

**ANNUAL
SECURITY/FIRE
SAFETY REPORT**

2019



LA ROCHE
UNIVERSITY

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Laws Governing This Report

Federal Legal Requirements –The Clery Act

Enacted in 1990, The Student Right to Know and Campus Security Act (pub. L. 101-542) was designed to “...assist students in making decisions which affect their personal safety...” and “...to make sure institutions of higher education provide students, prospective students, and faculty the information they need to avoid becoming the victims of campus crime.” The Higher Education Act of 1998 and the subsequent amendment of the implementing regulations (34 C.F.R. 668.46) significantly expanded institutions’ obligations under the Act and renamed it the “Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act” (hereafter the Clery Act).

The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1st that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities.”
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees.”
- Disclose in a public crime log “any crime that occurred on campus ...or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”

State Legal Requirements -The Pennsylvania Uniform Crime Reporting Act

The Pennsylvania Uniform Crime Reporting Act (18 P.S. §20.101 etseq.), as implemented by Chapter 33 of the Regulations of the State Board of Education, requires Universities and universities to:

- Report to the Pennsylvania State Police on an annual basis crime statistics for publication in the FBI’s Uniform Crime Report, which collects data on additional categories of felony and misdemeanor crime.
- Report crime rates for all reportable offenses.
- Provide the numbers of enrolled students and employees.

- Disclose information and security policies on the types of available student housing, admission of visitors to housing facilities, measures to secure entrances, and standard features to secure room doors.

The La Roche University Public Safety Department under the supervision of the Director of Public Safety is responsible for preparing and distributing this report. It works with many other departments and agencies such as Student Life, Residence Life, and the Town of McCandless Police to compile the information.

The purpose of this report is to equip you with the information you need to stay safe while at the University. We encourage members of the University community to use this report as a guide for safe practices on and off campus.

Each member of the University community receives an email that describes the report and provides its Web address. For a paper copy of the report, contact the La Roche University Public Safety Department at (412) 536-1104 or e-mail mark.wilcox@laroche.edu.

This brochure can also be found on the La Roche University website. The address is:
http://www.laroche.edu/uploadedFiles/About/Public_Safety/Annual%20Safety%20Report%20-%202016.pdf

Clery Act Reporting Location Definitions

The Clery Act requires that institutions disclose statistics for criminal offenses/referrals committed in certain geographic locations associated with your institution that include:

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

For purposes of Clery reporting, La Roche University classifies the following locations as on-campus locations.

- The Main Campus: This includes all buildings, outlying buildings, residential facilities, property, parking lots, and roadways on the Main campus. Incidents occurring in these areas are under the jurisdiction of the La Roche University Public Safety Department.

Residence Halls and other Residential Facilities located on-campus and that house students:

These locations are considered a subset of the on-campus category. Institutions must disclose the total number of on-campus crimes, including those in residential facilities for students on campus, and must also make a separate disclosure limited to the number of crimes occurring in student residential

facilities on campus. As a subset, the number of crimes reported for residential facilities must be less than or equal to the number of reported crimes for the on-campus category.

For purposes of Clery reporting, any reportable crime, arrest, or referral that occurs in a Residence Hall is counted in the on-campus category and then broken out into the residential subset. A reportable event that occurs in a residential parking lot or on the grounds of a residential facility is only disclosed in the on-campus category and is not included in the residential facility subset. The total number of incidents/arrests/referrals will consist of the on-campus category + the non-campus category + the public property category. (The residential category is counted in the on-campus statistic.)

Non-campus-Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of or in relation to, the institution's educational purpose, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

For purposes of Clery reporting, La Roche University classifies the numerous off-campus sites where La Roche University conducts classes as non-campus locations. These off-campus course locations vary from semester to semester. Incidents occurring at these locations are under the jurisdiction of the local law enforcement agency. Each individual law enforcement agency is canvassed each year by the La Roche University Public Safety Department for information on any Clery reportable incidents they responded to at the La Roche University off-campus course location in their jurisdiction. La Roche University does not maintain any off-campus student organizations.

Public Property-All public property, which includes thoroughfares, streets, sidewalks, public parking facilities, and public parks, that is immediately adjacent to and accessible from the campus.

For purposes of Clery reporting, La Roche University classifies the following locations as public property locations.

All public property, which includes thoroughfares, streets, sidewalks, public parking facilities, and public parks, that is immediately adjacent to and accessible from the La Roche campus.

Incidents occurring at these locations are under the jurisdiction of the Town of McCandless Police Department. The Town of McCandless Police Department is canvassed each year by the La Roche University Public Safety Department for information on any Clery reportable incidents they responded to at these locations.

The Clery Act does not require the disclosure of crime statistics for public property that surrounds non-campus buildings or property.

La Roche University Public Safety Department

Authority

The Public Safety Department investigates all complaints, however because public safety officers are not commissioned police officers and have no arrest authority, all serious criminal complaints are immediately brought to the attention of the appropriate state and/or local agencies.

The safety and security of the campus depends on community support. A public safety department cannot function effectively without the help and cooperation of the people it serves. Although La Roche experiences very little crime, no campus is totally crime free. To suggest this would preclude the need to take preventative measures.

The La Roche University Department of Public Safety is in charge of all aspects of campus safety and security. As of July 1, 2007, the University outsourced the duties and responsibilities of the department to AlliedBarton Security Services. The department consists of a full-time director and full-time and part-time public safety officers. In the administrative structure of the University, the department reports to the Vice President for Student Life. A criminal background check is performed on final applicants for employment. Applicants, who have been convicted, pled guilty or *nolo contendere* to a disqualifying criminal offense will not be considered for employment. All public safety personnel must attend mandatory in-service training sessions dealing with enforcement of University rules and regulations, emergency procedures, fire safety and other security-related issues. These training sessions are reviewed and updated on a regular basis.

Public safety personnel can be reached 24 hours a day, seven days a week. The officer on duty carries a cell phone and a portable radio with a telephone interconnect, which enables the officer on duty to receive and place calls. This system gives anyone on or off campus immediate and direct access to a public safety officer. To reach the officer on duty, the cell phone number is (412) 716-0577, and the portable radio number is (412) 369-0330, or campus extension 1111. To reach the director of public safety, the telephone number is (412) 536-1104. A public safety officer can also be reached by picking up one of the red emergency phones or one of the blue light indicated emergency call boxes located throughout the campus. The emergency phones and call boxes are located in the following areas:

BUILDING

University Center
Science Center
Wright Library
Mahler Hall
Peters Hall
Schneider Hall
Kerr Fitness and Sports Center
Bold Hall

LOCATION

University Center Square
first floor
lower level
first floor
first floor
low side and high side
first floor
lounges and study lounges

Bold Hall	sidewalk
Athletic Field	driveway
Commuter Parking Lot	driveway

The Public Safety Department operates twenty-four hours a day, seven days a week. All officers are required to follow strict post orders which will vary depending on the shift that is worked. All officers are required to do monitored rounds of the campus which include vehicle as well as foot patrols. These rounds are recorded by an electronic tracking device. All officers are responsible for the reporting of any safety or security-related issues to the proper department for repair or correction in a timely manner. Officers will respond to all medical emergencies and provide transportation to UPMC Passavant Hospital if necessary.

During normal business hours the on duty officer is responsible for the following functions: the officer ensures that all classrooms are open according to a provided schedule; the officer monitors and provides access to outside vendors and contractors; and the officer enforces parking regulations by issuing parking citations.

After normal business hours, the on duty officers are responsible for the following: the officers do visual inspections of all fire suppression systems, as well as all emergency lights and signs; the officers patrol and secure all University buildings and properties; extra patrols are performed in the dormitories during off business hours; and officers assist the Office of Residence Life with residence hall lockouts.

Campus public safety personnel are not commissioned by the state to make arrests. Public safety personnel do not carry weapons of any kind, and University policy prohibits anyone from carrying or storing firearms, bows and arrows, knives and martial arts equipment on campus.

The Public Safety Department is notified of all criminal incidents and other emergencies that occur on campus. Complaints are investigated under all circumstances, even when the reporting party chooses to remain anonymous. The Public Safety Department investigates all complaints, however because public safety officers are not commissioned police officers, all serious criminal complaints are immediately brought to the attention of the appropriate state and/or local agencies. The University and the McCandless Police Department have written memoranda of understanding in place for the investigation of alleged criminal offenses.

Located a short distance from the campus the McCandless Police and Fire Departments respond immediately to any emergencies that may require their assistance. Reports are made on all incidents that are handled by the Public Safety Department, and campus crime statistics are submitted monthly to the Pennsylvania State Police. On-campus violations are handled through the campus judicial system. The crime statistics include all incidents that are reported to the Public Safety Department, including incidents which result in on-campus disciplinary action.

The University does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies and when appropriate, to the Vice President for Student Life for disciplinary action.

Interagency Cooperation

The La Roche University Public Safety Department maintains a highly professional working relationship with the Town of McCandless Police Department, which covers the neighborhood where the Main Campus is located. The Public Safety Department also works closely with the FBI, and has a memorandum of understanding with the University of Pittsburgh, Duquesne University, Carlow University, Carnegie Mellon University and Chatham University police departments. The Public Safety Department will assist members of the University community in reporting crimes to the Town of McCandless Police Department. All crime victims and witnesses are strongly encouraged to immediately report the crime to Public Safety and the Town of McCandless Police Department. Prompt reporting will facilitate timely warning notices on campus and timely disclosure of crime statistics.

The Public Safety Department also maintains a highly professional working relationship with the Pennsylvania State Police. Among other things, the Public Safety Department furnishes the State Police with crime data on a monthly basis.

Training

La Roche University Contracts Public Safety Officers through AlliedBarton Security Services. The Public Safety Officers attend the Security Officer Basic Course prior to the start of their employment. This course covers the basics of a security officer's duties: written reports, officer conduct, and University rules/policies. Once Public Safety Officers are at the University, they receive on-the-job training to learn about the University community, the campus, equipment they will use, and their duties and responsibilities. Public Safety Officers are also required to complete the Master Security Officer course. This course consists of four levels, completed over a period of 18 months. Public Safety Officers are also required to attend training sessions, which are held on campus every year and cover various topics. The Public Safety officers provide access control and monitor the fire alarm systems for the entire campus. Coverage is provided 24 hours a day, seven days a week, and 365 days a year.

