

FOR SAFETY'S SAKE

UNIVERSITY OF PITTSBURGH JOHNSTOWN

Annual Security & Fire Safety Report *FALL 2018*



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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WELCOME FROM THE PRESIDENT



At the University of Pittsburgh Johnstown, we believe that 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 to be 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. We are planning ambitious renovations to our facilities that include upgrades to improve safety and security. 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
President

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 reported 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 by October 1 of each year. The Annual Security and Fire Safety Report also is available online at upj.pitt.edu/security-fire-safety-report.pdf.

The following pages provide an overview of security, facts and information that will be helpful to you. Everyone on campus should be safety conscious and follow security procedures. If you have any questions or need additional information you may contact any of the departments mentioned in this brochure.

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 noncampus phone.



SAFETY BY THE NUMBERS

SOME FACTS ABOUT THE PITT-JOHNSTOWN POLICE:

17 commissioned police officers

6 dispatch personnel

Calls are answered **24** hours a day,
7 days a week, **365** days a year

Officers patrol campus through the use of **2**
marked patrol vehicles, bicycle, 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 city or municipal 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.

For more information,
call **814-269-7005**.

TIP!

More than 18 emergency phones are scattered throughout the campus. Most exterior phones have blue lights, making them easily visible.





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 Act.



WORKING RELATIONSHIP WITH RICHLAND TOWNSHIP POLICE

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 work day, 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.

HOW TO REPORT CRIME AND EMERGENCIES

The University of Pittsburgh Johnstown encourages everyone in the Pitt–Johnstown community to report crimes and other emergencies promptly to the Pitt–Johnstown police or to other appropriate police agencies, if off campus. At sessions conducted for freshmen and their parents, participants are advised to report all information regarding any incident to the Pitt–Johnstown police. 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 noncampus 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 violence may also be reported to the Title IX Officer at **814-269-7991**.

Q What should I do if I am a victim of hazing?

A Hazing is absolutely prohibited by the University and by state law (see the anti-hazing policy in the Student Code of Conduct at upj.pitt.edu/studentconduct). Students who feel they have been victims of hazing should contact the Pitt–Johnstown police (**7005** or **814-269-7005**) or the Office of Student Conduct (**7133** or **814-269-7133**).

Q Can I carry a gun on campus as a means of self-protection?

A No. The carrying or possession of firearms and/or other weapons on campus 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 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/.

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. University counselors voluntarily provide nonidentifying information on crimes reported to them.

CONFIDENTIAL REPORTING

Q Can my report be confidential?

A There are a variety of ways information can be reported confidentially, these include phoning the **University Police “Cops Hotline”** at **814-269-7233** from a noncampus phone or dialing extension **7233** from a campus phone; you may also contact Pitt–Johnstown’s counseling center. Campus security authorities will submit a report of any on-campus assault so it is reflected among Pitt–Johnstown’s crime statistics in the annual statistical report and the identity of the victim remains anonymous in the annual statistical report.



HOW TO REPORT CRIME AND EMERGENCIES continued



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 HEALTH AND COUNSELING SERVICES

G10 Student Union Building
214 Student Union Drive
814-269-7119

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)
266 Blackington Hall
149 University Drive
814-269-7991

TIMELY WARNING REPORTS



CRIME ALERTS-TIMELY WARNING

In the event of a reported crime, the university administration, in consultation with the chief of police, are responsible for

- 1) determining whether a Crime Alert is required,
- 2) preparing the content of the Crime Alert, and
- 3) distributing the Crime Alert as promptly as reasonably possible to aid in the prevention of similar occurrences.

DETERMINATION

A Crime Alert will be issued when a serious, unresolved crime is committed on or adjacent to campus and the crime creates a threat of harm to faculty members, staff members, or students, and the likelihood of repetition is such that a report is necessary to aid in the prevention of similar occurrences. Crime Alerts will not be issued if, in the judgment of the administration and chief of police, the crime is not considered to create a threat to the campus community.

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

Crime Alerts are distributed to all affected administrative officers, campus presidents, deans, directors, and department heads for dissemination to persons within their areas of responsibility.

