMPUS BUILDINGS OR PROPERTY	PUBLIC PROPERTY	UNFOUNDED CRIMES
Murder/Nonnegligent Manslaughter	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Rape	2021	2	2	0	0	0
	2020	0	0	0	0	0
	2019	2	2	0	0	0
Forcible Fondling	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Incest	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Motor Vehicle Theft	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Arson	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Arrests: Liquor Law Violations	2021	7	7	0	0	0
	2020	3	3	0	0	0
	2019	10	10	0	0	0
Arrests: Drug Law Violations	2021	0	0	0	0	0
	2020	25	25	0	0	0
	2019	20	20	0	0	0
Arrests: Weapons Violations	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2021	52	52	0	0	0
	2020	14	14	0	2	0
	2019	61	61	0	0	0
Disciplinary Referrals: Drug Law Violations	2021	12	12	0	0	0
	2020	11	11	0	1	0
	2019	20	20	0	0	0
Disciplinary Referrals: Weapons Violations	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Hate Crimes	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Domestic Violence	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	1	1	0	0	0
Dating Violence	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	1	1	0	0	0
Stalking	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0

\*On-campus residential facilities are a subset of total on-campus property.

\*\*Hate Crimes: 2021 - no hate crimes were reported; 2020 - no hate crimes were reported; 2019 - no hate crimes were reported.

**CHART II: UNIVERSITY OF PITTSBURGH AT JOHNSTOWN, CRIME STATISTICS, CRIMES REPORTED TO CAMPUS POLICE**

CRIME CATEGORIES	2021 (FTE= 2595.6)		2020 (FTE= 2595.6)		2019 (FTE= 2853.9)	
	REPORTED CRIMES	*INDEX 100,000	REPORTED CRIMES	*INDEX 100,000	REPORTED CRIMES	*INDEX 100,000
<b>UCR PART I CRIMES</b>						
Criminal Homicide	0	0.00	0	0.00	0	0.00
Murder & Nonnegligent Manslaughter		0.00		0.00		0.00
Manslaughter by Negligence		0.00		0.00		0.00
<b>FORCIBLE RAPE</b>	2	84.75	0	0.00	2	70.08
Rape by Force	2	84.75	0	0.00	2	70.08
Assault to Rape - Attempts		0.00		0.00		0.00
<b>ROBBERY</b>	0	0.00	0	0.00	0	0.00
Firearm		0.00		0.00		0.00
Knife or Cutting Instrument		0.00		0.00		0.00
Other Dangerous Weapon		0.00		0.00		0.00
Strong Arm (Hands, Fists, Feet, etc.)	0	0.00	0	0.00	0	0.00
<b>ASSAULT - AGGRAVATED</b>	0	0.00	0	0.00	0	0.00
Firearm		0.00		0.00		0.00
Knife or Cutting Instrument		0.00		0.00		0.00
Other Dangerous Weapon		0.00		0.00		0.00
Hands, Fists, Feet, etc.	0	0.00	0	0.00	0	0.00
<b>BURGLARY</b>	0	0.00	0	0.00	0	0.00
Forcible Entry	0	0.00	0	0.00	0	0.00
Unlawful Entry - No Force	0	0.00	0	0.00	0	0.00
Attempted Forcible Entry		0.00		0.00		0.00
<b>LARCENY - THEFT (EXC. MOTOR VEHICLES)</b>	5	211.86	4	154.11	11	305.44
<b>MOTOR VEHICLE LEFT</b>		0.00		0.00		0.00
Autos		0.00		0.00		0.00
Trucks and Buses		0.00		0.00		0.00
Other Vehicles		0.00		0.00		0.00
<b>ARSON</b>	0	0.00	0	0.00	0	0.00
<b>TOTAL PART I OFFENSES</b>	<b>7</b>	<b>296.61</b>	<b>4</b>	<b>154.11</b>	<b>13</b>	<b>455.52</b>
<b>UCR PART II CRIMES</b>						
Assault - Nonaggravated	1	42.37	1	35.04	1	35.04
Forgery and Counterfeiting	0	0.00	0	0.00	0	0.00
Fraud	0	0.00	0	0.00	0	0.00
Embezzlement	0	0.00	0	0.00	0	0.00
Stolen Property, Acceivingm Possession, etc.	0	0.00	0	0.00	0	0.00
Vandalism	9	381.36	5	192.63	12	420.48
Weapons, Carrying, Possession, etc	0	0.00	0	0.00	0	0.00
Prostitution and Commercialized Vice	0	0.00	0	0.00	0	0.00
Sex Offenses (Excluding Prostitution & Rape)	1	42.37	0	0.00	0	0.00
Drug Abuse Violations	0	0.00	0	0.00	22	700.87
S -Opium-Cocaine	0	0.00	0	0.00	0	0.00
A -Marijuana	0	0.00	0	0.00	2	65.33
L-Synthetic	0	0.00	0	0.00	0	0.00
E-Other	0	0.00	0	0.00	0	0.00
P -Opium-Cocaine	0	0.00	0	0.00	0	0.00
O-Marijuana	0	0.00	0	0.00	20	700.80
S-Synthetic	0	0.00	0	0.00	0	0.00
S-Other	0	0.00	0	0.00	0	0.00
Gambling	0	0.00	0	0.00	0	0.00
Bookmaking	0	0.00	0	0.00	0	0.00
Numbers,etc.	0	0.00	0	0.00	0	0.00
Offenses Against Family & Children	0	0.00	0	0.00	0	0.00
Driving Under the Influence	0	0.00	0	0.00	0	0.00
Liquor Laws	7	296.61	2	77.05	6	210.24
Drunkenness	0	0.00	0	0.00	0	0.00
Disorderly Conduct	10	423.73	15	577.90	6	210.24
Vagrancy	0	0.00	0	0.00	0	0.00
All Other Offenses (Ex. Traffic)	1	42.37	2	77.05	6	210.24
<b>TOTAL PART II OFFENSES</b>	<b>29</b>	<b>1228.81</b>	<b>25</b>	<b>963.17</b>	<b>54</b>	<b>1892.15</b>
<b>GRAND TOTAL ALL OFFENSES</b>	<b>36</b>	<b>1525.42</b>	<b>29</b>	<b>1117.28</b>	<b>67</b>	<b>2347.66</b>



# Policies on ALCOHOL AND DRUGS

## ENFORCEMENT OF STATE, LOCAL, AND FEDERAL LAWS

The University of Pittsburgh Johnstown enforces all state and local laws regarding the possession, use, transportation, and sale of alcoholic beverages, including those prohibiting underage drinking and local laws prohibiting an open container of alcohol in public. The University also enforces all state and federal laws concerning illegal drugs.

Anyone who is apprehended by the Pitt-Johnstown police in possession of, using, or selling illegal drugs is subject to arrest. If a University student commits the offense, the Pitt-Johnstown police will also refer the individual to the Office of Student Conduct, where the student could face sanctions up to and including dismissal from the University.

## UNIVERSITY POLICIES REGARDING DRUGS AND ALCOHOL

Pitt-Johnstown complies with the Drug Free Schools and Communities Act and the Drug Free Workplace Act (DFSCA). In compliance with the DFSCA, the University distributes an annual notification containing information regarding local, state, and federal laws, as well as University policies related to the possession, use, and/or sale of alcoholic beverages and/or illegal drugs. This notice also includes information about the dangers of drug and alcohol abuse and available alcohol and drug counseling, rehabilitation and assistance available to students, staff and faculty. The full Drug-Free Schools and Communities Act annual notifications, including links to university policies concerning drug and alcohol use, can be found online. The student version can be found at <https://www.johnstown.pitt.edu/studentconduct>; the employee version can be found at <https://www.hr.pitt.edu/current-employees/employee-labor-relations/workplace-postings>

## DRUG AND ALCOHOL EDUCATION PROGRAMS

Pitt-Johnstown complies with the federal Drug Free Schools and Communities Act and the Drug Free Workplace Act. The University annually distributes information about the dangers of drug and alcohol abuse and available alcohol and drug counseling,

rehabilitation, and assistance to all students, faculty, and staff through mailings, electronic newsletters, social media, and/or videos. Additional information can be found in the Drug Free Workplace and Schools section of the Office of Student Conduct website as [upj.pitt.edu/studentconduct](http://upj.pitt.edu/studentconduct).

The University's *Rethink Your Drink* program aims to reduce alcohol abuse by increasing awareness of the implications of alcohol or other drug use and the role these substances play on the college campus by:

- Increasing understanding of how the misuse of alcohol and other drug abuse can be detrimental to friendships, to a sense of personal worth and value, and to the general healthy functioning of the individual.
- Identifying and referring students who may be developing substance abuse problems to Pitt-Johnstown's network of support
- Challenging students to evaluate their use of, or involvement with, alcohol or other drugs and to learn responsible decision making skills
- Describing healthy lifestyle alternatives to substance abuse and encouraging students to adopt them

Students may decide to participate in the *Rethink Your Drink* program voluntarily, or they may be referred as part of a disciplinary action. Completion of the program requires payment of a \$140 fee, attendance at educational sessions, and a final assessment interview with the instructor.

## ASSISTANCE WITH ALCOHOL OR SUBSTANCE ABUSE

**Q** *What are some other resources I can access for help with alcohol or substance abuse?*

**A** Pitt-Johnstown provides staff members dedicated to wellness education for students. Anyone within the Pitt-Johnstown community is welcome to refer students or to call for educational services. For more information, contact the Office of Health and Counseling Services at **814-269-7119** or visit them in room G10 of the Student Union Building. Students seeking assistance with alcohol or substance abuse may also qualify for medical amnesty—please see policy in the Student Code of Conduct.

*Several self-help support groups, including Alcoholics Anonymous, meet on campus. Mental health professionals are also available at the Office of Health and Counseling Services, G10 Student Union Building.*

**TIP**

Pitt-Johnstown upholds legal requirements concerning alcohol use by:

- Allowing only residents of the building who are age 21 or older to bring in alcoholic beverages to the residence halls.
- There are strict limits on the amount of alcohol these residents may bring into their assigned room.