If you have any concerns, questions, or comments concerning the Public Safety Department, please contact Mark Wilcox, Director of Public Safety, mark.wilcox@laroche.edu / (412) 536-1104.

Security Considerations in the Maintenance of Campus Facilities

Public Safety Officers make note of any security issues such as broken locks, doors that will not shut, and lighting while they patrol the campus. Any problems noted are reported to the Facilities Management Department for immediate correction. The Facilities Management staff also looks for any maintenance issues in the course of their duties and either corrects them on the spot whenever possible or submits a work order for their correction. Members of the University community are

encouraged to report any security maintenance issues to the Public Safety Department or the Facilities Management Department so they can be corrected. Residence Life staff also check their areas of responsibility for any security issues, and report any repairs/corrections needed to the Facilities Management Department. Resident students who notice any problems may report them to their R.A. or the Public Safety Department.

Campus Access

Academic and administrative areas on campus are normally locked after business hours unless they are being used for legitimate evening or educational purposes.

A valid La Roche University ID card is required for campus access after business hours Monday through Friday and all day Saturday and Sunday. Each building is secured according to the schedule established by the department responsible for the facility.

Public Safety Officers have the authority and the responsibility to ask anyone, at any time, for their La Roche University ID if they question a person's authorization to be on campus or in a particular area of any of the buildings.

Residence Life/Student Housing

La Roche maintains on-campus housing for single undergraduate and graduate resident students. There are four residence halls on campus: Bold Hall, Schneider Hall, Peters Hall, and Mahler Hall. The capacity of rooms in each hall varies from two-person rooms to six-person rooms depending on the building. Single-room housing is also available. All residence hall rooms are fully furnished with air conditioning, cable TV, computer hook-up capabilities, telephone and voice mail capabilities, and free laundry facilities. The Director of Residence Life oversees a staff of trained resident assistants (RAs) who are on call in the evenings to provide assistance and immediate attention to student's needs. There is also an additional public safety officer on duty in the residence halls from 4:00 PM through 8:00 AM seven days a week to respond to any incidents that occur. The Director of Residence Life also oversees the operation of the entire residence life program, implementation of housing regulations, crisis response and intervention, conflict resolution and room assignment. The coordinators of residence life are on call on a rotating basis to provide direct supervision and crisis response in the residence halls. The resident assistants are trained to carry out a number of functions, such as: peer counseling, conflict resolution, resource agent, activities and program planning, policy enforcement and crisis intervention. The Director of Residence Life, RAs and other student life advisors may reside in the residence halls and have direct communication with the Public Safety Department via cell phones. The residence life staff works cooperatively with the Public Safety Department as well as the Facilities Management Department to provide a safe and secure living environment for all residents.

Residence Hall Access and Security

Exterior doors in the residence halls are locked on a 24-hour basis. Entrances are controlled by card access systems. To enter a residence hall, residents must use their La Roche ID, which is electronically validated for their residence hall. Individual suite doors are secured by deadbolts, and each key is coded with the core number rather than room numbers so that a lost key cannot be identified with a particular room and targeted. Windows in each room are locked from the inside.

Resident students are expected to carry their student ID and suite door key at all times; doors should always be kept locked. All residence hall entrances are monitored by closed-circuit television cameras.

Residence Hall Fire Safety

All residence halls are non-smoking environments. Each room is equipped with a smoke detector, and all halls are equipped with their own fire alarm system. Bold Hall is also equipped with a separate dry and wet sprinkler system. Some detectors sound an alarm within the individual suites, while others within the halls sound an alarm throughout the building. The local fire departments are immediately notified when a building alarm is sounded. Anyone who discovers or suspects a fire should activate a fire alarm pull station to summon the fire department and alert others in the building. When the fire alarm is activated in a residence hall, the exterior doors automatically unlock to allow residents uncomplicated exit/departure. Whenever a fire alarm is activated, everyone is encouraged to exit the building immediately while remaining as calm as possible. Representatives of the Town of McCandless Fire Marshall's Office and Peebles Fire Department assist in fire prevention programming and fire safety for students and staff.

Roommates

Every attempt is made to assign roommates based on similar lifestyles and habits in order to ensure peaceful coexistence among La Roche students. New resident students are surveyed to determine their roommate preferences. Students who request room reassignments are initially assisted by the RAs to resolve any difficulties. When a room change is determined by the Director of Residence Life to be the best solution for all concerned, the move will be approved.

Residence Hall Guest Policy

Since each residence hall is locked 24 hours a day, non-students and unwanted guests are prevented from gaining entry into the buildings. There is a telephone intercom system connected to the individual suites located on the outside of each residence hall. Guests are permitted residence hall access provided they do not intrude upon the daily routine of the suitemates. Guests must be out of the residence hall by 1:00 A.M. and may not enter before 9:00 A.M.

Overnight guests are permitted under the following conditions:

- 1) They are of the same sex as the resident.
- 2) The resident assistant is notified before 11:00 PM.
- 3) The guest is registered on the night of the visit and receives an overnight pass.

The privilege to entertain overnight guests will be denied if all suitemates do not agree to the visit. A guest may not stay overnight more than once per month, and the length of the visit may not exceed two (2) consecutive nights.

During scheduled school breaks when the residence halls are closed, students may require housing during this time due to sports activities, transportation problems, etc. Students must request permission from the Director of Residence Life to remain in the residence halls during these times.

During the summer months, rooms may be made available to conferencing groups. The arrangements are made through the Director of Residence Life and conference services, and every effort is made to keep summer resident students and conferencing groups separate.

CAMPUS EMERGENCY RESPONSE AND EVACUATION PROCEDURES

- When a significant emergency or dangerous situation is reported the Director of Public Safety or Public Safety Officers will confirm that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of faculty/staff and students occurring on campus. Upon confirmation of a significant emergency or dangerous situation, the Director of Public Safety or Vice President for Student Life will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.
- The Vice President for Marketing and Media Relations will disseminate information regarding a significant emergency or dangerous situation to the local media outlets as a way of communicating to the campus and the local community.
- The e2campus Emergency Notification System will be the primary on campus means of communication during a significant emergency or dangerous situation.
- The Department of Public Safety will hold announced and unannounced fire drills with complete evacuation of the residence halls a minimum of four (4) times per school year. The drills will allow for the Emergency Response Plan to be activated and the data collected will be analyzed to assess the effectiveness of the Emergency Response Plan. At least one (1) of the drills per year will be an announced drill with emergency response and evacuation procedures publicized and disseminated to the campus community.

- Building evacuation information can be found on the La Roche Intranet Site under Policies and Procedures and on the La Roche University Emergency Management Reference Guides that are located throughout the campus.

The Public Safety Department also provides an escort service, to and from any point on campus, during the hours of darkness, seven days a week.

TIMELY WARNINGS AND IMMEDIATE NOTIFICATIONS

- **Timely warnings:** In the event that a situation arises, either on or off campus, that, in the judgment of the administration constitutes an ongoing or continuing threat, the Director of Public Safety or his designee will issue a timely warning via the University's **e2Campus Emergency Notification System**. e2Campus is a self-service, web-based, mass notification system that empowers the University to send instant alerts to students, faculty and staff via text messaging and email in case of an emergency. All students are urged to subscribe to this free service.
- **Immediate notifications:** In the event that there is a confirmed significant emergency or dangerous situation involving an immediate threat to the campus community (per the judgment of the University's Administration or their designee), The Director of Public Safety will, without undue delay, and taking into account safety of the community, determine the content of the notification and initiate the immediate notification system. However, if in the professional judgment of responsible authorities, the notification may compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency, the notification may be delayed.

There is also a number of University communication mediums used to relay information to the campus community. They include:

- **New Student Orientation** is held several times throughout the summer, and all new students are required to attend. During the orientation sessions, students are informed about crime prevention, procedures for reporting criminal actions and other security matters. The Vice President for Student Life reiterates the University's position on the enforcement of rules and regulations.
- **New Resident Student Orientation** is held for all new resident students during the two days prior to the start of classes each fall. New resident students are required to attend all sessions, which include discussions about residence life issues, roommate expectations, University rules and regulations, and the sanctions that will be imposed for violations of the Student Code of Conduct.
- **Residence Hall Meetings** are held periodically throughout the year as needed. The purpose of these meetings is to discuss any changes in policy or other issues related to the residential experience. The residence life staff meets with the students to reinforce the importance of

complying with rules and regulations and University policy. An outline of the type of penalties that may result from infractions is also discussed.

- **Employee Orientation** is held at least once each year for all new employees. Attendance at each session is mandatory and includes discussions on security issues, University policies, and standards of conduct for employees, and sanctions that will be imposed for violations of University rules and regulations.
- **The Student Handbook** is published electronically and provides information on all aspects of student life, including the following: the alcohol policy, guest policy, residence life policies, and the student code of conduct.
- **The La Roche Courier**, the student newspaper, provides information on student opinions and needs. Articles may include topics relating to campus safety and security as well as the monthly security blotter. The La Roche Courier is published exclusively online and can be accessed at courier.laroche.edu.

In addition to the communication mediums mentioned, several programs are presented throughout each semester on drug and alcohol issues, sexual awareness, and other health- and safety-related topics.

Student athletes, resident assistants and student leaders are required to attend certain parts of these programs. Although the target audience for most campus-sponsored events is La Roche University students and staff, the general public is not prohibited from attending such functions unless the program is specifically restricted to a certain audience.

Procedures for Reporting a Crime or Emergency

How to Report Crimes and Public Safety Related Incidents

All students, faculty, staff and guests are encouraged to promptly report criminal incidents, accidents and other emergencies to the University Public Safety Department. Public Safety Officers take reports of all crimes that occur within our jurisdiction. Forcible sexual assaults where the perpetrator is a stranger will also be reported to the McCandless Police and investigated jointly with University Public Safety.

To report a crime or an emergency at the:

Main Campus:(Annex Building, Science Center, Academic Extension, University Center, Wright Library, Kerr Fitness and Sports Center, Facilities Management Building, Bold Hall, Mahler Hall, Peters Hall, or Schneider Hall) call Public Safety at extension 1111. If you are using a cell phone please dial 412-536-1111, 412-716-0577, or 412-369-0330 and you will reach the officer on duty.