In addition, Crime Alerts will be made available at University buildings, posted on relevant University bulletin boards, displayed on the University police department's Web site (upj.pitt.edu/campuspolice) for 30 days or until the crime is resolved, and reported to the campus' media relations office. You may sign up to receive crime alerts via text message by visiting my.pitt.edu. In the event these communication media are unavailable, alternate posting may be made through the University's Audix system or other modes of communication.

QUICKEST WAY TO BE NOTIFIED

Sign up for text alerts at my.pitt.edu by clicking on "profile" and then "emergency notification services."

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 upj.pitt.edu/besafe.

Pitt–Johnstown police officers have received training in incident command 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.

Each 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. Evacuation and/or shelter-in-place exercises are conducted in residential buildings at least twice during every school year. 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, along 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. At the conclusion of the exercises, Pitt–Johnstown produces a summary of its emergency response and evacuation testing.

EMERGENCY NOTIFICATION

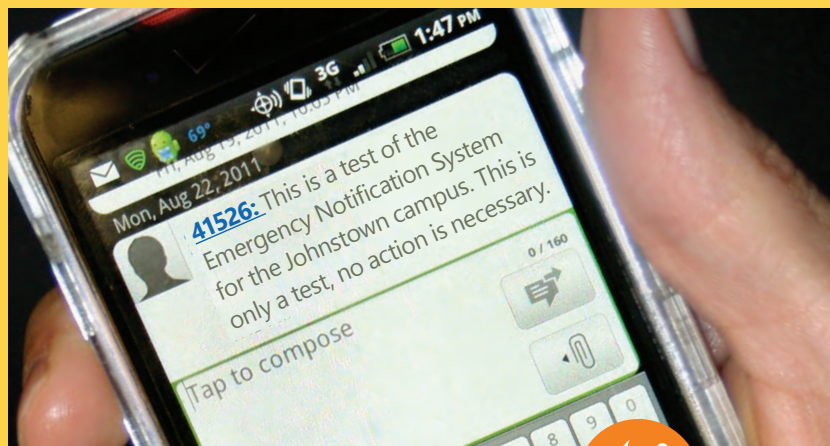
Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, Pitt–Johnstown's Emergency Notification System (ENS) will be activated unless activation will—in the professional judgment of responsible authorities—compromise efforts to assist victims, or to contain, respond to, or otherwise mitigate the emergency.

Law enforcement officers will confirm the emergency situation and immediately contact the emergency executive and chief of police. They will determine the content of the

notification and initiate a text/voice message to all ENS subscribers that will contain the type of emergency, locations, and instructions.

The ENS is tested once per term. Students, faculty, and staff members may subscribe to the ENS system by logging on to my.pitt.edu and following the directions.

The ENS system is one aspect of a layered approach to notification. Other notification methods such as officer presence, Web site alerts, and local television and radio broadcasts may be used depending upon the circumstances. See Pitt policy 06-03-02 for further details at cfo.pitt.edu/policies/policy/06/06-03-02.html.



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.

These steps apply to all buildings, including residence facilities.



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 can be monitored by Pitt police, in conjunction with the Information Technology Department.

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 assistant (HRAs) or resident assistants (RAs) and four 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.

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 Web site at upj.pitt.edu/campuspolice or call 814-269-7005.

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 policy. 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 his or her 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 persons contact unless otherwise specified by the student. The student should notify the missing persons contact and, if different, the emergency contact, that he or she has 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, he or she 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.
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.
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.



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 offers tips to the campus community on how to survive an active shooter or workplace violence incident.

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 Web site at upj.pitt.edu/campuspolice.

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 to Walmart in the Richland Towne Center, and College Park Apartments.

Hours of operation are:

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



ENVIRONMENT BY THE NUMBERS SOME FACTS ABOUT YOUR CAMPUS ENVIRONMENT:

More than **30** custodians

9 groundskeepers

11 maintenance personnel

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 describing any potential hazard or maintenance problem that needs to be corrected or repaired.





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. 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 sponsored by the Pitt–Johnstown police, Office of Residence Life (for resident students), Office of Student Conduct, Student Government Board, Interfraternity Council and Panhellenic Council, and other departments and organizations on campus.