# Policies on SEXUAL ASSAULT AND HARASSMENT, DATING AND DOMESTIC VIOLENCE, AND STALKING

## PROHIBITION OF SEXUAL ASSAULT, HARASSMENT, RELATIONSHIP VIOLENCE, AND STALKING

The University of Pittsburgh Johnstown values the safety and health of all members of the Pitt-Johnstown community and seeks to foster an environment in which its students and employees treat other persons with respect, civility, and dignity. Any behavior that involves sexual assault or harassment, relationship violence, or stalking of another person is prohibited.

If substantiated, such behavior may result in criminal charges if reported to the Pitt-Johnstown Police Department and/or University disciplinary action if the Title IX Office investigates a complaint or referral.

The University will use these processes to investigate and resolve reports of sexual assault or harassment, relationship violence, and stalking. In cases involving sexual violence, the University understands that victims oftentimes seek confidentiality and will attempt to honor such a request in most cases.

## WHAT IS CONSENT?

Consent is an informed, affirmative decision made freely and actively by all parties to engage in mutually acceptable sexual activity. Consent is given by clear words or actions and may not be inferred from silence, passivity, or lack of resistance alone. Existence of a current or previous dating, marital, and/or sexual relationship is not sufficient to

constitute consent to additional sexual activity. Consent to one type of sexual activity does not imply consent to other types of sexual activity.

Someone who is unconscious, asleep, or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition, cannot give consent. Consent cannot be obtained by force, intimidation, threat, coercion, isolation, or confinement. Agreement obtained under such conditions does not constitute consent.

However, the University will weigh such a request for confidentiality against any factors that may have a negative impact on the campus community, such as the use of a weapon or multiple alleged victims.

Accused students or employees should know that the initiation of any University proceedings does not preclude the possibility of criminal charges. Indeed, parallel University and criminal proceedings are not uncommon.

In addition to using these processes, the University will continue to engage in prevention programs and training for students, faculty, and staff members in an effort to prevent sexual assault and harassment, relationship violence, and stalking.

More detailed information about these programs, processes, and procedures can be found in the Student Code of Conduct.



**CONSENT IN REFERENCE TO SEXUAL ACTIVITY UNDER THE PENNSYLVANIA CRIMES CODE**

Pennsylvania does not specifically define “consent.” However, a person commits a felony of the first degree when the person engages in sexual intercourse with a complainant:

- 1. By forcible compulsion;
- 2. By threat of forcible compulsion that would prevent resistance by a person of reasonable resolution;
- 3. Who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring;
- 4. Where the person has substantially impaired the complainant’s power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; or
- 5. Who suffers from a mental disability which renders the complainant incapable of consent. 18 Pa.C.S.A. § 3121.

“**Forcible compulsion**” is defined as “compulsion by use of physical, intellectual, moral, emotional or psychological force, either express or implied. The term includes, but is not limited to, compulsion resulting in another person’s death, whether the death occurred before, during or after sexual intercourse.” 18 Pa.C.S.A. § 3101.

Further, resistance is not required. The alleged victim need not resist the actor in prosecutions under this chapter: Provided, however, that nothing in this section shall be construed to prohibit a defendant from introducing evidence that the alleged victim consented to the conduct in question. 18 Pa.C.S.A. § 3107 [rainn.org/laws-your-state-pennsylvania](http://rainn.org/laws-your-state-pennsylvania)

**PREVENTION AND AWARENESS PROGRAMS**

The University has a comprehensive array of prevention and educational programs aimed at ending sexual assaults and harassment, relationship (dating and domestic) violence, and stalking.

**Peer Education**

There are two organizations, SAFE and PantherWELL with well-trained students that provide peer-to-peer educational programming.

**SAFE (Sexual Assault Facilitation and Education)**

The SAFE program is sponsored by the sexual violence prevention office within the Office of Diversity and Inclusion and the SHARE program.

Trained peer educators, present workshops to fellow students on topics including consent, healthy relationships, supporting survivors of sexual misconduct, bystander intervention and campus resources. The workshops are designed to provide students with the skills necessary to safely intervene in situations that could lead to violence, harassment or a bias incident. Available SAFE workshops include: Bystander Intervention, Supporting Survivors of Sexual Violence, Talk Dirty to Me (affirmative consent), and Healthy Relationships.

**PREVENTION AND AWARENESS PROGRAM**

The University has a comprehensive array of prevention and educational programs aimed at ending sexual assaults and harassment, relationship violence, and stalking that include the following:

- New Student Orientation: Students must attend a presentation that includes crime prevention and other related information. The presentation(s) include information on programs, such as alcohol and drug awareness, Bystander Intervention, and the Rape Aggression Defense course offered through physical education or the Offices of Housing and Residence Life. Programs are normally held once per semester or upon request.
- The Offices of Housing and Residence Life and the Office of Campus Activities Engagement sponsors educational programs that refer to sexual assault, such as alcohol awareness workshops, which are normally held once per semester or upon request.
- University Police Seminars: Members of the Pitt Johnstown’s police are trained in responding to and investigating sex offenses, domestic violence, and stalking incidents. The police provide special programs on sexual assault and other safety issues to student groups upon request.
- The Office of Student Affairs offers related programs and services each school year.
- Speakers from the Community: Representatives from the Women’s Help Center and Victim Services periodically offer programs on campus and in the Johnstown community.
- Awareness Campaign: Campus-wide sexual assault and consent awareness campaigns, featuring videos and creative print advertising, are used throughout the year to educate students about the issues.
- Sexual Assault Awareness Week: A variety of programs occur each spring during Sexual Assault Awareness Week to reinforce the messages by engaging students in interactive events.

- Bystander intervention also plays an important role in helping to prevent sexual assaults and harassment.

Some examples include:

- » *speaking up when someone discusses plans to take sexual advantage of another person;*
- » *confronting people who seclude, hit on, try to make out with, or have sex with people who are incapacitated;*
- » *calling police when a person is yelling at another and it is not safe for you to interrupt;*
- » *refusing to leave the area and calling police if a person is trying to get you to leave so they can take advantage of another; and*
- » *ensuring friends who are incapacitated do not leave the area with someone unknown.*

**TIPS FOR PREVENTING ASSAULT:**

- Be aware that the great majority of sexual assaults involve acquaintances. Remember that only “yes” means “yes.”
- Trust your instincts. If you feel unsafe, uncomfortable, or worried for any reason, don’t ignore these feelings. Go with your gut. Get somewhere safe and find someone you trust.
- Be a good friend, don’t leave someone stranded in an unfamiliar or unsafe situation.

For additional information and resources, visit the Office of Sexual Harassment and Assault Response and Education website at [share.pitt.edu](http://share.pitt.edu). Also see [www.rainn.org](http://www.rainn.org), Staying Safe on Campus.

**WHAT TO DO IF YOU ARE SEXUALLY ASSAULTED**

**Q** *What should I do if I am sexually assaulted?*

**A** Many times, victims of sexual assault feel traumatized or blame themselves and are reluctant to seek help and proper medical care. If an individual has been the victim of sexual assault, dating violence, domestic violence, and/or stalking, or think they may have been, there are several options for reporting the incident (see page 33) and for obtaining the information, assistance, and support needed for all aspects of recovery, both emotional and physical.

**IMMEDIATELY AFTER AN INCIDENT**

**Physical Safety:** Your immediate safety is the top priority. As quickly as possible, find a safe place away from the perpetrator or any other potential danger.

- Seek medical attention as soon as possible. You are encouraged to seek immediate medical attention for your own physical health and to preserve all physical evidence. You can receive treatment at any medical facility; hospital emergency departments are in the best position to treat you and collect physical evidence.
- Contact the Police: You are strongly encouraged to call the Pitt-Johnstown police department (**814-269-7005**) or 911 and report the situation.
- Contact the Office of Health and Counseling Services at **814-269-7119** (8:30 a.m.-5 p.m., Monday through Friday) or Residence Life Staff or University Police (after 5 p.m. and on weekends). Victims will be advised of reporting options, receive guidance through the process of receiving a medical exam, and assistance in notifying University or local police authorities if desired.



SEXUAL ASSAULT INFORMATION

**Q Does contacting the police mean I have to press charges?**

**A** No. You have the right not to press charges if you call the Pitt-Johnstown Police. However, in the event of a safety concern to the victim and/or campus community, Pitt-Johnstown Police have an obligation to investigate. Pitt-Johnstown Police will report any sexual assault incident to the Title IX Office.

**Q If I report a sexual assault, will my name become public? What happens to the information?**

**A** Personnel can file an anonymous record of any on-campus assault among Pitt-Johnstown's crime statistics in order to give an accurate representation of crime on campus and to help prevent further crimes of this nature. In general, campus and local newspapers and other media outlets do not reveal names of victims of sexual assault.

**Q Do I have to get medical attention?**

**A** Although you are not required to seek medical care, it is highly encouraged. Taking care of your physical and medical state is an important role in the healing process. You may have internal or external injuries as a result of an assault that require medical care. Additionally, you may want to explore options for preventing sexually transmitted infections and/or pregnancy.

REPORTING OPTIONS

Several options are available for you to report sexual misconduct, including relationship violence, sexual assault, and stalking.

- You may file a complaint with the University's Title IX Office. This office generally investigates complaints of sexual misconduct against faculty, teaching assistants (Tas), graduate assistants (GSAs), and staff, as well as students. Title IX can be reached by calling **814-269-7106** or in person at 130 Student Union. Additional information can be found at [upj.pitt.edu/titleix](http://upj.pitt.edu/titleix).
- You may file a criminal complaint by contacting the Pitt Johnstown police at **814-269-7005** or by dialing 911.
- Although the University encourages complainants to make formal reports as outlined above, you may file an anonymous compliant by calling **814-269-7233**, by completing the online anonymous report form found under the "what to do" section of the University's Sexual Assault Services web page ([www.johnstown.pitt.edu/campus-safety/sexual-assault-support-services](http://www.johnstown.pitt.edu/campus-safety/sexual-assault-support-services)). However, this option greatly limits the University's ability to respond to and investigate the report.
- You may also file an anonymous report through the Cambria County Anonymous Sexual Assault Program.

REPORTING OVERVIEW

Many sexual assault victims report the crime immediately to law enforcement. Reporting provides Cambria County's criminal justice system the opportunity to offer immediate protection to the victim, collect evidence from all crime scenes, prosecute if there is sufficient evidence, and hold the offender accountable for crimes committed. Reporting also gives law enforcement the chance to identify patterns of sexual violence in our county.

