

# Safety on Campus

## 2010 POLICE AND FIRE STATISTICS

A copy of the Bloomsburg University Annual Security Report can be obtained at the University Police Department, the university office of Human Resources & Labor Relations and the university Admissions Office or by accessing the following web site, <http://departments.bloomu.edu/police/documents/SafetyOnCampus10.pdf>

This report includes statistics for the previous three years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Bloomsburg University or student organizations that are officially recognized by the institution; and on public property within, or immediately adjacent to and accessible, from the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters.

Fire statistics are provided for on-campus housing.

To keep the university community informed of personal safety issues on campus, each year Bloomsburg University's safety and security policy statements and statistics are published and widely distributed. This is in compliance with the federal Crime Awareness and Campus Security Act of 1990 and Pennsylvania Act 73 of 1988.

**To report a medical emergency**, dial 911. **To report a fire or police emergency**, call University Police at 389-4168. Deaf and hearing impaired persons can reach University Police through a telephone device for the deaf (TDD) at 570-389-4172.

### About the University Police

The University Safety and Police Department has 23 full-time and 9 part-time employees. Of the full-time employees 18 are armed/commissioned police officers. Of the part-time employees, 2 are armed/commissioned police officers. The officers provide "24/7" police coverage for the campus. University Police have full authority to enforce Commonwealth laws.

**Emergency call boxes** in strategic locations throughout campus provide a direct link to University Police. Call boxes are red-white-blue in color and can also be identified by an overhead blue light. Use them in an emergency, not just to report on-going criminal activity.

### Getting the word out

- A siren, public address system and cell phone message systems are used to alert the campus community that a life threatening emergency exists.
- News is conveyed by the University News Network (UNN) bulletin boards in residence halls and other strategic locations and the campus computer network, which includes the university web page [www.bloomu.edu/today](http://www.bloomu.edu/today).
- Be Safe Hotline (570-389-2723) is a recorded message that gives callers basic information about an incident and information to help safeguard themselves.

### Anxious about walking alone at night?

Call 570-389-5000 to get an escort. Student escorts are available from 10 p.m. to 1 a.m. when classes are in session for the Fall and Spring semesters. Special phones for this service are located in campus buildings. University Police supervise the escort services.

**A University Shuttle Bus Service** transports students, faculty and staff between lower and upper campus. Service is provided from Monday through Thursday, from 7:30 a.m. to midnight, Fridays from 7:30 a.m. to 10 p.m., Saturdays from noon to 5 p.m. and Sundays from noon to midnight. Shuttle service is available to designated student housing downtown. Schedules of departure and arrival times are available.

# Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act

originally known as the "Campus Security Act"/Act 20 Statistics and Definitions

## Arrests - On Campus

	2007	2008	2009
Weapons Possessions	0	0	0
Drug Abuse Violations	11	39	35
Liquor Law Violations	211	330	238

## Arrests - On Campus - Residence Halls

	2007	2008	2009
Weapons Possessions	0	0	0
Drug Abuse Violations	11	23	22
Liquor Law Violations	194	260	200

## Disciplinary Action - Non Arrest - On Campus

	2007	2008	2009
Weapons Possessions	0	0	0
Drug Abuse Violations	5	6	2
Liquor Law Violations	5	12	3

## Arrests - Non Campus

	2007	2008	2009
Weapons Possessions	0	0	1
Drug Abuse Violations	0	4	2
Liquor Law Violations	4	2	60

## Disciplinary Action - Non Arrest - Non Campus

	2007	2008	2009
Weapons Possessions	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

## Arrests - Public Property

	2007	2008	2009
Weapons Possessions	0	1	0
Drug Abuse Violations	1	3	3
Liquor Law Violations	11	17	10

## Disciplinary Action - Non Arrest - Public Property

	2007	2008	2009
Weapons Possessions	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

## Disciplinary Action - Non Arrest - On Campus - Residence Halls

	2008	2009
Weapons Possessions	0	0
Drug Abuse Violations	6	2
Liquor Law Violations	12	3