ACCESSING CAMPUS CRIME REPORTS

The Pitt–Johnstown Police Department prepares a daily log of all reported 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 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



OBTAINING CRIME AND SAFETY INFORMATION continued

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.

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 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	2,713
Part-time undergraduates	71
Total undergraduates	2,784
Full-time faculty, staff, and associates	328
Part-time faculty, staff, and associates	15
Total faculty, staff, and associates	343
Total students full-time equivalent enrollment (FTE)	2,741.4
Total faculty and staff and associates	335.5
Total FTE students, faculty, staff	3,076.9

* All figures are for Pitt-Johnstown, fall 2017.

2017 JOHNSTOWN CAMPUS 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 nonidentifying 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 and within all campus buildings
- On-campus residence halls or other student residential facilities
- Noncampus buildings or properties—"those properties owned or leased by the institution that are used in direct support of the institution's educational purposes, are frequently used by students, and that are not within the same reasonably contiguous geographical area of the institution."
- Public property—"all public property that is within the campus or immediately adjacent to and accessible from the campus."

DEFINITIONS OF CLERY REPORTABLE CRIMES

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 car, 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.

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

2017 JOHNSTOWN CAMPUS ANNUAL DISCLOSURE OF CRIME STATISTICS

continued

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

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, 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. 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 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 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

HATE CRIMES: CATEGORIES OF PREJUDICE

Disability	National Origin
Ethnicity	Race
Gender	Religion
Gender Identity	Sexual Orientation

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.

Hate Crimes: Includes all Clery reportable crimes that manifest evidence that the victim was intentionally selected because the perpetrator's bias against the victim based on one of the categories of prejudice listed above, plus the following crimes:

- **Larceny/Theft:** 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.

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

- a. Statistics in these categories depict arrests for all liquor, drug, and weapons law violations and include both student and nonstudent arrests. Students arrested for these violations are automatically referred to the Office of Student Conduct.
- b. Hate Crimes information includes crimes reported in Chart I (except liquor law, weapons, and drug violations) and any crime involving bodily injury, theft, simple assault, intimidation, or vandalism that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived Race, Religion, Sexual Orientation, Gender, Ethnicity, National Origin, Disability, or Gender Identity. Hate crime information : for 2015, there were five incidents of hate crime reported, four of which were criminal mischief within academic buildings and were related to religion and one was harassment based on sexual orientation occurring in a residential building; for 2016, there was one hate crime reported, which was an act of criminal mischief within an academic building and was related to religion; for 2017 there were no incidents of hate crime reported.
- c. 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)

- d. Under Uniform Crime Report (UCR) Part I Crimes guide-

lines, the crime of Rape includes Rape, Attempted Rape, and Sexual Assault.

- e. Under UCR Part II Crimes guidelines, Other Assaults include simple assaults as well as harassment incidents involving a threat to assault.
- f. Under UCR Part II Crimes guidelines, Sex Offenses (except Part I offenses) include Indecent Assault and Indecent Exposure.
- g. 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 ^c
Murder/Nonnegligent Manslaughter	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Rape	2017	2	2	0	0	0
	2016	5	5	0	0	0
	2015	4	4	0	0	0
Forcible Fondling	2017	0	0	0	0	0
	2016	4	4	0	0	0
	2015	1	1	0	0	0
Statutory Rape	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Incest	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2016	1	0	0	1	0
	2015	2	1	1	0	0
Aggravated Assault	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Burglary	2017	3	3	0	0	0
	2016	4	4	0	0	0
	2015	1	1	0	0	0
Motor Vehicle Theft	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	1	0	0	0	0
Arson	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	2	0	0	0	0
Arrests: Liquor Law Violations ^a	2017	24	24	0	0	0
	2016	52	52	0	0	0
	2015	35	35	0	0	0
Arrests: Drug Law Violations ^a	2017	54	54	0	0	0
	2016	32	32	0	0	0
	2015	41	37	4	0	0
Arrests: Weapons Violations ^a	2017	1	1	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2017	138	138	0	0	0
	2016	133	133	1	2	0
	2015	100	100	0	0	0
Disciplinary Referrals: Drug Law Violations	2017	5	5	0	0	0
	2016	45	45	0	0	0
	2015	7	7	0	0	0
Disciplinary Referrals: Weapons Violations	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Hate Crimes ^b	2017	0	0	0	0	0
	2016	1	0	0	0	0
	2015	5	1	0	0	0
Beginning in year 2013, the following crime statistics are required for this report.						
Domestic Violence	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2016	1	1	0	0	0
	2015	2	2	0	0	0
Stalking	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0