Some victims, however, are unsure, unwilling, or unable to make an immediate decision about whether or not to participate in the criminal justice system in the traumatic aftermath of an assault. Any real or perceived pressure put on these victims to report immediately may in fact discourage future or continued involvement in the judicial system.

A county-wide method for anonymous reporting provides for the collection and maintenance of time-sensitive evidence while allowing the victim time to heal, consider their options, or even arrange for safe accommodations and economic provisions in the case of intimate partner sexual violence/domestic violence. Victims who receive compassionate support and appropriate care at the time of the exam are more likely to engage fully with law enforcement and prosecution in the future. In June of 2009, a collaborative effort across Cambria County was initiated to create a county-wide systemic response to sexual assault that closely follows the victim's process of trauma, disclosure, and recovery. Recognizing the importance of a victim-centered response, this inter-agency protocol establishes clear procedures to collect, maintain, and track evidence from an adult victim of sexual assault who wishes not to participate in the criminal justice system or to delay participating. If and when the victim is ready to convert to a standard reporting method, this crucial evidence may then be used in a physical evidence-based prosecution.

PRESERVING PHYSICAL EVIDENCE

In the aftermath of a sexual trauma, although it may not be foremost on your mind, the preservation of evidence is strongly encouraged. Even if you do not think you want to pursue a criminal or civil proceeding, preserving evidence keeps your options open in case you change your mind. To preserve evidence, do not shower, douche, or change clothes or bedding before you seek medical attention. Also, if oral contact took place, do not brush teeth, smoke, or eat. Optimally, evidence collection should occur within 72 hours of the assault, and there are medical facilities that can assist you:

Conemaugh Memorial Medical Center

Emergency Room  
1086 Franklin Street  
Johnstown, PA 15905  
814-534-9000

*Conemaugh Memorial Medical Center is staffed with sexual assault nurse examiners, registered nurses who have completed specialized education and clinical preparation in the medical forensic care of the patient who has experienced sexual assault or abuse.*

Chan Soon-Shiong Medical Center at Windber Emergency Room

600 Somerset Avenue  
Windber, PA 15963  
814-467-3000

*Hospital emergency rooms are best equipped to collect physical evidence of a sexual assault. Your best source of immediate medical help is the nearest hospital emergency room. All hospitals are required by law to report to the police any injury that is the result of a crime. This does not obligate you to file formal charges. Completing a forensic exam does not require a victim to talk to police or prosecute the offender.*





### COUNSELING AND MEDICAL SERVICES AND OTHER AVAILABLE SUPPORT

Seeking emotional support in the aftermath of sexual violence is very important for recovery. Pitt-Johnstown's Office of Health and Counseling Services offers specialized counseling services designed to assist students who have experienced sexual assault, dating violence, domestic violence, harassment, and stalking. The staff members also can assist with referrals to specialized counseling services off campus. Additional assistance may also be obtained by contacting:

Victim Services of Johnstown at **814-288-4961** or the Women's Help Center at **814-535-5361**.

### STUDENT HEALTH SERVICE

Pitt-Johnstown's Office of Health and Counseling Services provides ongoing confidential medical treatment for any physical problems related to an assault. They can also assist in providing guidance for pregnancy risk and referrals for physical injuries. The Office of Health and Counseling Services is located in room G10 of the Student Union Building (**814-269-7106**).

### ADDITIONAL RESOURCES

Pitt-Johnstown students can contact their resident assistant, head resident assistant, or other residence life staff member for support (available 24 hours a day).

Any member of the University community also may contact the Title IX Office at **814-269-7106**. This office investigates allegations of sexual misconduct, among other things.

### WARNING SIGNS OF DATING & DOMESTIC VIOLENCE

No victim is ever to blame for being assaulted or abused. Below are some warning signs of potential abusive behavior:

- Being isolated from friends and family
- Watching what you say to avoid a "blow-up"
- Hiding bruises or injuries from family and friends
- Being afraid of your partner
- Being forced to do things that you don't want to do
- Having your partner monitor where you go, what you do, and who you meet

Community resources include Victim Services of Johnstown **814-288-4961** and the Women's Help Center **814-536-5361**. Both groups provide an advocate/escort to accompany victims through the medical and/or legal process. Students who seek assistance from these organizations are not obligated to press charges against the assailant.



## Process for Adjudicating Complaints of SEXUAL ASSAULT AND SEXUAL HARASSMENT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING

### JURISDICTION

The University of Pittsburgh has the authority to take disciplinary action for conduct occurring on or off campus when the conduct, among other things, affects the educational and work environment. University officials will provide a prompt, fair, and impartial investigation and resolution.

### STANDARD OF EVIDENCE

All complaints filed with the Office of Civil Rights and Title IX will be judged using the preponderance of the evidence standard, which means, it is more likely than not that University policy has been violated.

### PROCESS DETERMINATION

When any report alleging discrimination, sexual misconduct, or sexual harassment is received by the Office of Civil Rights and Title IX, the report will be reviewed by the Title IX Coordinator and a determination will be made as to whether the allegations, if true, constitute Sexual Harassment under the University's Title IX Policy (CS 27) or if the allegations constitute any other form of sexual misconduct or discrimination under one or more separate University policies (including University Policy CS 20, Sexual Misconduct and University Policy CS 07, Nondiscrimination, Equal Opportunity, and Affirmative Action). If it is determined that the report involves a potential violation of University policy, the process of reviewing, investigating, and adjudicating the allegations will proceed in accordance with the appropriate University policy and procedure.

The University may also proceed with an investigation and resolution of any reported acts of sexual harassment, sexual assault, relationship (dating and domestic) violence, or stalking if the University determines that such an investigation and resolution

are necessary to ensure the safety and well-being of University community members. In cases in which the Respondent's conduct may pose a threat to the University community, the University may impose an emergency removal that occurs immediately and that lasts until the matter is resolved.

In addition, the Respondent(s) may face criminal charges through a separate criminal process, if so initiated by the authorities.

*The University's full policies and procedures regarding reports of sexual harassment, dating violence, domestic violence, sexual assault and stalking can be found at the following links:*

[Sexual Misconduct Policy \(CS 20\)](#)

[Title IX Policy \(CS 27\)](#)

### SEEKING PROTECTIVE MEASURES

Depending on the circumstances, you may have the option, among other remedies, to obtain no-contact orders, seek room or course changes, file an applicable University complaint, and pursue criminal complaints.

*For more information and assistance, you can contact:*

**Pitt Police: 814-269-7005**

**Title IX: Office: 814-269-7113**

**Office of Student Affairs: 814-269-7180**



Process for Adjudicating  
**TITLE IX POLICY COMPLAINTS** (UNIVERSITY POLICY CS 27)

**SUPPORTIVE MEASURES, ACCOMMODATIONS, AND  
RESOURCE ASSISTANCE FOR COMPLAINANTS AND RESPONDENTS**

Upon receipt of a report of sexual harassment, dating violence, domestic violence, sexual assault, or stalking, whether or not the Complainant decides to move forward with filing a Formal Complaint, the Office of Civil Rights and Title IX shall offer to the Complainant supportive measures and facilitate the implementation of such supportive measures to protect the safety and well-being of the Complainant. If a formal complaint is filed, supportive measures will also be made available as appropriate to any involved party. The University will maintain as confidential any supportive measures provided to the parties, to the extent that maintaining such confidentiality would not impair the University’s ability to provide the supportive measures. Such measures or accommodations may include:

- Issuing a No Contact Order
- Changes in University-related class or work schedules or job assignments
- Changes in University-owned housing
- Interim University housing suspension
- Interim suspension
- Interim separation
- Restricting a person’s access to certain University facilities or activities pending resolution of a matter
- Academic accommodations
- Assistance with contacting the appropriate police department
- Access to counseling and mental health services
- Access to and assistance with obtaining necessary medical services
- Assistance in contacting community resources such as Women’s Help Center, Victim Services or other support services
- Guidance and support with filing a report through the Office of Civil Rights and Title IX and/or through the criminal justice process
- Any other interim measure or accommodation necessary and appropriate to facilitate the complainant’s or respondent’s access to educational opportunities.

**Sexual Harassment** is defined as conduct on the basis of sex occurring in the United States and occurring in or related to a University Education Program or Activity that satisfies one or more of the following: (1) An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual’s participation in unwelcome sexual conduct; (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University’s Education Program or Activity; or (3) Sexual assault, dating violence, domestic violence, or stalking (as these terms are defined in Policy CS 27).

*Please Note: Other forms of sexual harassment and sexual misconduct that are not otherwise included in this definition are still considered misconduct in violation of University policy under Policy CS 20 (formerly 06-05-01).*

**INITIAL RESPONSE TO A  
FORMAL COMPLAINT**

The University intends to resolve Formal Complaints of Sexual Harassment in a reasonably prompt manner, though delays in the process may arise from time to time. When a Formal Complaint is filed, the University will examine, adjudicate, and/or resolve the matter consistent with Policy and Procedure CS 27.

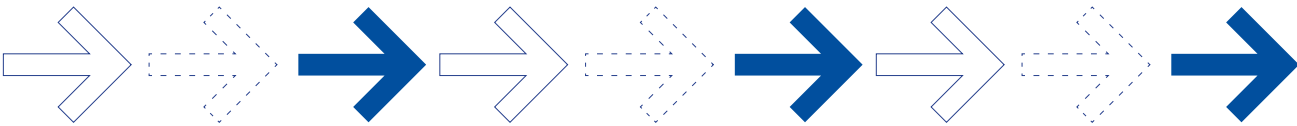
**NOTICE OF FORMAL COMPLAINT**

Upon receipt of a Formal Complaint alleging Sexual Misconduct, the Office of Civil Rights and Title IX will provide written notice to any known Complainant(s) and Respondent(s) outlining the following:

- *Policy CS 27 and Procedure CS 27*
- *The allegations potentially constituting a violation of Policy CS 27, including identification of Complainant(s) and Respondent(s), the conduct allegedly constituting Sexual Harassment, and the date and location of the alleged incident, if known.*
- *The standard of evidence being the preponderance standard, as well as a statement the Respondent is presumed not responsible (but that this presumption does not imply that the allegations did not occur or that a Respondent is truthful or that a Complainant is lying).*
- *The right of both parties to have an Advisor of choice.*
- *The right of both parties to review evidence consistent with this Procedure.*
- *The relevant section of the Code of Conduct and/or University policies and guidelines related to knowingly making false statements or knowingly submitting false information.*

The written notice shall be provided to Respondent and Complainant at least five (5) business days prior to any initial interview conducted by an investigator related to the Formal Complaint for parties to have sufficient time to prepare for the initial interview.