The Public Safety Officer will take the required action, either dispatching a patrol officer to the location or asking the victim to report to the public safety office to file an incident report. When a serious crime is involved, The Public Safety Officer will call 911 for the McCandless Police to assist the Public Safety Officer.

When reporting a crime or incident please provide as much information as possible, including:

- Details of what happened; Specific location;
- Identity and/or description of person(s) involved;
- Date and time of the incident;

Be as specific as possible when giving any information to the Public Safety Officer, such as your description of person(s) and victim(s). Public Safety Officers will complete written reports of any incidents that occur on campus or other mandated areas. Follow-up investigations are conducted, and the McCandless Police are notified, when appropriate. Reports are kept on file in the Public Safety office and copies are distributed to the appropriate University departments. Reports that involve violation of the Student Code of Conduct will be referred to the Vice President for Student Life for review and potential action.

Campus Security Authorities (CSA)

Responsibilities and Resources

The law defines four categories of CSA's: University Police; non-police security staff responsible for monitoring University property; people/offices designated under University policy as those to whom/which crimes should be reported and "officials with significant responsibility for student and campus activities". It doesn't matter whether or not the individuals involved in the crime, or reporting the crime, are associated with the institution. If a campus security authority receives the crime information and believes it was provided in good faith, he or she should document it as a crime report. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. That is, there is little or no reason to doubt the validity of the information. Because official responsibilities and job titles vary significantly on campuses, a list of specific titles is not provided in the regulations. Some examples of CSA's include but are not limited to: University Police staff, Academic Deans, Student Affairs staff, Residence Life staff, Sexual Assault and Peer Education Advisors, Athletic Director / Assistants and coaches, Student Activities Coordinators, Student Judicial Officer, Community Facilitators (Residence Life) and Faculty Advisors to student organizations. University Vice Presidents, Directors, Department Heads and other Administrators, based on their position responsibilities, will often meet the definition of a CSA. If a University staff member has "significant responsibility" for students and campus activities, and students potentially could report a crime / incident to that staff member, then they are a CSA. CSA's are defined by function, not title.

CSA's are willing to assist students and others in the University community in making crime reports to police agencies having jurisdiction. Reports made to CSA's will be routed to La Roche University Public Safety for documentation and follow-up. In some instances, information reported may be used to generate a campus warning (Timely Warning) to the University community.

As part of the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, qualifying incidents reported to Public Safety from various sources, including CSA's, are required to be published annually and made available to the campus community.

Part of the main focus of the Clery Act, and one of the desires of Public Safety, is to encourage the reporting and ensure the collection of accurate campus crime statistics to promote crime awareness and enhance campus safety. The intent of including non-law enforcement personnel in the CSA role is to acknowledge that some campus community members and students in particular, may be hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

University CSA's have an obligation to promptly report allegations of Clery Act defined incidents which occur on campus, on public property bordering campus, and in non-campus areas which the University leases or otherwise controls. The CSA's training is an online PowerPoint presentation and a short quiz to confirm the understanding of the material.

Who is NOT a CSA?

Administrative, clerical, and service staff who do not have "significant responsibility" for students and campus activities, individual faculty who do not serve as advisors to registered student organizations, physicians/nurses in Health Services who only provide care for students, licensed mental health counselor or a pastoral counselor when working within the scope of their license or religious assignment. Licensed mental health and pastoral counselors are encouraged to review crime reporting options (anonymous, if confidentiality is requested, in a Campus Security Authority Crime Report or directly to Public Safety) as applicable / appropriate with individuals they are counseling who report a Clery Act qualifying incident.

In addition to reporting crimes to the University's Public Safety Department, you may also report a crime to the following designated individuals:

1. Dean of Students 412-536-1069, University Center 210
2. Director of Residence Life 412-536-1194, Bold Hall 274
3. Assistant Director of Residence Life 412-536-1721, Bold Hall 266
4. Coordinator of Residence Life 412-536-1787, Bold Hall 268
6. Counseling and Health Services 412-874-2506, Bold Hall 263
7. Associate Vice President for Human Resources 412-536-1115, Peters Hall 1

Reporting Medical Emergencies

Serious Injury/Illness

In case of serious injury or illness, the immediate concern is to help the injured or sick student. If a serious medical situation is perceived to exist, emergency assistance is obtained. After identification of an injury/illness, the following procedures are followed:

A. The Public Safety Department is notified of all injuries/illnesses if:

1. Outside medical attention is needed; and/or
2. The injury/illness may have been the result of a safety hazard.

B. The Director of Public Safety notifies the Vice President for Student Life and Vice President for Business and Finance.

Injury/Illness in Residence Halls

Injuries/illnesses that occur in the residence halls are transported if necessary to the North Park Urgent Care 9401 McKnight Road, Pittsburgh, PA 15237 (412) 366-1528.

In some circumstances, the student may be transported to UPMC Passavant Hospital at 412 367-6420. The following individuals should also be contacted:

1. Public Safety Officer on duty
2. Resident Assistant on duty
3. Director of Residence Life or his/her back-up
4. Director of Public Safety

If it has been determined that a student requires additional medical attention and is not capable of providing his/her own means of transportation, the public safety officer may transport the student to UPMC Passavant Hospital.

Injury/Illness in Classrooms/Labs

Injuries/illnesses that occur in classrooms/labs are reported to the faculty member conducting the class. The faculty member assists in the situation. If a student requires additional medical attention and is not capable of providing his/her own means of transportation, the public safety officer may transport the student to North Park Urgent Care or UPMC Passavant Hospital dependent upon the situation.

Injury/Illness in Other Areas

Injuries/illnesses that occur in other areas of the campus are reported to the Public Safety Department. The public safety officer assists in the situation and may transport to North Park Urgent Care or UPMC Passavant Hospital if the student is not capable of providing his/her own means of transportation.

Safety Equipment

Safety equipment is available throughout the campus to assist qualified individuals during a medical emergency such as Automated External Defibrillators (AED). AED's are located in the following campus buildings and locations:

1. Public Safety Vehicle
2. University Center Information Desk
3. A.B. Near The Bookstore Entrance
4. Bold Hall I Near Campus Ministry Entrance
5. Schneider Hall Lounge
6. Mahler Hall Lounge
7. Peters Hall Lower Level Entrance
8. Kerr Fitness Center Upper Level
9. Wright Library Upper Level Main Entrance
10. Athletic Training Room (Carried to Athletic Events)

Mental Health Counseling

La Roche University provides a professional counselor for any student seeking the opportunity to talk privately about personal, academic, or other concerns in a safe, confidential setting. This service includes individual sessions with the University counselor, as well as referral and, where appropriate, coordination of care with outside providers. Also, students have the ability to call Resolve at 1-888-796-8226 twenty-four hours a day. Under the Clery Act, "Professional Counselors," are not considered to be campus security authorities when acting in their professional capacity, and are not required to report crimes for inclusion into the annual disclosure of crime statistics. The University does not have procedures for professional counselors to encourage patients to voluntarily, and confidentially report crimes for inclusion in the crime statistics.

Monitoring and Recording Criminal Activity Criminal Activity Off-Campus

When a La Roche University student is involved in an off campus offense, or is a victim of a crime off campus near the University, the La Roche University Public Safety Department may assist with the investigation in cooperation with local, state, or federal law enforcement. Town of McCandless Police routinely works and communicates with the Public Safety Department on any serious incidents occurring on-campus or in the immediate areas surrounding the campus. In addition, the La Roche

University Public Safety Department has a mutual notification agreement with the University of Pittsburgh, Carlow University, Duquesne University, Carnegie Mellon University and Chatham University police departments. If a La Roche University student is involved in an offense at one of these schools, they will notify the La Roche University Public Safety Department of the incident. La Roche University operates no off-campus housing or off-campus student organization facilities.

Daily Crime Log

All crimes committed on campus are entered into the Crime Log within two business days of the occurrence. Posting of a crime in the Crime Log may be temporarily withheld if the release of the information would jeopardize the safety of an individual, jeopardize an ongoing investigation, cause a suspect to flee or evade detection, or result in the destruction of evidence. Crimes committed off campus, which involve a student and are reported to Public Safety Department, are also entered into the log. The Crime Log is available upon request and is kept in the Public Safety office.

Daily Fire Log

All fires on campus are entered into the Fire Log within two business days of the occurrence. Posting of a fire in the Fire Log may be temporarily withheld if the release of the information would jeopardize the safety of an individual, jeopardize an ongoing investigation, cause a suspect to flee or evade detection, or result in the destruction of evidence. The Fire Log is available for viewing upon request and is kept in the Public Safety office.

Security Awareness and Crime Prevention Programs

Security awareness informational presentations are made at each freshman and transfer orientation session to provide information about crime and crime prevention, both on and off campus. Presentations are meant to familiarize students with the Public Safety Departments and address any questions or concerns.

Security awareness presentations are also conducted yearly during Resident Assistant (R.A.) training. The R.A.'s are informed about campus crime and given information on prevention, with emphasis on ensuring entrance/exit doors to the residence halls are kept shut and locked.

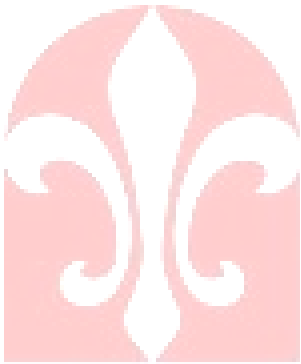
A common theme of all awareness and crime prevention programs is to encourage students and employees to take responsibility for their own security and the security of others.

Policy on Firearms and Weapons

It is the policy of La Roche University to prohibit firearms and weapons* on its campus. This prohibition extends to individuals having weapons in briefcases, purses, tool boxes, personal, or

University vehicles or in other personal property or effects even if the owner has a valid permit. It is the duty of any affected person who witnesses the possession, display or use of any weapon to immediately notify the Public Safety Department. Persons found in violation of this policy may be referred to the Town of McCandless Police for criminal prosecution.

