

Dare to dream.
Dare to inspire.
Dare to soar.

Annual Security and Fire Safety Report

October 2015



DARE TO DO.
WRIGHT STATE UNIVERSITY





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This information is provided as part of Wright State University's commitment to safety and security on campus and is in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

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Wright State University Police Department—

Here to Serve, Protect, and Inform You

The Wright State University Police Department is responsible for ensuring a safe environment for all people on the Wright State University campus—students, faculty, staff, and visitors alike. As the official law enforcement agency on campus, the Wright State University Police enforce university regulations and the law, notably the Ohio Revised Code (ORC) and city of Fairborn ordinances. The department also investigates crimes in a fair and impartial manner.

However, one of our most important tools is information. This brochure puts in your hands important information about the Wright State University Police Department and how it operates. You will find policies on campus law enforcement, including how to report crimes or request a safety escort to walk you to your car. The brochure also explains how you will be notified in an emergency or potentially threatening situation.

Included on these pages are statistics regarding criminal activity on campus in the past three years. It is our hope that you will use this information to make informed decisions about your personal safety and everyday habits, and securing your personal property.

Please keep this information close at hand; refer to it often, and help us keep this campus secure for yourself and others. If you have questions that aren't covered in this brochure, feel free to contact us. The Wright State University Police Department is here to serve you.

The crime statistics reported in this brochure, as well as monthly crime statistics, are available at wright.edu/police online.

Who We Are

The Wright State University Police Department employs the following staff:

- chief of police;
- one police captain;
- two police lieutenants;
- 16 commissioned university police officers, who are certified by the state of Ohio (in accordance with ORC 109.77 and 3345.04);
- two full-time administrative support staff;
- one part-time student support staff;
- 12 student patrol officers;
- seven communications operators;

Here to Serve You 24/7

Police officers and communications operators are on duty 24 hours a day, seven days a week. Patrols of all campus areas, including parking lots and residence halls, are conducted in marked police cruisers and by uniformed officers on foot or on bicycles. Officers respond to calls for assistance received at the Communications Center. The Police Department's communications operators also monitor alarms in over 100 areas.

Safety Escorts, Safety Plus, Student Patrol, Emergency Phones, and Raider Guardian

The Wright State University Police Department offers a 24-hour safety escort service for students who do not wish to walk alone on campus or to their cars. The Safety Plus program provides safety escorts in passenger vans for students who live in all Wright State residential communities but are assigned to park in Lot #20.

The Wright State University Police Department Student Patrol provides safety escorts and door unlocks. The Student Patrol conducts directed patrols of all academic buildings. Student Patrol officers are responsible for locking and unlocking campus academic buildings.

Student Patrol officers provide assistance to the University Police Department in aiding in crime prevention, crime suppression, community policing, providing safety escort, and other community services. Student Patrol officers contact the Wright State University Police Department Communications Center to report suspicious activities on campus; assist in the personal safety of students, faculty, staff, and visitors; and provides walking safety escorts on foot or via safety shuttle.

Emergency call boxes that ring into the Communications Center are marked with a blue light and located strategically throughout campus buildings, parking lots, walkways, and remote areas. Information about Safety Plus and a schedule for Safety Plus escort passenger vans can be accessed at wright.edu/police/community-services/safety-escorts online.

The Raider Guardian mobile phone app enhances safety on campus through real-time interactive features that create a virtual safety network of friends, family, and university police. The app can be downloaded at wright.edu/emergency-management/raider-guardian.

Officer Training

All police officers meet the requirements set by the Ohio Peace Officers Training Council by satisfactorily completing a basic training program for peace officers. Officers subsequently receive in-service training consisting of:

- community policing techniques;
- conflict resolution;
- terrorism awareness;
- crime prevention;
- firearms instruction;
- fire safety;
- Active shooter/Direct to threat training; and
- legal updates on procedures and changes in the law.

A criminal background investigation is performed on those employees considered for employment with the Wright State University Police Department.

Preventing Crime

Crime prevention is the responsibility of university law enforcement officers, students, faculty, staff, and visitors. The Wright State University Police Department maintains a crime prevention unit designed to help reduce crime on campus. The crime prevention unit offers a variety of crime prevention presentations and programs, which include a property identification program, popular with students in campus housing, which helps residents keep an inventory of their possessions and recover stolen items.

To schedule a presentation or for answers to questions about crime prevention, email Sergeant Patrick Ammon at patrick.ammon@wright.edu.

Educational Programs

The Wright State University Police Department encourages the community to be responsible for their safety and the safety of others. Wright State University Police Department offers a variety of educational programs to help individuals and groups learn more about such topics as:

- personal safety;
- sexual assault/acquaintance rape prevention;
- shots fired on campus;
- drug and alcohol prevention;
- identity theft; and
- traffic safety and education.

Wright State University Police Department personnel welcome the opportunity to meet with any campus organization or group about these or any other safety topics.

The **Coalition Against Sexual Assault**, a university advisory group, develops sexual assault policy and programming.

Informing the Community

All new university students and employees are provided with information about campus safety and security. Security policies also appear in the *Student Handbook*. All victims of crime on campus receive a *Victim Assistance Guidebook*.

Information on campus crime and security policies is available upon request, in accordance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Information about security policies and procedures is updated annually; changes that may affect students or employees are reported through university news media and in handbooks, radio, newspapers, and by letter or in person.

Timely Warning Policy

Timely Warnings, called "Crime Alerts," are provided to heighten safety awareness by giving students, faculty, and staff notification of crimes that occur only on campus property, non-campus property, or on public property immediately adjacent to and accessible from campus and are considered by Wright State University to present a serious or continuing threat to students and employees.

The chief of police or designee for the Wright State University Police Department is responsible for preparing a Crime Alert when a crime is reported to or brought to the attention of the Wright State University Police Department, and that crime represents a serious or continuing threat to the safety of the Wright State University community.

Information for Crime Alerts may also come from other law enforcement agencies or other offices on campus. While every attempt will be made to distribute the alert as soon as possible after an incident or series of incidents is reported, the release will only take place after it has been determined that the crime(s) represents a serious or continuing threat to students and employees based on the availability of accurate facts concerning the incident(s).

All facts and information obtained about criminal incident(s) are reviewed on a case-by-case basis to determine whether those incidents presents a serious or continuing threat to the Wright State University campus community. Incidents will be reviewed based on the nature of the crime(s), the facts and information available to the Wright State University Police Department.

The chief of police or designee for the Wright State University Police Department, may consult with the vice president for student affairs to

determine whether a reported criminal incident(s) represents a serious or continuing threat to the Wright State University campus community or to determine the appropriate content of a crime alert.

Criminal suspects are often unknown to the victims. However, in the instance of a violent crime occurring between two individuals who know each other, the Wright State University Police Department will look at each instance to determine if the suspect poses a continuing threat to the Wright State University campus community and if necessary issue a Crime Alert.

In addition to notifying the Wright State University campus community of a crime(s), Crime Alerts also seek information that may lead to arrest and conviction of the offender when violent crime(s) take place against persons or serious crimes against property have been reported. Crime Alerts may also contain information on crime prevention tips or other safety information.

The Wright State University Police Department makes every effort to properly classify a criminal incident when issuing a Crime Alert. It may however, after further investigation, may be determined that incident(s) for which the Crime Alert is issued may be reclassified and do not fall within the definitions of reportable crimes. If this occurs, the incident(s) in which the Crime Alert was issued for may not be included in the crime statistics provided within this report.

Timely Warning Procedures

The Wright State University Police Department will prepare a Crime Alert when a report is received of a violent crime against a person(s) or major property or is a continuing threat to the Wright State University campus community. Crime Alerts may be issued for such crimes that occur on campus property, non-campus property, or on public property immediately adjacent to an accessible from campus.

Crime Alerts contain a description of the suspect(s) if known, information on whom to contact about the crime(s), and often, crime prevention tips or safety information. Crime Alerts will never include the name of crime victim(s). Information that may be contained in a Crime Alert include, but not limited to the following:

- A brief statement of the incident(s).
- Possible relationship to previous incident(s), if applicable.
- Physical description of the suspect(s), if available.
- Date, time, and location of the incident.
- Any important information about the crime(s)
- Information on crime prevention, personal safety, or other community safety resources.

The Wright State University Police Department may not include some known information in a Crime Alert if providing that information could present a risk of compromising law enforcement efforts. Crime Alerts may be updated if new or more accurate information becomes available to the Wright State University Police Department.

Crime Alerts are distributed to the Wright State University campus community via emails sent by the Wright State University Office of Communications, which are accessible and available to all students, faculty, and staff.

Critical Incident Emergency Response and Evacuation Procedures

Wright State University is committed to a continuous process of preparing for, mitigating, responding to, and recovering from criminal, natural, and technological hazards that may negatively affect its students, faculty, staff, visitors, intellectual property, and facilities.

Evacuation instructions may be issued by the Chief of Police or designee for the Wright State University Police Department, Director of Emergency Management and any other emergency response authority (e.g., Environmental Health and Safety, Fairborn Fire Department, etc).

To that end, Wright Way Policy 1103—Emergency Management was issued in August 2007 to establish the foundation for emergency management as well as the framework for effective program plans and procedures. The policy created a standing program committee that embraces NFPA 1600, the standard on emergency management and business continuity programs.

WSU Alert is Wright State University's emergency notification system capable of sending or posting alerts, response instructions, and updates to the campus community. Various methods of communication can be utilized including prerecorded messages via a building notification system, electronic mail, text messaging, voicemail, Wright State homepage website, Wright State University Nutter Center message board, and local radio and television stations.

An immediate notification through WSU Alert is triggered when the university determines an incident has occurred that poses an imminent and/or continued threat to the safety and security of the Wright State University campus community. WSU Alert is tested during the academic year. Wright State tests the building notification system, email, text messaging, and homepage with a test message during the first month of the Fall, Winter, and Spring terms.

Building evacuation drills are conducted once a year. Documentation of building evacuation drills are maintained in the Office of the Casualty Prevention Supervisor in 065E Allyn Hall.

In addition to notifications through WSU Alert for continued, ongoing situations, the Wright State University Police Department communicates Community Notifications through campus email.

A copy of Wright Way Policy 1103—Emergency Management is at wright.edu/wrightway/1103 on the Wright State University website. Information regarding the Wright State University emergency management program, including a copy of the Wright State University emergency action plan and evacuation plan, can be found at wright.edu/em or by contacting the Wright State University Emergency Management Administrator at (937) 775-3440.

Drug and Alcohol Prevention

The university is committed to maintaining a workplace free of illegal drugs and the unlawful use of alcohol. Students' ability to function successfully in an academic environment is seriously hampered by the misuse and abuse of alcohol or other mood-altering chemicals.

Alcohol and Drug Laws Enforced

The Wright State University Police Department enforces state of Ohio alcohol and drug laws, including:

- underage possession and consumption;
- open container; and
- illegal drug use, possession, and distribution.

Programming and Prevention Initiatives

The Office of Student Support Services, ext. 3749, in collaboration with members of the Wright State University Alcohol Coalition and the Wright State University Coalition Against Sexual Assault, helps educate the university community about the responsible use of alcohol and the dangers of abusing drugs and other chemicals. Staff is available to make presentations on a wide variety of related topics to student clubs and organizations, as well as other university groups. Counseling and

Wellness Services staff, ext. 3407, are also available for consultation and presentations.

Campus-wide programming includes events during National Collegiate Alcohol Awareness Week and Sexual Assault Awareness Week.

Intervention Initiatives

Counseling and Wellness Services offers individual assessment and therapy. Resource information regarding health and safety concerns related to substance abuse and related issues, including the availability of and/or referral to community-based approved substance abuse counseling and rehabilitation services, are available through a variety of university and community-based services including Counseling and Wellness Services, Office of Community Standards and Student Conduct, Student Support Services, the Wright State University Weekend Intervention Program, University Police, Residence Services, Human Resources, and Student Activities.

Wright State University students found in violation of the Code of Student Conduct are referred for participation in an online alcohol education workshop and/or for individual assessment through Counseling and Wellness Services. The Code of Student Conduct can be accessed at wright.edu/community-standards-and-student-conduct online.

For Information

For more information, contact the director of student support services, 022 Student Union, ext. 3749.