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

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

CRIME CATEGORIES	2017 (FTE= 3,076.9)		2016 (FTE= 3061.40)		2015 (FTE= 3098.30)	
UCR PART I CRIMES	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000
CRIMINAL HOMICIDE	0	0.00	0	0.00	0	0.00
Murder and Nonnegligent Manslaughter		0.00		0.00		0.00
Manslaughter by Negligence		0.00		0.00		0.00
FORCIBLE RAPE	2	65.33	2	65.33	3	96.83
Rape by Force	2	65.33	2	65.33	3	96.83
Assault to Rape- Attempts		0.00		0.00		0.00
ROBBERY	0	0.00	1	32.66	1	32.28
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.)		0.00	1	32.66	1	32.28
ASSAULT - AGGRAVATED	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		0.00	0	0.00	0	0.00
BURGLARY	3	97.99	4	130.66	1	32.28
Forcible Entry	0	0.00	1	32.66		0.00
Unlawful Entry - No Force	3	97.99	3	97.99	1	32.28
Attempted Forcible Entry		0.00		0.00		0.00
LARCENY- THEFT (EXC. MOTOR VEHICLES)	27	877.51	31	1012.61	33	1065.10
MOTOR VEHICLE THEFT	0	0.00	0	0.00	1	32.28
Autos	0	0.00	0	0.00	1	32.28
Trucks and Buses		0.00		0.00		0.00
Other Vehicles		0.00		0.00		0.00
ARSON	0	0.00	0	0.00	0	0.00
Total Part I Offenses	32	1040.01	38	1241.26	39	128.75
UCR PART II CRIMES	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000	Reported Crimes	*Index 100,000
Assault - Nonaggravated	0	0.00	3	97.99	2	64.55
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, Receivingm Possession, etc.	0	0.00	0	0.00	0	0.00
Vandalism	22	715.01	28	914.61	19	613.24
Weapons, Carrying, Possession, etc	0	0.00	0	0.00	1	31.77
Prostitution and Commercialized Vice	0	0.00	0	0.00	0	0.00
Sex Offenses (Excluding Prostitution & Rape)	0	0.00	4	130.66	1	32.28
Drug Abuse Violations	5	162.50	6	195.99	2	64.55
S - Opium-Cocaine	0	0.00	0	0.00	0	0.00
A - Marijuana	0	0.00	0	0.00	0	0.00
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	1	32.50	0	0.00	0	0.00
O - Marijuana	3	97.50	4	130.66	2	64.55
S - Synthetic	0	0.00	0	0.00	0	0.00
S - Other	1	32.50	0	0.00	0	0.00
Gambling	0	0.00	0	0.00	0	0.00
Bookmaking		0.00		0.00		0.00
Numbers, etc.		0.00		0.00		0.00
Offenses Against Family & Children	0	0.00	0	0.00	0	0.00
Driving Under the Influence	1	32.50	1	32.66	3	96.83
Liquor Laws	11	357.50	25	816.62	16	516.41
Drunkenness	5	162.50	4	130.66	5	161.38
Disorderly Conduct	30	975.01	33	1077.94	57	1839.72
Vagrancy	0	0.00	0	0.00	0	0.00
All Other Offenses (Ex. Traffic)	15	487.50	12	391.98	2	64.55
Total Part II Offenses	89	2892.52	116	3789.12	107	353.52
Grand Total All Offenses	121	3932.53	154	5030.38	146	4712.26

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.

DID YOU KNOW?