** Authorized exceptions to the policy would be any of the items listed above that would be used in the daily job/classroom function of the persons affected portion of this policy. This includes, but is not limited to, sworn officers responding to campus incidents and/or participating in training seminars or classroom activities, knives/tools that are used by Facilities Management/Custodial Services, knives that are used by kitchen personnel to perform their job functions, knives/tools that are used by students in a classroom for carrying out specified tasks, knives with blades larger than that of a folding pocket knife, sporting officials that utilize a starter's pistol to signify the start of an event.*



Motor Vehicle Regulations

La Roche University provides free parking on a first-come, first-serve basis to commuter students, faculty and staff. Resident students are charged a fee for parking in preferred parking areas around the residence halls. Public safety officers, under the direction of the Director of Public Safety, enforce the motor vehicle regulations. University employees, students and visitors are expected to abide by the Motor Vehicle Policy.

All students and employees must register all motor vehicles operated on campus through the Public Safety Department. All students must register during the first two weeks of each semester during designated times. Students will be notified of these dates.

Each residence hall has a parking lot designated only for the use of resident students. Resident students are permitted to park only in the area designated for their use. There are a limited number of handicap spaces on campus. Anyone displaying a handicap or disabled veteran (DAV) registration plate/placard shall be permitted to park in any handicapped space on campus. Individuals who do not have a handicapped plate or DAV plate/placard but who are requesting handicapped parking must submit to the Director of Public Safety a letter from a physician identifying the handicap and the length of time special designation parking will be required.

Overnight Parking

Because of the potential liability to La Roche University and the vehicle owner, the parking of privately owned vehicles by employees on University property is prohibited. Employees on official University business requiring overnight absences may, at their own risk, park their privately owned vehicles on campus. Resident students who need to leave their vehicles in one of the residence hall parking lots when classes are not in session must obtain permission from the Director of Residence Life and the Director of Public Safety.

Parking/Traffic Regulations

- A valid parking permit must be displayed at all times. Only one permit is issued each year.
- A replacement fee of \$5.00 will be charged for lost parking permits. The replacement fee is payable at the Student Account's Office in the University Center.
- Students and employees operating a motor vehicle on campus must abide by the University motor vehicle regulations and the Pennsylvania Vehicles Law.
- **ALL** campus roads are considered to be fire lanes.
- Students are not permitted to park in the University Center/Science Center lot.

- Commuter students and employees are not permitted to park in the residence hall parking lots. Visitor parking is available in front of and behind the Kerr Fitness and Sports Center.

Parking Violations

Violators can be ticketed for the following:

- | | |
|---|----------------|
| • Blocking walkways/handicapped ramps | Fine: \$75.00 |
| • Parking in a fire lane | Fine: \$75.00 |
| • Parking in a loading/unloading area | Fine: \$75.00 |
| • Parking where prohibited by a sign | Fine: \$25.00 |
| • Parking in an unauthorized lot | Fine: \$25.00 |
| • Parking in a reserved or handicapped space | Fine: \$100.00 |
| • Parking permit not displayed | Fine: \$25.00 |
| • Parking near a yellow curb | Fine: \$50.00 |
| • Parking in a space not designated for parking | Fine: \$25.00 |
| • Parking in more than one space | Fine: \$25.00 |

Visitor Parking

Passes for visitor parking will be available through the Public Safety Department. The visitor parking area is in front of the Kerr Fitness and Sports Center.

Payment of Fines

Parking fines must be paid promptly at the Student Accounts Office in the University Center. Transcripts, letters of recommendation, final grades and diplomas will not be released for students with unpaid tickets. The amount of unpaid parking fines is attached to a student's account until paid. Students with unpaid parking fines may not be permitted to register for classes until parking fines are paid.

Employees with unpaid fines will be subject to disciplinary action through the Employee Progressive Discipline System.

Review/Appeals Process

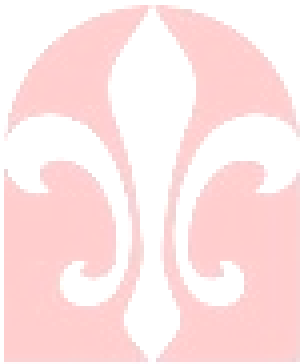
All students and employees may choose to have their parking tickets reviewed by the Parking Ticket Appeals Committee. A parking ticket appeals form is available on the Public Safety Intranet page. The decision of the Appeals Committee is final.

Towing

Abandoned vehicles will be towed from campus at the owner's expense. Illegally parked cars may be towed at the owner's expense. Individuals with three (3) or more unpaid parking fines are prohibited from parking on campus. Vehicles that are prohibited from campus will be towed at the owner's expense if the prohibition is violated.

Motor Vehicle Accidents

Accidents occurring on campus must be reported to the Department of Public Safety at the time of the accident.



Policy on Students with Criminal Records

La Roche University does not request information concerning any previous criminal conviction for admission to the University. The University does recognize its responsibility to ensure the safety of the campus community and evaluate any enrolled student's status with the University based on our student code of conduct policies.

Policy on Employees with Criminal Records

La Roche University screens potential employees by inquiring about their criminal history during the application process. In addition, the University conducts criminal background checks on candidates selected for hire. Candidates elected for hire may be rejected for employment based on their criminal records.

La Roche University's Drug and Alcohol Prevention Program (DAAPP)

Introduction

La Roche University (the "University") is committed to providing a safe and healthy learning environment for all members of its community and one that strengthens the academic and social development of its students. Specifically, the University is cognizant that the health and safety of all its members and especially the academic and social development of its students is negatively affected by the use of illegal drugs and the abuse and improper consumption of alcohol. La Roche believes that all students and employees have the right to engage in academic and extracurricular activities without interference from others under the influence of alcohol and other drugs.

Health Risks Associated with the Use of Illicit Drugs and the Abuse of Alcohol

Substance Other Names	Potential for Dependence		Risks and Effects		
	Physical	Psychological	Short-Term	Long Term	Overdose
ALCOHOL Beer, Distilled liquor, Ethanol, Wine	High	High	<ul style="list-style-type: none"> Impaired judgment & vision Lowered inhibitions Loss of motor skills & coordination Slurred speech 	<ul style="list-style-type: none"> Cardiovascular disease Hypertension Liver damage Neurologic damage Toxic psychosis 	<ul style="list-style-type: none"> Coma Possible death
CANNABIS Hash oil, Hashish, Grass, Marijuana, Pot, Weed	Low	Moderate	<ul style="list-style-type: none"> Confusion Euphoria Impaired balance and coordination Memory loss Slowed reaction time Slowed thinking 	<ul style="list-style-type: none"> Cardiovascular damage Frequent respiratory infections Impaired learning Impaired memory Increased heart rate Tolerance and addiction 	<ul style="list-style-type: none"> Insomnia Hyperactivity Panic attack Paranoia Possible toxic reaction if combined with other chemicals
DEPRESSANTS Barbiturates, Benzodiazepine, Date rape drug, Liquid ecstasy, Flunitrazepam, GHB, Methaqualone, Special K, Xanax	High	High	<ul style="list-style-type: none"> Confusion Fatigue Feeling of well-being, irritability Lowered blood pressure Lowered inhibitions Poor concentration Reduced anxiety Sedation Slowed pulse 	<ul style="list-style-type: none"> Anxiety Dizziness Hallucinations Insomnia Loss of peripheral vision Nausea Seizures Weak, rapid pulse Toxic psychosis Tremors 	<ul style="list-style-type: none"> Blackouts Cold, clammy skin Coma Life threatening withdrawal Possible death Respiratory depression and arrest Toxic reaction
HALLUCINOGENICS Acid, Angel Dust, Crystal, LSD, MDA, Mescaline, Mushrooms, PCP, Peyote, Phencyclidine, Psilocybin	Low/Unknown	Unknown	<ul style="list-style-type: none"> Altered stated of perception Increase body temperature, heart rate, blood pressure Loss of appetite Nausea Numbness Sleeplessness Tremors Weakness 	<ul style="list-style-type: none"> Hallucinogen Persisting Perception Disorder (flashbacks) Intensify existing psychosis Violent behavior 	<ul style="list-style-type: none"> Intense, prolonged Hallucinations Possible sudden death Psychosis
INHALANTS Gases, Solvents	High for chronic, long-term abuse	High for chronic, long-term abuse	<ul style="list-style-type: none"> Impaired judgment Headache Nausea, vomiting Poor coordination Slurred speech 	<ul style="list-style-type: none"> Cardiovascular and nervous system damage, leading to inability to walk, talk, or think Cramps Depression Loss of muscle tone Memory impairment 	<ul style="list-style-type: none"> Coma Possible sudden death Possible toxic reaction Unconsciousness

				<ul style="list-style-type: none"> Mild withdrawal Muscle wasting and weakness Weight loss 	
NARCOTICS Codeine, Demerol HCL, Heroin, Meperidine, Morphine, Opium, Oxycodone, Vicodin	High	High	<ul style="list-style-type: none"> Confusion Constipation Drowsiness Euphoria Nausea Pain relief Sedation Staggering gate 	<ul style="list-style-type: none"> AIDS & Hepatitis infection Malnutrition 	<ul style="list-style-type: none"> Clammy skin Coma Convulsions Death Respiratory arrest Shallow perspirations Tolerance, addiction Toxic reaction if combined with alcohol
STIMULANTS Amphetamine, Cocaine, Ecstasy, MDMA, Methylphenidate, Phenmetrazine, Ritalin	Possible	High	<ul style="list-style-type: none"> Appetite loss Excitement & euphoria Feeling of well being Increased alertness Increased blood pressure, pulse Insomnia 	<ul style="list-style-type: none"> Insomnia Nervous system damage Organ/tissue damage Paranoia Psychosis Weight loss 	<ul style="list-style-type: none"> Agitation Convulsions Hallucinations Heart attack, stroke High blood pressure Loss of consciousness Seizures Temperature increase Possible death
TOBACCO Chewing/Smokeless Tobacco, Cigarettes, Cigars, Nicotine	High	High	<ul style="list-style-type: none"> Bad breath Bad taste in mouth Decreased lung capacity Increased blood pressure Increased heart rate 	<ul style="list-style-type: none"> Adverse pregnancy outcomes Cardiovascular disease Cancer 	

Prohibition against the Possession, Use or Distribution of Alcohol by Students and Employees

The following are the University's standards of conduct that prohibit the unlawful possession, use or distribution of alcohol by its students and employees on University property or as a part of any of its activities.