## Fourteen tips to avoid crime

- Do not prop open outside building doors. They are locked for your protection.
  - Always lock your car doors, even when driving. Have your keys in hand as you approach your car and look inside the car before you open the door.
  - Don't walk alone at night unless absolutely necessary. Escort service is available, call 570-389-5000. If you must walk alone, walk with confidence and observe your surroundings. If you believe someone is following you cross the street, get to a populated area or emergency phone and call university police.
  - Walk where there is plenty of light and traffic.
  - Do not leave your keys and or University I.D. in your coat when you are not wearing it.
  - Keep books, clothing and personal belongings in a secure place or keep it in sight. Don't leave clothing unattended in a washer or dryer.
  - Do not keep your room keys and University I.D. on the same key ring. If found by someone, they now know who you are and have access to your dorm and room.
  - Keep room doors locked at all times, even when going away for a short period of time.
  - Mark all belongings, including books, for tracking purposes. Engrave your driver's license number on items of value. Engravers can be borrowed from the University Police Department.
  - Keep record of all credit card and calling card numbers.
  - When a fire alarm is activated in a building, evacuate immediately. Take your keys and University I.D., coat, purse/wallet with you. When exiting the room close the door behind you. You may not get back in your building immediately.
  - Report all crimes and criminal activities to the University Police at 570-389-4168.
  - Do not allow anyone to "tailgate" after you when entering your dorm. The card access system is for your protection as well as all residence of every dorm. Tailgating circumvents a vital tool for students' safety.
  - Learn the locations of all emergency call boxes on campus.
- ## Key rules to keep in mind
- No alcoholic beverages are permitted, except in the private residences of non-student staff required to live on university property, and designated functions.
  - No student or employee may transfer, use or possess firearms, explosives, fireworks, dangerous chemicals, or any lethal weapon on university property. University police register and store all hunting equipment.

**Criminal Offenses That Occurred On Campus**

	2007	2008	2009
Murder/Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex offenses – forcible	2	3	1
<i>Forcible Rape</i>	1	2	0
<i>Forcible Sodomy</i>	0	0	0
<i>Sexual Assault With An Object</i>	0	0	0
<i>Forcible Fondling</i>	1	1	1
Sex offenses – non-forcible	0	0	0
<i>Incest</i>	0	0	0
<i>Statutory rape</i>	0	0	0
Robbery	2	0	0
Aggravated Assault	2	1	4
Burglary	32	37	5
Motor vehicle theft	2	0	0
Arson	0	1	0

**Criminal Offenses That Occurred On Campus - Residence Halls**

	2007	2008	2009
Murder/Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex offenses – forcible	2	2	1
<i>Forcible Rape</i>	1	1	0
<i>Forcible Sodomy</i>	0	0	0
<i>Sexual Assault With An Object</i>	0	0	0
<i>Forcible Fondling</i>	1	1	1
Sex offenses – non-forcible	0	0	0
<i>Incest</i>	0	0	0
<i>Statutory rape</i>	0	0	0
Robbery	0	0	0
Aggravated Assault	0	1	0
Burglary	21	28	2
Motor vehicle theft	0	0	0
Arson	0	0	0

**Criminal Offenses That Occurred Non Campus**

	2007	2008	2009
Murder/Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex offenses – forcible	0	3	0
<i>Forcible Rape</i>	0	3	0
<i>Forcible Sodomy</i>	0	0	0
<i>Sexual Assault With An Object</i>	0	0	0
<i>Forcible Fondling</i>	0	0	0
Sex offenses – non-forcible	0	0	0
<i>Incest</i>	0	0	0
<i>Statutory rape</i>	0	0	0
Robbery	0	0	0
Aggravated Assault	1	0	0
Burglary	10	9	5
Motor vehicle theft	0	1	0
Arson	0	0	0

**Criminal Offenses That Occurred Public Property**

	2007	2008	2009
Murder/Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex offenses – forcible	0	0	0
<i>Forcible Rape</i>	0	0	0
<i>Forcible Sodomy</i>	0	0	0
<i>Sexual Assault With An Object</i>	0	0	0
<i>Forcible Fondling</i>	0	0	0
Sex offenses – non-forcible	0	0	0
<i>Incest</i>	0	0	0
<i>Statutory rape</i>	0	0	0
Robbery	0	0	0
Aggravated Assault	2	0	1
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

**Definitions**

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

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

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

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

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

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

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

Nonforcible sex offenses — Unlawful, nonforcible sexual intercourse.

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

B. Statutory Rape - Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Robbery — The 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, violence, and/or by putting the victim in fear.

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

Burglary — The unlawful entry of a structure to commit a felony or a theft. The entry need not be forcible, only unlawful, and includes an attempt aborted because of discovery

Motor Vehicle Theft — The 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.

Illegal Weapons Possession — 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. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

Drug Law 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. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous non narcotic drugs (barbiturates, Benzadrine).

