

For Safety's Sake

2024 Annual Security Report
Education & Training Center at Pitt-Titusville



Pitt-Titusville
POLICE
**EMERGENCY
4488**
ON ANY
CAMPUS PHONE

814.827.4488

FROM A NONCAMPUS PHONE

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➤ Welcome from the President

The Education & Training Center at Pitt-Titusville is a very special place, where we support and care for each other! We also are very fortunate to have many measures in place so all members of our campus community—as well as our visitors—will be safe and succeed in a friendly, supportive and welcoming environment.

While we have many initiatives in place, it is important that each of us takes responsibility to keep ourselves and each other safe. Therefore, I ask everyone to take these four essential steps:

1. **Take care of yourself and each other.**
2. **Be aware of your environment.**
Use common sense and good judgment as you move about campus and travel in the surrounding communities.
3. **Know where to go when you have questions or concerns.**
Review what resources are available — this booklet is a great first step— and don't hesitate to ask for help.
4. **Report unsafe conditions as soon as you see them.**
Help is available 24/7 if you need assistance.

By integrating these four practices into your daily routines — and looking out for others — you will be assisting with our efforts to ensure that we support the health and safety of our entire campus community and ensure we all have an excellent ETC at Pitt-Titusville experience.

Regards,



Richard Esch, President



➤ Preparation of the Annual Security Report

The University of Pittsburgh at Titusville Campus Police Department prepares this report to help keep you safe and comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as well as the Pennsylvania Uniform Crime Reporting Act.

Pitt uses information reported to the Pitt-Titusville police and all campus security authorities; information provided by other University offices such as the ETC Office, Office of Judicial Affairs, the Health Center, Office of Facilities Management, and information provided by the Titusville Police Department. Each of these offices or departments provides updated policy information and crime data. This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by the University of Pittsburgh, and on public property adjacent to the campus. This report also includes institutional policies concerning campus safety, such as policies regarding sexual assault and harassment, stalking, domestic and dating violence, alcohol, and other drugs.

The University distributes the Annual Security Report annually to every member of the University community. The Annual Security Report also is available online at: upt.pitt.edu/safety/campus-police-and-safety.

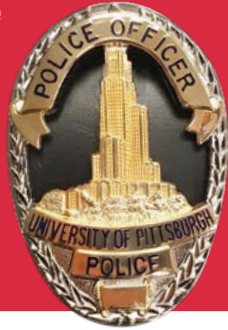
The following pages provide an overview of security facts and information that will be helpful to you. Everyone on campus should be safety conscious and follow security procedures. If you have any questions or need additional information, you may contact any of the departments mentioned in this brochure (for a quick reference, see emergency numbers on **page 33**).

This report is not a contract.

➤ Meet Some of Your Partners in Safety

ETC at Pitt-Titusville Campus Police

As the department with primary responsibility for security on campus, the ETC at Pitt-Titusville police are dedicated to serving the needs of the University community. You can reach the department by calling **4488** from a campus phone or **814.827.4488** from a non-campus phone.



Did You Know?

- The campus police department (**814.827.4488**) has primary responsibility for safety on campus. ETC at Pitt-Titusville's Campus Police Department employs one full-time police officer and four Allied Security Guards.
- All campus police officers are fully commissioned officers in the Commonwealth of Pennsylvania under the Municipal Police Education and Training Commission and receive yearly updates on changes in Pennsylvania Law.
- All officers are certified in CPR/AED and first aid.
- ETC at Pitt-Titusville police officers are trained to respond to critical, rapidly evolving incidents as well as routine patrol and response. Officers train annually in active threat response. Officers are also trained in response and investigation of sexual assaults, domestic violence, and stalking.
- If you've had any interaction with a Campus Police Officer and wish to file a complaint or pass along a compliment, please call **814.827.5407** and request to speak to the Officer in Charge of Campus Police.
- University officers use video cameras in public areas on campus to enhance security.
- For more information, call **814.827.4488**.

Safety by the Numbers:

1 commissioned police officer

4 Allied Universal Security Guards

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

University police undergo more than **800** hours of initial training for certification as well as a minimum of **36** hours of annual in-service training

Pitt-Titusville Campus Police

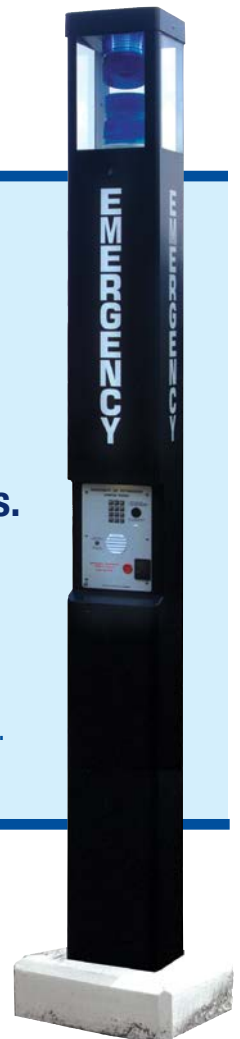
As the department with primary responsibility for security on campus, the Pitt-Titusville police are dedicated to serving the needs of the University community. You can reach the department by calling 4488 from a campus phone or **814.827.4488** from a non-campus phone.



TIP!

ETC at Pitt-Titusville has four emergency phones located throughout the campus.

Those locations include Spruce Hall, Student Union, Serenity House, and the Campus Police Department.





University Police Authority

University of Pittsburgh Police law enforcement authority is derived from Act 57 of the 1997 Campus Police Powers and Duties and by Title 42 Pa. C.S.A. Chapter 89, relating to the Municipal Police Jurisdiction Act. Pitt-Titusville Police carry firearms and have the authority to apprehend and arrest anyone involved in illegal acts on campus and within 500 yards of any University-owned or leased facility. Other law enforcement agencies will work in cooperation with Pitt-Titusville Police if making any arrests on University property. If a University student commits the offense, the Pitt-Titusville Police also may refer the individual to the Office of Judicial Affairs.

Working Relationship with Local and State Police Agencies

Pitt-Titusville Police work closely with the City of Titusville Police officers and have direct radio communication with city police, fire, and emergency medical personnel. A memorandum of understanding with the City of Titusville Police enhances the campus community's safety and furthers the investigation of alleged criminal offenses. While the Pitt-Titusville Police have an excellent working relationship with the Pennsylvania State Police, there is no written memorandum of understanding at this time.

Crimes Involving Off-Campus Property

Pitt-Titusville does not have any off-campus student organizations or student housing.

Environmental Health And Safety

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

Allied Universal Security

Allied Universal Security is the University's contracted security provider that provides security services on the Titusville campus. Security guards do not carry weapons and do not have the authority to apprehend or arrest, but will work with Pitt-Titusville Police officers and City of Titusville police to respond to any illegal activity observed on campus.

Facilities Management

ETC has installed and maintains exterior lighting around all buildings, as well as additional sidewalk and street lighting, to keep all areas of the campus well-lit.

While maintaining an attractive campus, the Office of Facilities Management personnel keeps shrubs and hedges low, especially in places such as bus stops and parking lots, for student safety. University staff members wear uniforms that designate they work for the University and/or announce who they are while conducting business. On any normal work day, there are many support personnel whose jobs include providing inspection of the entire campus and its buildings to discover and correct health, safety, and maintenance problems. This is in addition to campus police officers and others who also tour the campus grounds and report any safety and security problems to ETC's Facilities Management, who promptly responds to correct these problems. Students should contact police department after business hours at **814.827.4488** with any maintenance concerns. Any student, staff, or faculty member can submit a work order online at: upt.pitt.edu/maintenance-work-order

How to Report Crime and Emergencies

The Pitt-Titusville Campus Police Department encourages everyone to report crimes and other emergencies accurately and promptly to the Pitt-Titusville Police or to other appropriate police agencies if off-campus, including when the victim of a crime elects or is unable to make such a report due to physical or mental incapacitation.

A student, campus police officer, or any other member of the campus community may also refer a violation of the Student Code of Conduct directly to the Office of the Executive Director.

Confidential and Anonymous Reporting

The Clery Act allows individuals working at the University as professional and/or pastoral counselors to be exempt from reporting crimes for Clery Act purposes, allowing these individuals to keep reports confidential. Counselors working at Counseling Services are encouraged to inform those they are counseling of their reporting options through the institution. For more information on scheduling a counseling appointment and the services provided, please call **814-827-4455**. Reports made to these confidential resources will not be evaluated for timely warning purposes.