La Roche recognizes that the misuse and abuse of alcohol is a serious issue affecting its University students, University employees, the community and our society in general. It is well established that misconduct such as vandalism, physical assault, excessive noise and other misbehavior results primarily from the misuse and/or abuse of alcohol by students and their guests. The purpose of this policy therefore is to foster the growth and development of the student by promoting an alcohol free environment. This policy, as are all University policies, is intended to reflect the University's commitment to the principals, goals and ideals described in the University's mission statement.

La Roche University students and/or their guests, regardless of age, are not permitted to use alcoholic beverages in the residence halls or on campus grounds. Students who are knowingly

present during a violation of this policy are subject to the procedures and sanctions of the student code of conduct.

La Roche University students who are at least 21 years of age are permitted to use alcoholic beverages while participating in officially sanctioned University events where alcohol is sanctioned. Public intoxication, disorderliness, or offensive behavior on campus deriving from the use of alcoholic beverages on or off campus is subject to disciplinary action. Collection of empty bottles, cans and bottles are not permitted. La University students are expected to assume total responsibility for their own behavior and that of their guests and to comply with the laws of the Commonwealth of Pennsylvania regarding alcohol.

In cases involving the use of alcoholic beverages by an individual who is under the age of twenty-one, there is potential for prosecution through the local magistrate. The University may notify the student's parent or guardian when action is taken regarding a violation of the alcoholic beverage policy.

Definitions

- Use of alcoholic beverages: includes the purchase, use, possession or serving of alcoholic beverages
- La Roche University Student: any full time or part time student enrolled at La Roche
- La Roche University Employee: any full-time, part-time staff member and adjunct or full-time faculty member employed by La Roche University
- Campus grounds: University owned property and facilities, including, but not limited to residence halls, common/public areas including hallways, parking lots, and athletic fields
- Knowingly present: where a student knew or should have known that a violation of the La Roche University alcohol policy occurred and chose not to remove him or herself from the situation
- Officially sanctioned University events: activities which comply with state and federal law and at which alcohol has been approved to be served by the president or her/his designee.

Mandatory Minimum Sanctions for Student and/or Employee Violation of the Alcohol Policy at La Roche University

1. Students

The following sanctions are considered mandatory minimums for students and may not be the only sanctions for alcohol violations. More severe additional sanctions up to and including removal from the residence halls, suspension or removal from the University may be included at any violation level should an incident warrant such action.

First Offense

The student shall:

- meet with La Roche University Counseling Services; minimum of 1 session. Failure to show will result in a \$25.00 fine. Students must reschedule the appointment; a hold will be placed on the student's account until a meeting with the counselor is held.
- attend an alcohol education class; failure to attend will result in a \$50.00 fine. Student must attend this alcohol education class.
- be fined \$100.00
- be given probation I for the equivalent of a semester of 16 weeks

Second offense

The student shall:

- meet with La Roche University Counseling Services; minimum of 2 sessions. Failure to show will result in a \$25.00 fine. Students must reschedule the appointment; a hold will be placed on the student's account until a meeting with the counselor is held.
- be fined \$150.00 and be given probation II for the equivalent of an academic year or 32 weeks.
- participate in five hours of community service
- In addition, a letter shall be sent by the University to the student's parent(s) or guardian(s) advising of the student's conduct and violations. In compliance with FERPA, action taken under this section pertains to students who are under the age of 21.

Third offense

The student shall be removed and/or banned from the residence halls and, in the discretion of the Vice President for Student Life/Dean of Students or his/her designee, may be subject to further sanctions.

The number of offenses for violating the alcohol policy is cumulative over the course of a student's academic career. (Example: if a student has an alcohol violation during the fall semester of his/her freshmen year, the student will be sanctioned as first time offender. If that same student has a second alcohol violation during the spring term of his/her sophomore year, the student will be sanctioned as a second time offender, and so on).

2. Employees

It is a primary offense to be intoxicated or having or using unauthorized alcohol on the La Roche University campus.

Violation of a primary offense will result in immediate disciplinary action, either written **disciplinary notice, suspension or termination, whether or not previous counseling was** provided to the employee. Employees will be subject to disciplinary procedures for any act deemed by the University to be contrary to the interest of its mission, organization, or its students.

Alcohol Poisoning is a Medical Emergency.

Call for help. You could save someone's life.
On – Campus: ext. 1111 Off – Campus: 911

Know the signs:

- *Passed out or difficult to wake
- *Cold, clammy, pale, or bluish skin
- *Slowed breathing
- *Vomiting while asleep or awake

Know how to help:

- *Turn a vomiting person on his or her side to prevent choking
- *Clear vomit from the mouth
- *Keep the person awake
- *NEVER leave the person unattended

Pennsylvania Alcohol-Related Offenses

Underage Drinking

It is illegal for anyone under 21 years of age to attempt to purchase, consume, process, or knowingly and intentionally transport any liquor, malt, or brewed beverage. It is also illegal to lie about age to obtain alcohol and carry a false identification card.

Penalty	1 st Offense	2 nd Offense	Subsequent Offense
Fine	0-\$500	0-\$1,000	0-\$1,000
Jail	0-90 days	0-90 days	0-90 days
License Suspension	at least 90 days	at least 1 year	at least 2 years

By law, the local police department and Public Safety are required to notify parents or guardians of all underage-drinking violations.

La Roche University has a zero-tolerance policy associated with students consuming alcoholic beverages under the age of 21. Not only is it against Pennsylvania law, it is also a violation of the Student Code of Conduct.

Carrying False I.D.

It is illegal for anyone under 21 to possess an identification card falsely identifying that person by name, age, date of birth, or photograph as being 21 or older to attempt to obtain liquor, malt, or brewed beverage by using the identification card of another or by using an identification card that has not been lawfully issued to or in the name of the person who possesses the card.

Penalty	1 st Offense	2 nd Offense	Subsequent Offense
Fine	0-\$300	0-\$500	0-\$500
Jail	0-90 days	0-1 year	0-1 year
License Suspension	at least 90 days	at least 1 year	at least 2 years

Public Drunkenness

It is illegal to appear in any public place manifestly under the influence of alcohol to the degree that you may endanger yourself or other persons or property, or annoy others in your vicinity.

Public drunkenness is a crime when a person appears in any public place manifestly under the influence of alcohol or a controlled substance to the degree that he may endanger himself or other persons or property, or annoy persons in his vicinity.

Public drunkenness also leads to other behaviors and important health concerns. Oftentimes public drunkenness contributes to many criminal mischiefs and disorderly conducts on campus. People must be responsible for their own actions and know their limits and tolerance levels before consuming alcohol.

Penalty	1 st Offense	2 nd Offense	Subsequent Offense
Fine	0-\$500	0-\$1,000	0-\$1,000
Jail	0-90 days	0-90 days	0-90 days

Driving Under the Influence (DUI) Law

In Pennsylvania the illegal level for DUI is .08 percent Blood Alcohol Content (BAC) and .02 percent BAC for minors. The law emphasizes treatment and a three-tier penalty system based on BAC and prior offenses: (1) general impairment (.08-.099 percent), (2) high rate of alcohol (.10-.159 percent) and, (3) highest rate of alcohol (.16 percent and above).

Also, drivers with any amount of a Schedule I, II, or III controlled substance not been medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle.

It is illegal for anyone under 21 years of age to drive a vehicle with a blood alcohol content of .02 percent or higher. A first-time offense, under certain circumstances, may qualify an individual for an Accelerated Rehabilitative Disposition (ARD) program.

Penalty	1 st Offense	2 nd Offense	Subsequent Offense
Fine	\$500-\$5,000	\$750-\$5,000	\$1500-\$10,000
Jail	2 days – 6 months	30 days – 6 months	90 days – 5 years
License Suspension	1 year	1 year	18 months
Other	Alcohol Safety School Court Reporting Network File	1 year Ignition Interlock license Court Reporting Network File Alcohol Highway Safety School	1 year Ignition Interlock license Court Reporting Network File

Selling or Furnishing Alcohol to Minors

Penalty	1 st Offense	2 nd Subsequent Offense
Fine	\$1,000-\$2,500	\$2,500
Jail	0-1 year	0-1 year

Refusing a Chemical Test

Any person who drives a motor vehicle automatically gives consent to one or more chemical test (e.g., breath, blood, or urine). This implied consent means that you don't have the right to an attorney before testing. If a person refuses to submit to a chemical test: (1) the test will not be done; (2) the person's license will be suspended for one year; (3) the person will most likely be charged with DUI.

Open Container Law

It is against the law in Pennsylvania for drivers or their passengers to consume alcohol or possess an open container of alcohol on Pennsylvania roads. In Pennsylvania, there is no state law to prohibit

open containers of alcohol in public. However, many local governments have enacted such ordinances. For more information about all alcohol-related offenses in Pennsylvania, see www.lcb.state.pa.us.

Prohibition against the Use, Distribution or Possession of Illicit Drugs

The following are the University's standards of conduct that prohibit the unlawful possession, use or distribution of illicit drugs by its students and employees on University property or as a part of any of its activities.

La Roche University is committed to maintaining a healthy and safe environment that promotes respect for oneself and others. The University expects all students, student groups and employees to comply with all local, state and federal laws regarding the use, distribution or unlawful possession of illicit drugs.

While on campus, students and employees may not:

- Possess, use, or be under the influence of marijuana, cocaine and its derivatives, hallucinogens, barbiturates, amphetamines, or other controlled substances not permitted by law.
- Possess drug paraphernalia (bong, pipes, rolling papers etc.)
- Produce, distribute or sell any of the above referenced drugs or other addictive or illegal substance on University property
- Be in the presence of evidence of possession or use (bodily response, odor etc.)

Drugs, paraphernalia and the names of those involved may be turned over to the McCandless Police Department. The University will not shield students and employees from possible legal consequences of drug possession, use, and/or distribution.

The following will act as a guide should a student be found responsible for violation of any of the above polices.

The Office of Housing and Residence Life reserves the right, based upon the seriousness of the said violation, to enforce any of the below sanctions on students regardless of a student's conduct history.