In addition to the notice of Formal Complaint, all applicable parties shall receive notices of any additional allegations discovered and/or investigated in the course of the investigation of the Formal Complaint, as well as the date, time, location, participants, and purposes of any live hearing or other proceeding at which the party is expected or permitted to attend.





### EMERGENCY REMOVAL

Under extraordinary circumstances, the University may remove a Respondent prior to adjudication of any Formal Complaint under this Policy if, after undertaking an individualized safety and risk analysis, the University determines that the Respondent poses an immediate threat to the physical health or safety of any individual arising from the allegations of Sexual Harassment. When issuing an emergency removal, the University will provide the Respondent with notice and an opportunity to challenge the decision immediately following the removal.

### INITIAL INQUIRY

Upon receipt of a Formal Complaint alleging Sexual Misconduct, the Office of Civil Rights and Title IX will conduct an initial inquiry, as discussed in Policy CS 27. If the Formal Complaint contains allegations that constitute Sexual Harassment, those allegations will be resolved consistent with Policy CS 27 and Procedure CS 27. It should be noted that an investigation may reveal facts or circumstances not otherwise known at the time of the initial report or of filing of the Formal Complaint. If any facts or circumstances relevant to the evaluation of the Formal Complaint are discovered as the matter proceeds, it may be necessary for the Office of Civil Rights and Title IX to reevaluate which University policy is appropriate and applicable to the matter. To the extent a matter is determined to fall under a different policy than that which was originally believed to be applicable, the parties and other additional individuals, as appropriate, will be notified and the matter will proceed under the University procedure corresponding with the appropriate University policy in accordance with that evaluation.

### DISMISSAL OF FORMAL COMPLAINT

If a Formal Complaint contains allegations that do not constitute Sexual Harassment as defined

in Policy CS 27 or otherwise does not meet the requirements of Policy CS 27, the Formal Complaint or individual allegations therein will be “dismissed” under this Policy. A Formal Complaint or individual allegations therein may be “dismissed” under this Policy for reasons including, but not necessarily limited to the following:

- *if the conduct alleged does not constitute Sexual Harassment;*
- *if the conduct alleged was not within or otherwise related to a University Education Program or Activity;*
- *if the conduct alleged did not occur against a person in the United States; or*
- *if the Complainant notifies the Title IX Coordinator in writing that the Complainant wishes to withdraw the Formal Complaint or allegation(s) therein.*

If a Formal Complaint or individual allegations therein are “dismissed,” the allegation will still be examined to determine whether it is appropriate to adjudicate under a separate University policy (including University Policy CS 20 (formerly 06-05-01) Sexual Misconduct and University Policy CS 07 (formerly 07-01-03), Nondiscrimination, Equal Opportunity, and Affirmative Action).

### APPEALING DISMISSAL OF FORMAL COMPLAINT

When a Formal Complaint is “dismissed” under this Policy, the University will notify the parties in writing and will provide the reasons for the “dismissal.” Within ten (10) business days upon being provided written notice for the “dismissal”, either the Complainant or the Respondent can appeal the “dismissal” on any of the following bases:

1. **Procedural irregularity that affected the outcome of the matter;**
2. **New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or**

### 3. The Title IX Coordinator, investigator, or Decision-Maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

The appeal of a dismissal of a Formal Complaint or allegations therein will be reviewed by an individual designated by the Title IX Coordinator who is appropriately trained and who was not involved in the original determination leading to the dismissal of the Formal Complaint or allegations therein. If the appealing party cites to any conflict of interest or bias on the part of the Title IX Coordinator as a basis for the appeal, the Vice Chancellor for Diversity and Inclusion (VC-ODI) shall be responsible for designating the individual who shall review the appeal.

### INFORMAL RESOLUTION

At the election and agreement of the Complainant(s) and Respondent(s), the University will facilitate an Informal Resolution of the Formal Complaint unless otherwise prohibited (i.e. when the Complainant is a University Student and the Respondent is a University employee). This process can be pursued at any time prior to a determination of responsibility of the Formal Complaint. Informal Resolutions will be appropriate processes crafted by the parties in consultation with the Office of Civil Rights and Title IX. Once the parties agree upon using the Informal Resolution process, the parties will receive notice of the process agreed upon and both Complainant and Respondent will sign and submit a consent form to proceed through the Informal Resolution process. Once the signed consent forms are submitted,

the parties must continue with the Informal Resolution process until the matter is resolved, and the parties will not be able to withdraw or alter the terms of the agreed upon Informal Resolution process (parties can, however, withdraw from the Informal Resolution Process at any time prior to agreeing to the Final Informal Resolution and resume the Formal Grievance Process as outlined herein). Parties will not have any opportunity to appeal any result of an Informal Resolution.

### FORMAL GRIEVANCE PROCESS

#### i. Investigation

An assigned investigator shall gather evidence and witness statements related to the allegations in the Formal Complaint. The assigned investigator shall not be the Title IX Coordinator, the Decision-Maker, or the Appellate Decision-Maker.

The investigation will involve the collection and review of relevant evidence, including documents, electronic data, tangible objects, and/or any other material pertinent to the allegations. All available evidence shall be identified and documented. Where possible, all available evidence shall be collected and maintained in electronic format. Both Complainant and Respondent will have an equal opportunity to present evidence to the investigator.

The investigation will involve the identification and interviewing of witnesses with relevant information. Both Complainant and Respondent will have an equal opportunity to



suggest witnesses to be interviewed. Neither the investigator nor the Decision-Maker may access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the applicable party provides voluntary, written consent to do so for the purposes of a grievance process.

The Complainant and Respondent are permitted to bring one Advisor of their choice and one Support Person of their choice to any/all meetings with the investigator. Neither Advisors nor Support Persons are permitted to participate in any meetings with the investigator, but they can be present for the counsel and support of the party.

## ii. Review of Evidence

Prior to the completion of the investigative report, the investigator shall provide both Complainant and Respondent with an equal opportunity to inspect and review any evidence that is directly related to the allegations in the Formal Complaint that is obtained as part of the investigations (including witness summaries), regardless of whether that evidence is deemed relevant by the investigator. Parties will be permitted to submit to the investigator a written response to the evidence for the investigator to consider. This written response is due ten (10) business days from the date upon which the parties were provided access to the evidence referenced above.

## ii. Investigative Report

At the conclusion of the investigation and, after reviewing the written submission of the parties (if any), the investigator shall prepare an investigative report. The report shall fairly summarize the allegations and all relevant evidence. The report shall also include a description of the procedural steps taken during

the investigation, including notifications sent to parties, interviews, site visits, and methods used to gather evidence. Once complete, the investigative summary will be provided to the Decision-Maker as well as both the Complainant and the Respondent (and their Advisors of choice). Parties will be permitted to submit to the Decision-Maker a written response to the investigative summary. This written response is due ten (10) business days after the date upon which the parties were provided the investigative summary. The hearing shall take place no sooner than one (1) business day after the written responses to the investigative summary are due to the Decision-Maker.

## iv. Hearing

A live hearing will take place related to the allegations of Sexual Harassment. The live hearing shall follow procedures and rules of decorum outlined by the Office of Civil Rights and Title IX and provided to the parties and their Advisors prior to the hearing.

The hearing may be conducted in-person or, at the election of either party or the discretion of the University, virtually, so long as both parties and the Decision-Maker can, at all times, see the witness and/or individual speaking. The only individuals permitted to attend the live hearing are the Complaint(s), Respondent(s), the parties' respective Advisors, witnesses, the Decision-Maker, any other person required by the University to conduct the hearing, and any other person required by law. A recording (either audio or audio-video) or a transcript of any live hearing will be made available to the parties for review.

The hearing is overseen by the Decision-Maker, who will make a determination as to whether the Respondent is responsible for violating Policy CS 27. The Decision-Maker shall not be the Title IX Coordinator, the investigator or the Appellate Decision-Maker.

For purposes of the hearing, parties can bring an Advisor of their choosing. If a party declines to select an Advisor, the University

will assign one for the hearing. At the hearing, parties, through their Advisors, will have the opportunity to cross-examine all witnesses and the other party. Note: direct cross-examination conducted by a party is not permitted; all cross-examination must be conducted by Advisors. If a party or witness fails to participate in the hearing or otherwise does not make themselves available for cross-examination, the Decision-Maker is not permitted to consider any statement made by that party or witness (whether at the hearing or during the prior investigation) in reaching a determination. The Decision-Maker cannot draw any inference regarding the responsibility of the Respondent based solely on a party's or witness's absence from the hearing or refusal to answer cross-examination or other questions.

Only relevant questions may be asked of a party or witness. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant unless such questions and evidence are offered to prove someone other than the Respondent committed the conduct alleged in the Formal Complaint, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent. Questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege are prohibited unless the person holding such privilege has waived the privilege. To the extent the Decision-Maker prohibits any questions as being irrelevant, the Decision-Maker must explain their rationale.