While not confidential, the Pitt-Titusville Police and the Office of Compliance, Investigations, and Ethics both have anonymous reporting options. Anonymous reports can be made to the Pitt-Titusville Police using the online reporting form at upt.pitt.edu/anonymous-tip or within the Rave Guardian app. Information on downloading the Rave Guardian app can be found at technology.pitt.edu/rave-guardian-app.

The Office of Compliance, Investigations, and Ethics anonymous reporting option is through the Pitt Concern Connection (PCC). The PCC has reporting options through an online reporting form, phone call, or through text. The online reporting form, as well as information on the other reporting options through the PCC, can be found at compliance.pitt.edu/make-report.

► University of Pittsburgh Anti-Hazing Policy

Reporting to Other Campus Security Authorities

While the University prefers that community members promptly report all crimes and other emergencies directly to the Pitt-Titusville police at **814.827.4488**, we also recognize that some may prefer to report to other individuals or University offices. The federal Jeanne Clery Act recognizes certain University officials and offices as Campus Security Authorities (CSA). The act defines these individuals as “officials of an institution who have significant responsibility for student and campus activities, including but not limited to, student discipline, and campus judicial proceedings.” In addition to the Pitt-Titusville police, persons within the University who are designated as CSA include the campus student conduct officer, athletic coaches, and faculty advisors to student groups.

Reporting Sexual Misconduct with a Child at The University

Anyone affiliated with the University who has reasonable cause to suspect child abuse, including but not limited to sexual abuse, shall make an immediate and direct report to Child Line either electronically at www.compass.state.pa.us/cwis or by calling **1.800.932.0313**.

Immediately thereafter, the individual must also make an immediate and direct report to the University police or the Office of University Counsel. Retaliation is strictly prohibited against anyone who makes a good faith report of suspected child abuse or who participates in a related investigation. More information on reporting child abuse is available at www.pa.gov/en/agencies/dhs/resources/keep-kids-safe.html.

Reporting to the Pitt-Titusville Police

ETC encourages everyone in the Pitt community to report crimes and other emergencies promptly to the Pitt-Titusville police or to other appropriate police agencies, if off campus. At sessions conducted for freshmen, participants are advised to report all information regarding an incident to the Pitt-Titusville police. University police department seminars and publications offer crime prevention tips and emphasize the importance of reporting crime.

A student, University police officer, or any other member of the Pitt community can also refer a violation of the Student Code of Conduct to the Office of the Executive Director.

You can report criminal activity or other emergencies to the Pitt-Titusville police by calling **4488** from a campus phone or **814.827.4488** from a non-campus phone.

Crimes may also be reported by:

- Using the anonymous tips portion of the University of Pittsburgh at Titusville Campus Police Department Website at: upt.pitt.edu/anonymous-tip
- Visiting the police department located at Davis Hall
- Incidents involving sexual harassment, sexual violence, stalking, and/or dating and domestic violence may also be reported to the Title IX liaison located at Pitt-Bradford, 300 Campus Drive, 244 Hanley Library, Bradford, PA 814.362.0251 or email: spb128@pitt.edu

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

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

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

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



➤ Timely Warning Reports



Aggravated Hazing

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

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

Organizational Hazing

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

Students and others are encouraged to report incidents, and suspected incidents of hazing. Reports may be made to the University Police **814.827.4488** or the Office of the Executive Director **814.827.4455**.

Although the University encourages students and others to make formal reports, you may file an anonymous report with the University Police online at upt.pitt.edu/anonymous-tip. Anonymous reports greatly limit the University's ability to respond to and investigate the report.

Hazing is absolutely prohibited by the University and by state law (see the anti-hazing policy in the Student Code of Conduct at www.upt.pitt.edu/students/student-life/hazing-report).

Students who feel they have been victims of hazing should contact the Pitt-Titusville police **814.827.4488**, the Office of the Executive Director **814.827.4455**.

Crime Alerts — Timely Warning

In the event of a reported crime, the Officer in Charge, in consultation with the Chief of Police or their designee is responsible for:

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

Determination

Pitt-Titusville Police will issue a Crime Alert whenever the following three criteria are met:

- A Clery Act Crime is reported
- The crime occurred within University Clery Geography
- There is a serious or ongoing threat to the University community because of that crime.

If these three criteria are met and it is determined by Pitt-Titusville Police that a serious or on-going threat exists, a notice will be drafted using crime-specific templates and will be issued by Pitt-Titusville Police as soon as pertinent information is available.

Content

Crime Alerts will include the nature, date, time, and location of the crime; and the type of precautions that individuals should take to prevent similar occurrences. Crime alerts do not contain identifying information about the victim(s). At the discretion of the Chief of Police or their designee, crime alerts may include a description of the alleged actor(s).

Distribution

Several methods are used to notify the community about crime alerts. All faculty, staff and students will receive crime alerts through their Pitt email address. Faculty, staff, and students also can register to receive crime alerts via text message by signing up at pi.tt/alerts.

In addition, crime alerts and any updates will be posted on the Pitt Police website: upt.pitt.edu/crime-alert. A link to the posted crime alert will be placed on the Pitt-Titusville Police Facebook and Twitter pages. Crime Alerts will remain posted on the Pitt-Titusville Police website for a period of thirty (30) days. Crime alerts also may be posted at various University buildings, on university bulletin boards, and may be reported to the campus media relations office.

In the event these communication media are unavailable, alternate distribution may be made through the University's voicemail system or other modes of communication.

Specific Personnel and Location Crime Reporting Information

Pitt-Titusville CAMPUS POLICE DEPARTMENT
Davis Hall, 224 N. Brown Street, Titusville
814.827.4488

OFFICE OF THE EXECUTIVE DIRECTOR
Room 109, McKinney, 504 E. Main Street, Titusville
814-827-4455

Title IX (for reporting sexual misconduct)
300 Campus Drive, Bradford, PA
814-362-0251

➤ Emergency Response and Evacuation Procedures

Training and Testing Procedures

The University of Pittsburgh is proactive in planning and preparing for emergency situations and has developed Emergency Management Guidelines to provide a basic procedural framework for responding to any type of emergency at ETC at Pitt-Titusville.

Please review the information on emergency response and other emergency-related information found at upt.pitt.edu/safety/campus-police-and-safety

All Pitt-Titusville police officers participate in active killer training annually.

Visit the University of Pittsburgh at Titusville police website at upt.pitt.edu/safety/campus-police-and-safety to view the Run, Hide, Fight video produced by the U.S. Department of Homeland Security.

Every fall and spring semester, the University's Emergency Notification System is tested; with an evaluation and documentation, including whether the test was announced or unannounced, of the test maintained at the police department. Evacuation and/or shelter-in-place exercises are conducted in academic buildings during every school year. Evacuation exercises are used as a way to educate and train building occupants on issues specific to their building. During the exercises, building occupants practice emergency procedures and familiarize themselves with the location of exits and the sound of the fire alarm. A description of each exercise, date and time of exercise, and evaluation of the exercise is maintained by police officials. At least one test will include information, including a website link, on where to find additional information about emergency response and evacuation procedures.

Each year, members of the University of Pittsburgh at Titusville community conduct a planned tabletop exercise, which tests and evaluates the University's emergency response and evacuation procedures.

Emergency executives, police, and key University personnel, along with external support agencies (such as the Pennsylvania State Police, Titusville Police Department, Titusville Fire Department, Titusville Area Hospital, Emergycare Ambulance, and Crawford County Emergency Management Agency) participate in the exercise. The exercise addresses evacuation or shelter-in-place of buildings on a campus-wide scale. At the conclusion of the exercise, ETC at Pitt-Titusville publishes a summary of its emergency response and evacuation testing.

Emergency Notification

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, Pitt's Emergency Notification System (ENS) will be activated without delay, unless activation will—in the professional judgment of responsible authorities—compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The Titusville campus Emergency Executive (EE) or their designee will confirm emergencies through in-person evaluation of the situation by University Police, phone call or electronic communications with first responders and emergency response officials and/or other methods deemed appropriate by the EE or their designee for the situation. Through these communications, the EE or their designee, in collaboration with the Chief of Police or their designee, will determine if the emergency poses an immediate threat to the health or safety of the University community. If it is determined that an immediate threat exists, the EE and the Chief of Police or their designees will authorize University Police dispatchers to send an Emergency Notification (ENS) message to the campus community, which will contain the type and location of the emergency and instructions community members need to follow. Pre-scripted ENS messages will be maintained by University Police for use in appropriate situations. Emergency officials involved in confirming and/or monitoring the emergency will assist the Chief of Police or their designee in developing specific content for ENS messages. Depending on the type, size, and severity of the emergency, ENS distribution may be limited to university members that are affected by the Emergency. The Chief of Police or their designee, in coordination with the EE or their designee, will determine which segments of the community need to be notified.