Violation	Sanction
Level I	
Violations include but not limited to: <ul style="list-style-type: none"> • Possession of drug paraphernalia (bongs, pipes, rolling papers or other items used specifically to consume, inhale, smoke or inject illegal or controlled substances etc.) • Evidence of possession or use (bodily response, odor etc.) 	1st Offense <ul style="list-style-type: none"> • \$150.00 Fine • 5 Hours of Community Service • Alcohol and Other Drug Class • 1 Individual Counseling Session • Parent and Other Interested Parties Notification • 16 week Probation
	2nd Offense <ul style="list-style-type: none"> • \$250.00 Fine • 10 Hours of Community Service • 2 Individual Counseling Sessions • Parent and Other Interested Parties Notification • 32 week probation
	Subsequent Offense <ul style="list-style-type: none"> • \$300.00 Fine • Removal/Restriction from Residence Halls for 1 semester (minimum) • Parent and Coach Notification • Must provide outside treatment completion prior to reapplying for housing.
Level II	
Violations included but not limited to: <ul style="list-style-type: none"> • Possession and/or use of illegal drugs, controlled substances, or other's prescription drugs • Inducing or encouraging others to consume illegal substances 	1st Offense <ul style="list-style-type: none"> • \$300.00 Fine • 10 Hours of Community Service • Alcohol and Other Drug Class • 2 Individual Counseling Sessions(minimum) • Reflection Paper (2 pages) • Parent and Other Interested Parties Notification • 32 week probation
	Subsequent Offense <ul style="list-style-type: none"> • \$400.00 Fine • Removal/Restriction from Residence Halls for 1 year (minimum) • Parent and Other Interested Parties Notification • Must provide outside treatment completion prior to reapplying for housing.
Level III	
Violations included but not limited to: <ul style="list-style-type: none"> • Possession and/or use of illegal drugs, controlled substances, or other's prescription drugs • Dealing or distributing illegal drugs, controlled substances or prescription dugs 	1st Offense <ul style="list-style-type: none"> • \$400.00 Fine • Removal/Restriction from Residence Halls for 1 year (minimum) and may result in dismissal from the University • Parent and Other Interested Parties Notification • Must provide outside treatment completion prior to reapplying for housing.

- Possible Police intervention

Regarding employees, the use or possession of illegal drugs on the La Roche University campus subjects the employee to the following:

- Immediate suspension, with pay, pending a full investigation of the alleged incident(s).
- Notification of all appropriate law enforcement agencies.
- A suspension, without pay, or permanent termination of employment based upon the nature of the policy violation.
- A Permanent notation placed in the employee's personnel file concerning the policy violation.
- Upon request of the University, a requirement to participate in a drug counseling or rehabilitation program, as a condition of continued employment.

Related Drug Offenses

Possession of Marijuana

It is unlawful for a person who unknowingly, knowingly, or intentionally possesses marijuana (Hashish), a Schedule I substance, and is not authorized by law to possess such substance, and is outlined under the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

Persons engaged in such activity will most likely be faced with criminal charges and charged with a violation of the Student Code of Conduct and, in case of employees, be subject to immediate disciplinary action.

Possession of Drug Paraphernalia

A person is unlawful when he possesses, with the intent to use, drug paraphernalia that is used for packaging, manufacturing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

Synthetic Marijuana

Effective March 1, 2011, the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. Also known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma Plus. Individuals found responsible for manufacturing, possessing, importing/exporting, or distributing these substances will face criminal and civil penalties. La Roche University students and employees engaging in these activities will also be held responsible under the University's illegal substances policy. It is also against University policy to use synthetic marijuana.

A. Federal Sanctions for violating the Controlled Substance Act:

Controlled Substances Act

Schedule of Controlled Substance Categories and Examples	For Felony Delivery and Obtaining Possession thru Forgery or Fraud	For Misdemeanor Possession
<p>Schedule I: Substances with a high potential for abuse, no currently accepted medical use in the U.S. and a lack of accepted safety for use under medical supervision.</p> <p>Gama Hydroxybutyric Acid (GHB) Heroin LSD Methaqualone Mescaline Ecstasy Psilcybin/Psilocyn (mushrooms) Phencyclidine (PCP) Tetrahydrocannabinol/S (THC) Marijuana & Hashish: 1,000 kg. or more 50 kg. to 999 kg. Under 50 kg.</p>	<p>Jail: 5 years to life Fine: Up to \$4,000,000</p> <p>Jail: 10 years to life Fine: Up to \$4,000,000</p> <p>Jail: 5 to 40 years Fine: Up to \$2,000,000</p> <p>Jail: Up to 5 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p>Schedule II: Substances with a high potential for abuse, currently accepted medical use in the U.S., or with severe restrictions, and abuse may lead to severe psychological or physical dependence.</p> <p>Morphine Methadone Amphetamine Cocaine Methamphetamine Oxycodone</p>	<p>Jail: Up to 20 years Fine: Up to \$1,000,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p>Schedule III: Substances with less abuse potential than Schedules I and II; an accepted medical use, and low to moderate dependence from abuse.</p> <p>Anabolic Steroids Codeine Compounds Ketamine (Special K) Phendimetrazine Tincture of Opium</p>	<p>Jail: Up to 5 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p>Schedule IV: Substances with a lower potential for abuse than Schedule III; an accepted medical use; and limited dependence from abuse.</p> <p>Valium Ativan Xanax</p>	<p>Jail: Up to 3 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p>Schedule V:</p>		

Substances with a lower potential for abuse than Schedule IV; an accepted medical use; and limited dependence from abuse. Paracetamol and Robitussin AC	Jail: Up to 1 year Fine: Up to \$100,000	Jail: Up to 1 year Fine: Up to \$100,000
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B. Drug and Alcohol Abuse Education Programs

Resources for Employees

La Roche University's Employee Assistance Program (EAP) is available for employees if they have a problem with substance abuse or if someone they know may have a problem. The program is a confidential, worksite based program designed to assist both employees and employers. Each eligible employee, along with each eligible employee's dependents, is entitled to three visits free of charge per calendar year. Telephone intakes and information call regarding EAP services are free and unlimited.

Employees can reach the EAP by calling 1-800-869-0276

Resources for Students

The University employs two full-time counselors and one-part time counselor who are trained to assist students with drug and alcohol counseling. Students may contact the counselors directly by calling 412-847-2506

Students may be referred to:

Gateway Rehab - Cranberry
1659 Rte. 228, Cranberry Township, PA 16066
Phone: (724) 776-4844

Greenbriar Treatment Center - Cranberry
6200 Brooktree Rd #210, Wexford, PA 15090
(724) 934-8435

Local AA -Alcoholics Anonymous
Pittsburgh Area Central Office, Inc.
900 Fifth Ave. 5th Floor
Pittsburgh, PA 15219
(412-471-7472)

Local Al-Anon
Alanon AIS/LDC OF GREATER PITTSBURGH AREA
204 37TH STREET ROOM 103
PITTSBURGH PA 15201-1859
(412) 683-4279

Pennsylvania Suicide & Crisis Hotlines 800-784-2433

H. Distribution Plan

Annually, employees and students are made aware of the La Roche University Drug and Alcohol Abuse Prevention Program by means of electronic mail. The program is also available as follows:

- a. The University's student handbook is available both online and in print. The handbooks are distributed to each resident during move-in and are also available in multiple locations throughout campus.
- b. Employees are provided a copy of the policy at the beginning of each academic year
- c. New staff and faculty members are informed of the policy at new employee orientation.
- d. Students are sent the policy (through electronic mail) each new semester to ensure the content is conveyed to all students attending La Roche University.
- e. Students and employees are offered written material including pamphlets and literature on drug and alcohol abuse. Such material is available at the Offices of Student Services and Human Resources as well as online at the La Roche University website.
- f. Drug and alcohol abuse prevention materials are also distributed to all new students attending orientation sessions.
- g. The Office of the Vice President for Student Life/Academic Dean will maintain documentation evidencing that the distribution has occurred to students.
- h. The Office of Human Resources will maintain documentation evidencing that the distribution has occurred to employees.

Biennial Review

The La Roche University Drug and Alcohol Abuse Prevention Program will be reviewed biennially.

The University is committed to monitoring and assessing the effectiveness of the policy and program and what changes need to be made. To perform this review, the University will use formal assessments.

- Formal assessment methods used in the review include student focus groups, administrative overview, and student surveys.
- Modifications are made to the programs and the expected learning outcomes in an effort to evolve with changes in the student population.

MISSING STUDENT NOTIFICATION POLICY

Policy

It is the policy of La Roche University to give all resident students the opportunity to register confidential, personal contact information in the event that the student is determined to be missing for a period of more than 24 hours. At the time of registration, the student shall be notified that the University will notify the appropriate law enforcement agency within 24 hours of a determination that the student is missing.

Procedures

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Director of Public Safety.

When a student is reported missing, the Director of Public Safety Shall:

- a. Initiate an investigation to determine the validity of the missing person report.
- b. Contact the Vice President for Student Life and Dean of Students who briefs the president on the matter.
- c. Make a determination as to the status of the missing student.
- d. If the student is determined to be missing for more than 24 hours, the following procedures shall be followed by the Director of public Safety:
 - I. Notify the individual identified by the missing student as the emergency contact within 24 hours of making a determination that the student is missing.
 - II. Missing persons contact information is registered and confidential.
 - III. If the missing student is under the age of 18, the Director of Residence Life or the Vice President for Student life and Dean of Students shall notify the student's custodial parent or legal guardian as contained in the records of the University within 24 hours of the determination that the student is missing.
 - IV. Notify the Director of Marketing and Media Relations who prepares a statement for the media, if necessary.
 - V. Notify the McCandless Police Department within 24 hours after determining that the student is missing.

Preventing and Responding to Sexual Assault

Sexual assault is a felony pursuant to Title 18, Crimes, and Offenses, of the Pennsylvania Consolidated Statutes. Pertinent provisions include, but are not limited to 18 Pa C.S.A. § 3101, 3104, 3105, 3106, 3107, 3121, 3123.

PURPOSE: The purpose of this policy is to create guidelines to ensure a healthy and safe environment for members of the University community and one that is free from interpersonal abuse, including sexual assault. This policy is intended to reflect La Roche University's commitment to the principles, goals, and ideals described in the University's Mission Statement.