## v. Determination of Responsibility

After the hearing is complete, the Decision-Maker will decide, after fairly considering all relevant evidence they are permitted to consider in accordance with this Procedure, by a preponderance of the evidence, the outcome of each allegation in the Formal Complaint concerning whether the Respondent has violated Policy CS 27. The Decision-Maker shall issue a decision on the allegations contained in

the Formal Complaint in the form of a written determination of responsibility. The written determination shall include:

1. *Identification of the allegations potentially constituting Sexual Harassment*
2. *A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;*
3. *Findings of fact supporting the determination;*
4. *Conclusions regarding the application of Policy CS 27 to the facts;*
5. *A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the recipient imposes on the Respondent, and whether remedies designed to restore or preserve the Complainant's equal access to University's Education Program or Activity will be provided; and*
6. *The appeal process.*

The written determination of responsibility shall be provided to both the Complainant and Respondent on the same day. The determination of responsibility becomes final either on the date that the written determination regarding the appeal, if any, is provided to the parties, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

## vi. Sanctions

If the Decision-Maker determines, by a preponderance of the evidence, that Policy CS 27 was violated, the written determination of responsibility containing all information listed in section III(E)(v) above other than the sanction(s)



shall be submitted to the appropriate chair, dean, director, supervisor, responsibility center head, or designee to make a determination regarding the appropriate sanction(s). The appropriate chair, dean, director, supervisor, responsibility center head, or designee will then provide the sanctions determination to the Decision-Maker, who will incorporate the sanctions into the written determination of responsibility before distributing the same to the parties. Sanctions will not be imposed until the grievance process is complete, including, as applicable, until the time for an appeal of the outcome runs out or until a determination is made regarding any such appeal.

Student sanctions for violating the University's Title IX Policy may include the following: disciplinary reprimand, disciplinary probation, disciplinary suspension, disciplinary dismissal, housing probation, housing suspension, housing dismissal, a permanent no-contact order, permanent restrictions from all or part of campus (Persona Non Grata status) counseling assessment, mandatory trainings or online educational modules, and meeting with Office of Civil Rights and Title IX personnel.

Employees sanctions for violating the University's Title IX Policy may include the following: permanent no-contact orders, mandatory training, suspension of employment, employment reassignment, restrictions from all or part of campus (Persona Non Grata), termination from the University.

## vii. Appeals

After the written determination of responsibility is provided to the parties, either the Complainant or Respondent can appeal the determination. Appeals will not involve a full rehearing or a redetermination of the facts of the matter, but will review only whether the decision erred in one of four (4) limited grounds on which an appeal may be filed (collectively referred to as the "Scope of Review"), which are as follows:

### 1. Procedural irregularity that affected the

*outcome of the matter;*

### 2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;

### 3. The Title IX Coordinator, investigator, or Decision-Maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; or

### 4. The sanction(s) are substantially disproportionate to the severity of the violation.

The Complainant and Respondent shall have ten (10) business days from the receipt of the written determination of responsibility to file a petition for appeal, including a written statement in support of or challenging the outcome by citing to one or more of the specific bases for appeal as the Scope of Review. The appeal petition must include a thorough statement and all facts or evidence which support the appeal. To the extent either party bases all or part of any appeal on an alleged error or conflict of interest on the part of the Office of Civil Rights and Title IX or any other individual involved with the grievance process, the Office of Civil Rights and Title IX shall have the opportunity to respond to the writing within ten (10) business days of being provided with the appeal petition(s).

A panel of three (3) members of the University Review Board ("URB") shall act as the Appellate Decision-Makers. One of the members of the URB shall be deemed the URB Moderator. None of the Appellate Decision-Makers shall be University students, the Title IX Coordinator, the investigator, or the Decision-Maker from the original hearing.

Upon receipt of an appeal petition, the URB shall first determine whether the appeal properly falls within the Scope of Review. If the

URB has determined the appeal does not fall within the Scope of Review, the URB shall notify the party that submitted the petition for appeal of that outcome in writing. Where it has been determined that an appeal petition falls within the Scope of Review, the URB Moderator will notify the applicable parties that an appeal has been initiated and will provide all parties with the submitted appeal petition(s) and applicable procedures. The URB may elect to resolve the appeal based solely on the written submissions. To the extent the URB decides that a hearing is necessary or would aid in the resolution of the appeal, the URB shall schedule a hearing and notify all applicable parties.

Once the URB reaches a decision as to the outcome of an appeal (whether based solely on the written submission or after a hearing is held), the URB shall issue a written decision describing the result of the appeal and the rationale for the result. The outcome of the appeal shall be provided to all applicable parties on the same day.

Generally, if the URB finds that an appeal is valid and overturns the outcome of the original Decision-Maker based on appeal basis #1 (procedural irregularity), #2 (new evidence), or #3 (conflict of interest or bias), the Appeals Board will refer the appeal back to the appropriate stage of the grievance process to effectively permit the correction of the error.

Generally, the Appeals Board should complete

its work within thirty (30) business days.

## RETALIATION

The University strictly prohibits retaliation against anyone involved as a party or witness in the process of adjudicating a Formal Complaint under this Policy. Retaliation includes, but is not limited to, acts on behalf of the University or any person designed to intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this Policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy. The University will investigate all acts of reported retaliation. Complaints alleging retaliation may be filed according to the University grievance procedures as found in Procedure CS 27.

All reports supported by evidence, regardless of the outcome of the underlying Formal Complaint of Sexual Harassment, will be referred for disciplinary action and resolution under Policy CS 20, Sexual Misconduct.

The exercise of rights protected under the First Amendment do not constitute retaliation prohibited under this section.





# Process for Adjudicating Sexual Misconduct

## POLICY COMPLAINTS

(University Policy CS 20)

### ADVISOR OR SUPPORT PERSON

Both a Complainant and a Respondent are entitled to one advisor or support person of their choice, and the advisor or support person may accompany the party to any meeting or proceeding under these processes. However, the advisor or support person shall not be permitted to participate directly in the Informal or the Formal resolution process. This includes advisors who are also attorneys. An advisor or support person may not stand in place of either the Complainant or the Respondent, and information regarding the progress of the inquiry or investigation will only be shared with the Complainant or Respondent, and not the advisor of choice. If the advisor or support person has any questions, they should contact the Associate Vice Chancellor for Civil Rights and Title IX, not the individual investigator from the Office of Civil Rights and Title IX ("Investigator").

In keeping with the University's desire to resolve sexual misconduct complaints in a timely manner, the University reserves the right to proceed with any meeting regardless of the availability of the party's advisor or support person.

### Initial Inquiry

Once the Office of Civil Rights and Title IX receives notice of sexual misconduct, an Investigator will conduct an initial inquiry. Where the respondent (i.e., the accused) is an employee, the Office of Civil Rights and Title IX will coordinate the initial inquiry with a chair, dean, director, supervisor, responsibility center head, or designee. For all other cases, the Investigator will continue to conduct an initial inquiry which generally includes

interviews with the complainant, the respondent, a chair, dean, director, supervisor, responsibility center head, or designee, and sometimes a review of relevant documents.

The Investigator will then determine whether the information gathered indicates that the complaint falls within the Policy. If it is determined that the complaint falls within the Policy, the Investigator will determine whether the process should proceed to the Informal Process, the Formal Process, or another University process. The Investigator will make this determination by reviewing several factors including:

1. *The wishes of the complainant and the respondent*
2. *Consideration of a pattern of behavior*
3. *The nature and severity of the behavior or action*

A decision will then be made as to the appropriate next steps to bring resolution to the complaint, which will include one of the following:

1. *Formal Process*
2. *Informal Process*
3. *Another University process*
4. *End the process*

The complainant and the respondent will be informed promptly upon an initial inquiry determination by the Investigator. If it is found that the complaint does not fall within the Policy, the reported matter, and other possible policy violations discovered during the inquiry (including any relevant information), may be referred to

### INFORMAL RESOLUTION

The informal process is an opportunity to bring resolution to a complaint through awareness, education, and/or a facilitated discussion. The Office of Civil Rights and Title IX, in conjunction with the Director of Student Conduct, a chair, dean, director, supervisor, responsibility center head or designee, or the Office of Human Resources, coordinates the informal process. During an informal process, no formal investigation is conducted to determine whether the Policy has been violated.

The informal process may only be used for alleged misconduct which does not involve sexual assault or violence.

The complainant has the right to end the informal process and begin the formal process, if the complainant wishes to do so.

#### 1. Facilitate Resolution

The Investigator, in conjunction with the Director of Student Conduct, a chair, dean, director, supervisor, responsibility center head or designee, or the Office of Human Resources, uses the information gathered during the initial inquiry to facilitate an appropriate resolution to the complaint. The Investigator may determine that the informal process may be facilitated by an appropriate designee (e.g. for students, a Resident Director or other designee; for staff, a Human Resource representative; for faculty, a chair, dean, director, supervisor, responsibility center head, or designee; or for Trustees, the Office of Civil Rights and Title IX or designee). The following are examples of possible options, one or more of which may be used to bring resolution to an informal complaint.

- a. *Distribute a copy of the Policy to the respondent and/or the complainant and/or to the department or area whose behavior is being questioned;*
- b. *Educate the respondent or all parties regarding the Policy;*
- c. *Conduct a sexual misconduct educational*

*workshop for the designated department/school/University organization;*

- d. *Meet with the respondent to raise awareness about alleged inappropriate behavior and provide notice about possible University consequences;*
- e. *Facilitated discussion with the agreement of the complainant, respondent, and the Investigator;*
- f. *Institute alternative work arrangements, living arrangements, class schedule, dining facilities, or advisor/supervisor arrangements as feasible;*
- g. *Provide access to appropriate academic supports, such as tutoring, or permission to withdraw from or retake a class or classes; and/or*
- h. *Limit contact or impose a no contact order between respondent and complainant.*

#### 2. Document Informal Resolution

At the conclusion of the informal process, a letter summarizing the outcome(s) of the process will be sent by the Investigator to the complainant and respondent and other appropriate University officials.

If the matter is not resolved to the satisfaction of the complainant or the respondent utilizing the informal process, and/or the Office of Civil Rights and Title IX determines the matter should be resolved through the formal process, the complainant, the respondent and/or the University may pursue the formal process. In such an instance, the complainant, the respondent and/or the University may request to utilize the formal process by submitting a written request to the Investigator within five (5) business days of the date of the receipt of the informal outcome letter.



## FORMAL COMPLAINT PROCESS

The Formal Complaint process is initiated when the complainant provides a signed statement that includes a brief description of the alleged incident and, to the extent known, the respondent's name(s) and the date, time and location of the incident (hereinafter "Complaint"). The Formal Complaint process may also be initiated by the University under appropriate circumstances. The Formal Complaint process involves a prompt, and equitable investigation conducted by an Investigator. The investigation is a fact-finding process, giving all parties notice and the opportunity to be heard, to identify witnesses and offer evidence, and to pose questions to parties and witnesses. Interim measures may be applied at any time throughout the Formal Complaint process.