Additional assistance is available in Counseling and Wellness Services, 053 Student Union, ext. 3407. The university also publishes these policies in the *Drug Free Campus* brochure, in compliance with the *Drug-Free Schools and Communities Act Amendments* of 1989, and in the Student Handbook. The Student Handbook can be accessed at wright.edu/student-handbook online.

Crime Incident Procedures

University students are expected to conduct themselves as law-abiding members of both the campus community, and the larger community, at all times. However, the university has a disciplinary process that addresses violations of university policy.

Should a violation of local, state, or federal laws occur within our jurisdiction, the Wright State University Police Department will investigate and initiate the appropriate legal action through the criminal justice system. If assistance is needed, the Fairborn Police Department, Greene County Sheriff's Office, Ohio State Highway Patrol, or Bureau of Criminal Identification and Investigation (BCII) may be contacted. Incidents of domestic violence will be handled in accordance with ORC 2919.25. Monthly crime reports are sent to the FBI to maintain uniform crime reporting statistics.

Crime Reporting Procedures

Students, visitors, faculty, and staff are encouraged to immediately report criminal activity to the Wright State University Police Department by calling (937) 775-2111, or 911 from any campus phone in an emergency. Reports can be made in person at the Communications Center at 060 Allyn Hall. Wright State University Police Department personnel will then initiate any necessary actions or investigations and issue any required reports.

Criminal and noncriminal incident reports may be obtained from the Wright State University Police Department Records Division at (937) 775-2056.

Mutual Aid Agreements with Area Law Enforcement

The Wright State University Police Department has multiple written and verbal agreements with area police agencies. The Wright State University Police Department has a written mutual aid agreement with the Fairborn Police Department for the College Park residence community which allows the Wright State University Police Department to conduct patrols and handle all calls to this area in Fairborn, Ohio. The Wright State University Police Department has a written mutual aid agreement with the Greene County Sheriff's Office for the Woods, Honors, University Park, and parts of College Park residence communities, which are located in Bath Township and Greene County, which allows the Wright State University Police Department to conduct patrols, handle all calls, and conduct investigations at these locations. Additionally, the Wright State University Police Department is part of a county-wide mutual aid agreement with all police agencies in Greene County that requires if another agency in Greene County calls for assistance, any or all agencies can assist.

Registered Sex Offenders

The Greene County Sheriff's Office maintains a list of currently registered sex offenders residing in Greene County, which can be accessed from the Greene County Sheriff's website at co.greene.oh.us/index.aspx?nid=486 (click on "Greene County Sexual Offender Registry"). Sex offender information for all areas of Ohio can be accessed at icrimewatch.net/ohio.php on Ohio's Electronic Sex Offender Registration and Notification website.

Security for Campus Housing

The security of residential students is a primary concern to the university. The university uses a variety of security measures to ensure that residents have an environment that is safe for both academic pursuits and everyday activities.

Only residents and authorized university personnel have keys to individual units in residence halls or apartment buildings. The responsibility for securing individual residential units rests with the resident. It is the resident's responsibility to report lost keys promptly. When a key is reported lost or stolen, the lock to the unit is changed immediately.

The residence halls that comprise the Woods provide security measures to limit access by nonresidents. The buildings are locked 24 hours a day, and a resident must escort nonresidents in the building at all times. University policy permits 24-hour visitation in campus housing, provided that all affected roommates agree with the conditions regarding visitation.

A community director and resident assistant staff each traditional residential community. Resident assistants make routine security rounds of the communities. Apartment communities are staffed by a community director and resident assistants who report any unusual activity to the appropriate authorities.

Residence Life and Housing Campus Policies are found at wright.edu/housing-policies contains all housing policies. Violations of any university or residential policy are reported and adjudicated according to university policy. Possible violations of local, state, or federal law are reported to the Wright State University Police Department and may lead to criminal prosecution and university disciplinary action.

Campus Buildings

Most academic facilities are open from 6 a.m. until the latest evening classes are concluded. Administrative buildings are generally locked by 11 p.m. When the university is closed, all buildings are locked and may be opened only by authorized personnel. The Department of Physical Plant is responsible for issuing and accounting for all building keys. Dayton Campus buildings are maintained by Physical Plant staff. AM Management, in conjunction with Residence Services, maintains the residential communities located on the Dayton Campus.

Health and Safety

Environmental Health and Safety and Physical Plant work together as a team to assess, investigate, and correct any and all environmental, fire safety, life safety, elevator, and maintenance issues reported or discovered during routine inspections of our facilities. It is our goal to provide a safe, comfortable, and educational environment for all students, faculty, staff, and visitors at Wright State University. Please visit wright.edu/administration/ehs or wright.edu/physicalplant for further information.

Personal Responsibility

The cooperation and involvement of students, faculty, and staff in any campus safety program is absolutely essential. All members of the university community must assume responsibility for their own safety and the security of their property by taking simple, common-sense precautions. For example:

- Walk with a companion or in groups at night or use the university's safety escort service.
- The doors of resident rooms should remain locked even when the resident is inside the room.
- Valuables should be marked with a personal identification number in case of loss or theft.
- Automobiles should be locked, and bicycles should be properly secured when not in use. Do not leave valuables in plain view; lock them in the trunk for safekeeping.
- Never leave books or other personal items unattended in campus buildings.
- Your cellular phone is a safety tool. Make sure that you know where it will work properly for your safety.
- Never provide personal information, including address, phone number, date of birth, and credit card, bank account, or social security numbers, via email, phone, or unsecure website.
- Do not open emails or click on links in emails or online posts from unknown people or sources.
- Exercise extreme caution when sharing pictures, videos, and personal information online.
- Only purchase items online from reputable sources. Use only one credit card for all your online shopping. Do not shop online with a debit card.

The campus community is informed about campus security procedures and practices, and encouraged to take responsibility for personal and community safety, in various ways. For example, police officers regularly provide presentations to students enrolled in University College 101, group forums, new student orientation, and Residence Services staff training.

Missing Persons Response Protocol

It shall be the policy of Wright State University Police Department to thoroughly investigate reports or complaints of all persons missing from the Wright State community.

Wright State community members are encouraged to report any student who has been missing to the Wright State University Police Department. Per the Clery Act, the university provides for each student living in an on-campus housing facility the option to identify a contact person(s) who the institution will notify if the student is determined to be missing by the Wright State University Police Department.

Students' contact information will be registered confidentially and this information will be accessible only to authorized campus officials and the Wright State University Police Department. This information may not be disclosed outside of a missing person's investigation. For students under 18 years of age and not emancipated, the institution will notify a custodial parent or guardian within 24 hours when the student is determined to be missing, in addition to any additional contact person designated by the student.

To this end, it is our mission, upon receipt of a report or complaint, to obtain the basic facts as to who, what, when, where, and how regarding the circumstances of the missing person, a brief description of the victim, suspect, and any vehicles that were involved. The complaint would then be assigned to an officer or investigator for immediate follow-up. The investigating officer or investigator will conduct a search of police records regarding the complainant, victim, and suspect(s).

A BOLO (Be On The Lookout) will be produced by the Communications Center Operator regarding the victim's and suspect's description so that other police agencies will be alerted. The Wright State University Police Department will (dependent upon the circumstances) prepare a Campus Alert Bulletin regarding the incident to alert the community. Police Department employees and Student Patrol staff will ensure that the Bulletin is posted on campus. The Campus Alert Bulletin will be posted in residential communities, at the entrances of the main campus buildings, and in those places where students, faculty, and staff most frequent on the campus (i.e., cafeterias, bookstores, and student/staff lounges).

During an investigation of a missing person, the investigating officer or investigator is responsible for verifying the accuracy of the report or complaint information, which includes the description of the victim and the circumstances at the time of disappearance. The officer or investigator is also responsible for coordinating a search of the surrounding campus area, locating and interviewing witnesses, including the last person who may have had contact with the victim. The officer or investigator must also determine the exact location where the victim was last seen and secure that area until it can be thoroughly searched by police personnel. The investigator or command staff will assign a police officer to document all personnel on the site and their assignments. This person may also be posted at the crime scene to document the designation (officer) and time of entry and exit at the crime scene. Whenever additional resources (i.e., supervisory personnel, command personnel, police agencies, fire departments, search and rescue personnel) are needed, the investigator will coordinate such requests for assistance.

Command personnel will establish a command center, which is separate and distinct from the crime scene and search area. Also, command personnel will establish a media center where local media personnel will remain stationed for the purpose of interviews with command personnel or Office of Communications staff members.

The command leader may determine that other response mechanisms are necessary. Those may include but are not limited to:

- Establishing a search team
- Establishing a team to secure and process the crime scene
- Establishing a team member to be a liaison with the victim's family
- Establishing a team to conduct the neighborhood canvass
- Ensuring that all information is accurately entered and updated into NCIC (National Crime Information Center) Missing Person File
- Conducting timely briefings with agency personnel, additional resource personnel, and the media, regarding the status of the investigation

"Suzanne's Law" requiring local police to notify the National Crime Information Center (NCIC) when someone between 18 and 21 is reported missing was signed into law by President George W. Bush in the spring of 2003 as part of the national "Amber Alert" bill. The federal law is named after Suzanne Lyall, a State University of New York at Albany student who has been missing since 1998.

Previously, law enforcement officers were only required to report missing persons under the age of 18. This new law requires police to begin investigation immediately when college-age persons are reported missing. Upon closure of the investigation, all parties previously contacted will be advised of the status of the case.

If you need to report a person missing from the Wright State campus, please contact the Wright State University Police Department at (937) 775-2111 or 911 from any campus phone.

Text Message Alert System

At Wright State, the safety and security of our community is one of our highest priorities. We have added text messaging to our existing emergency alert system that is used to communicate with the entire community in case of an emergency. Text messaging adds a new dimension by which emergency messages can be delivered to you. In addition to unforeseen emergency situations, the service will alert you to school closings due to weather.

Your participation will make this system as effective as it can be.

Opting In: Sign up to receive Text Message Alerts.

1. Login to your account at WINGS Express via WINGS.
 2. Choose "Personal Information" from the menu.
 3. Choose the "Opt-In Text Message" option.
 4. Enter your cell phone's area code and phone number in the fields provided.
 5. From the first drop-down list, select your cell phone provider.
 6. From the second drop-down list, select "Emergencies."
 7. Finish by pressing the "Submit" button.
- This new text message feature is presently in a preliminary phase, and is not a guarantee of service.
- Please be advised that your service provider may apply a standard text message fee when you receive an emergency alert.

Opting Out: If you no longer wish to receive Text Message Alerts.

1. Repeat steps 1–3 from Opting In.
2. Select "Delete" from the Opt-In Level drop-down list.
3. Finish by pressing the "Submit" button.



Safety at the Lake Campus

Lake Campus Buildings

Lake Campus buildings are open from 7 a.m. to 11 p.m. Monday through Friday, and from 8 a.m. through 5 p.m. on Saturday. The Lake Campus is closed on Sundays.

Lake Campus Policies and Procedures

The policies and procedures of Wright State University's Dayton Campus also govern the Wright State University–Lake Campus. All policies and procedures concerning drug and alcohol use and sexual assault are covered in the *Wright State University Student Handbook* and *Wright Way* policies. Policies regarding crime prevention and W.A.A.P.S. (Women's Assault Awareness and Protection Skills Program) information are shared with the Wright State University–Lake Campus community.

Environmental Hazards

All policies and procedures of the Wright State University Dayton Campus involving environmental health and safety also govern the Wright State University–Lake Campus. The Wright State University–Lake Campus contacts the Dayton Campus in the event of chemical spills or other environmental safety hazards. The Lake Campus' maintenance personnel respond to more routine safety hazards.

Emergency Service

In January 2012, one full-time police officer with the Wright State University Police Department was hired and assigned to the Wright State University–Lake Campus. This police officer provides law enforcement and crime prevention services to the Lake Campus.

To contact the Wright State University–Lake Campus police officer during operational hours for non-emergencies, dial ext. 8449 or (419) 586-0249. For emergencies during normal operational hours, dial 911 or the Mercer County dispatch at (419) 586-7724.

During non-operational hours (weekends, holidays, and after hours), emergency services are provided to the Wright State University–Lake Campus by the Wapakoneta Branch of the Ohio State Highway Patrol and the Mercer County Sheriff's Office. Emergency calls to 911 from the Lake Campus will reach the Mercer County Central Dispatch, who will dispatch the appropriate officer as needed.