ENS messages are distributed to faculty, staff, and students through their Pitt email address. Students are automatically enrolled to receive ENS messages through text. Faculty and staff can sign up to receive ENS messages through text and/or voicemail. Instructions for registering for these services can be found at technology.pitt.edu/services/emergency-notification-service.

The ENS system is one aspect of a layered approach to notification. Other notification methods such as officer presence, website alerts, and local television and radio broadcasts may be used depending upon the circumstances. The University will use these other notification methods to keep the broader community informed of the emergency situation. For more information, see University Policy AO 07 online at www.policy.pitt.edu.

Emergency Evacuation

In the event of an emergency building occupants should do the following:

- Alert anyone in immediate danger.
- Close the door to contain smoke or fire.
- Activate the nearest fire alarm pull station (located along the egress route). Only use a fire extinguisher if the fire is small and you have been trained in the proper use of a fire extinguisher.
- Evacuate the building via designated stairwells and exterior exit doors. Do not use the elevators.
- Proceed to an assembly point away from the building or to a location designated by emergency officials. Do not re-enter the building until the all clear signal is given.
- Call 911 and call **814.827.4488** from a safe area to provide additional information regarding the situation.

These steps apply to all buildings.

➤ Security of and Access to Facilities

The ETC at Pitt-Titusville has installed and maintains exterior lighting around all of its buildings, including additional sidewalk and street lighting.

While maintaining an attractive campus, maintenance personnel keep shrubs and hedges low for safety reasons, especially in places such as bus stops.

On any workday, ETC support personnel inspect the entire campus and its buildings to discover and correct health, safety, and maintenance problems. They work, in addition to the Pitt-Titusville police and others who tour campus, to report safety-related problems to Facilities Management, which responds to correct these problems promptly.

Emergency maintenance services are available 24 hours a day. Effective with the Fall 2020 semester, ETC no longer offers University owned housing accommodations.

University Buildings and Programs

University facilities are open to the public during the day and evening hours when classes are in session. During the time that the University is officially closed, buildings are locked and only faculty, staff, and—for some buildings—students with a Pitt ID and written authorization are admitted. Some sponsored programs are open to the general public, while others are restricted to members of the campus community (faculty members, staff, and students) with valid Pitt ID. Additional campus police personnel are placed on duty for major events such as athletic contests or special programs when large numbers of people are expected to attend.

Environmental Health and Safety Programs

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

The department provides training on many topics related to safety, fire safety, occupational health, and the environment. EH&S collaborates with the Pitt-Titusville police in the development of the University's Emergency Management Guidelines.

EH&S will prepare, upon request, individual emergency evacuation plans for students who have impairments that may prevent compliance with University-wide emergency plans.

Those in need of an individualized plan should contact the Pitt-Titusville police at **814.827.4488**.



➤ Obtaining Crime and Safety Information

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

Pitt-Titusville provides all prospective students and applicants for employment with information on security policies and procedures and how to obtain additional security data.

The University also has numerous crime prevention workshops and seminars throughout the year. These are sponsored by the Pitt-Titusville police, Office of Title IX, and other departments and organizations on campus.

To Report a Maintenance Problem

FACILITIES MANAGEMENT
814.827.4438

OR VISIT
upt.pitt.edu/maintenance

Accessing Campus Crime Reports

The Pitt-Titusville Campus Police Department prepares a daily log of all reported criminal incidents and publishes that log on the police Website at upt.pitt.edu/crime-incident-log

This log contains the nature, time, and general location of each crime as well as its disposition, if known.

Q. Where can I find crime reports?

A. In addition to Website accessibility at <https://upt.pitt.edu/safety/campus-police-and-safety>, the daily crime log can be viewed by visiting the Pitt-Titusville police department at Davis Hall Monday through Friday between the hours of 8 a.m. and 4 p.m.

Q. What other crime reports are available?

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

- Pitt-Titusville Campus Police Department
- Titusville Police Department

Q. Do any reports show Pitt's crime statistics over a longer period?

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

Megan's Law Information and Criminal Records

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

Q. Does Pitt screen prospective students for criminal history?

A. Federal law requires certain disclosures on financial aid forms.

Q. Does Pitt screen current or prospective employees for criminal history?

A. The Office of Human Resources conducts background screenings for all prospective staff and certain faculty members. All prospective employees are also screened in state and federal criminal records databases and the state child abuse registry consistent with the requirements of Act 153. Certain positions that have direct contact with children consistent with the requirements of Act 153, and those involving hazardous materials require additional criminal background checks. Pitt will not offer employment to applicants if they have criminal histories that disqualify them from the requirements of the position they are seeking.

Your University Community*

Full-time Students	24
Part-time Students	4
Total Students	28
Full-time Faculty and Staff	21
Part-time Faculty and Staff	2
Total Faculty and Staff	23
Total Students Full-Time Equivalent Enrollment (FTE)	25.6
Total Faculty and Staff FTE	22.0
Total Students, Faculty and Staff FTE	47.6

* All figures are for Pitt-Titusville, fall of 2023.

Campus Environment by the Numbers

- 3 custodians
- 4 operating engineers/groundskeepers
- 1 operating engineer on duty and on call
24 hours a day, 7 days a week, 365 days a year

➤ 2023 Titusville Campus Annual Disclosure of Crime Statistics

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act mandates the manner in which crime statistics are to be collected and the format in which the statistics shall be published. In addition to incidents reported to the University of Pittsburgh at Titusville Police Department, statistics include offenses that were reported to the Titusville Campus Police Department and to Pitt officials having significant responsibility for student and campus activities.

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

- On-Campus*: (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).
- Non-Campus Building or Property: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution (i.e. privately owned fraternity); or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

* ETC at Pitt-Titusville does not have any on-campus residence facilities.

Definitions of Clery Reportable Crimes Criminal Offenses

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

Manslaughter by Negligence: Defined as the killing of another person through gross negligence.

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

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

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

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

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

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

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

Aggravated Assault: Defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

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

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

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

Hate Crimes

Categories of Prejudice: Disability, Ethnicity, Gender, Gender Identity, National Origin, Race, Religion, Sexual Orientation

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

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

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



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

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

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

Arrests and Disciplinary Referrals

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

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

Weapons Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Violence Against Women Act (VAWA) Offenses

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

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

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

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

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



For the purposes of this definition, (a) course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person's property; (b) reasonable person means a reasonable person under similar circumstances and with similar identities to the victim; and (c) substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

In Pennsylvania, a person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

Notes for the Jeanne Clery Act Statistics Report (Chart 1)

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

Notes for the Pennsylvania Uniform Crime Reporting Act Statistics Report (Chart 2)

- Under Uniform Crime Report (UCR) Part I Crimes guidelines, the crime of Rape includes Rape, Attempted Rape, and Sexual Assault.
- Under UCR Part II Crimes guidelines, Other Assaults include simple assaults as well as harassment incidents involving a threat to assault.
- Under UCR Part II Crimes guidelines, Sex Offenses (except Part I offenses) include Indecent Assault and Indecent Exposure.
- All Other Offenses (except traffic) include, but are not limited to, trespass and violation of city ordinances

Chart 1 contains the statistics for those offenses reported to the University of Pittsburgh at Titusville Campus Police Department, Titusville Police Department, and University personnel who have significant responsibility for student life and campus activities.

Chart 2 contains the statistics for those offenses reported to the University of Pittsburgh at Titusville Campus Police Department only as recorded for the Uniform Crime Report (UCR). These UCR statistics are derived, in part, from patrol areas in community areas not adjacent to campus. Chapter 3 of the Pennsylvania Uniform Crime Reporting Act requires the release of crime statistics and crime rates to students and employees and it requires that those statistics be available to applicants and new employees upon request.

The crime rate is determined by a formula specified by the Uniform Crime Reporting Act and is calculated by dividing the number of reported crimes by the number of full-time equivalent students and employees, then multiplying that number by 100,000.