Here are some ways the University upholds legal requirements concerning alcohol use:

- Pitt–Johnstown restricts the use of alcohol at events involving groups within the University community.
- In the residence halls, only residents of the building who are age 21 or older may bring in alcoholic beverages. There are strict limits on the amount of alcohol these residents may bring into their assigned room.



DRUG AND ALCOHOL EDUCATION PROGRAMS

Pitt–Johnstown complies with the federal Drug-free Workplace and Drug-free Schools Act. The University annually distributes information about the dangers of drug and alcohol abuse and available alcohol and drug counseling, rehabilitation, and assistance programs to all students, faculty, and staff members through mailings, the Student Code of Conduct, and online at 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
- 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 conduct amnesty—please see policy in the Student Code of Conduct.

All incoming freshmen are required to participate in **Campus Clarity** for College—an online alcohol education program focusing on the impact of alcohol on the mind and body, which takes approximately two hours to complete and includes a 45-day follow-up.



TIP!

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.

POLICIES ON HAZING



HAZING IS DEFINED AS FOLLOWS:

Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or a condition for continued membership in, any organization operating under the sanction of or recognized as an organization by the University.

The term shall include but not be limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property.

For purposes of this definition, any activity 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 participated in hazing may be subject to appropriate University discipline and/or subject to criminal prosecution.

Students and others are encouraged to report any incident, including hazing, that may jeopardize the health/safety/ wellbeing of another by contacting the Pitt Johnstown Police at **814-269-7005** or the Student Conduct Officer at **814-269-7062**.

The University of Pittsburgh Johnstown has a zero tolerance policy related to hazing. Hazing is considered a violation of the University’s Anti-Hazing Policy and Student Code of Conduct and Judicial Procedures, and is absolutely prohibited. Hazing may also be considered a criminal act in the Commonwealth of Pennsylvania.

Throughout the academic year, anti-hazing programming is conducted for all members of the campus community. Those efforts are designed to educate community members about what hazing is, the potential consequences of engaging in hazing and how to report incidents of suspected hazing.

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. 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.

WHAT IS CONSENT?



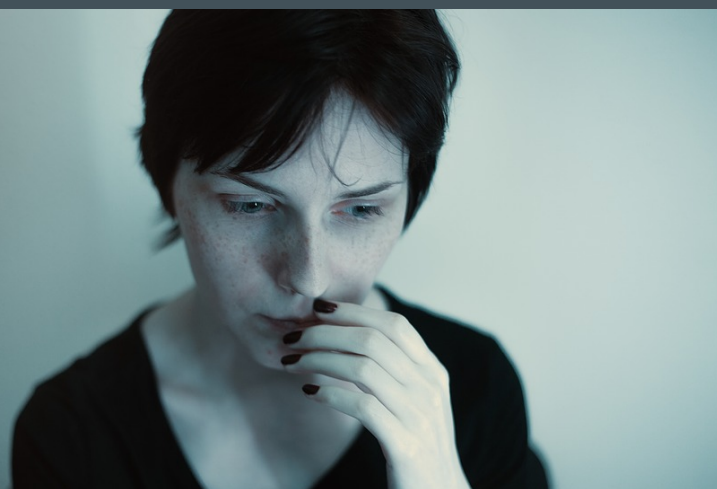
Consent is an informed, affirmative decision made freely and actively by all parties to engage in mutually acceptable sexual activity. Consent is given by clear words or actions and may not be inferred from silence, passivity, or lack of resistance alone. Existence of a current or previous dating, marital,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

For definitions of sexual assault, relationship violence, and stalking, see pages 15 and 16.

CONSENT UNDER TITLE 18 OF THE PENNSYLVANIA CRIMES CODE

- a. **General rule:** The consent of the victim to conduct charged to constitute an offense or to the result thereof is a defense if such consent negates an element of the offense or precludes the infliction of the harm or evil sought to be prevented by the law defining the offense.
- b. **Consent to bodily injury:** When conduct is charged to constitute an offense because it causes or threatens bodily injury, consent to such conduct or to the infliction of such injury is a defense if:
 1. the conduct and the injury are reasonably foreseeable hazards of joint participation in a lawful athletic contest or competitive sport or
 2. the consent establishes a justification for the conduct under Chapter 5 of this title (relating to general principles of justification).
- c. **Ineffective consent:** Unless otherwise provided by this title or by the law defining the offense, assent does not constitute consent if:
 1. it is given by a person who is legally incapacitated to authorize the conduct charged to constitute the offense;
 2. it is given by a person who by reason of youth, mental disease or defect, or intoxication is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense;



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3. it is given by a person whose improvident consent is sought to be prevented by the law defining the offense; or
4. it is induced by force, duress, or deception of a kind sought to be prevented by the law defining the offense.