The Wapakoneta Ohio State Highway Patrol Post (OSP), located at 15472 Wapak-Fisher Road, Wapakoneta, OH 45895, can be reached by calling (419) 738-8010. If you are a visitor, faculty, staff member, or student of the Wright State University–Lake Campus, criminal incidents must be reported to the officer on duty or OSP. Additionally, daily patrols of the Lake Campus are made by the officer on duty, Wapakoneta Post of the Ohio State Highway Patrol, and by the Mercer County Sheriff's Office.

The Mercer County Sheriff's Office, located at 4835 State Route 29, Celina, OH 45822, can be reached by calling (419) 586-7724.

Coordinating Safety at the Lake Campus

The Wright State police officer assigned to the Lake Campus works with the Lake Campus Administration to coordinate all aspects of safety as applied to the faculty, staff, and students of the Lake Campus. The Wright State police officer monitors buildings and parking lots, and reports suspicious activity. In addition, the Mercer County Sheriff's Office works closely with the Lake Campus to assist with patrols and security support.

Sex Offenders

Information concerning registered sex offenders living in the area of the Wright State University–Lake Campus can be obtained through the Mercer County Sheriff's Office. The Mercer County Sheriff's Office website can be accessed at www.mercercountysheriff.org online. The State of Ohio also provides information at <http://www.icrimewatch.net/index.php?AgencyID=55149&disc> online.

Contacting the Lake Campus

Mail: Wright State University–
Lake Campus
7600 Lake Campus Dr.
Celina, OH 45822-2952

Phone: (419) 586-0300 or
(800) 237-1477

Fax: (419) 586-0358

Website: lake.wright.edu

Gender-Based Harassment and Violence

(Sexual Misconduct, Dating Violence, Domestic Violence, Stalking, and Sexual Harassment)

Policy Number: 4011

Date Issued: New/April 2015

References: Office of Equity and Inclusion

Authority: Offices of the Provost and Vice President for Student Affairs

4011.01 Introduction

Wright State University is committed to maintaining a safe and healthy educational and work environment in which no member of the university community is, on the basis of actual or perceived gender, gender identity, gender expression and or sexual orientation, excluded from participation in, denied the benefits of, or subjected to discrimination in any university program or activity. Wright State University does not discriminate on the basis of sex or gender in its education programs and activities. Gender-based harassment and violence, including sexual violence, are forms of sex discrimination in that they deny or limit an individual's ability to participate in or benefit from university programs or activities.

All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. The university prohibits gender-based harassment and violence under any circumstances. This policy has been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated.

Nothing in this policy shall be construed to abridge academic freedom and inquiry, principles of free speech, the Collective Bargaining Agreements between the AAUP-WSU, the right to redress to the Ohio Civil Rights Commission or the Office for Civil Rights, or the university's educational mission.

4011.02 Scope

This policy applies to Wright State University employees, students, and all individuals who, while not Wright State employees, perform work on university property. Wright State University property includes Dayton Campus, Lake Campus, and any other location where employees or students engage in university business or participate in any university-sanctioned activity.

All employees, students, and contractors of Wright State University, in order to be consistent with federal regulations, have a duty to report incidents of gender-based harassment or violence that occur at the Wright State University campuses.

4011.03 Definitions

- a. **Gender-Based Violence**—Any behavior or practice that causes or intends to cause emotional, psychological, physical harm or property damage based on actual or perceived gender, gender identity, gender expression, and/or sexual orientation.
- b. **Sex Offenses**—Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. (Examples of Sex Offenses include but are not limited to: Rape sexual assault, sexual battery, sexual imposition, or public indecency.)
- c. **Domestic Violence (DV)**—Any physical, sexual, psychological, emotional or economic abuse directed at spouses, partners, siblings, children, elders, parents or family members who cohabit with one another.
- d. **Intimate Partner Violence (IPV)**—Physical, sexual, threats, or psychological abuse that occurs between two people in a close or intimate relationship. The term “intimate partner” includes current and former spouses, partners and date partners. (Examples of Intimate Partner Violence include but are not limited to: Grabbing, shoving, slapping, hitting, kicking, punching, stabbing, shooting, rape, intimidation, blackmail, belittling a person's abilities and competency, or maintaining control over financial resources including a person's earned income.)
- e. **Dating Violence (DaV)**—A type of intimate partner violence that occurs between two people in a dating relationship. (Examples of Dating Violence include but are not limited to: Extreme jealousy or insecurity, belittling, isolating you from family or friends, or making false accusations.)
- f. **Stalking**—Stalking is characterized by behavior that is composed of a “series of actions” that if taken individually might constitute legal behavior. When these behaviors are coupled with “an intent to instill fear” or inflict emotional, physical or psychological injury, they may constitute a “pattern of behavior” that is illegal. (Examples of stalking include but are not limited to: Monitoring an individual's phone calls, reading a person's mail, following a person outside the home, breaking into a person's home, stealing a person's belongings, calling, texting, emailing, mailing a person repeatedly at home or work, repeated, uninvited appearances at a place of work or residence.)
- g. **Sexual Misconduct**—Any attempt at or any actual unwanted sexual contact, physical or nonphysical, in the absence of clear and voluntary consent. Clear and voluntary consent is consent that is given freely and actively in mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Consent is not clear or voluntary if it results from the use of physical force, threats, intimidation, or coercion. It is a violation of policy to have sexual contact with someone who is known to be, or should be known to be, incapable of making a rational, reasonable decision. (Examples of sexual misconduct include but are not limited to: Sexual penetration, sexual touching with any body part or object without consent, taking non-consensual, unjust, or abusive sexual advantage of another, such as video or audio or audio-taping of sexual activity without the express permission of both parties, or the exposure of the private or intimate parts of the body in a lewd manner in public or in private premises.)
- h. **Sexual Harassment**—Sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or educational status; submission to or rejection of such conduct by an individual is used as the basis for an employment or educational decision affecting such individual; or, such conduct has the purpose or effect of substantially interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or educational environment. (Examples of sexual harassment include but are not limited to: Verbal: sexual innuendo, suggestive comments, insults, humor and jokes about sex or gender-specific traits, sexual propositions, threats. Non-verbal: suggestive or insulting sounds, leering, whistling, obscene gestures. Physical touching: pinching, brushing the body, coerced sexual intercourse, assault.)
- i. **Consent**—This is the act of knowingly and affirmatively agreeing to engage in a sexual activity. Consent must be voluntary. An individual cannot consent who is substantially impaired by any drug or intoxicant; or who has been compelled by force, threat of force, or deception; or who is unaware that the act is being committed; or whose ability to consent is impaired because of a mental or physical condition; or who is coerced by a supervisory or disciplinary authority; or who is a minor by legal definition. Consent may be withdrawn at any time. Prior sexual activity or relationship does not, in and of itself, constitute consent.

4011.04 Romantic and/or Sexual Relationships

Consensual relationships are strongly discouraged when there is a professional role-based power differential between individuals at Wright State University. Should a relationship begin to emerge, where a power differential exists, the individual in the position of power has a duty to report such relationship to their immediate supervisor, or the Associate Provost for Faculty and Staff Affairs as soon as possible.

Individuals in positions of power must be aware that romantic or sexual relationships with students, direct reports, or anyone for which the person in the position of power has supervisory or academic responsibility, increases the potential for exploitation and poses a legal risk to both the individual and the institution.

It is important to be aware that allegedly consensual relations that “end” may later result in allegations of sexual harassment.

Any individual who is having or has had a romantic or sexual relationship with a person over whom he or she has academic authority, supervisory responsibility, or other university responsibility or authority must report the relationship to their immediate supervisor or the Associate Provost for Faculty and Staff Affairs; and, has a duty to cooperate in making acceptable alternative arrangements. These individuals must be removed immediately from all decision-making processes and positions of authority concerning the person with whom he or she is having or has had the relationship. The university requires the resolution of all conflicts of interest created by the relationship in the context of appropriate levels of confidentiality.

Failure to report the relationship, to cooperate in the transfer of responsibility and authority, or to resolve all conflicts of interest are grounds for discipline or sanctions, up to and including termination or expulsion, under the appropriate university policies.

4011.05 Gender-Based Harassment and Violence Complaint Procedure

It is the policy of Wright State University (WSU) to comply with Title IX of the Educational Amendments of 1972 (Title IX) which states, “*No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving federal financial assistance.*” Title IX applies to any activity in connection with academic, educational, extra-curricular, athletic, and other programs of the school, including school-sponsored or condoned activities (employee travel, study abroad programs, regional/satellite locations affiliated with school, etc.). Title IX may also cover activity that occurs off school grounds if there is carry-over into the educational setting (e.g., if a person is sexually assaulted off-campus by another person affiliated with WSU and the survivor must continue to interact with or see the assailant on campus).

Additionally, Wright State University is committed to maintaining a safe and healthy educational and work environment in which no member of the university community is, on the basis of gender, gender identity, gender expression and/or sexual orientation, excluded from participation in, denied the benefits of, or subjected to discrimination in any university program or activity. Wright State University does not discriminate on the basis of sex in its education programs and activities, and Title IX requires Wright State University not to discriminate in such a manner. Gender-based harassment and violence, including sexual violence, are forms of sex discrimination in that they deny or limit an individual’s ability to participate in or benefit from university programs or activities. Wright State University has adopted a grievance procedure providing for prompt and equitable resolution of complaints alleging any action against a staff or faculty member prohibited by Title IX in any program or activity receiving Federal financial assistance.

1. **Student Survivors: Report to the University Police Department**—Students are encouraged to report gender-based harassment and violence, which includes sexual assault to the University Police Department. Reporting the event to University Police does not require the student to file criminal charges, but provides an opportunity for collection of evidence helpful in a prosecution and helps facilitate all support systems to be put in place for the survivor. **Alternatively, student survivors can report gender-based harassment and violence to the Office of Student Support Services, the Office of Community Standards and Student Conduct, or the Women’s Center.**
2. **Faculty and Staff Survivors: Report to the Office of Equity & Inclusion**—Faculty and staff are encouraged to report gender-based harassment and violence, which includes sexual assault, to the Office of Equity and Inclusion (OEI). **Alternatively, faculty and staff survivors can report gender-based harassment and violence to the Office of Human Resources or to University Police.**
3. **Complaints against students or student groups: Report to the Office of Community Standards and Student Conduct**—Complaints of gender-based harassment and violence against students or student groups, which includes sexual assault, should be reported to the Office of Community Standards and Student Conduct (OCSSC). **Alternatively, complaints against students or student groups can be reported to the University Police.**
4. **Complaints Against Faculty or Staff: Report to the Office of Equity and Inclusion**—Complaints of gender-based harassment and violence against faculty or staff, which includes sexual assault, should be reported to the Office of Equity and Inclusion (OEI). **Alternatively, complaints against faculty or staff can be reported to the Office of Human Resources or to University Police.**

People with Disabilities: Report to the Office of Equity and Inclusion—

Wright State University will make appropriate arrangements to ensure that people with disabilities are provided accommodations, if needed, to participate in the Gender-Based Harassment and Violence Complaint Procedure. Such arrangements may include, but are not limited to, providing interpreters for the deaf, providing taped cassettes of material for the blind, or assuring a barrier-free location for the Proceedings. The Section 504/ADA Coordinator for WSU will be responsible for such arrangements and can be reached at (937) 775-3207 or oei-ada@wright.edu.

The University will also maintain an anonymous reporting system through which complaints about gender-based harassment and violence may be submitted. The Office of Equity and Inclusion is responsible for ensuring the independent investigation of complaints, questions or concerns raised through this reporting mechanism.

4011.06 Process for Initiating a Complaint:

1. **Students (Office of Community Standards and Student Conduct): All reports should be submitted as soon as possible after the event takes place.**
 1. There will be an impartial investigation conducted as quickly as possible. If a determination is made that an alleged violation of the Code of Student Conduct may have occurred, the university will initiate disciplinary proceedings against the student.
 2. Individuals who file reports will be informed of all steps the university may take to address the initial incident as well as prevent recurrence of the misconduct from taking place in the future.
 3. The accused and the reporting person are entitled to the same opportunities to have others present during a campus disciplinary proceeding as well as a right to appeal the outcome. (See Code of

Conduct for a complete list of rights for both parties) Also, both the reporting person and the accused shall be informed in writing of the outcome of any institutional disciplinary proceeding regarding an alleged violation of the gender-based harassment and violence policy.