POLICY: La Roche University prohibits all forms of forcible and non-forcible sex offenses as defined under the laws of the Commonwealth of Pennsylvania. Sexual assault by a student occurring on campus property or at a campus-sponsored event is a violation of accepted behavior which leads to administrative and/or campus judicial action. The University actively supports sexual assault survivors (“the survivor”) through a system that attends to the survivor’s physical and emotional well-being. The University directs judicial/disciplinary efforts that respect the personal rights of both survivor and alleged perpetrator.

DEFINITIONS: “Sexual assault” is defined as a situation in which an individual is forced, threatened or coerced into sexual contact against his or her free will or without his or her consent. It includes any sexual act performed on an individual or required to be performed by the individual. It includes, but is not limited to, forced or coerced intercourse, including date rape or acquaintance rape. Sexual assault includes having sexual contact with a person while knowing or having reason to know that the person was incapacitated by drugs, alcohol or by other means.

“sexual assault coordinator”: the director of counseling services acts as a liaison between a survivor and other campus services. If the director of counseling services is not available, the residence life coordinator on duty assumes these duties.

“sexual assault survivor”: an individual, whether male or female, who has been subject to a sexual assault.

PROCEDURES: The following procedures are established to ensure that the survivor of a sexual assault is supported throughout the ordeal:

The staff member to whom a sexual assault has been reported shall immediately notify the sexual assault coordinator. The sexual assault coordinator contacts the public safety officer on duty and the Vice President for Student Life and Dean of Students or his/her assistant. The public safety officer also notifies the director of public safety.

In conjunction with the public safety officer, the sexual assault coordinator:

- ensures that the survivor is in a safe and comfortable environment and determines if the victim has suffered additional injuries
- informs the survivor that University counseling services will be notified and will be on site for support and referral services.
- informs the survivor of the right to confidentiality
- encourages the survivor to seek medical care and, if appropriate, assists in providing transportation.
- asks the survivor if there is anyone else she/he might wish to be contacted including community agencies such as PAAR (Pittsburgh Action Against Rape).
- asks the survivor if the he/she wishes to report the assault to the local police department and, if appropriate, assists in the reporting thereof.
- informs the survivor that the University will assist in changes in academic and living arrangements if desired and if available.

- encourages the survivor to preserve evidence by not bathing, douching, changing clothes or cleaning up in any way. If the sexual assault survivor is undecided in reporting the incident, the survivor will be encouraged to preserve evidence in the event he/she decides to file a police report at a later date.

The University Judicial System, as outlined in the Student Handbook, has jurisdiction in matters related to violations of the Sexual Assault Policy. Any student has the right to use this system to address any perceived injustices caused by other students. The University may file charges against an alleged assailant without the support of the survivor, provided there is corroborating evidence that an assault has occurred. In such cases no pressure will be placed on the survivor to testify.

Moreover:

- *the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding in cases of an alleged sex offense;*
- both parties shall be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense.
- Upon request, the University will disclose the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense to the alleged victim or next of kin, if the victim is deceased.

A student found guilty of violating this policy could be criminally prosecuted in the state courts and may be suspended or expelled from the University for the first offense.

Assault Off Campus: If the assault occurs off campus, the local police are notified. If the victim does not wish to notify the police, she/he whenever possible should contact the public safety officer on duty at the University. The public safety officer to whom the assault is reported will carry out steps listed in the sexual assault policy procedures to the degree that this is feasible.

University Sanctions: Sanctions for violating the sexual assault policy are found in the Student Code of Conduct and are reproduced below:

A. Nature of Sanctions/Consequences

1. A single violation of University rules, regulations, and policies subjects the student to one or more of the following:
 - a) Warning—This reprimand may be given for violations of a less serious nature. The reprimand may be verbal or written.
 - b) Probation I—A written reprimand for violation of specified regulations. This penalty is considered a “final warning,” and the student is expected to exhibit exemplary behavior during the probation period. Probation is for a designated period of time and shall not be less than one (1) academic semester, not to exceed two (2) academic semesters, for a particular violation.
 - c) Probation II- In addition to the sanctions in Probation I, this sanction may impose on the student any of the following:
 - I. reduction of student privileges;

- II. dismissal from the residence halls;
 - III. dismissal from the University
 - d) Placement on Probation II is automatic should a student fail to comply with the sanctions imposed under Probation I or have been found to have violated any provision of the Student Code of Conduct while on Probation I.
 - e) Loss of Privileges—Denial of specified privileges for a designated period of time.
 - f) Fines—An assessment of a proportionate monetary penalty; fines collected will be deposited in the Residence Life fund.
 - g) Restitution—Compensation for loss, damage or injury; this may take the form of appropriate service and/or monetary or material replacement.
 - h) Discretionary Sanctions—Work assignments, service to the University, or other related discretionary assignments, with the prior approval of the Vice President for Student Life/Dean of Students or his/her designee, may be imposed.
 - i) Residence Hall Dismissal—Separation of the student from the residence halls. Upon dismissal, visiting privileges to all residence halls are revoked. Conditions for readmission may be specified, but in all cases, the decision to re-admit the student is within the discretion of the Vice President for Student Life/Dean of Students or his/her designee.
 - j) University Dismissal—Separation of the student from the University. Upon dismissal, students are banned from campus. Conditions for readmission may be specified, but in all cases, the decision to re-admit the student is within the discretion of the Vice President for Student Life/Dean of Students or his/her designee.
2. More than one of the sanctions listed above may be imposed for any single violation.
3. Other forms of sanctions may be assigned by a disciplinary jurisdiction provided they do not conflict with the above sanctions.

B. Special Conditions

Interim Suspension

In certain circumstances, the Vice President for Student Life/Dean of Students may impose a University or residence-hall suspension prior to a disciplinary hearing.

1. Interim suspension may be imposed:
 - a) to ensure the safety and well-being of members of the University community or preservation of University property;
 - b) to ensure the student's own physical or emotional safety and well-being; or
 - c) if the student poses a certain threat of disruption of or interference with the normal operations of the University.
2. During the interim suspension, students shall be denied access to the residence halls and/or to the campus (including classes) and/or all other University activities or privileges for which the student might otherwise be eligible, as the Vice President for Student Life/Dean of Students may determine to be appropriate.

Educational Programs, Training and Support Services

The University's sexual assault plan includes educational programming for prevention, training for first responders and victim support services in the community and on campus.

An important component of the program is the establishment of an ongoing committee to review and update policy and procedures and to evaluate educational programming for prevention. La Roche University realizes the importance of education for preventing acts of sexual assault and focuses on programming that identifies precipitating factors

Educational programming includes such activities and programs as Sexual Awareness Month, Alcohol Awareness Week, resident assistant programs, health fair and crime prevention programs, all of which incorporate the issue of sexual assault.

The Office of Residence Life provides training for resident assistants on sexuality, date rape, and procedures to follow when dealing with victims of sexual assault. Public safety officers are trained on sexual assault and the law and procedures to follow when dealing with victims of sexual assault.

Counseling services are provided through the on campus Counseling Office and information is available in the Counseling Services Office on such topics as sex and alcohol, date rape, personal safety, self-protection for women and other issues related to sexual assault. A list of community organizations and programs that offer support services is also available in the same offices.

TITLE IX

What you need to know

La Roche University fully complies with Title IX of the Education Amendments of 1972 ("Title IX"), 20 U.S.C. §1681 et seq., which is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities.

Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion.

Every school has a responsibility to respond promptly and effectively if the school knows or reasonably should know about sexual harassment or sexual violence that creates a hostile environment. The school must take immediate action to eliminate the sexual harassment or sexual violence, prevent its recurrence, and address its effects.

Even if a student or his or her parent does not want to file a complaint or does not request that the school take any action on the student's behalf, the school must promptly investigate to determine what occurred and then take appropriate steps to resolve the situation. As a matter of policy and in compliance with Title IX, PUC will initiate a criminal investigation into allegations of sexual

harassment or sexual violence. A police investigation does not relieve the school of its duty under Title IX to resolve complaints promptly and equitably.

Every school must designate at least one employee who is responsible for coordinating the school's compliance with Title IX. This person is sometimes referred to as the Title IX coordinator. Schools must notify all students and employees of the name or title and contact information of the Title IX coordinator. At La Roche University the Title IX Coordinator is Colleen Ruefle at 412-536-1069 or colleen.ruefle@laroche.edu. Colleen's office is located in Zappala University Center Office 210.

The coordinator's responsibilities include overseeing all complaints of sex discrimination and identifying and addressing any patterns or systemic problems that arise during the review of such complaints.

Sex Offender Registry and Access to Related Information

The federal Campus Sex Crimes Prevention Act went into effect on October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. It also requires that the sex offenders, already registered in a state, provide notice to each institution of higher education in that state, as to where the person is employed, carries on a vocation, or is a student.

Pennsylvania's Megan's Law, 42 Pa.C.S.A. §9799.1, requires the Pennsylvania State Police to create and maintain a registry of persons who have either been convicted of, entered a plea of guilty to, or been adjudicated delinquent of certain sex offenses. Additionally, the Pennsylvania State Police are required to make certain information on registered sex offenders available to the public through an Internet website.

Information regarding registered sex offenders on the campus of La Roche University may be obtained at <http://www.pameganslaw.state.pa.us/>

Crime Statistics: Crimes Monitored and Their Definitions

In accordance with the Clery Act, La Roche University's annual security report includes statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by La Roche University; and on public property within, or immediately adjacent to and accessible from, the campus. The statistics for the report are obtained from the campus Crime Log, the Residence Life Office, and local police authorities. In accordance with the Clery Act, the following crime categories must be reported:

- **Murder/Non-Negligent Manslaughter**
- **Negligent Manslaughter**
- **Rape**
- **Fondling**
- **Incest**
- **Statutory Rape**
- **Robbery**
- **Aggravated Assault**
- **Burglary**
- **Motor Vehicle Theft**
- **Arson**
- **Fire**
- **Liquor Law Arrests**
- **Liquor Law Violations referred for disciplinary action**
- **Drug Law Arrests**
- **Drug Law violations referred for disciplinary action**
- **Illegal Weapons Possession Arrests**
- **Illegal Weapons Possession Violations referred for Disciplinary Action**

Clery Act Definitions of Reportable Crimes

Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

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

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

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

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

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-forcible: Unlawful, non-forcible sexual intercourse.