West's Pennsylvania Criminal Justice 2014 Pamphlet, Eagen, Minn.: Thomson Reuters, 2015

PREVENTION AND AWARENESS PROGRAMS

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, Operation ID, 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 Web site at share.pitt.edu. Also see 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 24) 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 will 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 diseases and/or pregnancy.

REPORTING OPTIONS

Several options are available for you to pursue if you want to report sexual violence.

- You may file a complaint with the University's Title IX Officer. This office investigates all complaints of this nature against faculty, students, teaching assistants, students, and staff members (**814-269-7991, 266 Blackington Hall**). See upj.pitt.edu/titleix for more information.

Details of the investigation and disciplinary process and possible sanctions can be found on p.26.

- You may file a criminal complaint by contacting the Pitt–Johnstown police (**814-269-7005**) or (**911**).
- You may file an anonymous complaint on the University of Pittsburgh Johnstown Police Department Web site. However, this option greatly limits the University's ability to respond to and investigate the report.
- You may file an anonymous complaint 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 his/her 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

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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 interagency 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 (814-269-7119).

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 814-269-7991. 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.

DISCIPLINARY PROCESS FOR SEXUAL ASSAULT, RELATIONSHIP VIOLENCE, AND STALKING



JURISDICTION

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

IF THE RESPONDENT IS A STUDENT

If the alleged respondent is a University student, the complainant may file a complaint (called a referral) against the respondent for violation of the Student Code of Conduct. This referral may be resolved through an administrative meeting or an investigation. In addition, the respondent may face criminal charges through a separate criminal process, if so indicated by the authorities.

The University may also proceed with an investigation and resolution of any reported acts of sexual assault, relationship 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 accused students conduct may pose a threat to the university community, the student conduct office may impose an interim suspension that occurs immediately and lasts until the matter is resolved.



STUDENT DISCIPLINARY PROCESS: FROM INITIAL MEETING THROUGH INVESTIGATION AND OUTCOME

In summary, upon learning of an incident of sexual misconduct including but not limited to harassment, relationship violence, stalking or sexual assault, a trained Title IX Officer will meet with the complainant to discuss resources, support services, interim measures, confidentiality concerns, and the Title IX process in general. If the complainant wished to begin an investigation, the Title IX Officer will begin the process by meeting with the complainant and the respondent separately.

The Title IX Officer (or designee) will then conduct a fact finding investigation using the preponderance of the evidence standard. The respondent will be provided with written notification that a formal complaint has been submitted and will be provided an opportunity to review the complainants statement at the Title IX Office. The Title IX Officer will meet separately with the complainant and the respondent(s) to discuss the complaint, resources, support services, interim measures, confidentiality concerns and the Title IX process in general. The investigator will interview relevant witnesses and review relevant physical, documentary or other evidence.

After the Title IX Officer concludes gathering and evaluating evidence, including witness interviews, an investigation summary will be prepared. At this time, the complainant and the respondent will have an opportunity to review, in the Title IX Office, the investigative summary and to provide any comments, additional evidence, or witness questions. Both the respondent and the complainant will have the opportunity to review evidence gathered during the investigation or submitted by the other party. Following the receipt of any comments on the investigative summary and any necessary follow up investigation, the Title IX

Officer will prepare a written report that includes a determination of whether a violation of any University policy or code has occurred and a recommendation of the sanctions to be imposed, if any. The report is then forwarded for review to the Title IX Coordinator or designee, and then once approved to the Vice President of Student Affairs, who will have an opportunity to review the report and approve, disapprove, or request modification of any recommended sanctions. Both the complainant and the respondent will receive simultaneous written notification of the Vice President of Student Affairs decision. At that time, a copy of the final report and the Vice President of Student Affairs determination will be available, in the Title IX Office, for review and inspection. Both the complainant and the respondent may submit an appeal within 5 working days from the date of the Vice President of Student Affairs decision letter.