4. In all cases, any information available to the Conduct Panel or Administrative Hearing Body will be considered. A preponderance of the evidence standard will be used to determine if the student is responsible for the alleged violation or not.
5. Scope, Jurisdiction—This process applies to all Wright State University students. A student is defined as “an individual who has been accepted to the university, or taking courses at Wright State University on a full or part time basis. Student status continues until an individual graduates, is academically or disciplinary separated from the university or is not in attendance for two complete, consecutive terms.” This policy applies to students of other institutions who reside at WSU or are involved in certain on-going WSU programs. Appropriate sanctions are applicable.

Wright State University has the authority to address misconduct that takes place on university premises as well as off-campus conduct when the behavior may have or has had an adverse impact upon the university community. The jurisdiction of this policy also applies to university sponsored events, activities, trips, etc., which may occur off campus. The university, at its discretion, may pursue disciplinary action against a student while the student is also subject to criminal proceedings. The university reserves this right even if criminal charges are pending, reduced, or dismissed.

2. Faculty and Staff (Office of Equity and Inclusion):

1. Informal Procedure

Any person who believes he or she has been subjected to discrimination by a staff or faculty member on the basis of a sex, gender, gender identity, gender expression and/or sexual orientation, may file a grievance by communicating (orally or in writing) their concerns to the Office of Equity and Inclusion within one hundred and eighty day of the last incident of alleged gender-based harassment and violence. The appropriate person to lead efforts to resolve allegations against a staff or faculty member is the Director, Office of Equity and Inclusion and Title IX Coordinator.

Upon receipt of the informal complaint, the Office of Equity and Inclusion will immediately attempt to determine whether a violation of the Gender Based Harassment and Violence Policy has occurred and what responses need to occur. The standard of review used to determine responsibility is a “preponderance of evidence” standard. This determination is based on the greater weight of the information and does not require a standard beyond a reasonable doubt. The Office of Equity and Inclusion will also assess the need for interim support services. Wright State University provides a number of interim support services, upon request, to staff and faculty members who have been survivors of Gender-Based Harassment and Violence offenses. **No police report, disciplinary complaint or investigation need occur before this option is available. The Office of Equity and Inclusion will exercise discretion and sensitivity about sharing the identity of the survivor when arranging for interim support services. A survivor can access these services at any time, even if the person initially declined the service.**

The effort to resolve the complaint informally should be completed no less than sixty days from the date the original complaint was received. The participation of the complainant in an informal effort to resolve a complaint is voluntary and the informal process will be adjusted immediately if the complainant wishes to bypass the informal process in lieu of a formal process or decides not to participate/pursue either process. To initiate the formal complaint process, the complaint must notify the Office of Equity and Inclusion that he/she would like to file a formal grievance in accordance with the formal procedure detailed below.

At the end of the efforts to resolve the complaint informally, the Office of Equity and Inclusion should record the complaint in a written statement identifying all parties, the complaint and the outcome of the informal review. Copies of the report should be provided to the Associate Provost for Faculty and Staff Affairs (if respondent is a member of the faculty), or division leader of the division where the employee is based for non-instructional staff members.

2. Formal Procedure

Any person who believes he or she has been subjected to discrimination by a staff or faculty member on the basis of sex, gender, gender identity, gender expression and/or sexual orientation may file a grievance formally by communicating (orally or in writing) their concerns to the Office of Equity and Inclusion within one hundred and eighty days of the last incident of alleged gender based violence and harassment. The appropriate person to lead efforts to resolve allegations against a member of the staff or faculty is the Director, Office of Equity and Inclusion and Title IX Coordinator.

The formal complaint should include the name and address of the person filing it, and briefly describe the alleged violation of the policy.

Within these procedures; any student, parent, employee, or other patron who believes he or she has been subjected to discriminatory action by Wright State University (WSU) or someone representing WSU in violation of Gender Based Violence and Harassment Policy can be a complainant.

Upon receiving a grievance, the Office of Equity and Inclusion will conduct an investigation with respect to all timely filed grievances that raise issues under the Gender Based Violence and Harassment Policy. This grievance procedure contemplates informal but thorough and impartial investigations, affording all interested persons and their representatives, if any, an opportunity to submit information relevant to a grievance.

The Office of Equity and Inclusion will issue a written decision on the grievance no later than sixty days after its filing. A copy of the written decision will be provided to both the complainant (and alleged victim if different from the complainant) and the person(s) accused.

Upon completion of the investigation, the university will provide a prompt and equitable resolution(s) including taking steps to prevent recurrence of any discrimination that it finds has occurred, and to correct the effects of such discrimination on the complainant and others, if appropriate.

If extenuating circumstances dictate an extension of time, the Director of the Office of Equity and Inclusion or designee will notify the complainant and person(s) accused in writing of the delay, and an estimate of the time frame for completion of the investigation.

In most circumstances, a person(s) accused shall have the right to present information and testimony in an effort to defend actions she/he has taken related to the complaint. This opportunity will not be available in situations where providing this action will cause undue harm to another party involved in the process (e.g., personal confrontation that would have the impact of harassment, intimidation, etc.).

The person filing the grievance is not expected to prosecute the alleged discrimination claim, but rather the Office of Equity and Inclusion will conduct an investigation under the guidelines prescribed in this procedure.

4011.07 Timelines

Once an alleged incident of gender-based harassment and/or violence is reported, every effort will be made to resolve the complaint in a timely fashion. In most cases, all complaints will be resolved within sixty days of being reported. However, if extenuating circumstances dictate an extension of time is needed to reach a resolution, the appropriate university official will notify the complainant and person(s) accused in writing of the delay, and provide an estimate of the time frame for completion of the investigation.

4011.08 Retaliation Prohibited

It is a violation of WSU policy and Federal regulations to retaliate against anyone who files a complaint, grievance, or cooperates in the investigation of a grievance. Discrimination against any individual because he or she reported violations under the Gender-Based Harassment and Violence Policy, or made a complaint, testified, assisted, or participated in any investigation or proceeding, is prohibited. Coercion or intimidation of, threats toward, or interference with anyone because he or she exercised or enjoyed their rights under the Gender-Based Harassment and Violence Policy, or helped or encouraged someone else to do so, is also prohibited.

4011.09 Accommodations

1. Students—Wright State University provides a number of accommodations to students who have been victims/survivors of Title IX Offenses. The list below, although not exhaustive, is illustrative of accommodations that are offered.
 - o Assist the student in attending to any medical needs and can arrange for a professional staff member to accompany the student to the hospital if requested by the student.
 - o Assist the student in contacting a support person such as a friend or parent if desired.
 - o Assist the student in connecting with the police and community standards and student conduct to obtain a restraining order or other lawful order of protection or a no-contact order.
 - o Provide academic, health and wellness, and residential support services.

- o Assist the student in securing a safe place to live. If the student lives on campus, she/he should be offered a room reassignment or change in her/his living situation.
 - o Assist the student with visa issues if appropriate.
 - o Assist the student in filing a complaint with the Wright State University Police if on campus and/or other appropriate law enforcement jurisdiction if the incident occurred off-campus.
 - o Inform the student of his or her right to pursue a gender-based harassment and violence disciplinary complaint against an accused student with the Office of Community Standards and Student Conduct. If the accused is someone other than a student (e.g., a university employee, vendor, contractor or visitor) the Director will inform the student of his or her right to pursue complaints using the appropriate university process. The university's disciplinary processes address a much broader range of offenses than the criminal law.
2. Faculty and Staff—Wright State University provides a number of interim support services, upon request, to staff and faculty members who have been victims/survivors of Title IX Offenses.

No police report, disciplinary complaint or investigation need occur before this option is available. The Title IX Coordinator will exercise discretion and sensitivity about sharing the identity of the victim/survivor when arranging for interim support services. A victim/survivor can access these services at any time, even if the person initially declined the service.

These Services include, but are not limited to the following:

- o Assist the employee in immediately attending to any medical needs. The Coordinator can arrange for a professional staff member to accompany the employee to the hospital, if requested by the employee.
- o Assist the employee in contacting a support person such as a friend or family member, if desired.
- o Assist the employee in obtaining a university no-contact order or a court-issued restraining order or other lawful order of protection.
- o Provide information on medical and psychological resources available.
- o Change working conditions.
- o Provide transportation/parking options.
- o Arranging for a voluntary leave of absence (using sick leave, FMLA, or personal leave as appropriate).
- o Assist the employee in filing a complaint with Wright State University Police if on-campus and or other appropriate police department if off-campus.
- o Inform the employee of the option to have the matter investigated by the Office of Equity and Inclusion and provide periodic updates on the status of any investigation.
- o Providing the victim/survivor with information from Impact Solutions employee assistance program.
- o Other support services upon request and if reasonable available.

If interim support services are desired or accommodations are necessary due to an injury or disability, faculty or/staff survivors may contact a human resources representative at (937) 775-2120 or the Americans with Disabilities Act Coordinator at (937) 775-3207 or via email at oei-ada@wright.edu.

***The Title IX Coordinator is required by law to notify appropriate law enforcement authorities of any sexual assault, domestic violence, dating violence, and stalking reported for the purpose of data collection.**

4011.10 Sanctions

1. Students: Office of Community Standards and Student Conduct <http://www.wright.edu/community-standards-and-student-conduct/code-of-student-conduct/sanctions>

- o Warning
- o Educational Sanction
- o Parental Notification
- o Alcohol Violation Sanctioning
- o Drug Violation Sanctioning
- o Restitution
- o Fine/Administrative Fee
- o Probation
- o Loss of Privilege
- o Termination of Recognition
- o No Contact Order
- o Suspension
- o Summary Suspension
- o Residential Summary Suspension
- o Deferred Suspension
- o Expulsion

2. Non-Bargaining Unit Faculty and Staff: Human Resources—The university utilizes a number of sanctions for disciplinary purposes for staff based on the egregiousness of the situation and the circumstances involved. The following option exist:

- o Mandatory training required
- o Mandatory referral to Employee Assistance Program (EAP)
- o Performance Improvement Plan (PIP)
- o Verbal counseling
- o Written warning
- o Suspension (of various lengths)
- o Demotion of position and pay
- o Termination

3. Bargaining Unit Faculty: Provost Office—Bargaining unit faculty disciplinary procedures are outlined in Article 14 of the Collective Bargaining Agreements between the AAUP-WSU and the university covering both TET and NTE faculty.

4011.11 Appeals

1. Students: Office of Community Standards and Student Conduct

The appellate process is designed to ensure the integrity of the deliberations and decisions of the university hearing panel(s) and/or the decisions of a conduct officer. A student or complainant who has participated in a conduct conference with the director or designee or a CRP hearing, may appeal the decision to the University Appeals Panel (UAP). The appellate decision of the UAP is final.

In all cases, a detailed, written appeal must be submitted within five business days after the date of the conference or hearing decision has been made. The appeal must be in writing and delivered to the Office of Community Standards and Student Conduct. The director or designee is responsible for processing all appeals as described in this code.

A student or complainant may request an appeal on one or more of the following:

- The student or complainant has been deprived of his or her rights as defined herein.
- The facts appear to be insufficient to establish the violation.
- The sanction(s) imposed by the officer/body of original jurisdiction was not justified by the nature of the offense.
- To consider new evidence, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such evidence and/or facts were not known to the person appealing at the time of the original hearing.

The appeal should state in plain and simple language that the decision is being appealed. An appeal also should describe, in plain and simple language, each error of procedure or fact allegedly made by the conduct officer or hearing panel and the facts that support the student's or complainant's assertion that an error was made.

The panel examines the hearing or other records to determine whether the procedures employed were proper, whether the decision is adequately supported by the documents, testimony, or other evidence, or the propriety of any sanction imposed, or new evidence presented. The UAP may approve the decision of the hearing panel or director, return the matter to the panel or director for further action. If the UAP finds no substantive error(s) that would have changed the original decision of the panel or director, the decision shall stand.