### *The Formal Complaint process will generally progress as follows*

1. Once the complaint is received or the University otherwise initiates the Formal Complaint process, an Investigator will interview the complainant.

2. Following the completion of their interview with the complainant, the Investigator will notify the Associate Vice Chancellor for Civil Rights and Title IX as to whether or not the allegations set forth in the Complaint, if substantiated, would constitute a violation of the University's Sexual Misconduct Policy, and accordingly, a violation of the Code.

*a. If the University Investigator's notification indicates that such allegations, if substantiated, would not constitute a violation of University's Sexual Misconduct Policy, the Associate Vice Chancellor for Civil Rights and Title IX, may dismiss the complaint, and that decision shall be final, barring new information. The Associate Vice Chancellor for Civil Rights and Title IX shall provide the complainant and respondent(s) with*

*written notice of such dismissal.*

*b. In the event that the Investigator's notification indicates that the allegations set forth in the complaint, if substantiated, would constitute a violation of University policy, or if the Associate Vice Chancellor for Civil Rights and Title IX determines that the matter should be investigated, the Investigator will conduct a fact-finding investigation. Steps in this investigation will include, as appropriate:*

- The respondent will be provided with written notification of investigation and be made aware that a Formal Complaint has been submitted to the Office of Diversity and Inclusion. The respondent will be provided with an opportunity to review the complaint at the University's Office of Diversity and Inclusion.

- The Investigator will meet separately with the complainant and the respondent(s).

- The Investigator will interview relevant witnesses and review relevant physical, documentary or other evidence.

- As described below, each party will be given an opportunity to identify relevant witnesses. In order to have a prompt and equitable process, the investigator may provide deadlines for providing information. Delays in providing witness contact information and/or evidence may impact the Investigator's ability to consider these elements.

3. The Investigator may consider the credibility of the parties and witnesses and relevant information, including evidence of pattern. Both parties may provide information and names of witnesses to the Investigator. The Investigator will not apply rules of evidence followed in court proceedings and will not entertain legal motions. Legal rules pertaining to the wording of questions, hearsay, and opinions will not

be applied. Reasonable rules of relevancy will guide the Investigator in deciding on the admissibility of evidence and witness statements. Reasonable limits may be imposed on the number of factual witnesses and the amount of cumulative evidence that may be introduced.

4. After the complainant(s) and/or respondent(s) have been interviewed by the Investigator, each will be provided with an opportunity to review a written summary of their own interview. The complainant and respondent will then have five (5) business days from the date the summary is made available to review their own interview summary and provide any comments or new evidence to the Investigator. Comments will be reviewed and retained in the investigative file but may not necessarily result in a change to the summary.

5. After the Investigator concludes gathering and evaluating evidence, including witness interviews, an investigation summary will be prepared. At this time, the complainant and respondent will have an opportunity to review, in the Office of Civil Rights and Title IX, the investigative summary. The investigative summary will include the relevant information provided by the complainant, respondent, and any witnesses, as well as other evidence gathered during the investigation which will be considered in making a determination regarding the alleged University's Sexual Misconduct Policy and/or Code Violation. Within five (5) business days of the date that the investigative summary was first made available for review, the complainant and respondent must submit verbally or in writing to the Investigator any comments (including additional statements, proposed witness questions and additional evidence) concerning the summary. This portion of the investigation may be an iterative process.

6. Following the receipt of any comments on the investigative summary, or after the five (5) day period has lapsed without comment, the Investigator will prepare a final written report that includes the investigative summary and a determination of whether a violation has occurred

and a recommendation of the sanction(s) to be imposed, if any. The final written report will include the basis upon which the Investigator reached their determination of responsibility. This determination will be made using the preponderance of the evidence standard, asking whether it is more likely than not that the University's Sexual Misconduct Policy has been violated.

7. The report will be provided first to the Associate Vice Chancellor for Civil Rights and Title IX for review and input.

7a. For students: After the Associate Vice Chancellor for Civil Rights and Title IX's review and input, the final report will be forwarded to the Dean of Students for approval of any recommended sanctions. The Dean of Students will have discretion to accept or alter the recommended sanction(s), if they believe that the totality of circumstances, including but not limited to University precedent, justifies such a change. Once the Dean of Students has made a determination on sanctions, either the Office of Civil Rights and Title IX or the Dean of Students will provide the decision letter to both the complainant and respondent. At this time, a copy of the final investigation report will be available in the Office of Civil Rights and Title IX for review.

7b. For employees: If the investigation establishes that the Policy was violated by a preponderance of the evidence, the Investigator and the appropriate administrator will determine recommended sanctions to be submitted for approval to the chair, dean, director, supervisor, responsibility center head, or designee. Sanctions will be based on the nature and severity of the offense and/or on prior violations of University policy. The Investigator will distribute, at the same time or as near the same time as feasible, an outcome letter to the complainant and to the respondent, and a full report will go to the chair, dean, director, supervisor, responsibility center head, or designee. A copy of the report will be kept on file in the Office of Civil Rights and Title IX or other



8. Both the complainant and the respondent may submit an appeal within ten (10) business days from the date of the decision letter (see appeal process below).

In general, the University attempts to complete investigations within 60 days, although for good cause, that period may be longer.

### STUDENT SEXUAL MISCONDUCT APPEAL PROCESS

Appeal petitions related to Sexual Misconduct Violations may be filed by either the Complainant or the Respondent. Persons filing an appeal will have ten (10) business days from the date of the decision letter to file their petition with the Office of Student Conduct.

*The appeal petition must include a thorough statement and all facts or evidence which support one or more of the following:*

1. Whether Rights affirmed by the Board of Trustees have been denied;
2. Whether established procedures were not followed in a manner that would have significantly affected the decision;
3. Whether there was an absence of a rational connection between the facts found and the findings;
4. Whether the issued sanctions are substantially disproportionate to the severity of the Violation; or,
5. Whether new evidence is presented which was not available or discoverable during the process that if available at the time would have significantly altered the findings or sanctions.

In addition, persons filing an appeal may also request postponement of sanctions pending appeal. Such requests must explain why the imposition of sanctions must be postponed. The question to be answered in determining whether to postpone Sanction(s) is, whether the immediate imposition or postponement of the Sanction(s) will unfairly prejudice either party (the complainant or respondent), pending a final determination of the appeal.

All decisions regarding the postponement of Sanctions will be made within five (5) business days of the receipt of such a request and will be communicated to appropriate parties in writing through the URB Moderator.

### URB PROCEDURES FOR REVIEWING PETITION TO APPEAL

In cases involving Sexual Misconduct, the URB Moderator will consult with two faculty members of the URB. The URB Moderator and applicable URB members will make their determination of whether to proceed with an appeal based on submitted documentation only.

Where the URB has determined that an appeal's petition does not fall within the Scope of Review, the URB Moderator and two URB members will render and submit a written opinion and recommended dismissal of appeal, accompanied by the record, to the Provost for review and consideration. Upon completion of this review and consideration, notice of the outcome will be given to the Respondent. In cases involving Sexual Misconduct, both the Complainant and Respondent will receive notice of the outcome of the review of the petition to appeal.

### URB PROCEDURES FOR PROCEEDING WITH AN APPEAL

Where it has been determined that a petition

falls within the Scope of Review, the URB Moderator will notify the applicable parties that an appeal has been initiated.

The URB Moderator will then schedule an appeal proceeding. Applicable parties to the appeal proceedings will receive a copy of the appeal petition and procedures and written notification of the time, date, and place of the proceeding.

The appeal will be conducted under the procedural guidance of the URB Moderator, who also shall determine the composition of the URB panel.

The URB panel, in its discretion, may elect to decide an appeal based solely on the submission of documents from the applicable parties, without oral argument. The URB appeal process does not include testimony from witnesses.

If the URB, in its discretion, decides to allow oral argument, applicable parties will be given reasonable time to present their position. A party may refer to any records, documents, or recordings from a prior proceeding and may present written argument. A party may question the other about their argument, except in cases involving Sexual Misconduct. Members of the URB panel and the URB Moderator may question the parties.

The URB panel may remand a matter to the Office of Student Conduct or the Office of Civil Rights and Title IX for further proceedings when the URB panel determines that there are insufficient written findings or prejudicial procedural error.

In other cases, the URB panel, by a majority, shall forward a written opinion, recommend action, and complete record to the Provost, or their designee. There may be an

accompanying minority opinion.

Once a decision is made by the Provost or their designee, applicable parties will be notified.

### EMPLOYEE SEXUAL MISCONDUCT APPEAL PROCESS

Where the responding party is a faculty or staff member, any appeal should be made to the office of Human Resources.

In cases where the recommended discipline involves early termination of appointment for cause, the procedure under the University Bylaws, and not this appeals process, applies. However, the substantive and procedural requirements under any applicable law, remain applicable.

In other cases, the Provost or Senior Vice Chancellor will appoint an Appeals Board of three (3) individuals. Two members of the Appeals Board will be faculty who are members of the University Review Board ("URB"); the third member will be appointed by the Provost or Senior Vice Chancellor from the pool of individuals who have received appropriate training from the Office of Civil Rights and Title IX, and consistent with the employment status of the parties involved. Consistent with guidance from the Office of Civil Rights and Title IX, students will not be members of hearing or appeal boards.

*Appeals must be submitted to the Office of the Provost or Senior Vice Chancellor within ten (10) business days of receipt of the written decision and must specify the grounds for the appeal. The Appeals Board shall not rehear or make a redetermination of the facts of the matter, but will review only whether the decision erred in one of three limited grounds on which an appeal may be filed, which are as follows:*



1. New information not available to the Investigator which, if available at the time of the investigation, would have significantly affected the decision;

2. Evidence that established procedures were not followed in a manner that would have significantly affected the decision, and/or;

3. The sanction(s) are substantially disproportionate to the severity of the violation.

The Appeals Board determines whether the appeal submitted falls within one of the three grounds for appeal of a decision, reviews the report and sanctions to be imposed, and other relevant documents or statements.

Generally, if an Appeals Board finds that an appeal is valid in that either appeal basis #1 (substantial new evidence was not available that would have affected the decision) or #2 (evidence that established procedures were not allowed in a manner that would have affected the decision), the Appeals Board will refer the appeal back to the Investigator and appropriate administrator to remedy the issue.