The process generally is completed within 60 days. All parties are permitted advisors. Complete information on the Title IX process can be found in the Student Code of Conduct and sexual misconduct policy 06-05-01.

SANCTIONS INVOLVING STUDENT MISCONDUCT

Sanctions may include a disciplinary reprimand; a permanent no-contact order or permanent persona non grata status for some portion or all of campus locations; counseling assessment; disciplinary probation for a specified period of time; housing dismissal; disciplinary suspension for a specified period of time; disciplinary dismissal from the University; and any other appropriate measures that support the University's commitment to address, prevent, and end the effects of sexual assault, relationship violence, and stalking.

If the complainant pursues legal action in the public court system, an accused student could face criminal penalties as well.

IF THE ASSAILANT IS A UNIVERSITY EMPLOYEE

In summary, the University's Title IX Officer (or designee) in coordination with the Office of Human Resources (for staff) and the relevant department (for faculty), will investigate reports of sexual misconduct including assault, domestic violence, dating violence, and stalking, and will make determinations, applying a preponderance of the evidence standard, with respect to whether a policy or legal violation occurred. The investigation will be conducted by individuals trained in investigations, as well as on issues related to sexual misconduct. Both the accused and the accuser are permitted to have advisors of their choice attend meetings, but the advisors may not interfere with the process and may not actively participate. When the investigative process is complete, a written report with findings and remedial recommendations will be prepared. In general, the University attempts to complete investigations within 60 days, although for good cause that period may be longer. A summary of the report will be simultaneously provided to the accused and the accuser.

DISCIPLINARY PROCESS continued

Depending on the circumstances, the Title IX Office will determine whether the immediate supervisor of the accused receives the full or summary report. The appropriate supervisor will make the determination as to sanctions, if any. Both the accused and the accuser will receive simultaneous notice of the final disciplinary sanctions, if any.

Possible sanctions or protective measures the University may impose on a faculty or staff member following a final determination of an institutional procedure include:

- No contact orders
- Mandatory training
- Suspension
- Restrictions from all or portions of the campus
- Restrictions from academic contact
- Employee termination from the University

Complete information on the Title IX process can be found in sexual misconduct policy 06-05-01.

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 complaint, and pursue criminal complaints. For more information and assistance, you can contact the Student Conduct Office (**814-269-7130**); and/or the Title IX Officer in the Title IX Office (**814-269-7991**).

STANDARD OF EVIDENCE

All matters before the Title IX Officer will be judged using the preponderance of the evidence standard, which means, is it more likely than not that the University Policy was violated.

NON-RETALIATION

Retaliation against anyone involved in the investigation of alleged incidents of sexual misconduct, whether they are the referring individual, a witness, an investigator, or anyone else, is prohibited by the University's Statement on Confidentiality and Non-retaliation found at cfo.pitt.edu/policies/policy/07/07-01-03.html. This statement also clarifies that all individuals involved in the investigation process are expected to honor the confidentiality of the process and the information involved.

FIRE SAFETY REPORT

FIRE SAFETY INFORMATION



Fire education 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 should also report any evidence of an extinguished fire to the campus emergency number at **814-269-7222**. Students are encouraged to report any problems with fire protection systems to the Office of Student Housing at **814-269-7115**, the Facilities Management Department at **814-269-7130**, or the Pitt-Johnstown Police Department at **814-269-7005**.



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/workplace 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.

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.