The appellate process differs from that of the hearing. The UAP does not hear testimony from witnesses; consider documents or other evidence not previously considered by the hearing body unless the appeal is based upon the discovery of new information and/or evidence. The Appeals Board may, however, permit the student and complainant who has appealed and the conduct officer to make oral arguments and answer questions posed by the board. Furthermore, after oral arguments and questioning are complete, the UAP will meet in closed session to review records, including any tapes or transcripts, and to determine whether the procedural and substantive decisions made were proper. If not procedural or substantive errors were made which would have significantly affected the outcome of the hearing, the decision of the hearing panel will be upheld..

If, however, there were procedural or substantive errors significantly affecting the outcome of the hearing, the UAP may remand the case to the hearing panel or director for appropriate action. The findings of the UAP will be mailed to the student and complainant within five business days of the date of the decision(s) of the UAP. The decision(s) of the UAP is final.

2. Non-Bargaining Unit Faculty and Staff: Office of Equity and Inclusion

Either the complainant (the alleged victim if different from the complainant) or the person alleged to have violated this policy may request a review of the written decision of the Office of Equity and Inclusion. A review of the written decision is only available to Wright State University community members. The request for review must be made in writing, stating the reasons for the request and must be forwarded to the Associate Provost within fifteen days of receiving the decision of the Office of Equity and Inclusion.

The Associate Provost shall issue a written decision in response to the appeal no later than thirty days after its filing. In the report from the Associate Provost, the following possible outcomes will be considered:

- (1.) Affirm or reverse the finding of no reasonable cause.
- (2.) Affirm or reverse the finding of reasonable cause.
- (3.) Remand the matter back to the Office of Equity and Inclusion for additional investigation and a supplementary report base on the addition investigation.
- (4.) Affirm or recommend modifying any recommendations made by the Office of Equity and Inclusion.

If the Associate Provost concludes that reasonable cause exists to believe that this policy has been violated, it may instruct the Office of Equity and Inclusion to take immediate action to eliminate the harassment or discrimination.

3. Bargaining Unit Faculty: Provost Office

If a Bargaining unit faculty member or AAUP-WSU is dissatisfied with a disciplinary outcome they may take action under Article 16 Grievance and Arbitration of the Collective Bargaining Agreements between the AAUP-WSU and the university covering both TET and NTE faculty.

4011.12 Making Reports

The information needed to make a report should include as detailed an account of the circumstances as possible.

1. Confidential Report

The university will work to safeguard the Personally Identifying Information (PII) and privacy of those who report gender-based harassment and violence or seek assistance to the extent possible and permitted by law. However, it is important that limits on confidentiality are understood.

Personally Identifying Information includes:

- A first and last name;
- A home or other physical address;
- Contact information;
- Social Security Number; and
- Any other information, including date of birth, racial or ethnic background, or religious affiliation.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (formerly the Campus Security Act) as amended by the Campus Sexual Violence Elimination Act (Campus SaVE Act 2013), requires that all university officials with significant responsibility for campus and student activities report any incident of alleged sexual misconduct, including sexual assault and other forms of gender-based harassment or violence.

However, if the reporting person does not wish to be identified, a third-party report that does not include the reporting person's Personally Identifying Information must be made.

Individuals should always confirm whether confidentiality applies. Generally confidentiality applies only when services are sought from the following persons:

- Counseling & Wellness Services counselor
- Psychologist
- Psychiatrist
- Health care provider
- Personal attorney
- Religious/spiritual counselor

Other university employees cannot guarantee confidentiality, but will be as discreet as possible when sharing information with others. Information is disclosed to appropriate university officials who have an essential need to know in order to carry out their university responsibilities.

Wright State University must balance the needs of the individual with its obligation to protect the safety and well-being of the university community. Therefore, based on the information contained within the report, additional action may be necessary, to include but is not limited to, summary suspension, housing relocation, class reassignment, no contact order, administrative leave and campus safety alerts. It is noted that the alert will not contain any information that identifies the reporter/alleged victim.

2. Police Report

Individuals who are victims of gender-based harassment or violence are encouraged to promptly report the incident. If the individual is incapacitated for any reason, a report should be made on behalf of the person. Wright State University strongly encourages anyone affected by or with knowledge of an incident to immediately report gender-based harassment or violence to the Wright State University Police Department at (937) 775-2111 or 911 from any campus phone. The criminal investigation of a complaint will not preclude or delay an administrative investigation of any complaint.

Offenses occurring on-campus:

Individuals should contact the Wright State University Police Department directly at (937) 775-2111 (non-emergency) or 911 (emergency) from any campus phone to file a police report. Wright State Police officers will respond quickly with sensitivity and compassion. In the case of a report involving a student, the WSU Police Department will promptly notify the Director of Student Support Services, at 022 Student Union, 3640 Colonel Glenn Hwy, Dayton, Ohio 45435, (937) 775-5742 (<http://www.wright.edu/police/>).

Offenses occurring off-campus:

Individuals should contact the local law enforcement jurisdiction by calling 911 (emergency). Upon request, the Wright State University Police will assist the responding law enforcement jurisdiction as required. Upon notification of an incident involving a student, WSU Police Department will promptly notify the Director of Student Support Services, at 022 Student Union, 3640 Colonel Glenn Hwy, Dayton Ohio 45435, (937) 775-5742.

3. Report to the Office of Community Standards and Student Conduct

If the accused is a Wright State student, individuals are urged to file a disciplinary complaint with the Office of Community Standards and Student Conduct, (937) 775-4240. A criminal investigation and the disciplinary complaint process with the Office of Community Standards and Student Conduct may proceed simultaneously, however findings in the criminal investigation have no bearing on the determination of whether a violation of the student code of conduct has occurred. The criminal investigation of a complaint will not preclude or delay an administrative investigation of any complaint. (www.wright.edu/community-standards-and-student-conduct).

Upon request, the Wright State University Police Department, the Office of Community Standards and Student Conduct, the Office of Student Support Services or the Women's Center, will assist students in notifying the appropriate law enforcement jurisdiction in the event of an on or off-campus incident or gender-based harassment or violence.

4. Report to Student Support Services

Students may elect to report an incident of gender-based harassment or violence directly to the Director of Student Support Services, at 022 Student Union, 3640 Colonel Glenn Highway, Dayton, OH 45435, (937) 775-5742. In addition to taking report information, the Director will:

- Assist the student in attending to any medical needs and can arrange for a professional staff member to accompany the student to the hospital if requested by the student.
- Assist the student in contacting a support person such as a friend or parent if desired.
- Assist the student in connecting with the police and community standards and student conduct to obtain a restraining order or other lawful order of protection or a no-contact order.
- Provide academic, health and wellness, and residential support services.
- Assist the student in filing a complaint with the Wright State University Police if on campus and/or other appropriate law enforcement jurisdiction if the incident occurred off-campus.
- Inform the student of his or her right to pursue a gender-based harassment and violence disciplinary complaint against an accused student with the Office of Community Standards and Student Conduct. If the accused is someone other than a student (e.g., a University employee, vendor, contractor or visitor) the Director will inform the student of his or her right to pursue complaints using the appropriate university process. The university's disciplinary processes address a much broader range of offenses than the criminal law.
- Additional resources:
 - www.wright.edu/counseling/
 - www.wright.edu/student-health-services
 - www.wright.edu/student-legal-services
 - www.wright.edu/disability-services
 - www.wright.edu/ucie (visa and immigration services)
 - Students may also report an incident to officials of the WSU Women's Center. www.wright.edu/administration/womensctr

4011.13 University Resources

Counseling & Wellness Services:

wright.edu/counseling

Faculty and Staff Assistance Program:

wright.edu/human-resources/benefits/additional-miscellaneous-program

Human Resources:

wright.edu/human-resources

Office of Community Standards & Student Conduct (OCSSC):

wright.edu/community-standards-and-student-conduct

Office of Disability Services:

wright.edu/disability-services

Office of Equity and Inclusion:

wright.edu/administration/affirm/index.html

Office of Student Support Services:

wright.edu/students/studsupport/

Student Health Services:

wright.edu/student-health-services

Student Legal Services:

wright.edu/student-legal-services

University Police Department:

wright.edu/police/

Women's Center:

wright.edu/administration/womensctr/

Title IX Coordinator:

Director of the Office of Equity and Inclusion
436 Millett Hall
(937) 775-3207
oei-title9@wright.edu

Deputy Title IX Coordinators:

For complaints against students:
Assistant Vice President for Student Affairs
W022 Student Union
(937) 775-4240
cssc-title9students@wright.edu

For complaints against faculty:

Associate Provost for Faculty and Staff Affairs
Office of the Provost
268 University Hall
(937) 775-3036
assocprovost-title9@wright.edu

For complaints in Intercollegiate Athletics:

Assistant Athletic Director and Senior Woman Administrator
Department of Athletics
356 Ervin J. Nutter Center
(937) 775-2721
athletics-title9@wright.edu

For complaints against staff and other members of WSU employment community:

Assistant Director of the Office of Equity and Inclusion
436 Millett Hall
(937) 775-3207
oei-title9@wright.edu

Human Resources Employee Relations Team
Department of Human Resources
115 Medical Sciences Bldg.
(937) 775-3843/(937) 775-4976
humanresources-title9@wright.edu

4011.14 Local Agency Resources

- **Soin Medical Center:**
Address: 3535 Pentagon Blvd., Beavercreek OH 45431
Phone number: (937) 702-4000
Website: ketteringhealth.org/soin/
- **Greene County Victim Witness**
Address: 61 Greene Street, Suite 200, Xenia OH 45385
Phone Number: (937) 562-5087
Website: co.greene.oh.us/index.aspx?NID=469
- **Greene County Family Violence Prevention Center**
Address: 380 Bellbrook Avenue, Xenia OH 45385
Phone Number: (937) 376-8526 or
(937) 426-6535 (Administrative Offices)
Fax: (937) 376-8529
Website: violencefreefutures.org/contact/
Email: info@violencefreefutures.org
- **Artemis Center**
Address: 310 W. Monument Avenue, Dayton OH 45402
Phone Number: (937) 461-5091
Fax: (937) 461-2852
Website: artemiscenter.org/contact/php

4011.15 Outside Agency Resources

- **The Ohio Civil Rights Commission:**
crc.ohio.gov
- **U.S. Department of Education, Office of Civil Rights (ORC):**
www2.ed.gov/about/offices/list/ocr/index.html
- **U.S. Equal Employment Opportunity Commission (EEOC):**
www.eeoc.gov
- **Jeanne Clery Act Information:**
cleryact.info/home.html

Amnesty

The Office of Community Standards and Student Conduct will not pursue disciplinary violations against a student for the students' prohibited use of alcohol or drugs if a good faith report of an act of gender based harassment and violence is made.

Retaliation

Wright State University prohibits retaliation against an individual for filing a report, serving as a witness or otherwise being involved in a student conduct case. Acts of retaliation are, by themselves, cause for disciplinary action and potentially criminal and civil action.

Education, Prevention, Resources

Wright State University is committed to education and increasing awareness of students, faculty, and staff about preventing incidents of sexual misconduct/assault. The Office of Student Support Services is responsible for coordinating the university's sexual misconduct/assault education and prevention program in collaboration with the Wright State University Coalition Against Sexual Assault (CASA). Members of the Coalition include representatives from the Office of Equity and Inclusion, Counseling and Wellness Services, Residence Services, Student Activities, Student Health Services, Community Standards and Student Conduct, the University Police Department, Student Support Services, and the Women's Center. Education and prevention initiatives are conducted throughout campus.

Education and prevention resources provided include:

- To help create a safer campus environment, members of the campus community are asked to complete an online course called Think About It by CampusClarity. Think About It is an innovative, engaging, and informative online course that examines the interconnected issues of substance abuse, sexual violence, and healthy relationships through a variety of interactive, realistic scenarios and guided self-reflection.
- Residence Services, the Women's Center, Student Health Services, Counseling and Wellness Services, Community Standards and Student Conduct, the University Police Department, and the Office of Equity and Inclusion distribute sexual misconduct/assault prevention materials and information.
- Sexual Assault Awareness Week (SAAW) is implemented annually in collaboration with CASA. This program educates the university community about preventing sexual misconduct/assault. A variety of events are held during SAAW.
- Residence Services staff receives sexual assault misconduct/assault education in their training and staff development programs.
- Educational programming is also conducted within the Wright State University residential communities.
- Sexual Misconduct/Assault prevention information is disseminated in first-year student seminar classes and learning communities.
- Safety brochures are provided to Students, Staff, and Faculty on the Crime Prevention Section of the Police Department's website so that they can be downloaded or forwarded to friends or family.