As for appeal basis #3 (the sanction was substantially disproportionate to the severity of the violation), the Appeals Board will make a recommendation to the Provost or Senior Vice Chancellor regarding the finding and the sanction based on a review of the existing written record. The sanction recommended by the Appeals Board may be different than the sanction recommended after the investigation, including a sanction that is greater than or lesser than the sanction initially recommended.

Generally, the Appeals Board should complete its work within thirty (30) days.

The Provost or Senior Vice Chancellor shall review the recommendation of the Appeals Board and make a final determination. That determination will be communicated in writing to the respondent, the complainant, the Investigator and to the appropriate administrators (e.g., respondent's appropriate Responsibility Center Head).

The Provost or Senior Vice Chancellor will generally respond within thirty (30) days of receiving the recommendation from the Appeals Board. The decision of the Provost or Senior Vice Chancellor shall be final.

### **SANCTIONS FOR STUDENT SEXUAL MISCONDUCT VIOLATIONS**

Student Sanctions for violating the University's Sexual Misconduct Policy may include the following: disciplinary reprimand, disciplinary probation, disciplinary suspension, disciplinary dismissal, housing probation, housing suspension, housing dismissal, a permanent no-contact-order, permanent restriction for a portion of or all campus locations (Persona Non Grata status), counseling assessment, mandatory trainings or online educational modules, and meeting with Title IX personnel.

### **SANCTIONS FOR EMPLOYEE SEXUAL MISCONDUCT VIOLATIONS**

Possible sanctions the University may impose on an employee for violation of the Sexual Misconduct Policy may include: permanent no-contact orders, mandatory training, suspension of employment, employment reassignment, restrictions from all or part of campus (Persona Non Grata), termination from the University.

### **NON-RETALIATION STATEMENT**

Retaliation against anyone involved in the investigation of alleged incidents of sexual misconduct, whether they are the

complainant, a witness, an investigator or anyone else, is prohibited. Retaliation is the act of taking adverse action against a complainant, a respondent, or any other person involved in the process based on the person's reporting or participation in the process. Retaliation includes behavior on the part of the respondent or the complainant and other related persons, including, but not limited to, acquaintances, friends, and family members. Although independent action will be taken against anyone engaging in retaliation, the complainant and the respondent are responsible for discouraging such actions and will also be held responsible to the extent of their involvement in the retaliation.

Retaliation will constitute separate grounds for disciplinary action. An individual who believes that they have experienced retaliation should contact the Office of Civil Rights and Title IX, and the University will investigate the complaint. If the University determines that evidence exists to support that retaliation occurred, appropriate action will be taken regardless of the outcome of the underlying sexual misconduct complaint. This may involve referral of the retaliation concerns to another University process for resolution.







## FIRE SAFETY REPORT

### FIRE SAFETY INFORMATION

Fire education and training programs are provided to the Residence Life staff members and to specific groups. Residence Life staff members are trained in building emergency evacuation procedures. Fire extinguisher training is provided to designated personnel. Fire safety training for all students, staff, and faculty members is available upon request.

Students should report any fire event regardless of size by activating a manual pull station and, after evacuating to a safe area, by calling the campus emergency number, **814-269-7222**. Students and employees should also report any evidence of an extinguished fire to the campus emergency number at **814-269-7222**. Students and employees are encouraged to report any problems with fire protection systems to the Office of Student Housing at **814-269-7115**, and or the Pitt-Johnstown Police Department at **814-269-7005**. A daily fire log is maintained by the Pitt-Johnstown Police as part of the daily crime and fire log. All actual fires occurring within on-campus residence facilities that are reported are recorded on the daily log. The most current

log is available for viewing in person during normal business hours at the Pitt-Johnstown Police station

Comprehensive guidelines for fire safety and fire prevention including those for emergency evacuation, electrical appliances, and no smoking or open flames can be found in the University's Safety Manual at [ehs.pitt.edu](https://ehs.pitt.edu) in the following sections: Fire Safety and Prevention and Residence Halls Safety.

### RESIDENCE HALL FIRE SAFETY

All 13 residence halls and eight apartment-style buildings on campus are nonsmoking environments. Most sleeping and/or living rooms in on-campus student housing have a smoke detector. Other fire safety devices in the residential facilities may include building fire alarm systems, fire extinguishers and smoke/ heat detectors in common building spaces and mechanical rooms. Almost every residential facility is equipped with automatic sprinkler protection.

*Continued on next page...*

## 2021 PITT-JOHNSTOWN ANNUAL FIRE STATISTICS REPORT

Residence Facility Name/Address	Total Number of Fires				Fire Number				Date of Fire				Cause of Fire				Number of Injuries that Required Treatment at a Medical Facility				Number of Deaths Related to a Fire				Value of Property Damage Caused by a Fire (\$)			
	2021	2020	2019		2021	2020	2019		2021	2020	2019		2021	2020	2019		2021	2020	2019		2021	2020	2019		2021	2020	2019	
<b>First-Year Residential Facilities</b>																												
Hemlock Hall, 142 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Hickory Hall, 158 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Lared Hall, 178 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Maple Hall, 233 Highfield Avenue, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Oak Hall, 215 Highfield Avenue, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
<b>Upperclassmen Residential Facilities</b>																												
College Park Apartments, 295 Schoolhouse Rd., Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Living/Learning Center, 205 Kunkle Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
<b>North Lodges</b>																												
Briar Lodge, 189 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Fourfire Lodge, 203 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Heather Lodge, 211 Student Union, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Heather Lodge, 213 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Larkspur Lodge, 209 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
<b>South Lodges</b>																												
Blackburn Lodge, 266 Highfield Avenue, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Sunset Lodge, 305 Highfield Avenue, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
<b>Townhouses / Manors</b>																												
Gesade, 165 Student Union Drive, Johnstown, PA 15904	0	0	1		0	0	2		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		200	100	0	
Highland, 177 Student Union Drive, Johnstown, PA 15904	0	1	0		N/A	4	N/A		N/A	2/28	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Summit, 153 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Timberline, 169 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Wilderness, 161 Student Union Drive, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
Woodland, 185 Student Union Drive, Johnstown, PA 15904	0	0	1		0	0	1		N/A	N/A	2/2		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		200	100	0	
Willow Hall, 271 Highfield Avenue, Johnstown, PA 15904	0	0	0		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		0	0	0		0	0	0	
<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>		<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	

\* 2 FIRES CAUSED BY SNOW/ICE MELTED ON THE FLOOR.



2021 PITT-JOHNSTOWN FIRE SYSTEMS IN RESIDENTIAL FACILITIES

Facility	Fire Alarm Monitoring Done On Site by Campus Police	Full *1 Sprinkler System	Full *1 Smoke Detector	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of Evacuation (Fire) Drills Each Calendar Year***	Strobe Lights *3	Audible Tones *3	Fire Doors *4	Fire Walls (Ground To Attic)	Smoke Control/Reduction Mechanisms
Residence Halls											
Hemlock Hall	xx		xx		x2		xx		xx		x
Hickory Hall	xx		xx		x2		xx		xx		x
Laurel Hallx		xx		xx		2x		xx		xx	
Maple Hall	xx		x	xx		2x		xx		xx	
Oak Hall	xx		xx		x2		xx		xx		x
College Park Apartments	xx	x		xx		2x		x*	7	xN	A
Living/Learning Center	xx		*2	xx		2x		x*	6	xx	
Willow Hall	xx		xx		x2		xx		*6	xx	
Buckhorn Lodge	xx	x		xx		2x		xx		xN	A
Sunset Lodge	xx	x		xx		2x		xx		xN	A
Summit Townhouse	xN	Ax		xx		2x		x*	5	xN	A
Timberline Townhouse	xx		xx		x2		xx		*5	xN	A
Cascade Townhousex		xx		xx		2x		x*	5	xN	A
Wilderness Townhouse	xx		xx		x2		xx		*5	xN	A
Woodland Townhouse	xx		xx		x2		xx		*5	xN	A
Highland Townhouse	xN	Ax		xx		2x		x*	5	xN	A
Briar Lodge	xx		xx		x2		xx		xx		NA
Foxfire Lodge	xx		xx		x2		xx		xx		NA
Heather Lodge	xx		xx		x2		xx		xx		NA
Hawthorn Lodge	xx		xx		x2		xx		xx		NA
Larkspur Lodge	xx		xx		x2		xx		xx		NA

\*1-Full is as having the system in both the common areas and individual rooms  
\*2-Common areas only  
\*3-All common areas with the exception of designated handicap rooms  
\*4-All doors with the exception of bathroom doors  
\*5-Exterior main doors only  
\*6-All doors including the bathroom doors  
\*7-Individual room doors only — no inner room doors  
\*\*\* All unannounced to occupants

ON-CAMPUS HOUSING FIRE SAFETY SYSTEMS

All sprinkler systems, all fire alarm pull stations, and certain smoke detectors are monitored 24/7 by the Pitt-Johnstown police. Detection by automated fire protection features or the use of a manual pull station will activate the building's alarm system of horns/ speakers and strobe lights. Residence Life officials educate students each year on emergency egress and shelter-in-place procedures specific to a particular building.

EVACUATION PROCEDURES

When the fire alarm activates, all occupants must exit via the nearest stairs.

If the building cannot be exited, stairwells are the area of refuge.

RESIDENCE HALL FIRE DRILLS

At least two unannounced emergency evacuation exercises are conducted for each residential facility during every school year.

PROHIBITIONS ON PORTABLE ELECTRIC APPLIANCES, SMOKING, AND OPEN FLAMES

Students are required to read and comply with the Student Code of Conduct, residential handbook, and/ or their housing contract, which includes health and safety inspections and all other rules and guidelines for residential buildings. Periodic room inspections are performed and include, but are not limited to, a visual examination of electrical cords/power strips, smoke detectors, sprinkler heads, damages, etc. In addition, each room is examined for the presence of prohibited items (e.g., sources of open flame, such as candles; unapproved extension cords; halogen lamps; cooking appliances in non-kitchen areas; lofted furniture) or prohibited activity (e.g., smoking in the room; tampering with life safety equipment; possession of pets). The inspections also include a general assessment of trash and cleanliness of the room. Violations are recorded on room inspection reports and the residence director provides notification of sanctions.