CHART 1: Crimes Reported to University Of Pittsburgh at Titusville, Police/Officials or Local Police

Offense	Year	On Campus Property ①	Non-Campus Buildings or Property	Public Property	Unfounded Crimes
Murder/ Non-negligent Manslaughter	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Manslaughter by Negligence	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Rape	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Forcible Fondling	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Statutory Rape	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Incest	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Robbery	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Aggravated Assault	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Burglary	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Motor Vehicle Theft	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Arson	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Arrests: Liquor Law Violations ②	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Arrests: Drug Law Violations ②	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Arrests: Weapons Violations ②	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Disciplinary Referrals: Drug Law Violations	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Disciplinary Referrals: Weapons Violations	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Dating Violence:	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Domestic Violence:	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Stalking:	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0

① ETC at Pitt-Titusville does not have any on-campus residence facilities.

② Refer to paragraph a. under [Notes for the Jeanne Clery Act Statistics Report \(Chart 1\)](#), page 13.

Hate Crimes: No hate crimes were reported in 2023, 2022, and 2021.

Unfounded Crimes: Zero reported in 2023, 2022, and 2021.

CHART 2: Crimes Reported to University of Pittsburgh at Titusville, Crime Statistics, Crimes Reported to Campus Police

	2023		2022		2021	
	FTE = 47.6		FTE = 41.1		FTE = 52.7	
	Actual Offenses	Crime Rate ①	Actual Offenses	Crime Rate ①	Actual Offenses	Crime Rate ①
PART I OFFENSES						
Criminal Homicide	0	0.00	0	0.00	0	0.00
Murder and Nonnegligent Manslaughter	0	0.00	0	0.00	0	0.00
Manslaughter by Negligence	0	0.00	0	0.00	0	0.00
Forcible Rape	0	0.00	0	0.00	0	0.00
Rape by Force	0	0.00	0	0.00	0	0.00
Assault to Rape - Attempts	0	0.00	0	0.00	0	0.00
Robbery	0	0.00	0	0.00	0	0.00
Firearm	0	0.00	0	0.00	0	0.00
Knife or Cutting Instrument	0	0.00	0	0.00	0	0.00
Other Dangerous Weapon	0	0.00	0	0.00	0	0.00
Strong Arm (Hands, Fists, Feet, etc.)	0	0.00	0	0.00	0	0.00
Assault - Aggravated	0	0.00	0	0.00	0	0.00
Firearm	0	0.00	0	0.00	0	0.00
Knife or Cutting Instrument	0	0.00	0	0.00	0	0.00
Other Dangerous Weapon	0	0.00	0	0.00	0	0.00
Hands, Fists, Feet, etc.	0	0.00	0	0.00	0	0.00
Burglary	0	0.00	0	0.00	0	0.00
Forcible Entry	0	0.00	0	0.00	0	0.00
Unlawful Entry - No Force	0	0.00	0	0.00	0	0.00
Attempted Forcible Entry	0	0.00	0	0.00	0	0.00
Larceny - Theft (Exc. Motor Vehicles)	0	0.00	0	0.00	0	0.00
Motor Vehicle Theft	0	0.00	0	0.00	0	0.00
Autos	0	0.00	0	0.00	0	0.00
Trucks and Buses	0	0.00	0	0.00	0	0.00
Other Vehicles	0	0.00	0	0.00	0	0.00
Arson	0	0.00	0	0.00	0	0.00
TOTAL PART I OFFENSES	0	0.00	0	0.00	0	0.00
PART II OFFENSES						
Assault - Nonaggravated	0	0.00	0	0.00	0	0.00
Forgery and Counterfeiting	0	0.00	0	0.00	0	0.00
Fraud	0	0.00	0	0.00	0	0.00
Embezzlement	0	0.00	0	0.00	0	0.00
Stolen Property, Receiving, Possession, etc.	0	0.00	0	0.00	0	0.00
Vandalism	0	0.00	0	0.00	0	0.00
Weapons, Carrying, Possession, etc.	0	0.00	0	0.00	0	0.00
Prostitution and Commercialized Vice	0	0.00	0	0.00	0	0.00
Sex Offenses (Excluding Prostitution and Rape)	0	0.00	0	0.00	0	0.00
Drug Abuse Violations	0	0.00	0	0.00	0	0.00
Opium-Cocaine (sale)	0	0.00	0	0.00	0	0.00
Marijuana (sale)	0	0.00	0	0.00	0	0.00
Synthetic (sale)	0	0.00	0	0.00	0	0.00
Other (sale)	0	0.00	0	0.00	0	0.00
Opium-Cocaine (possession)	0	0.00	0	0.00	0	0.00
Marijuana (possession)	0	0.00	0	0.00	0	0.00
Synthetic (possession)	0	0.00	0	0.00	0	0.00
Other (possession)	0	0.00	0	0.00	0	0.00
Gambling	0	0.00	0	0.00	0	0.00
Bookmaking	0	0.00	0	0.00	0	0.00
Numbers, etc.	0	0.00	0	0.00	0	0.00
Offenses Against Family and Children	0	0.00	0	0.00	0	0.00
Driving Under the Influence	0	0.00	0	0.00	0	0.00
Liquor Laws	0	0.00	0	0.00	0	0.00
Drunkenness	0	0.00	0	0.00	0	0.00
Disorderly Conduct	0	0.00	0	0.00	0	0.00
Vagrancy	0	0.00	0	0.00	0	0.00
All Other Offenses (excluding Traffic)	0	0.00	0	0.00	0	0.00
TOTAL PART II OFFENSES	0	0.00	0	0.00	0	0.00
TOTAL PART I AND II OFFENSES	0	0.00	0	0.00	0	0.00

① Please note: The crime rate is based on the actual number of full-time equivalent (FTE) students and employees, which is calculated according to a state-mandated formula. The index in the table above is based on incidents reported per 100,000 FTEs.

➤ Policies on Alcohol and Drugs

Enforcement of State, Local, and Federal Laws

Alcoholic Beverages: Possession, use, or sale of any alcoholic beverage anywhere on campus is prohibited. Liquor law violators may also face discipline through the Office of the Executive Director.

Illegal Drugs: The University enforces all state and federal laws concerning illegal drugs. Anyone who is apprehended by campus police possessing, using, or selling illegal drugs is subject to arrest. Violators may also face discipline under the University Student Conduct System. The Pitt-Titusville police offer informative sessions each term on the abuse of alcohol and illegal drugs along with state offices of alcohol and drug education.

University Policies Regarding Drugs and Alcohol

Pitt-Titusville complies with the Drug Free Schools and Communities Act and the Drug Free Workplace Act (DFSCA). In compliance with the DFSCA, the University distributes an annual notification containing information regarding local, state, and federal laws, as well as University policies related to the possession, use, and/or sale of alcoholic beverages and/or illegal drugs. This notice also includes information about the dangers of drug and alcohol abuse and available alcohol and drug counseling, rehabilitation and assistance available to students, staff and faculty. The full Drug-Free Schools and Communities Act annual notifications can be found online. The student version is posted on the Office of Student Conduct webpage, www.upt.pitt.edu/students/safety-and-health/university-pittsburgh-drug-free-schools-annual-notification.

The employee version is posted on the Human Resources webpage, www.hr.pitt.edu/sites/default/files/DrugFreeWorkplaceUniversityofPittsburgh.pdf.

TIP!

Alcoholics Anonymous

For those in need, the nearest Alcoholics Anonymous meetings can be found at sober.com.



Drug and Alcohol Education Programs

- Judicial adjudications for alcohol and drug violations include an online educational tool through Judicial Educator about alcohol consumption, drugs, addiction, living in a community, and/or responsible decision-making.
- Smoking cessation information is available for students who want to quit smoking.
- The campus alcohol policy is available online at: upt.pitt.edu/sites/default/files/UPT%20Alcohol%20Policy%20-%2008-16-2019.pdf

Assistance with Alcohol or Substance Abuse

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

A. Students seeking information or requiring assistance with drug or alcohol issues are encouraged to contact the Office of the Executive Director at **814.827.4455**.

Staff and faculty may contact Life Solutions for assistance. Information regarding Life Solutions and the services they provide can be found online at hr.pitt.edu/current-employees/work-life-balance/lifesolutions.

➤ Sexual Assault and Sexual Harassment, Dating and Domestic Violence, and Stalking

Prohibition of Sexual Assault, Sexual Harassment, Dating and Domestic Violence, and Stalking

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



Such behavior may result in criminal charges if reported to the local police or Pitt Police department and/or University disciplinary action if the Office of Compliance, Investigations and Ethics investigates a complaint. The University will use the processes outlined in the Title IX Policy and Sexual Misconduct Policy to investigate and resolve reports of sexual assault, harassment, relationship (dating and domestic) violence, and stalking. In cases involving sexual assault, the University understands that the survivor (Complainant) may request confidentiality. In these situations, the University may not be able to honor a survivor's request in order to provide a safe, non-discriminatory environment for all community members, including the survivor. The University's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited when a survivor requests and is granted confidentiality.