2017 UNIVERSITY OF PITTSBURGH 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 (\$)		
	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015
First-Year Residential Facilities																					
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	0	0	0	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	0	0	0	0	0	0	0	0	0
Laurel 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	0	0	0	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	0	0	0	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	0	0	0	0	0	0	0	0	0
Upperclassmen Residential Facilities																					
College Park Apartments, 295 Schoolhouse Road, Johnstown, PA 15904	0	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0	0	0	0	0	0	0	0
Living/Learning Center, 205 Kurks 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	0	0	0	0	0	0	0	0	0
North Lodges																					
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	0	0	0	0	0	0	0	0	0
Foxfire 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	0	0	0	0	0	0	0	0	0
Hawthorn Lodge, 211 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	0	0	0	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	0	0	0	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	0	0	0	0	0	0	0	0	0
South Lodges																					
Buckhorn Lodge, 285 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	0	0	0	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	0	0	0	0	0	0	0	0	0
Townhouses / Manors																					
Cascade, 165 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	0	0	0	0	0	0	0	0	0
Highland, 177 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	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	0	0	0	0	0	0
Woodland, 185 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	0	0	0	0	0	0	0	0	0
Willow Hall, 219 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	0	0	0	0	0	0	0	0	0
Total	0	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0	0	0	0	0	0	0	0

2017 UNIVERSITY OF PITTSBURGH AT JOHNSTOWN FIRE SAFETY 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	X	X	X	X	X	2	X	X	X	X	X
Hickory Hall	X	X	X	X	X	2	X	X	X	X	X
Laurel Hall	X	X	X	X	X	2	X	X	X	X	X
Maple Hall	X	X	X	X	X	2	X	X	X	X	X
Oak Hall	X	X	X	X	X	2	X	X	X	X	X
College Park Apartments	X	X	X	X	X	2	X	X	*7	X	NA
Living/Learning Center	X	X	*2	X	X	2	X	X	*6	X	X
Willow Hall	X	X	X	X	X	2	X	X	*6	X	X
Buckhorn Lodge	X	X	X	X	X	2	X	X	X	X	NA
Sunset Lodge	X	X	X	X	X	2	X	X	X	X	NA
Summit Townhouse	X	NA	X	X	X	2	X	X	*5	X	NA
Timberline Townhouse	X	X	X	X	X	2	X	X	*5	X	NA
Cascade Townhouse	X	X	X	X	X	2	X	X	*5	X	NA
Wilderness Townhouse	X	X	X	X	X	2	X	X	*5	X	NA
Woodland Townhouse	X	X	X	X	X	2	X	X	*5	X	NA
Highland Townhouse	X	NA	X	X	X	2	X	X	*5	X	NA
Briar Lodge	X	X	X	X	X	2	X	X	X	X	NA
Foxfire Lodge	X	X	X	X	X	2	X	X	X	X	NA
Heather Lodge	X	X	X	X	X	2	X	X	X	X	NA
Hawthorn Lodge	X	X	X	X	X	2	X	X	X	X	NA
Larkspur Lodge	X	X	X	X	X	2	X	X	X	X	NA

*1-Full is defined 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

FIRE SAFETY REPORT continued

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.

See page 7 for more details about evacuation procedures.

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.



TRANSPORTATION



PITT-JOHNSTOWN CAMPUS SHUTTLE

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

Hours of operation are:

- **7:45 am - 9 pm Monday through Friday**
- **2 - 6 pm Saturday and Sunday** with a modified schedule on holiday and campus breaks.
- **The campus shuttle does not operate during the summer.**

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 crosswalk 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/mountaincatexpress



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, backpacks, 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.



Visit the University of Pittsburgh Johnstown police Web site at upj.pitt.edu/campuspolice for additional safety information and recommended responses to active threat incidents.

**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 his/her own discretion about when he/she 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.

WHEN LAW ENFORCEMENT ARRIVES:

- Remember that the police will act first to neutralize the threat.
- Remain calm and follow instructions.
- Keep hands visible at all times.
- Avoid pointing or yelling.
- Know that help for the injured is on its way.

Visit the University of Pittsburgh Johnstown active threat Web site at upj.pitt.edu/runhidefight and watch the Run, Hide, Fight video, funded by the U.S. Department of Homeland Security. The video is available in English, Spanish, and Chinese.

**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
7991 or 814-269-7991

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

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

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.





University of Pittsburgh Johnstown

450 Schoolhouse Road
Johnstown, PA 15904

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.pdf.

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 chief of police 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.