There are campus and community resources and services available to students even if university or criminal reports are not made. The university strongly encourages students to seek assistance to care for themselves emotionally and physically through confidential crisis intervention, health care, and counseling. As students tend to their health, they should keep in mind that medical examinations are time-sensitive, and are critical in preserving evidence of sexual misconduct, including sexual assault so that options can be considered at a later time. Questions about services and resources should be made to the Office of Student Support Services.

Wright State University Policies

WSU Student Code of Conduct—

wright.edu/community-standards-and-student-conduct

Student Grievance Policies—

wright.edu/students/stu_affairs/grievances.html

4001 Equal Educational and Employment Opportunity Policies and Affirmative Action Plan—

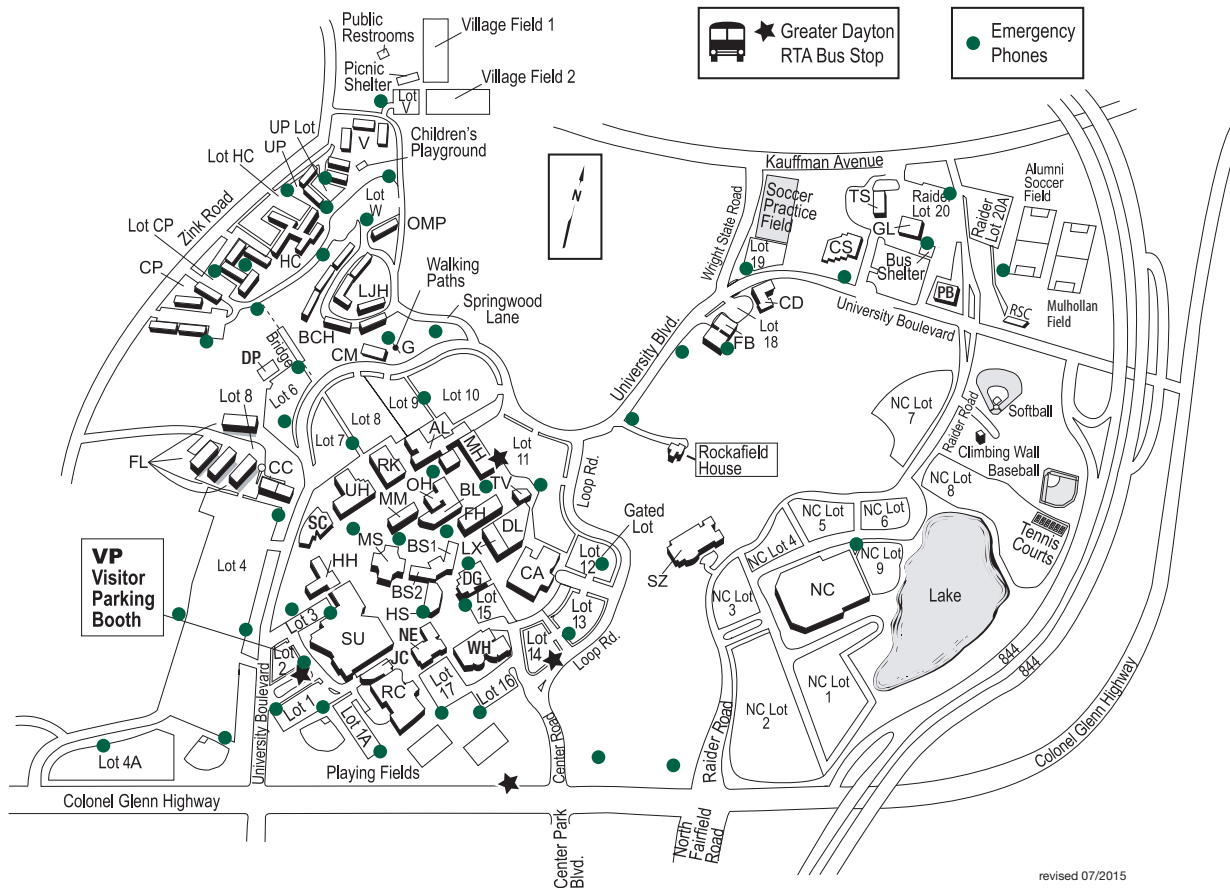
wright.edu/wrightway/4001

Call **911** on campus phones for police, fire, medical, or hazardous materials emergencies. These emergency lines are monitored 24 hours a day in the Police Department Communications Center. Special emergency call boxes that ring directly into the Communications Center are marked with a blue light and located strategically throughout the campus (see locations below). From regular on-campus phones, call ext. 2111 for nonemergency police calls. Preprogram **937-775-2111** into your cellular phone to eliminate the possibility of misdialing the number in an emergency.



Wright State University Main Campus Map

AL	Allyn Hall	DP	Dog Park, Wingerd Service	LX	Computer Services Library Annex	RK	Rike Hall	UP	University Park Apartments
BS1	Biological Sciences I	DL	Dunbar Library, Paul Laurence	MM	Mathematical and	RSC	Rinzler Student Sports Complex	V	The Village Apartments
BS2	Biological Sciences II	FH	Fawcett Hall		Microbiological Sciences	RC	Russ Engineering Center	VP	Visitor Parking Booth
BCH	Boston/Cedar/Hawthorn	FB	Fine Arts Building	MS	Medical Sciences	SC	Student Success Center	WH	White Hall
BL	Brehm Laboratory	FL	Forest Lane Apartments	MH	Millett Hall	SU	Student Union		(Boonshoft School of Medicine)
CC	Community Center	G	Garden for the Senses	NC	Nutter Center, Wright State	SZ	Setzer Pavilion/		
CM	Campus Ministry Center	GL	Geology Field Equipment Base	NE	Neuroscience Engineering		Mills Morgan Center		
CS	Campus Services Building	HH	Hamilton Hall		Collaboration Building	TV	Television Center		
CD	Child Development Center	HC	Honors Community	OMP	Oak/Maple/Pine	TS	Transportation Services Center		
CP	College Park Apartments	HS	Health Sciences	OH	Oelman Hall	UH	University Hall		
CA	Creative Arts Center	JC	Joshi Research Center	PB	Wright State Physicians				
DG	Diggs Laboratory	LJH	Laurel/Jacob/Hickory		Health Center				





Prohibition of Firearms

Subject: Firearms

Date issued: Revised/October 2001

Source: Wright Way Policy 4008

wright.edu/wrightway/4008

Authority: Ohio Revised Code, Chapter 2923;

Vice President for Student Affairs

References: Wright State University Police Department

4008.1 General Policy

Firearms are prohibited from the campus of Wright State University, including university-managed facilities.

4008.2 Exceptions

- a. Individuals who are exempted from this policy include Wright State University Police officers, other police officers (who are required to carry a firearm in accordance with Ohio Revised Code, Chapter 2923), participants in official ROTC unit activities, and individuals who have received prior approval to conduct classroom demonstrations.
- b. The course instructor and the chief of police will review all requests to conduct a classroom demonstration of any firearm. They must authorize and submit to the vice president for student affairs written documentation outlining the plans for the firearm demonstration. The documentation must be submitted to the vice president for student affairs one week prior to the demonstration. The vice president for student affairs will inform the chief of police of approval.
- c. Any exceptions to this policy will be reviewed on a case-by-case basis at the discretion of the vice president for student affairs or his/her designee and at the discretion of the chief of police.

Crime Statistics

The Wright State University Police Department prepares monthly crime statistics for the FBI as required by the Uniform Crime Reporting (UCR) Program. The serial numbers of property stolen on campus are reported nationwide through the National Crime Information Center. A LEADS computer terminal in the Police Department Communications Center makes information available to law enforcement agencies across the United States.

Crime statistics for the main campus reflect the crimes reported to the Wright State University Police Department and local law enforcement agencies. These crimes occurred on campus, in or on non-campus buildings or property, and on public property.

Offense categories and statistical information are specified by the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

The Wright State University Police Department works with several local law enforcement agencies to provide accurate statistics for Wright State's properties that are located off campus and for the public property surrounding the campus. Those agencies include: the Fairborn Police Department, the Kettering Police Department, the Dayton Police Department, the Village of Yellow Springs Police Department, the Beavercreek Police Department, the Wright-Patterson Air Force Base Security Forces, Riverside Police Department, Clayton Police Department, and the Ohio State Highway Patrol. University employees who learn that a crime has been committed are asked to report all crimes, even those reported anonymously, to the Wright State University Police Department so they can be included in the *Clery Act* statistics.

Notifications are sent to law enforcement agencies and university personnel, requesting they send all reportable crime statistics to the Wright State University Police Department. These statistics are evaluated, totaled, and included in the appropriate category based on crime, year, and the location of the incident.

The university does not have any officially recognized student organizations that are located off campus. Therefore, monitoring and recording through local police departments of such criminal activity is not conducted.

The crime statistics reported in this brochure, as well as monthly crime statistics, are available online at wright.edu/police on the Wright State University Police Department website. A daily log of criminal activity is available in the Wright State University Police Department office at 118 Campus Services Building and at wright.edu/police/safety/crimelog.html online. A printed copy of the Wright State University Police Department's *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* brochure is available, upon request, at the Wright State University Police Department, Wright State University, 3640 Colonel Glenn Hwy., Dayton, OH 45435-0001.

An Explanation of Terms

The term "**campus**" means any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as a food or other retail vendor).

The term "**non-campus building or property**" means any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution.

The term "**public property**" means all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to, the institution's educational purposes.



The Wright State University Police Department
Crime Statistics for Main Campus 2012-2014

Category	Venue	2012	2013	2014
CRIMINAL HOMICIDE: Murder and Non-Negligent Manslaughter	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
CRIMINAL HOMICIDE: Negligent Manslaughter	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
SEX OFFENSES: Forcible	Total Reported Incidents:	20	12	12
	On Campus (Non-Residential Community)	11	0	3
	In Residential Community	8	10	9
	Non-Campus Building or Property	1	2	0
	Public Property	0	0	0
SEX OFFENSES: Non-Forcible	Total Reported Incidents:	4	0	0
	On Campus (Non-Residential Community)	1	0	0
	In Residential Community	3	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
ROBBERY	Total Reported Incidents:	0	2	3
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	2	3
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
AGGRAVATED ASSAULT	Total Reported Incidents:	1	2	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	1	1	0
	Non-Campus Building or Property	0	1	0
	Public Property	0	0	0
BURGLARY	Total Reported Incidents:	17	27	8
	On Campus (Non-Residential Community)	17	0	0
	In Residential Community	0	27	8
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
MOTOR VEHICLE THEFT	Total Reported Incidents:	4	12	1
	On Campus (Non-Residential Community)	4	2	1
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	10	0
	Public Property	0	0	0
ARSON	Total Reported Incidents:	1	0	0
	On Campus (Non-Residential Community)	1	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
DOMESTIC VIOLENCE	Total Reported Incidents:	N/A	7	14
	On Campus (Non-Residential Community)		2	6
	In Residential Community		1	8
	Non-Campus Building or Property		4	0
	Public Property		0	0

(continued on next page)

NOTES:

- 1) "In Residential Community" is a subset of "On Campus"
- 2) Statistics for Non-Campus property were requested but not received from all outside Law Enforcement Agencies who responded to calls for service at these locations.
- 3) Statistics for Domestic Violence, Dating Violence and Stalking Incidents are new for 2013

The Wright State University Police Department
Crime Statistics for Main Campus 2012-2014 (continued)

DATING VIOLENCE	Total Reported Incidents:	N/A	4	4
	On Campus (Non-Residential Community)		0	0
	In Residential Community		4	4
	Non-Campus Building or Property		0	0
	Public Property		0	0
STALKING INCIDENTS	Total Reported Incidents:	N/A	5	5
	On Campus (Non-Residential Community)		3	2
	In Residential Community		2	3
	Non-Campus Building or Property		0	0
	Public Property		0	0

NOTES:

- 1) "In Residential Community" is a subset of "On Campus"
- 2) Statistics for Non-Campus property were requested but not received from all outside Law Enforcement Agencies who responded to calls for service at these locations.
- 3) Statistics for Domestic Violence, Dating Violence and Stalking Incidents are new for 2013

The Wright State University Police Department
Crime Statistics for Main Campus 2012-2014

A = ARRESTS R=REFERRAL

Category	Venue	2012 A	2012 R	2013 A	2013 R	2014 A	2014 R
LIQUOR LAW VIOLATIONS	Total Reported Incidents:	33	138	11	87	7	105
	On Campus (Non-Residential Community)	16	1	6	3	3	12
	In Residential Community	16	137	5	84	2	93
	Non-Campus Building or Property	0	0	0	0	2	0
	Public Property	1	0	0	0	0	0
DRUG LAW VIOLATIONS	Total Reported Incidents:	12	140	27	110	13	52
	On Campus (Non-Residential Community)	2	33	8	15	9	13
	In Residential Community	10	107	8	95	2	39
	Non-Campus Building or Property	0	0	11	0	2	0
	Public Property	0	0	0	0	0	0
WEAPONS LAW VIOLATIONS	Total Reported Incidents:	0	2	0	4	3	0
	On Campus (Non-Residential Community)	0	0	0	0	2	0
	In Residential Community	0	2	0	4	0	0
	Non-Campus Building or Property	0	0	0	0	1	0
	Public Property	0	0	0	0	0	0

NOTES:

- 1) "In Residential Community" is a subset of "On Campus"
- 2) Statistics for Non-Campus property were requested but not received from all outside Law Enforcement Agencies who responded to calls for service at these locations.