Accused students or employees (Respondents) should know that the initiation of any University proceeding does not preclude the possibility of criminal charges. In fact, parallel University and criminal proceedings are not uncommon.

In addition to using these processes, the University will continue to engage in prevention programs and training for students, faculty and staff in an effort to prevent sexual assault and harassment, relationship (dating and domestic) violence, and stalking. Women's Services of Crawford County provides counseling to survivors of sexual assault, assists survivors in obtaining medical care, and offers support in all aspects of the recovery process. Following are key definitions and a summary of the University's efforts relating to prevention, resources, reporting, and the disciplinary processes available to survivors of sexual assault, relationship (dating and domestic) violence, and stalking. More detailed information about these programs, processes, and procedures can be found in the Student Handbook and the Employee Handbook.

What is Consent?

The University defines consent as an informed, affirmative decision made freely and actively by all parties to engage in mutually acceptable sexual activity. Consent is given by clear words or actions and may not be inferred from silence, passivity, or lack of resistance alone. Existence of a current or previous dating, marital, and/or sexual relationship is not sufficient to constitute consent to additional sexual activity. Consent to one type of sexual activity does not imply consent to other types of sexual activity. Consent can be withdrawn at any time by any one party.

Someone who is unconscious, asleep, or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition, cannot give consent. Consent cannot be obtained by force, intimidation, threat, coercion, isolation, or confinement. Agreement obtained under such conditions does not constitute consent. A person's use of alcohol and/or other drugs does not eliminate responsibility to obtain consent.

For definitions of sexual assault, dating violence, domestic violence, and stalking, see **pages 11 and 12**.

Consent in Reference to Sexual Activity under the Pennsylvania Crimes Code

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

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

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

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

Prevention and Awareness Programs

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

- **Walk a Mile in My Shoes Display:** An educational display of shoes with stories of violence from the person wearing the shoes. The ages of the survivors range from infants to the elderly.
- **Pitt–Titusville Police Presentations:** Officers present information about how to respond to and report sexual offenses, dating and domestic violence, and stalking incidents to resident assistants, graduate resident directors, Department of Student Affairs directors, student organization advisors, and coaches. Those trained also took a campus security authority online training program.
- **Violence Against Women’s Act Presentation:** Includes a brochure about the act, reporting sexual misconduct, and assistance programs for survivors and offenders.
- **Community Speakers:** Women’s Services of Crawford County presents Prevention and Bystander, an intervention program to help prevent sexual assault and harassment for campus groups during the year.
- **Bystander Intervention:** Bystander intervention also plays an important role in helping to prevent sexual assaults and harassment. Police offer suggestions and examples to students concerning bystander intervention. Some examples include:
 - Speaking up when someone discusses plans to take sexual advantage of another person;
 - Confronting people who seclude, hit on, try to make out with, or have sex with people who are incapacitated;
 - Calling police when a person is yelling at another and it is not safe for you to interrupt; upt.pitt.edu/safety-and-health
 - Refusing to leave the area and calling police if a person is trying to get you to leave so they can take advantage of another; and
 - Ensuring friends who are incapacitated do not leave the area with someone unknown.

For additional information and resources, visit the our Office of Equity, Diversity & Inclusion page to find information on Sexual Misconduct Prevention.

Frequently Asked Questions for Survivors of Dating Violence, Domestic Violence, Sexual Assault or Stalking

Q. What should I do if I am a survivor of dating violence, domestic violence, sexual assault or stalking?

A. Survivors of dating violence, domestic violence, sexual assault or stalking may feel traumatized or blame themselves and are reluctant to seek help and proper medical care; it is not the survivor’s fault. If an individual has been the survivor of sexual assault, dating violence, domestic violence, and/or stalking, or think they may have been, there are several options for reporting the incident and for obtaining the information, assistance, and support needed for all aspects of recovery, both emotional and physical.



IMMEDIATELY AFTER AN INCIDENT

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

- You are encouraged to seek immediate medical attention for your own physical health and to preserve all physical evidence. You can receive treatment at any medical facility; hospital emergency departments are in the best position to treat you and collect physical evidence.
- **Contact the police:** You are strongly encouraged to call the **Pitt–Titusville Campus Police Department** at **814.827.4488** or the city of **Titusville Police Department** at **911** and report the situation. They will assist you in contacting the Victims’ Resource Center of Crawford County and have a delegate assist you at the hospital and guide you through the exam.
- Support in all aspects of the recovery process, including seeking medical care, is available to survivors of sexual assault through the **Counseling and Student Development Center** and **Women’s Services of Crawford County**.



The RAVE Guardian app is your one-stop campus safety app.

It lets you:

- Contact Pitt Police
- Set safety timers
- and more!

pitt.ly/downloadRAVEapp



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

A. No. You have the right not to press charges if you call the Pitt Police. However, in the event of a safety concern to the survivor and/or campus community, Pitt Police have an obligation to investigate. Pitt Police will report any incidents of dating violence, domestic violence, sexual assault and stalking to the Office of Civil Rights and Title IX in the Office for Equity, Diversity, and Inclusion.

Q. If I report an incident of dating violence, domestic violence, sexual assault, or stalking, will my name become public? What happens to the information?

A. The University does not release the names of survivors. After reviewing the report, Pitt Police may determine there is a serious or on-going threat to the community and may issue a campus Crime Alert. These alerts will not include any personally identifying information about the survivor. Security personnel will file an anonymous record of any on-campus assault among Pitt's crime statistics in order to give an accurate representation of crime on campus and to help prevent further crimes of this nature.

Q. Do I have to get medical attention?

A. Although you are not required to seek medical care, it is highly recommended. Taking care of yourself physically is an important role in the healing process. You may have internal or external injuries as a result of an assault that require medical care. Additionally, you may want to explore options for emergency contraception and testing for and treating sexually transmitted infections (STIs) and/or pregnancy. Student Health Services has staff that can assess pregnancy risk; test and treat for STIs; and assess, treat, and/or offer referrals for physical injuries.

Reporting Options

Several options are available for you to report sexual misconduct, including sexual harassment, relationship (dating and domestic) violence, sexual assault, and stalking.

- You may file a complaint with the University's Title IX liaison by calling **814.362.0251**.
- You may file a criminal complaint by contacting the Pitt-Titusville Campus Police **814.827.4488**.
- Although the University encourages complainants to make formal reports as outlined above, you may file an anonymous complaint on the **Pitt-Titusville Police Department Website** at: upt.pitt.edu/anonymous-tip. Anonymous reports greatly limit the University's ability to respond to and investigate the report.

Preserving Physical Evidence

In the aftermath of a traumatic incident, although it may not be foremost on your mind, the preservation of evidence is strongly encouraged. Even if you do not think you want to pursue a criminal or civil proceeding, preserving evidence keeps your options open in case you change your mind. Preserving evidence also can assist you with obtaining a Protection from Abuse or Protection from Sexual Violence and Intimidation order. To preserve evidence, do not shower, douche, or change clothes or bedding before you seek medical attention. Also, if oral contact took place, do not brush your teeth, smoke, or eat. Optimally, evidence collection should occur within 72 hours of the assault, but it is ok if it is beyond 72 hours. The following hospital can treat and collect evidence of assault:

Titusville Area Hospital

Emergency Room
406 West Oak Street
Titusville, PA 16354
814.827.1851



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

Individuals who have experienced sexual assault can get a forensic medical exam at no cost to them. You may choose to have your insurance billed or to have Pennsylvania's Victims Compensation Assistance Program cover the costs [pccd.pa.gov/Victim-Services/Pages/Victims-Compensation-Assistance-Program-\(VCAP\).aspx](https://pccd.pa.gov/Victim-Services/Pages/Victims-Compensation-Assistance-Program-(VCAP).aspx).

In addition to evidence collected from a forensic medical exam, survivors should take steps to preserve other forms of evidence, including, but not limited to:

- Save unwashed clothing and/or sheets.
- Take screenshots of social media posts.
- Save text messages, emails and other forms of electronic contact.
- Keep in mind if you decide to change phone numbers, some saved data, such as text messages, may no longer be accessible. Back up any data you may want to access later to another device.
- Ask friends/family to save text messages, emails, call logs, and other forms of electronic contact they received.
- Take photos of bruises and/or other injuries.
- Save and/or take photos of damaged property.
- Save any other evidence that may show a pattern of behavior or course of conduct.