Disabled students, or any student not capable of complying with the University Emergency Evacuation Plan, should contact the Office of Health and Counseling Services at 814-269-7119 to develop an individual emergency evacuation plan.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

Future plans for fire safety devices include the installation of sprinklers in the remainder of the residence halls.

FIRE SAFETY TIPS

- If you suspect a fire,pull the nearest fire alarm box in the corridor or near an exit door.
- When you hear the building’s fire alarm, evacuate the building immediately.
- Evacuate any building on campus by following EXIT signs. Do not use elevators during emergencies unless directed by emergency response personnel.
- If you are disabled, call the Office of Health and Counseling Services at 814-269-7119 to develop an individual emergency evacuation plan.



# Information on TRANSPORTATION

## PITT-JOHNSTOWN CAMPUS SHUTTLE

Pitt-Johnstown provides a shuttle service for individuals with valid Pitt-Johnstown IDs from Blackington Hall and the Student Union to Walmart in the Richland Towne Center and College Park Apartments (CPA). Hours of operation are:

- 7:30am - 5pm Monday through Friday.

## PARKING

Pitt-Johnstown police officers monitor 28 parking lots on campus. Student parking is offered to commuter, resident, and evening students. Several types of security devices and procedures help to provide for the safety of parking patrons:

- Emergency telephones are located in or immediately adjacent to most parking areas.
- Police officers monitor all parking areas on foot, bicycle, or vehicle.
- Officers make scheduled rounds of these parking areas and, if available and upon request, will escort patrons to their vehicles

For more information, contact:

- Pitt-Johnstown Police Department at **814-269-7005** or
- Office of Student Affairs at **814-269-7062**.

## PEDESTRIAN SAFETY BE ALERT WHEN YOU WALK

- Don't be distracted by texting or talking on your phone or wearing earbuds. Pay attention!
- Look both directions before you cross the street—even if it's a one-way street.
- Use crosswalks, but be aware that drivers don't always stop at crosswalks.
- When using a crosswalk with a signal, remember that a steady WALKING PERSON means you may begin crossing the street but be aware of turning vehicles.
- A FLASHING UPRAISED HAND means you should not begin to cross the street and those already crossing should complete their cross. A STEADY UPRAISED HAND means you should not cross the street.
- Be alert to drivers who might not see you in the cross-walk or at the green light. Some drivers' view might be blocked or they might make an illegal turn.
- Don't walk behind a car that is pulled up too far and is blocking the crosswalk.
- Walk facing traffic at night, carry a flashlight, and wear reflective clothing. White clothing will not necessarily make you more visible to drivers.

## MOUNTAIN CAT EXPRESS

In an effort to assist in the travel needs of our students, we are pleased to have implemented the Mountain Cat Express, providing transportation to and from Pittsburgh, and the Harrisburg/Philadelphia areas. Additional info can be found at [upj.pitt.edu/mcexpress](http://upj.pitt.edu/mcexpress)



**TIP**

*When traveling at night, walk with friends or make use of escort services provided by the University police. If you must walk alone, let your friends know your destination.*

# Tips for A SAFER CAMPUS

## WHEN WALKING OR RUNNING:

- Carry a whistle or personal alarm that makes a high-pitched, penetrating sound.
- Go with someone.
- Stay away from isolated areas.
- Stay in well-lit, well-traveled areas, walking midway between curbs and buildings and away from alleys and bushes.
- Hold your purse, backpack, or briefcase tightly and close to your body.
- Keep your wallet in a front pocket, which is safer than a back pocket.
- Become familiar with the locations of emergency phones on your route.
- Keep at least one ear open, listening to your surrounding.

## IF YOU'RE BEING FOLLOWED:

- Cross the street or change direction.
- Keep looking back so the person knows you can't be surprised.
- Go to a well-lit area. Enter a building anywhere that there are people.
- Notice and remember as much as possible about the person so you can give a good description.
- When arriving at a safe place, call the Pitt-Johnstown police and report the incident.

## WHERE YOU LIVE:

- Keep your doors locked night and day.
- Don't let in strangers.
- Never prop doors open, especially fire doors, even for a short time.

## PROTECT PERSONAL AND UNIVERSITY PROPERTY:

- Lock your door every time you leave.
- Engrave expensive equipment and valuables with an ID number.
- Don't attach your Pitt ID or any other identification to your key chain.

- Don't leave your belongings (books, gym bags, back-packs, calculators, coats, etc.) unattended in libraries, hallways, gym facilities, or classrooms.
- Don't use an automated bank teller machine late at night.

## AVOID WORKING OR STUDYING ALONE IN A BUILDING AT NIGHT:

- If you work late, keep your office door locked.
- Call the Pitt-Johnstown police to be escorted to or from your campus destination.
- Lock all doors behind you when entering or exiting at night.

## PROTECT YOUR CAR:

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

## IF DRIVING:

- Have your keys ready when walking to your vehicle.
- Check the back seat before getting into a car.
- Keep doors locked while driving.
- Don't pick up hitchhikers.
- Don't hitchhike or accept rides from strangers.

## BE AWARE:

- Attend safety workshops and seminars held by the University of Pittsburgh Johnstown Police Department and other groups. Report suspicious activity immediately. Get to know your neighbors. Share information on suspicious circumstances.
- Don't hesitate to call the Pitt-Johnstown police at **7005** (on campus) - or **814-269-7005** (from a noncampus phone) with any safety concerns.



**UNIVERSITY OF PITTSBURGH  
JOHNSTOWN POLICE DEPARTMENT  
COMMUNITY RESPONSE/ACTIVE  
THREAT INCIDENT**

Purpose: Recommended safety measures for ongoing and immediate life-threatening incidents involving hostile suspects.

**CONSIDERATIONS:**

- An individual must use their own discretion about when they must engage a hostile suspect for survival.
- Do not attempt to apprehend or interfere with the suspect except for self-protection.
- Call extension **7005** (from on-campus phone) or **814-269-7005**. Have these numbers programmed into your cell phone.
- Report location, number of suspects, and description if possible.
- Make the determination of whether to run, hide, or fight AND COMMIT TO IT.
- **Run: if there is an escape path, attempt to evacuate.**
  - » Evacuate whether others agree to or not.
  - » Leave belongings behind.
  - » Help others escape if possible.
  - » Prevent others from entering area.
- **Hide: if evacuation is not possible, find a place to hide.**
  - » Lock and/or blockade the door.
  - » Silence your cell phone.
  - » Hide behind large objects.
  - » Remain very quiet.
  - » Your hiding place should be out of the suspect's view, provide protection from shots fired in your direction, and not trap or restrict your options for movement.
- **Fight: as a last resort and only if your life is in danger.**
  - » Attempt to incapacitate the suspect.
  - » Act with physical aggression.
  - » Improvise weapons.
  - » Commit to your actions.

**UNIVERSITY OF PITTSBURGH  
JOHNSTOWN EMERGENCY PHONE  
NUMBERS**

**Pitt-Johnstown Police Department  
EMERGENCIES 7222 -  
or noncampus phone  
814-269-7005**

**Office of Health and Counseling  
Services  
7119 or 814-269-7119**

**Office of Student Conduct  
7130 or 814-269-7130**

**Title IX Office  
7113 or 814-269-7113**

**Office of Campus Activities and  
Engagement  
7881 or 814-269-7881**

**Office of Student Affairs  
7180 or 814-269-7180**

**Office of Student Housing  
7115 or 814-269-7115**

**Office of Residence Life  
7065 or 814-269-7065**

**RICHLAND TOWNSHIP/CAMBRIA  
COUNTY EMERGENCY PHONE  
NUMBERS (Off Campus)**

**Richland Township Police, Fire,  
Ambulance  
911 or 814-472-2100**

**Victim Services of Johnstown  
814-288-4961**

**Women's Help Center  
814-536-5361**

**Conemaugh Memorial Medical Center  
814-534-9000**

**Chan Soon-Shiong Medical Center at  
Windber  
814-467-3000**

**Pennsylvania Department of Public  
Welfare  
ChildLine for abuse reporting  
1-800-932-0313**

**VISIT [WWW.UPJ.PITT.EDU/CAMPUSPOLICE](http://WWW.UPJ.PITT.EDU/CAMPUSPOLICE)  
FOR ADDITIONAL SAFETY INFORMATION**



University of  
**Pittsburgh** | Johnstown

450 Schoolhouse Road  
Johnstown, PA 15904

[upj.pitt.edu/campuspolice](http://upj.pitt.edu/campuspolice)

**WHY THIS BROCHURE?**

**IT'S THE LAW**

Federal and Pennsylvania state laws mandate that you receive a brochure like this and dictate much of the information that is included.

**SAFETY FIRST**

This brochure goes beyond state and federal requirements, offering safety tips and other information to benefit everyone in the University of Pittsburgh Johnstown community. Some of this information may be disturbing to read, such as the section on sexual assault. Remember that knowledge is power. Open, frank discussions about crime lead to better prevention and enhanced safety.

Additional copies of For Safety's Sake are available by writing to:  
**University of Pittsburgh Johnstown Police,  
Campus Police Suite, Physical Plant Building,  
450 Schoolhouse Road, Johnstown, PA 15904.**

Or, you can visit  
[upj.pitt.edu/globalassets/security-fire-safety-report](http://upj.pitt.edu/globalassets/security-fire-safety-report)

**RIGHT TO KNOW INFORMATION**

- The University of Pittsburgh Johnstown is responsible for complying with Chapter 3 of the Pennsylvania Uniform Crime Reporting Act and with the federal Jeanne Clery Act. If you have a question or concern regarding these acts, please contact the officer in charge at **814-269-7005**.
- The federal Equity in Athletics Disclosure Act requires certain institutions of higher education, including the University of Pittsburgh Johnstown, to prepare an annual report relating to intercollegiate athletics participation, staffing, revenues, and expenses by men's and women's teams. Students, prospective students, and others may review the University of Pittsburgh Johnstown report by contacting the athletic department at **814-269-2000**.
- In accordance with federal Student Right to Know regulations, information about the Johnstown campus graduation rate is available by contacting the Office of Institutional Research at **412-624-6767** or by visiting [upj.pitt.edu/righttoknow](http://upj.pitt.edu/righttoknow).