Liquor Law Violations — The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

On-Campus — 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

Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Noncampus building or property — (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; 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.

**HATE CRIME RELATED**

Hate Crime — A criminal offense committed against a person, property, or society which is motivated, in whole or in part, by the offender's bias against a race, religion, disability, sexual orientation, or ethnicity/ national origin; also known as a bias crime.

Simple Assault — An 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.

Larceny — The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism — To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

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.

**There were no hate crimes reported for 2007, 2008 or 2009.**

# Uniform Crime Report Statistics for Bloomsburg University Police

Pennsylvania Act 73 of 1988

CRIMES REPORTED	2007	Crime Rate	2008	Crime Rate	2009	Crime Rate	Definitions
Criminal Homicide	0	0.0000	0	0.0000	0	0.0000	Murder — The willful non-negligent killing of one human being by another.
Rape	1	0.0001	2	0.0002	0	0.0000	Rape — The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth)
Robbery	2	0.0002	0	0.0000	0	0.0000	Robbery - the 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.
Assault Totals	19	0.0021	19	0.0020	15	0.0015	Aggravated Assault — An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
<i>aggravated assault</i>	3	0.0003	1	0.0001	4	0.0004	
<i>nonaggravated assault</i>	16	0.0017	18	0.0019	11	0.0011	
Burglary Totals	2	0.0002	2	0.0002	3	0.0003	Burglary — The Clery Act definition for burglary is different than the Crimes Code of Pennsylvania..
<i>forcible entry</i>	1	0.0001	0	0.0000	2	0.0002	Motor Vehicle Theft — The theft or attempted theft of a motor vehicle.
<i>unlawful entry</i>	1	0.0001	2	0.0002	1	0.0001	Sexual Offenses — (Except forcible rape, prostitution and commercialized vice) Includes offenses against chastity, common decency and morals.
<i>attempted entry</i>	0	0.0000	0	0.0000	0	0.0000	
Larceny Totals	73	0.0081	84	0.0092	125	0.0128	As required by Pa Act 73 crime rates are based on a total full-time equivalent population of undergraduate and graduate students and employees. An example is if the FTE were 10,000 with two crimes in a category, the rate would be .0002 for that category. These statistics are based on a period of time from Jan. 1 to Dec. 31 of each year. Subcategories are a breakdown of some main category offenses and are included in the main category statistics.
<i>from buildings</i>	47	0.0052	55	0.0060	100	0.0102	
<i>from vehicles</i>	4	0.0004	10	0.0011	9	0.0009	
<i>from grounds</i>	3	0.0003	5	0.0005	10	0.0010	
<i>retail theft</i>	14	0.0015	14	0.0015	5	0.0005	
<i>all others</i>	5	0.0005	0	0.0000	1	0.0001	
Motor Vehicle Theft	2	0.0002	0	0.0000	0	0.0000	
Arson	0	0.0000	1	0.0001	0	0.0000	
Forgery	0	0.0000	0	0.0000	1	0.0001	
Fraud	6	0.0006	8	0.0008	0	0.0000	
Embezzlement	0	0.0000	0	0.0000	0	0.0000	
Receiving Stolen Property	0	0.0000	0	0.0000	0	0.0000	
Vandalism	40	0.0044	51	0.0056	46	0.0047	
Weapons Possession	0	0.0000	0	0.0000	0	0.0000	
Prostitution	0	0.0000	0	0.0000	0	0.0000	
Sex Offense Totals	1	0.0001	1	0.0001	2	0.0002	
<i>sexual assault</i>	0	0.0000	0	0.0000	0	0.0000	
<i>agg. indecent assault</i>	0	0.0000	0	0.0000	0	0.0000	
<i>indecent assault</i>	1	0.0001	1	0.0001	2	0.0002	
<i>indecent exposure</i>	0	0.0000	0	0.0000	0	0.0000	
<i>open lewdness</i>	0	0.0000	0	0.0000	0	0.0000	
Drug Abuse Violations	14	0.0015	37	0.0040	35	0.0036	
Gambling	0	0.0000	0	0.0000	0	0.0000	
Offenses Against Family	0	0.0000	0	0.0000	0	0.0000	
D.U.I	2	0.0002	2	0.0002	5	0.0005	
Liquor Laws	107	0.0119	172	0.0189	132	0.0135	
Public Drunkenness	5	0.0005	4	0.0004	3	0.0003	
Disorderly Conduct	39	0.0043	40	0.0044	36	0.0037	
Vagrancy	0	0.0000	0	0.0000	0	0.0000	
All Other Offenses ( <i>except traffic violations</i> )	1	0.0001	8	0.0008	5	0.0005	
<b>Population</b>							
Students	8011		8104		8702		
<i>undergraduates</i>	7528		7648		8136		
<i>graduates</i>	483		456		566		
Employees	977		984		1012		
Totals	8988		9088		9714		