Counseling and Medical Services and Other Available Support

Seeking emotional support in the aftermath of sexual violence is very important for recovery. Specialized counseling services designed to assist students who have experienced sexual assault, dating violence, domestic violence, harassment, and stalking is available through referrals. Off-campus advocate and counseling centers are as follows: Women's Services, Inc., 123 N. Franklin Street, Titusville, PA 16354. Call **814.333.9766** (Hotline) or **1.888.881.0189**.

Student Health Services

Students who are experiencing a medical emergency should call 911. Students who need non-emergency assistance, should contact Campus Police and Security at **814-827-4488** or go to the closest emergency room, hospital, or urgent care center.



Life Solutions

Life Solutions is the University of Pittsburgh's Faculty and Staff Assistance Program that provides a broad range of services to assist University employees, including a 24/7 crisis contact and counseling services at **1-866-647-3432**.

Additional Resources

Any member of the University community may contact the Title IX liaison at **814.362.0251**. This office investigates allegations of sexual misconduct, among other incidents.

➤ Process for Adjudicating Complaints of Sexual Assault and Sexual Harassment, Dating Violence, Domestic Violence, and Stalking

NOTE: The University of Pittsburgh has been named in a preliminary injunction that prevents the Department of Education from enforcing the Title IX regulations that went into effect on August 1, 2024 at the University of Pittsburgh. As a result, the University has not implemented any updates to the current Sexual Misconduct and Title IX policies and procedures. The University is monitoring these court cases closely as they move forward and will notify the community when updates to these policies and procedures occur.

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

Sexual Misconduct Policy (CS 20)

policy.pitt.edu/cs-20-sexual-misconduct-formerly-06-05-01

Title IX Policy (CS 27)

policy.pitt.edu/cs-27-title-ix-policy

Jurisdiction

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

Standard of Evidence

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

Process Determination

When any report alleging discrimination, dating violence, domestic violence, sexual assault, sexual harassment or stalking is received by the Office of Civil Rights and Title IX, the report will be reviewed by the Title IX Coordinator and referred to the Office of Compliance, Investigations and Ethics for initial inquiry and investigation if appropriate.

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

The University may also proceed with an investigation and resolution of any reported acts of sexual harassment, sexual assault, relationship (dating and domestic) violence, or stalking if the University determines that such an investigation and resolution are necessary to ensure the safety and well-being of University community members. In cases in which the Respondent's conduct may pose a threat to the University community, the University may impose an emergency removal that occurs immediately and that lasts until the matter is resolved.

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

Seeking Protective Measures

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

Pitt-Titusville Police: 814.827.4488

Office of Civil Rights and Title IX: 814.362.0251

Supportive Measures, Accommodations, and Resource Assistance for Complainants and Respondents

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

- Issuing a No Contact Order
- Changes in University-related class or work schedules or job assignments
- Changes in University-owned housing
- Interim University housing suspension
- Interim suspension
- Interim separation
- Restricting a person's access to certain University facilities or activities pending resolution of a matter
- Academic accommodations
- Assistance with contacting the appropriate police department
- Access to counseling and mental health services
- Access to and assistance with obtaining necessary medical services

- Assistance in contacting community resources such as Pittsburgh Action Against Rape or other support services
- Guidance and support with filing a report through the Office of Civil Rights and Title IX and/or through the criminal justice process
- Any other interim measure or accommodation necessary and appropriate to facilitate the complainant's or respondent's access to educational opportunities.

➤ Process for Adjudicating Title IX Policy Complaints (University Policy CS 27)

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

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

Initial Response to a Formal Complaint

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

NOTICE OF FORMAL COMPLAINT

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

- Policy CS 27 and Procedure CS 27
- The allegations potentially constituting a violation of Policy CS 27, including identification of Complainant(s) and Respondent(s), the conduct allegedly constituting Sexual Harassment, and the date and location of the alleged incident, if known.
- The standard of evidence being the preponderance standard, as well as a statement the Respondent is presumed not responsible (but that this presumption does not imply that the allegations did not occur or that a Respondent is truthful or that a Complainant is lying).
- The right of both parties to have an Advisor of choice.

- The right of both parties to review evidence consistent with this Procedure.
- The relevant section of the Student Code of Conduct and/or University policies and guidelines related to knowingly making false statements or knowingly submitting false information.

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

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

EMERGENCY REMOVAL

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

INITIAL INQUIRY

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

DISMISSAL OF FORMAL COMPLAINT

If a Formal Complaint contains allegations that do not constitute Sexual Harassment as defined in Policy CS 27 or otherwise does not meet the requirements of Policy CS 27, the Formal Complaint or individual allegations therein will be “dismissed” under this Policy. A Formal Complaint or individual allegations therein may be “dismissed” under this Policy for reasons including, but not necessarily limited to the following:

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

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

APPEALING DISMISSAL OF FORMAL COMPLAINT

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

- (1) Procedural irregularity that affected the outcome of the matter;
- (2) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
- (3) The Title IX Coordinator, investigator, or Decision-Maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

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

INFORMAL RESOLUTION

At the election and agreement of the Complainant(s) and Respondent(s), the University will facilitate an Informal Resolution of the Formal Complaint unless otherwise prohibited (i.e. when the Complainant is a University Student and the Respondent is a University employee). This process can be pursued at any time prior to a determination of responsibility of the Formal Complaint. Informal Resolutions will be appropriate processes crafted by the parties in consultation with the Office of Civil Rights and Title IX. Once the parties agree upon using the Informal Resolution process, the parties will receive notice of the process agreed upon and both Complainant and Respondent will sign and submit a consent form to proceed through the Informal Resolution process. Once the signed consent forms are submitted, the parties must continue with the Informal Resolution process until the matter is resolved, and the parties will not be able to withdraw or alter the terms of the agreed upon Informal Resolution process (parties can, however, withdraw from the Informal Resolution Process at any time prior to agreeing to the Final Informal Resolution and resume the Formal Grievance Process as outlined herein). Parties will not have any opportunity to appeal any result of an Informal Resolution.

FORMAL GRIEVANCE PROCESS

i. Investigation

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

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

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

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

ii. Review of Evidence

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

iii. Investigative Report

At the conclusion of the investigation and, after reviewing the written submission of the parties (if any), the investigator shall prepare an investigative report. The report shall fairly summarize the allegations and all relevant evidence. The report shall also include a description of the procedural steps taken during the investigation, including notifications sent to parties, interviews, site visits, and methods used to gather evidence. Once complete, the investigative summary will be provided to the Decision-Maker as well as both the Complainant and the Respondent (and their Advisors of choice). Parties will be permitted to submit to the Decision-Maker a written response to the investigative summary. This written response is due ten (10) business days after the date upon which the parties were provided the investigative summary. The hearing shall take place no sooner than one (1) business day after the written responses to the investigative summary are due to the Decision-Maker.

iv. Hearing

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

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

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

For purposes of the hearing, parties can bring an Advisor of their choosing. If a party declines to select an Advisor, the University will assign one for the hearing. At the hearing, parties, through their Advisors, will have the opportunity to cross-examine all witnesses and the other party. Note: direct cross-examination conducted by a party is not permitted; all cross-examination

must be conducted by Advisors. If a party or witness fails to participate in the hearing or otherwise does not make themselves available for cross-examination, the Decision-Maker is not permitted to consider any statement made by that party or witness (whether at the hearing or during the prior investigation) in reaching a determination. The Decision-Maker cannot draw any inference regarding the responsibility of the Respondent based solely on a party's or witness's absence from the hearing or refusal to answer cross-examination or other questions.

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

v. Determination of Responsibility

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

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

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

vi. Sanctions

If the Decision-Maker determines, by a preponderance of the evidence, that Policy CS 27 was violated, the written determination of responsibility containing all information listed in section III(E)(v) above other than the sanction(s) shall be submitted to the appropriate chair, dean, director, supervisor, responsibility center head, or designee to make a determination regarding the appropriate sanction(s). The appropriate chair, dean, director, supervisor, responsibility center head, or designee will then provide the sanctions determination to the Decision-Maker, who will incorporate the sanctions into the written determination of responsibility before distributing the same to the parties. Sanctions will not be imposed until the grievance process is complete, including, as applicable, until the time for an appeal of the outcome runs out or until a determination is made regarding any such appeal.