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

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

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

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

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

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (All cases where persons not having lawful access take automobiles, including joyriding, even though the vehicles are later abandoned.)

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

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

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotic drugs (enzedrines, enzedrine); synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (enzedrines, enzedrine).

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

Hate Crimes

A crime that involves the use of force or threat of force may become a civil rights violation if the perpetrator acted from an improper motivation. Hate crimes are violent actions intended to hurt and intimidate someone because of their race, ethnicity, national origin, gender identity, religion, sexual orientation, or disability. Usually someone who is convicted of a hate crime faces a steeper penalty than someone who performed the same actions without discriminatory animosity.

Four additional categories have been added to the Hate Crime data collection process and they include: Larceny/Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property

Category of Bias for Crimes Reported in 2016

Criminal Offenses	Race	Religion	Gender/ Gender Identity	Sexual Orientation	Disability	Ethnicity/ National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense-Forcible	0	0	0	0	0	0
Sex Offenses-Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

Category of Bias for Crimes Reported in 2017

Criminal Offenses	Race	Religion	Gender/ Gender Identity	Sexual Orientation	Disability	Ethnicity/ National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense-Forcible	0	0	0	0	0	0
Sex Offenses-Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

Category of Bias for Crimes Reported in 2018

Criminal Offenses	Race	Religion	Gender/ Gender Identity	Sexual Orientation	Disability	Ethnicity/ National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

Zero hate crimes were reported in 2016, 2017, or 2018.

*Crimes included in the residential facilities column are included in the on campus category.

La Roche University Crime Statistics

	2016	2017	2018
Murder/Non-Negligent Manslaughter			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Negligent Manslaughter			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Rape			
On-Campus Property	0	0	1
Residential Facilities	0	0	1
Non-Campus Property	0	0	0
Public Property	0	0	0
Fondling			
On-Campus Property	0	0	3
Residential Facilities	0	0	3
Non-Campus Property	0	0	0
Public Property	0	0	0
Incest			
On-Campus Property	0	0	0
Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Statutory Rape			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Robbery			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Aggravated Assault			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0

Burglary			
On-Campus Property	0	6	7
*Residential Facilities	0	5	5
Non-Campus Property	0	0	0
Public Property	0	0	0
Motor Vehicle Theft			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Arson			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Liquor Law Arrests			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Liquor Law Violations Referred for Disciplinary Action			
On-Campus Property	42	60	32
* Residential Facilities	42	60	32
Non-Campus Property	0	0	0
Public Property	0	0	0
Drug Law Arrests			
On-Campus Property	0	0	1
*Residential Facilities	0	0	1
Non-Campus Property	0	0	0
Public Property	0	0	0
Drug Law Violations Referred for Disciplinary Action			
On-Campus Property	16	18	14
*Residential Facilities	16	16	14
Non-Campus Property	0	0	0
Public Property	0	0	0
Illegal Weapons Possession Arrests			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action			
On-Campus Property	0	1	0
*Residential Facilities	0	1	0

Non-Campus Property	0	0	0
Public Property	0	0	0
Domestic Violence			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Dating Violence			
On-Campus Property	0	0	0
*Residential Facilities	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Stalking			
On-Campus Property	0	2	0
*Residential Facilities	0	2	0
Non-Campus Property	0	0	0
Public Property	0	0	0

*Crimes included in the residential facilities column are included in the on campus category.

La Roche University Population

STUDENT POPULATION 2018

Undergraduate Full-Time	1118
Undergraduate Part-Time	171
Graduate Students Full-Time	69
Graduate Students Part-Time	85
Total	1443

EMPLOYEE POPULATION 2018

Staff Full-Time	154
Staff Part-Time	40
Faculty Full-Time	63
Faculty Part-Time	122
Total	379

La Roche University Crime Rates

	2016 FTE= 1452		2017 FTE= 1405		2017 FTE= 1404	
	Number of Crimes	Crime Rate	Number of Crimes	Crime Rate	Number of Crimes	Crime Rate
Murder/non Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	1	0.0007
Sex Offenses, Non-Forcible	0	0	0	0	3	0.0021
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary, Unlawful Entry, No Force	0	0	5	0.0036	7	0.0050
Burglary, Forcible Entry	0	0	1	0.0007	0	0
Burglary, Attempted Forcible Entry	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Violations	42	.0289	60	0.0427	32	0.0228
Drug Law Violations	16	.0110	18	0.0128	14	0.0100
Weapons Violation	0	0	1	0.0007	0	0
Grand Total All Offenses	58	.0399	85	0.0604	57	0.0410

The Crime Rate is determined by taking the number of each crime and dividing it by the Full Time Equivalent (FTE) number of students and employees.

Annual Fire Safety Report

The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to La Roche University for the year 2017.

Residence Hall	Fire Detection Systems (Smoke, Ion)	Fire Suppression System (Sprinkler)	Fire Extinguishers Present	Monitoring System	Fire Drills Per Year
Bold Hall	Yes	Yes	Yes	Yes	4
Mahler Hall	Yes	No	Yes	Yes	4
Peters Hall	Yes	Yes	Yes	Yes	4
Schneider Hall	Yes	No	Yes	Yes	4

General Statement of La Roche University Residence Halls

The Residence Halls of La Roche University (Bold Hall, Mahler Hall, Peters Hall, and Schneider Hall) have their fire alarm systems monitored 24 hours a day by Alarm Telecommunications Center. All of the Residence Halls are equipped with smoke detectors. Bold Hall has an integrated fire suppression system that consists of both a dry and wet sprinkler system. Peters Hall has an integrated fire suppression system that consists of a wet sprinkler system.

Residence Hall Fire Drills

Fire drills are held for each Residence Hall on a quarterly basis and are mandatory supervised evacuations for fire. The drills are conducted by the Office of Public Safety in conjunction with the Office of Residence Life and the Facilities Management Department. A minimum of one drill per year will be an announced drill and evacuation procedures will be distributed with that announcement.

Drills are used to assess the emergency evacuation procedures and to educate our student population.

Anyone found remaining in the building after a fire alarm has sounded will automatically be fined \$100.00.

Fire Safety Policies

For the purpose of fire safety, the University prohibits the use of the following electrical appliances: extension cords (power strips with surge protectors are permitted), hot plates, electrical coils, sun lamps, portable heaters, toasters and toaster ovens, hamburger makers, griddles, and refrigerators larger than 3.6 cubic feet. In general, the only food preparation appliances which are permitted are: electric popcorn makers, hot pots, and percolators.

Fire regulations can help to minimize the possibility of hazard if the following regulations are strictly adhered to:

- Appliances are limited to those previously mentioned and they too are only permissible if used in the bathroom areas.
- No live decorations such as trees, wreaths, or branches are permitted.
- Open flames of any kind are prohibited.
- Smoking is prohibited in all buildings.

Reporting a Fire

Anyone reporting a fire should call the Office of Public Safety at 412-536-1111 or campus ext. 1111.

Fire Evacuation Procedures

The Emergency Evacuation of Buildings Policy can be found on the La Roche University Intranet Site under Policies and Procedures.

If a Residence Hall must be evacuated for the protection of its occupants, the following procedures are followed in order to ensure a safe and orderly egress from the building.

- Upon notification to evacuate a Residence Hall, the occupants leave immediately by way of the emergency evacuation route posted on the back of their Residence Hall door and remain no closer than 500 feet from the building.
- Check if your door is hot or has smoke around it. If so, stay in your room and wait for firefighters to evacuate you.
- Close but do not lock doors and windows.
- Proceed to the nearest exit. Use the stairs only, Do Not use the elevators.
- Resident students will meet in the designated areas assigned by the Director of Residence Life.
- Once a building is evacuated, it is not to be entered until notification is given by the appropriate authority and communicated through the Office of Public Safety.

Fire Safety Education and Training

All Public Safety personnel and Residence Life Staff are offered fire safety and hands-on fire extinguisher training at the beginning of the Fall Semester. The training is done by the local Fire Marshall and once successfully completed a Certificate of Training is issued by the Allegheny County Fire Academy.

Fire Log

The La Roche University Office of Public Safety maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire. Any entry to the log is required to be made within two business days of the receipt of the information. The fire log for the most recent 60 day period remains open for public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days after receipt of a request for public inspection.

FALSE FIRE ALARMS:

Building	2016	2017	2018
Mahler Hall	0	1	2
Schneider Hall	2	1	3
Peters Hall	0	4	4
Bold Hall	0	0	2
Zappala University Center	0	1	0
Wright Library	0	0	0
Kerr Fitness Center	0	1	0
Palumbo Science Center	0	0	0
Academic Building	0	0	0
Academic Extension	0	0	0

SAFETY TIPS:

1. Never prop doors open, especially fire doors, even for a short period of time.
2. Lock your door every time that you leave, even if you are doing laundry.
3. Engrave your valuables with an ID number. Contact the Office of Public Safety for more information.
4. Don't leave your belongings unattended in the library, hallways, fitness center or classrooms.
5. Always lock your car and take your keys.

La Roche University Residential Fire Statistics

2016 Residential Fire Statistics

Building	Number of Fires	Number of Injuries	Number of Deaths	Nature of Fire	Property Loss Value
Bold Hall	0	0	0	0	0
Mahler Hall	0	0	0	0	0
Peters Hall	0	0	0	0	0
Schneider Hall	0	0	0	0	0

2017 Residential Fire Statistics

Building	Number of Fires	Number of Injuries	Number of Deaths	Nature of Fire	Property Loss Value
Bold Hall	1	0	0	Microwave	0
Mahler Hall	1	0	0	Mulch	0
Peters Hall	0	0	0	0	0
Schneider Hall	0	0	0	0	0

2018 Residential Fire Statistics

Building	Number of Fires	Number of Injuries	Number of Deaths	Nature of Fire	Property Loss Value
Bold Hall	0	0	0	0	0
Mahler Hall	0	0	0	0	0
Peters Hall	0	0	0	0	0
Schneider Hall	0	0	0	0	0