# Bloomsburg University Fire Safety Statistics

Buildings		Student Residences		
Year		2007	2008	2009
FIRES	Damages	0	0	\$62.06
	Injuries	0	0	0
	Fatalities	0	0	0
Unintentional Fires		0	0	1
Intentional Fires		0	0	0
Fire/Evacuation Drills		51	66	96

Fire Drills Conducted 2007-2009			
Building	2007	2008	2009
Columbia Hall	7	7	8
Elwell Hall	8	9	11
JKA	0	0	6
Kile at Penn Street	0	0	5
Kile at Catherine	0	0	1
Luzerne Hall	7	8	8
Lycoming Hall	7	9	11
Montgomery Apts.	0	0	8
Montour Hall	7	8	8
Mt. Olympus	0	0	12
Northumberland Hall	8	8	10
Schuylkill Hall	7	7	8
All other Campus Buildings	42	44	41
Total	93	100	137

## Definitions

**Fire:** For the purposes of fire safety reporting, a fire is, "Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner."

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

**All fires should be reported to the Bloomsburg University Safety and Police Department at (570) 389-4168.**

At Bloomsburg University of Pennsylvania, all residential on campus housing are completely covered by an integrated automatic sprinkler system and programmable fire alarm system, which is monitored on a 24 hour basis. These systems include pull stations and pillow shakers (devices that alert hearing impaired persons of a fire emergency while they are sleeping). The buildings are also equipped with emergency generators that are designed to power emergency lighting in case of a power outage. The fire alarm systems are equipped with back up battery power. All of the fire system's are inspected and maintained in accordance with the National Fire Protection Association (NFPA).

All on campus residents and Community Assistants receive fire safety training at the beginning of their first semester. Fire/evacuation drills are conducted at least twice a semester in housing buildings during the fall and spring semester.

It is the policy of Bloomsburg University of Pennsylvania that candles, incense, hot plates, coffee makers, or appliances with a heat source, any open flame devices, fireworks and smoking are PROHIBITED in the residence halls. Cooking appliances can only be used in designated areas in each hall. Cooking of any kind is prohibited in residence hall rooms. Occupants of Upper campus apartments including Kile are PROHIBITED from smoking, possessing candles, incense and open flame devices in the apartment.

# Police and Safety Policy Statements

**Title: Timely Warnings for Criminal Activities and Emergencies on Campus**  
**Policy Number: 001**  
**Effective Date: July 2005**  
**Revision Date: June 15, 2009**

## **I. Scope**

This policy statement pertains to providing timely notice to all students, faculty, staff, and visitors.

## **II. Purpose**

To establish when and how timely warnings will be utilized to alert/inform students, faculty, staff, and visitors about serious crimes and emergencies that constitutes an ongoing or continuing threat.

## **III. Procedures**

In the event that a situation arises, either on or off campus, that, in the judgment of the Director of University Police and the Vice President of Finance and Administration, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the campus website, siren, public address system, cell phone text messages, website, postings, campus computer messages, the campus newspaper (The Voice) to students, faculty, staff, visitors.

The siren and cell phone text messages will be utilized for imminent, life threatening situations: active shooters, tornado warnings, etc.

Depending on the particular circumstance of the crime and the level of threat, the University Police may request residence life staff to post notices in each residence hall/apartment building and in residence life offices. Building managers will post notices on entrance doors to academic and administrative buildings.

The above notification process permits students (on and off campus), faculty, staff, and visitors to access timely warnings.

The website, [www.bloomu.edu](http://www.bloomu.edu) provides updates, and is a service for general information. Anyone with information warranting a timely warning should report the circumstances to the University Police Department by telephone (570)389-4168 or in person at the dispatch center at the University Police Department located on the lower level of the University Book Store.

**Title: Reporting the Annual Disclosure of Crime Statistics**  
**Policy Number: 002**  
**Effective Date: February 13, 2006**  
**Revision Date: August 11, 2006**

## **I. Scope**

The scope of this policy statement includes the annual disclosure of crime statistics collected by the Bloomsburg University Police and other sources in accordance with the Campus Security Policy and Crime Statistics Act.