For 2012, there was one reported hate crime that occurred on campus in the resident community characterized as intimidation as a racial bias.

For 2013, there were no reported hate crimes.

For 2014, there were no reported hate crimes.

For 2014, there were two reported Clery Act Crimes that were determined to be unfounded after investigation.

The Wright State University Police Department
Crime Statistics for Lake Campus 2012-2014

Category	Venue	2012	2013	2014
CRIMINAL HOMICIDE: Murder and Non-Negligent Manslaughter	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
CRIMINAL HOMICIDE: Negligent Manslaughter	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
SEX OFFENSES: Forcible	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
SEX OFFENSES: Non-Forcible	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
ROBBERY	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
AGGRAVATED ASSAULT	Total Reported Incidents:	1	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	1	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
BURGLARY	Total Reported Incidents:	0	0	1
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	1
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
MOTOR VEHICLE THEFT	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
ARSON	Total Reported Incidents:	0	0	0
	On Campus (Non-Residential Community)	0	0	0
	In Residential Community	0	0	0
	Non-Campus Building or Property	0	0	0
	Public Property	0	0	0
DOMESTIC VIOLENCE	Total Reported Incidents:	N/A	0	0
	On Campus (Non-Residential Community)		0	0
	In Residential Community		0	0
	Non-Campus Building or Property		0	0
	Public Property		0	0
DATING VIOLENCE	Total Reported Incidents:	N/A	0	0
	On Campus (Non-Residential Community)		0	0
	In Residential Community		0	0
	Non-Campus Building or Property		0	0
	Public Property		0	0
STALKING INCIDENTS	Total Reported Incidents:	N/A	0	0
	On Campus (Non-Residential Community)		0	0
	In Residential Community		0	0
	Non-Campus Building or Property		0	0
	Public Property		0	0

NOTES:

1) "In Residential Community" is a subset of "On Campus"

2) Statistics for Domestic Violence, Dating Violence and Stalking Incidents are new for 2013

The Wright State University Police Department
Crime Statistics for Lake Campus 2012-2013
A = ARRESTS R=REFERRAL

Category	Venue	2012 A	2012 R	2013 A	2013 R	2014 A	2014 R
LIQUOR LAW VIOLATIONS	Total Reported Incidents:	0	0	0	6	0	0
	On Campus (Non-Residential Community)	0	0	0	0	0	0
	In Residential Community	0	0	0	6	0	0
	Non-Campus Building or Property	0	0	0	0	0	0
	Public Property	0	0	0	0	0	0
DRUG LAW VIOLATIONS	Total Reported Incidents:	0	0	0	0	0	5
	On Campus (Non-Residential Community)	0	0	0	0	0	0
	In Residential Community	0	0	0	0	0	5
	Non-Campus Building or Property	0	0	0	0	0	0
	Public Property	0	0	0	0	0	0
WEAPONS LAW VIOLATIONS	Total Reported Incidents:	0	0	0	0	0	0
	On Campus (Non-Residential Community)	0	0	0	0	0	0
	In Residential Community	0	0	0	0	0	0
	Non-Campus Building or Property	0	0	0	0	0	0
	Public Property	0	0	0	0	0	0

NOTES:

- 1) "In Residential Community" is a subset of "On Campus"
- 2) Statistics for Non-Campus property were requested but not received from all outside Law Enforcement Agencies who responded to calls for service at these locations.



Fire Safety Report

Important Definitions

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

Fire drill: A supervised practice of a mandatory evacuation of a building for a fire.

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

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

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

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

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

Fire Safety Equipment

Smoke detectors and sprinkler systems: All residence halls have smoke detectors and sprinkler systems installed. Each leased building (College Park, The Woods, The Village, University Park, and the Honors Community) is monitored by a UL Listed monitoring company (Emergency 24) who dispatches the Fairborn Fire Department and calls the Wright State University Police Communications Center. Wright State University-owned buildings (Hamilton Hall & Forest Lane) are monitored by the Wright State University Police Department Communications Center.

At the Lake Campus, all apartments in Knapke Villa have smoke detectors and sprinkler systems installed. The building alarm system is monitored by Simplex, who dispatches the Celina Fire Department.

Policies and Procedures

Emergency procedures for evacuation are posted in resident rooms. For safety reasons, all residents and guests must vacate the building during each and every fire alarm. All residential units are equipped with a sprinkler system. Each hallway is equipped with a dry chemical fire extinguisher. Residents are responsible for making certain that fire extinguishers are not discharged unnecessarily.

Community staff conducts periodic inspections of all fire safety equipment to ensure proper working order. Any situation necessitating the use of a fire extinguisher should be reported to staff immediately. Any extinguisher determined to have been discharged or damaged unnecessarily will be billed to the person(s) responsible.

If individual unit doors are propped open, an occupant of the room must

be inside the unit. In conjunction with Fairborn Fire Code (for the Dayton Campus) and Celina Fire Codes (for the Lake Campus), unit doors may not be propped open by unlatching the automatic closure mechanism on each door. In compliance with Fairborn Fire Code (for the Dayton Campus) and Celina Fire Codes (for the Lake Campus), unlatching automatic door closure mechanisms, or propping individual unit doors open and having no one inside, may result in a fine or disciplinary action. The strict exceptions to this policy include Office of Residence Services staff member or Office of Student Services staff at the Lake Campus.

Care of University Property

Students who wish to enhance the appearance of their rooms/apartments with personal decorative items are encouraged to do so, exercising reasonable care for the facilities and its furnishings. Only fire-resistant materials should be used. A condition inventory for each living unit will be maintained by community staff. Community members are responsible to take care of their living units and the common areas in our buildings. Any damage to the facility or its furnishings will be charged to the student(s) responsible and disciplinary action may result.

Fire Safety Regulations

For fire safety reasons, toasters, toaster ovens, hot plates, any appliance with an exposed heating element, incense, and candles are not permitted in campus housing. Smoking is not permitted in any of the Wright State University residence halls.

Open-Flame Devices/Combustibles: For fire safety reasons, gasoline, charcoal, charcoal fluid, and other combustible items are not permitted in the residential communities. Also, fuel-driven engines are not allowed to be stored in student housing. This includes storage of motorcycles, mopeds, etc. Open-flame devices are not allowed for safety reasons. This includes: candles, kerosene lamps, incense, gas-powered lanterns, and/or camping stoves, personal gas or charcoal grills, propane torches, etc. Fire safety concerns also prohibit live or cut evergreen trees and/or boughs in student rooms/apartments.

Weapons, Firearms, Ammunition, or Fireworks: Prohibited items include, but are not limited to, pistols, rifles, shotguns, BB-guns, pellet guns, bow and arrow, spears, machete, hunter knife, paint guns, etc. For fire and general safety reasons the possession of firearms, ammunition, firecrackers, explosive or combustible materials, and/or injury-threatening weapons are strictly prohibited. Individuals found to be in possession of a firearm will be subject to immediate cancellation of their Residence Agreement and will face further university disciplinary and/or criminal action.

Fire Drills/Safety Education

Periodically, community staff conducts fire/health/safety inspections of each unit. Dates and times of these inspections will generally be posted by the community staff prior to inspections taking place, although we reserve the right to not post notices about the inspections. To comply with state and local fire regulations and for fire safety education, unannounced fire drills are conducted each semester. All persons inside the residence hall during emergency drills are required to evacuate the building. Failure to evacuate the residence hall for any reason, including sleeping through an alarm, may result in disciplinary action. Wright State University Physical Plant, in partnership with the Office of Residence Services, conducts the fire drills; at Lake Campus, the Office of Student Services' community director coordinates the drills. Resident assistants may recruit evacuation assistants and discuss expectations during floor/area meetings. Resident assistants also inspect rooms to ensure emergency evacuation stickers are present, enforce policies, and coordinate fire safety programs.

Fire Evacuation Procedures

In the event of a fire, the residential unit will be evacuated to protect the health and safety of the residents, guests, and visitors. When an alarm is sounded, you must assume there is an emergency and you must follow the following steps. Students who encounter a fire in a building should sound the alarm and leave the building by the nearest exit. Emergency procedures are posted on the back of every residence hall door. Failure to evacuate a building upon hearing a fire alarm is a violation of university policy as well as a violation of state law.

General Evacuation Rules

1. Remain calm.
2. If you encounter a fire, activate the nearest fire alarm pull station and leave the building by the nearest exit.
3. Call the Wright State University Police Department by dialing 775-2111 or 911; at Lake Campus, contact Mercer County dispatch at (419) 586-7724 or 911. Give as much information as you can to the dispatcher. Do not hang up until the dispatcher tells you that he/she has all the information they need.
4. Do not attempt to put out fires or rescue others unless you can do so safely.
5. When evacuating the building during an emergency, please utilize the closest stairwell and exit to your room.
6. Do not attempt to use elevators during a fire alarm.
7. Do not re-enter the building until authorized by emergency personnel.
8. You will be expected to adhere to any requests made to you by the resident assistants (RAs), Residence Services staff members, or other university/emergency personnel.
9. Upon exiting the building, please move at least 100 feet away from the building and out of the roadways. By adhering to this request you will enhance our evacuation efforts, as well as ensure that emergency personnel can get vehicles and equipment to the buildings.

Where to Go When Alerted to the Possibility of Fire

If there is smoke in the room, drop to the floor and stay low. Smoke inhalation is often fatal. Feel the door knob before opening the door. If hot, do not open the door. If cool, brace against door and open slowly. If heat or heavy smoke is present, close door and remain in room.

Evacuation Assistance

Residents with physical disabilities who have requested assistance during an emergency evacuation will be assisted by trained student volunteers, resident assistants, student employees, and attendants. Questions should be directed to the community staff.

If You Cannot Leave Your Room or Exit Safely

1. Remain calm. Seal up the cracks around the door using sheets, towels, or clothing to prevent smoke from entering your room. These items should be wet if possible.
2. Hang an object out the window (sheet, jacket, shirt) to attract attention of the Fire Department. Call the Wright State University Police Department at (937) 775-2111 or 911 to report that you are trapped and give your location; at Lake Campus, contact Mercer County dispatch at (419) 586-7724 or 911.
3. Stay near a window and low to the ground. A wet cloth will aid in breathing if smoke is in the room.

If You Can Leave Your Room

1. Take a wet cloth for your face to aid in breathing if you run into smoke.
2. Close door behind you and take your keys.
3. Proceed to nearest exit. Do not use an elevator; you could become trapped. If exit is blocked with smoke or fire, proceed to another exit. Keep low to the ground if smoke is present. Cover face with wet cloth and take short breaths of air.
4. Stand clear of building after evacuating and follow the directions of fire, police, and residence hall personnel. Never re-enter a burning building.

Reporting a Fire

To report a fire, students and residence life staff should contact the Wright State University Police Department at (937) 775-2111 or 911 from any campus phone. At Lake Campus, contact Mercer County dispatch at (419) 586-7724 or 911.