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

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

vii. Appeals

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

- (1) Procedural irregularity that affected the outcome of the matter;
- (2) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
- (3) The Title IX Coordinator, investigator, or Decision-Maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; or

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

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

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

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

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

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

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

RETALIATION

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

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

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

➤ Process for Adjudicating Sexual Misconduct Policy Complaints (University Policy CS 20)

Advisor or Support Person

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

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

INITIAL INQUIRY

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

director, supervisor, responsibility center head, or designee, and sometimes a review of relevant documents.

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

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

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

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

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

INFORMAL RESOLUTION

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

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

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

1. Facilitate Resolution

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

- a. Distribute a copy of the Policy to the respondent and/or the complainant and/or to the department or area whose behavior is being questioned;
- b. Educate the respondent or all parties regarding the Policy;
- c. Conduct a sexual misconduct educational workshop for the designated department/school/University organization;
- d. Meet with the respondent to raise awareness about alleged inappropriate behavior and provide notice about possible University consequences;
- e. Facilitated discussion with the agreement of the complainant, respondent, and the Investigator;
- f. Institute alternative work arrangements, living arrangements, class schedule, dining facilities, or advisor/supervisor arrangements as feasible;
- g. Provide access to appropriate academic supports, such as tutoring, or permission to withdraw from or retake a class or classes; and/or
- h. Limit contact or impose a no contact order between respondent and complainant.

9. Document Informal Resolution

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

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

FORMAL COMPLAINT PROCESS

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

The Formal Complaint process will generally progress as follows:

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

2. Following the completion of their interview with the complainant and a review of any other preliminary information necessary to evaluate the allegations, the Investigator will prepare an initial inquiry memorandum, which will be submitted to the Associate Vice Chancellor for Civil Rights and Title IX. The memorandum will evaluate whether or not the allegations set forth in the Complaint, if substantiated, would constitute a violation of the University's Sexual Misconduct Policy, and accordingly, a violation of the Code.

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

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

- The respondent will be provided with written notification of investigation and be made aware that a Formal Complaint has been submitted to the Office of Compliance, Investigations and Ethics. The respondent will be provided with an opportunity to review the complaint at the University's Office of Compliance, Investigations and Ethics.
- The Investigator will meet separately with the complainant and the respondent(s).
- The Investigator will interview relevant witnesses and review relevant physical, documentary or other evidence.
- As described below, each party will be given an opportunity to identify relevant witnesses. In order to have a prompt and equitable process, the investigator may provide deadlines for providing information. Delays in providing witness contact information and/or evidence may impact the Investigator's ability to consider these elements.

3. The Investigator may consider the credibility of the parties and witnesses and relevant information, including evidence of pattern. Both parties may provide information and names of witnesses to the Investigator. The Investigator will not apply rules of evidence followed in court proceedings and will not entertain legal motions. Legal rules pertaining to the wording of questions, hearsay, and opinions will not be applied. Reasonable rules of relevancy will guide the Investigator in deciding on the admissibility of evidence and witness statements. Reasonable limits may be imposed on the number of factual witnesses and the amount of cumulative evidence that may be introduced.

4. After the complainant(s) and/or respondent(s) have been interviewed by the Investigator, each will be provided with an opportunity to review a written summary of their own interview. The complainant and respondent will then have five (5) business days from the date the summary is made available to review their own interview summary and provide any comments or new evidence to the Investigator. Comments will be reviewed and retained in the investigative file but may not necessarily result in a change to the summary.
5. After the Investigator concludes gathering and evaluating evidence, including witness interviews, an investigation summary will be prepared. At this time, the complainant and respondent will have an opportunity to review, in the Office of Compliance, Investigations and Ethics, the investigative summary. The investigative summary will include the relevant information provided by the complainant, respondent, and any witnesses, as well as other evidence gathered during the investigation which will be considered in making a determination regarding the alleged University's Sexual Misconduct Policy and/or Code Violation. Within five (5) business days of the date that the investigative summary was first made available for review, the complainant and respondent must submit verbally or in writing to the Investigator any comments (including additional statements, proposed witness questions and additional evidence) concerning the summary. This portion of the investigation may be an iterative process.
6. Following the receipt of any comments on the investigative summary, or after the five (5) day period has lapsed without comment, the Investigator will prepare a final written report that includes the investigative summary and a determination of whether a violation has occurred. The final written report will include the basis upon which the Investigator reached their determination of responsibility. This determination will be made using the preponderance of the evidence standard, asking whether it is more likely than not that the University's Sexual Misconduct Policy has been violated.
7. The report will be provided first to the Associate Vice Chancellor for Civil Rights and Title IX for review and input.
 - 7a. For students: After the Associate Vice Chancellor for Civil Rights and Title IX's review and input, the final report will be forwarded to the Dean of Students for approval and imposition of any sanctions recommended by the Associate Vice Chancellor for Civil Rights and Title IX. The Dean of Students will have discretion to accept or alter the recommended sanction(s), if they believe that the totality of circumstances, including but not limited to University precedent, justifies such a change. Once the Dean of Students has made a determination on sanctions, either the Office of Civil Rights and Title IX or the Dean of Students will provide the decision letter to both the complainant and respondent. At this time, a copy of the final investigation report will be available in the Office of Civil Rights and Title IX for review.

- 7b. For employees: If the investigation establishes that the Policy was violated by a preponderance of the evidence, the Associate Vice Chancellor for Civil Rights and Title IX and the appropriate administrator will determine recommended sanctions to be submitted for approval to the chair, dean, director, supervisor, responsibility center head, or designee. Sanctions will be based on the nature and severity of the offense and/or on prior violations of University policy. The Office of Civil Rights and Title IX will distribute, at the same time or as near the same time as feasible, an outcome letter to the complainant and to the respondent, and a full report will go to the chair, dean, director, supervisor, responsibility center head, or designee. A copy of the report will be kept on file in the Office of Civil Rights and Title IX, the Office of Compliance, Investigations and Ethics, or other appropriate office.
8. Both the complainant and the respondent may submit an appeal within ten (10) business days from the date of the decision letter (see appeal process below).

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

Student Sexual Misconduct Appeal Process

Appeal petitions related to Sexual Misconduct Violations may be filed by either the Complainant or the Respondent. Persons filing an appeal will have ten (10) business days from the date of the decision letter to file their petition with the University Review Board (URB), at URBModerator@pitt.edu.

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

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

As discussed under University Review Board procedures, the URB Moderator and applicable URB members will make their determination of whether to proceed with an appeal based on submitted documentation only.

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

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

URB PROCEDURES FOR REVIEWING PETITION TO APPEAL

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

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

URB PROCEDURES FOR PROCEEDING WITH AN APPEAL

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

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

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

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

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

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

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

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

EMPLOYEE SEXUAL MISCONDUCT APPEAL PROCESS

Where the responding party is a faculty or staff member, any appeal should be made to the Provost or Senior Vice Chancellor for Business and Operations.

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

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

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

1. New information not available to the Investigator which, if available at the time of the investigation, would have significantly affected the decision;
2. Evidence that established procedures were not followed in a manner that would have significantly affected the decision, and/or;
3. The sanction(s) are substantially disproportionate to the severity of the violation.

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

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

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

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

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

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

Sanctions for Student Sexual Misconduct Violations

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

Sanctions for Employee Sexual Misconduct Violations

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

Non-retaliation Statement

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

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

To review the University's Statement on Confidentiality and Nonretaliation, please follow this link: diversity.pitt.edu/civil-rights-title-ix/how-make-report/anonymous-reporting-confidentiality-retaliation. In addition to outlining the University's stance against retaliation, this statement also clarifies that all individuals involved in the investigation process are expected to honor the confidentiality of the process and the information involved.

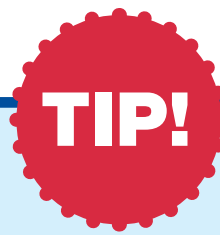


➤ Transportation

Parking

Student parking is offered to commuter, resident, and evening students. Several types of security devices and procedures help to provide for the safety of parking patrons:

- Emergency telephones are located in or immediately adjacent to each facility.
- The Pitt-Titusville police make routine rounds of all campus parking areas and, if available and upon request, will escort patrons to their vehicles.
- Facilities are patrolled 24 hours a day by the Pitt-Titusville police on foot and in vehicles.
- For all questions, contact the Pitt-Titusville police at **814.827.4488**.