## **II. Purpose**

The purpose of this policy statement provides a brief description explaining who prepares the annual report of crime statistics and how and from what sources the crime statistics are collected.

## **III. Procedure**

The Bloomsburg University Police prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be viewed at:

<http://departments.bloomu.edu/police/statspolicies.html>

This report is prepared in cooperation with the local law enforcement surrounding the campus, Residence Life, the Director of Student Standards, and the Student Health Center. Bloomsburg University posts crime statistics and policy statements in accordance with the Campus Security Policy and Crime Reporting Act.

Campus crime, arrest and referral statistics include those reported to the Bloomsburg University Police, designated campus officials (including, but not limited to directors, deans, department heads, judicial affairs, advisors to the students/student organizations, athletic coaches, and residence life staff) and local law enforcement. Pennsylvania Law requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners (such as those at Student Health Services) when they provide medical services to a person they know or reasonably suspects is suffering from wounds inflicted by a firearm, knife, sexual assault or other criminal act. Center for Counseling and Human Development personnel may inform their clients of the procedures to report crime to the University Police on a voluntary or confidential basis. The Center for Counseling and Human Development does not capture crime statistics disclosed confidentially or otherwise.

Each year an e-mail notification will be made to all enrolled students that provide the web site to access this report. Faculty and Staff receive similar notification. Copies of the report may also be obtained at the University Police Department, located on the ground level of the University Bookstore or by calling (570) 389-4168. All prospective employees may obtain a copy from Human Resources in the Waller Administration Building or by calling (570) 389-4040. Copies are also available at the Admissions Office or by calling (570) 389-4318 (on-campus) or (570) 389-4316 (off-campus).

**Title: Reporting of Criminal Offenses and Emergencies**  
**Policy Number: 003**  
**Effective Date: February 13, 2006**  
**Revision Date: February 13, 2007**

## **I. Scope**

The policy statement pertains to the prompt, timely reporting of crimes and public safety incidents to Bloomsburg University Police or designated individuals or organizations by students, faculty, staff, visitors, and community members.

## **II. Purpose**

This policy statement identifies names, titles, and organizations that have been designated by the Bloomsburg University Police Department for students, employees, visitors, and community members to report Clery Act Crimes. It contains information about on-campus and off-campus reporting resources.

## **III. Procedure**

- A. Students, faculty, staff, visitors, and community members are encouraged to report all crimes and public related safety incidents, occurring on property owned, rented, or leased by Bloomsburg University to Bloomsburg University Police Department (BUPD) in a timely manner. BUPD has primary jurisdiction over incidents occurring on Bloomsburg University property. To report a crime, fire, campus emergency, or public related safety matter, call BUPD at (570) 389-4168. Emergency call boxes, identified by a blue light above a red, white, and blue box connects callers directly to the University Police dispatcher. These boxes are located in parking lots and next to buildings. Call 911 for medical emergencies.
- B. University Police and dispatchers are available 24 hours a day/ 365 days a year to receive reports and answer questions.
- C. Bloomsburg University Police work closely with the Bloomsburg Town Police and the Pennsylvania State Police. BUPD and Town Police augment each other within their jurisdiction during times of need. The University Police Director attends monthly meetings with local law enforcement agencies to exchange ideas and problems which may be of concern for the University community. Incidents occurring off campus but in the town should be reported to the Bloomsburg Town Police by calling (570) 784-6779. Incidents occurring at the Buckhorn Mall, Super Wal-Mart, and eating establishments in Buckhorn should be reported to Hemlock Township Police at (570) 784-6300.
- D. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residence halls should be reported to the police department.

In addition, you may report a crime to the following campus security authorities:

Counseling Center (570) 389-4255  
Student Health Center (570) 389-4451  
Human Resources (570) 389-4040

# Police and Safety Policy Statements

Director Student Standards/Off Campus Housing  
(570) 389-4064

Asst. Director, Student Standards  
(570) 389-4808

Athletic Director (570) 389-4050

Deans: College of Liberal Arts (570) 389-4410

College of Science and Technology (570) 389-5333

College of Business (570) 389-4745

College of Education (570) 389-4005

Director, Financial Aid (570) 389-4297

Student Recreation Center (570) 389-4190

Deputy to President for Equity, Social Equity (570)  
389-4529

Director, Kehr Union (570) 389-4347

Director, Student Activities (570) 389-4344

Coaches, Advisors (Clubs and Organizations)