Fire Log

The Wright State University Police Department maintains a Fire Log that records by date all Fire/Smoke investigations and Fire Alarms reported in Wright State University residential communities. The Fire Log is available for public inspection at the department's headquarters in 118 Campus Services Building or a downloadable PDF is at www.wright.edu/police/safety/crimelog.html. The Fire Log includes the nature, date, time, and general location of each fire or fire alarm reported to the department. The department posts fire incidents in the Fire Log within two business days of receiving a report of a fire and reserves the right to exclude reports from the log in certain circumstances. All policies related to residence life at Wright State University is available in the *Residence Services Sourcebook* at www.wright.edu/housing/sourcebook/. Emergency procedures can be accessed at wright.edu/housing/getting_started/emergency.html.

Visit lake.wright.edu/housing for specific policies related to residence life at the Lake Campus.



**The Wright State University Police Department
Fire Statistics for Main Campus Residential Communities
2012-2014**

Building	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Injuries requiring treatment med facility	Number of Deaths Related to a fire	Value of property damage caused by fire	Case #
Hamilton Hall	0	0	NA	NA	NA	NA	N	NA	NA
Forest Lane - Aspen	0	NA	NA	NA	NA	NA	NA	NA	NA
Forest Lane - Palms	0	NA	NA	NA	NA	NA	NA	NA	NA
Forest Lane - Sequoia	0	NA	NA	NA	NA	NA	NA	NA	NA
Forest Lane - Sycamore	1	1	5/20/2014	17:20	Cooking	0	0	\$0.00	140284
College Park - Yellowstone	0	NA	NA	NA	NA	NA	NA	NA	NA
College Park - Teton	0	NA	NA	NA	NA	NA	N	NA	NA
College Park - Redwood	1	1	10/4/2014	17:50	Cooking	0	0	\$0.00	140530
College Park - Acadia	1	1	3/16/2014	19:09	Cooking	0	0	\$0.00	*
College Park - Shenandoah	0	NA	NA	NA	NA	NA	n	NA	NA
College Park - Biscayne	0	NA	NA	NA	NA	NA	N	NA	NA
College Park - Cascades	2	1	4/30/2012	*	Burnt Food	0	0	\$35.00	*
		1	10/7/2012	21:30	Burnt Food	0	0	\$55.00	121020
College Park - Olympic	2	1	9/27/2012	*	Burnt Food	0	0	\$35.00	*
		1	11/11/2012	18:26	Burnt Food	0	0	\$55.00	121203
College Park - Honors	0	NA	NA	NA	NA	NA	N	NA	NA
2030 Village	0	NA	NA	NA	NA	NA	N	NA	NA
2040 Village	0	NA	NA	NA	NA	NA	N	NA	NA
2050 Village	0	NA	NA	NA	NA	NA	N	NA	NA
Woods - Boston	0	NA	NA	NA	NA	NA	NA	NA	NA
Woods - Cedar	0	NA	NA	NA	NA	NA	NA	NA	NA
Woods - Hawthorn	N	N	NA	NA	NA	NA	N	NA	NA
Woods - Hickory	0	NA	NA	NA	NA	NA	N	NA	NA
Woods - Jacob	0	NA	NA	NA	NA	NA	NA	NA	NA
Woods - Laurel	0	NA	NA	NA	NA	NA	NA	NA	NA
Woods - Maple	0	NA	NA	NA	NA	NA	N	NA	NA
Woods - Oak	0	NA	NA	NA	NA	NA	NA	NA	NA
Woods - Pine	0	NA	NA	NA	NA	NA	NA	NA	NA
2060 University Park	1	1	11/29/2012	*	Burnt Food	0	0	\$35.00	*
2070 University Park	1	1	2/20/2012	*	Candle	0	0	\$350.00	*
2080 University Park	1	1	8/14/2012	21:30	Burnt Food	0	0	\$35.00	120776
2090 University Park	0	NA	NA	NA	NA	NA	NA	NA	NA
Zink Road Bridge	0	NA	NA	NA	NA	NA	N	NA	NA

* These incidents were reported directly to Resident Life and Housing. No report was made with the Wright State University Police Department or the Fairborn Fire Department. Times of the incident or incident number was not provided as requested.

Wright State University Residential Facilities

The following chart depicts the Wright State University Fire Safety Systems in our campus residential facilities.

Residential Facilities	Fire Alarm Monitoring Done On Site (by UPD)	Fire Alarm Monitoring Done Off-Site	Sprinkler Sysem	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/ Placards	Number of evacuation (fire) drills each calendar year
Hamilton Hall	X		X	X	X	X	3
Forest Lane - Aspen	X		X	X	X	X	3
Forest Lane - Palms	X		X	X	X	X	3
Forest Lane - Sequoia	X		X	X	X	X	3
Forest Lane - Sycamore	X		X	X	X	X	3
College Park - Yellowstone		X	X	X	X	X	3
College Park - Teton		X	X	X	X	X	3
College Park - Redwood		X	X	X	X	X	3
College Park - Acadia		X	X	X	X	X	3
College Park - Shenandoah		X	X	X	X	X	3
College Park - Biscayne		X	X	X	X	X	3
College Park - Cascades		X	X	X	X	X	3
College Park - Olympic		X	X	X	X	X	3
Honors Hall		X	X	X	X	X	3
2030 Village		X	X	X	X	X	3
2040 Village		X	X	X	X	X	3
2050 Village		X	X	X	X	X	3
Woods - Boston		X	X	X	X	X	3
Woods - Cedar		X	X	X	X	X	3
Woods- Hawthorn		X	X	X	X	X	3
Woods - Jacob		X	X	X	X	X	3
Woods - Hickory		X	X	X	X	X	3
Woods - Laurel		X	X	X	X	X	3
Woods - Maple		X	X	X	X	X	3
Woods - Oak		X	X	X	X	X	3
Woods - Pine		X	X	X	X	X	3
2060 University Park		X	X	X	X	X	3
2070 University Park		X	X	X	X	X	3
2080 University Park		X	X	X	X	X	3
2090 University Park		X	X	X	X	X	3

The Wright State University Police Department
Fire Statistics for Main Campus Residential Communities
2012-2014

Building	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Injuries requiring treatment med facility	Number of Deaths Related to a fire	Value of property damage caused by fire	Case #
Knapke Village	0	0	NA	NA	NA	NA	NA	NA	NA

Wright State University Lake Campus Residential Housing Facility

The following chart depicts the Wright State University Fire Safety Systems in our campus residential facility.

Residential Facilities	Fire Alarm Monitoring Done On Site (by UPD)	Fire Alarm Monitoring Done Off-Site	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/Placards	Number of evacuation (fire) drills each calendar year
Knapke Village		X	X	X	X	X	3

Wright State University Lake Campus

The Lake Campus of Wright State University, located on 173 scenic acres on the north shore of beautiful Grand Lake St. Marys between Celina and St. Marys, is an excellent option. Easily accessible to the residents of Auglaize, Mercer, Van Wert, Shelby, Allen, and Darke counties, the Lake Campus enables students to maintain ties to local communities and families. With an enrollment of approximately 1,200 students and small class sizes, the Lake Campus is a good option for students who prefer a smaller school.

The Lake Campus offers numerous associate, bachelor's, and master's degrees, plus a variety of general education courses. The Lake Campus also participates in the Ohio Transfer Module, which simplifies transferring credits to other universities.

The Wright State University-Lake Campus was created in 1962 and became a regional branch campus of Wright State University in June 1969. In 1972, the college moved to its present location on Grand Lake St. Marys. In August 2009, the Lake Campus completed a massive \$9 million renovation and expansion project that included new and refurbished classrooms, new science labs, and the 300-seat Dicke Hall, a multipurpose room for both university and community use.

The construction project added a new, centralized entrance, where all Student Services are now located, including: Enrollment Services representatives, academic advising, testing, and dual enrollment and pre-college programs. A receptionist is available during business hours to answer questions, set up appointments, and give students descriptive material. The administrative wing of Dwyer Hall, which was also renovated in 2009, houses the offices of the dean and associate dean, as well as the business manager, and Western Ohio Educational Foundation (WEOF) Development Office.

In addition, a new residential facility, Knapke Villa, was opened in Fall 2011. The townhouse-style Villa includes six apartment units, each of which can accommodate five to six students who wish to live and learn at the Lake Campus. A full-time, live-in community director provides supervision of the resident students at the Lake Campus, and the community director works with the Lake Campus police officer to offer prevention programming as well. A second villa is under construction and should be available for Fall 2014 occupancy.

The student body plays an active role in organizing activities and participating in campus organizations. Any Lake Campus student is eligible to take an active part in the planning of campus activities. Availability of student organizations may vary based on student interest.

Please go to lake.wright.edu for more information about the Lake Campus.

Lake Campus Resources

Office of Student Services

Sandi Holdheide, M.B.A.
Director of Public Relations and Student Services
Dwyer Hall 175, Lake Campus, Celina, OH 45822
937-775-8359, 419-586-0359
sandi.holdheide@wright.edu
lake.wright.edu/campus-life/student-services

Kip A. Wright
Adjunct Instructor, OPOTA, Lake Campus/Student
Conduct and Liaison to Mercer County Courts
Dwyer Hall, Lake Campus, Celina, OH 45822
kip.wright@wright.edu

Health & Wellness Services, Lake Campus

Denise Louise Eilerman, M.S., R.N.
Registered Nurse
Dwyer Hall 187, Lake Campus, Celina, OH 45822
937-775-0398, 419-586-0398
denise.eilerman@wright.edu
lake.wright.edu/campus-life/health-and-wellness-clinic

Veterans Affairs, Lake Campus

B.J. Hobler
Student Services Officer/Veteran's Affairs
Dwyer Hall 114, Lake Campus, Celina, OH 45822
937-775-8324, 419-586-0324
bj.hobler@wright.edu
lake.wright.edu/admissions/veterans-affairs

WSU-PD, Lake Campus

Tyler G. Pottkotter
Police Officer, Wright State University Police Department
Dwyer Hall 170D, Lake Campus, Celina, OH 45822
937-775-8449, 419-586-0249
tyler.pottkotter@wright.edu
lake.wright.edu/campus-life/police

Counseling Services

lake.wright.edu/campus-life/counseling-services

Main and Lake Campus Safety Contact Numbers

Main Campus

Office: 118 Campus Services Building
(Administration and Operations Offices)

Communications

Center: 060 Allyn Hall

Phone: 911 (emergency calls from a campus phone)
(937) 775-2111 (from a cellular phone)
ext. 2111 (nonemergency calls)

Crime Prevention

Programming: (937) 232-0522

Crime Prevention

Manager: patrick.ammon@wright.edu

Emergency

Phones: Emergency phones, located throughout campus and in remote areas, are marked by a blue light. These emergency phones call directly into the Communications Center when picked up.

Website: wright.edu/police

Lake Campus

Emergency: 911 (Mercer County Central Dispatch)

Nonemergency

and Other: Officer Tyler Pottkotter
ext. 8449 or (419) 586-0249
tyler.pottkotter@wright.edu

Emergency

Phones: Emergency phones, located in the main parking lot and near Knapke Villa, and marked by a blue light, call directly into the Mercer County Central Dispatch when picked up.

Website: lake.wright.edu/police

Wright State University

Committed to Education...

In the tradition of the nation's best universities, Wright State University is dedicated to teaching, research, and service. In addition, Wright State has the distinct mission of providing leadership to improve the quality of life for the people of the Miami Valley. Wright State's link to area business, community, and research organizations in and around Dayton also offers unique educational opportunities to a diverse student body. The university serves nearly 18,000 students with programs leading to more than 90 undergraduate and 88 graduate, master's, doctoral, and professional degree programs through eight colleges and three schools.

...Committed to Safety

Wright State University is committed to providing a safe campus environment. To meet this goal, the university employs a professionally trained university police force and an extensively trained residence hall staff working in cooperation with students, faculty, and staff.

Wright State University Prohibits

What

- the possession, manufacture, distribution, dispensation, or use of illegal drugs; and
- the unlawful use, possession, or distribution of alcohol or controlled substances.

Where and When

- on all university property;
- at any locations where employees or students are conducting university-related business or activities;
- when using university vehicles; and
- when using private vehicles on university business or while conducting university activities.