Pedestrian Safety BE ALERT WHEN YOU WALK

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



➤ Tips for a Safer Campus

When Running or Walking:

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

If You're Being Followed:

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

Where You Live:

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

Protect Personal and University Property:

- Lock your door every time you leave.
- Engrave expensive equipment and valuables with an ID number.

- Don't attach your ETC ID or any other identification to your key chain.
- Don't leave your belongings (books, gym bags, backpacks, calculators, coats, etc.) unattended in libraries, hallways, gym facilities, or classrooms.
- Don't use an automated bank teller machine late at night.

Avoid Working or Studying Alone in a Building at Night:

- If you work late, keep your office door locked.
- Lock all doors behind you when entering or exiting at night.

Protect Your Car:

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

If Driving:

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

Be Aware:

- Attend safety workshops and seminars held by the University of Pittsburgh at Titusville Campus Police Department and other groups. Report suspicious activity immediately. Get to know your neighbors. Share information on suspicious circumstance.
- Don't hesitate to call the Pitt-Titusville police at **4488 (on campus)** or **814.827.4488 (from a noncampus phone)** with any safety concerns. Visit the University of Pittsburgh at Titusville police Website at upt.pitt.edu/campuspolice for additional safety information and recommended responses to active threat incidents.

Fire Safety Tips

- If you suspect a fire, pull the nearest fire alarm box in the corridor or near an exit door.
- When you hear the building's fire alarm, evacuate the building immediately.
- Evacuate any building on campus by following EXIT signs. Do not use elevators during emergencies unless directed by emergency response personnel.
- If you are disabled, call Office of the Executive Director at 814.827.4455 to develop an individual emergency evacuation plan



ETC Police Titusville Community Response/ Active Killer Incident:

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

- An individual must use their own discretion about when they must engage a hostile suspect for survival.
- Do not attempt to apprehend or interfere with the suspect except for self-protection.
- Contact authorities as soon as it is safe to do so. Call extension **4488** (from on-campus phone) or **814.827.4488**. Have these numbers programmed into your cellphone.
- Report location, number of suspects, and description if possible.
- Make the determination of whether to run, hide, or fight **AND COMMIT TO IT**.
- **Run:** if there is an escape path, attempt to evacuate.
 - Evacuate whether others agree to or not.
 - Leave belongings behind.
 - Help others escape if possible.
 - Prevent others from entering area.
- **Hide:** if evacuation is not possible, find a place to hide.
 - Lock and/or blockade the door.
 - Silence your cell phone.
 - Hide behind large objects.
 - Remain very quiet.
 - Your hiding place should be out of the suspect's view, provide protection from shots fired in your direction, and not trap or restrict your options for movement.
- **Fight:** as a last resort and only if your life is in danger.
 - Attempt to incapacitate the suspect.
 - Act with physical aggression.
 - Improvise weapons.
 - Commit to your actions.

When Law Enforcement Arrives:

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

Visit the University of Pittsburgh at Titusville police Website at: upt.pitt.edu/safety-guidelines-tips and watch the Run, Hide, Fight video, funded by the U.S. Department of Homeland Security. The video is available in English, Spanish, and Chinese.



University of Pittsburgh at Titusville Emergency Phone Numbers

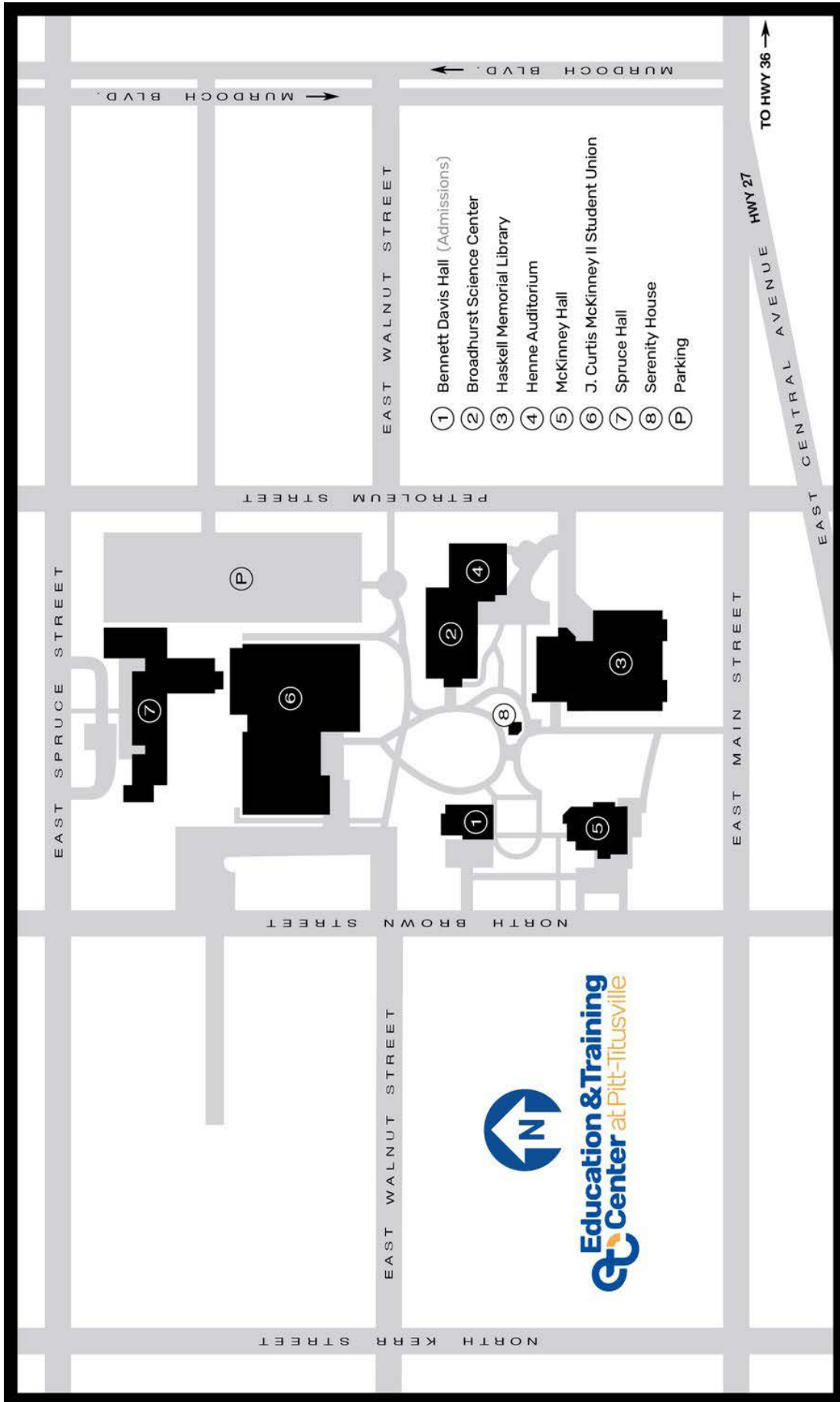
Pitt-Titusville Campus Police Department

EMERGENCIES	4488
Non-campus Phone	814.827.4488
General Assistance	814.827.4400
Office of the Executive Director	814.827.4455
Title IX Office	814.362.0251

City of Titusville Emergency Phone Numbers (Off Campus)

City of Titusville Police, Fire, Ambulance	911
Titusville Area Hospital	814.827.1851
Women's Services, Inc. Hotline	814.333.9766 or 1.888.881.0189
PPC Violence Free Network (general counseling)	814.827.3472
Pennsylvania Department of Human Services ChildLine for abuse reporting	1.800.932.0313

Campus Parking Map





➤ Why This Brochure

It's the Law

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

Safety First

This brochure goes beyond state and federal requirements, offering safety tips and other information to benefit everyone in the ETC community. Some of this information may be disturbing to read, such as the section on sexual assault. Remember that knowledge is power. Open, frank discussions about crime lead to better prevention and enhanced safety. Hard copies can be obtained by stopping in person at the police station, calling or writing to request one be mailed, or by accessing online and printing.

upt.pitt.edu/asr

➤ Right to Know Information

- The University of Pittsburgh at Titusville and ETC are responsible for complying with Chapter 3 of the Pennsylvania Uniform Crime Reporting Act and with the federal Jeanne Clery Act. If you have a question or concern regarding these acts, please contact the Officer in Charge at **814.827.4488**.
- In accordance with federal Student Right to Know regulations, information about the Pitt-Titusville campus graduation rate is available by contacting the Office of the Registrar at 814.827.4431 or by visiting: upt.pitt.edu/graduation-rate-disclosure.