- E. If a sexual assault or rape should occur, staff on the scene, including BUPD, will offer the victim a wide variety of services. BUPD has trained sexual assault personnel and Residence Life has a trained woman's advocates who are available to assist 24 hours a day. There is a woman's resource center on campus.
- F. Bloomsburg University pastoral and professional counselors are encouraged to tell their clients about the reporting procedures outlined in this document. As noted below, confidential reports/anonymous reports are extremely valuable in order to prevent further victimizations and to obtain a more accurate portrait of Bloomsburg University campus crime. In certain instances, a crime victim may be a reluctant to file a report fearing the process and/or loss of his/her anonymity.
- G. In such circumstances, crime victims are encouraged to consider making a confidential report to one of the designated campus security authorities. At a minimum, crime victims will receive valuable counseling and referral information. Confidential reports are important because they provide valuable information that will enhance the safety of the community at large. (Remember, help is available. All you need to do is ask.)
- H. Reports are sent to the Vice President of Finance and Administration, Vice President of Student Life, and the Director of Student Standards. Upon review by Student Standards, further sanctions and disciplinary action can be taken by the University.

## Title: Confidential Reporting Procedures

Policy Number: 004

Effective Date: February 13, 2006

Revision Date:

### I. Scope

This policy pertains to students, faculty, staff, and visitors and focuses on confidential reporting by victims of criminal activity.

### II. Purpose

The purpose of this policy is to encourage victims of criminal activity who do not want to pursue the matter within the criminal justice system and/or the University System, to file a confidential report.

### III. Procedure

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director or a designee of the University Police can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual statistics for the institution.

## Title: Security and Access

Policy Number: 005

Effective Date: February 13, 2006

Revision Date:

### I. Scope

The scope of this policy statement consists of security of and access to campus facilities and security considerations used in the maintenance of campus facilities.

### II. Purpose

The purpose of this policy statement is to address both the security of, and access to, campus facilities, including campus residence. It addresses topics such as how Bloomsburg University keeps its facilities secure and how individuals gain or do not gain access to the facilities.

### III. Procedures

- A. During business hours, the college (excluding residence halls, certain labs, and other secure areas) will be open to students, parents, employees, contractors, and visitors. During non-business hours access to all college facilities is by key or card access, if issued, or by admittance via University Police or Residence Life Staff. During non-business hours and periods of extended closing, those without keys or card access will only be admitted with prior written approval to all facilities.
- B. Residence halls are secured 24 hours a day by card access. The card access entry point is monitored by security cameras. Card access remains in effect during extended breaks. Student cards are programmed to prohibit entry during extended breaks. Some facilities, labs, and specified rooms specified rooms have individual hours, which may vary at different times of the year. Examples are Nelson Field House, Haas Auditorium, Carver Auditorium, the Library, IIT, and various labs. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.
- C. University Police (BUPD) routinely conducts building checks during non-business hours and during extended breaks. Door discrepancy reports are established when appropriate and forwarded to building manager for review and corrective measures. Night lights are monitored by University Police officers on second and third shifts. BUPD officers submit work orders to correct lighting deficiencies. BUPD officers conduct foot patrols of all residence halls between the hours of 7PM and 7AM. BUPD monitors an electronically supervised door lock system for all residence hall exterior doors – BUPD officers conduct vehicle, foot, and bike patrols of the campus grounds.

# Police and Safety Policy Statements

**Title: Safety and Security in the Residential Community Access and Maintenance**  
**Policy Number: 006**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## **I. Scope**

This policy statement pertains to students living on campus in a resident hall or apartment. The focus is on prevention and response regarding safety and security issues.

## **II. Purpose**

The purpose of this document is to identify resident hall and apartment safety and security measures.

## **III. Procedures**

Bloomsburg University offers campus housing, traditional residence halls, and apartment complexes, for approximately 3500 students. Security safeguards within the residence halls include restricted access, guest registration, external door prop alarm system and monitoring main door with closed circuit television. Crime prevention programs include orientation workshops, individual floor meetings, residential community-wide presentations, and educational programs. Access to university housing is limited to residents, escorted guests, and university staff. Entry is monitored on a 24-hour basis through a combination of card-key security systems, conventional keys, and on-duty residence life personnel.

Professional residence hall directors and student community assistants, who are all members of the University Housing and Residential Service Staff, live on campus and provide 24 hour staff coverage. Student room doors should be locked at all times even when occupied. Most importantly, residents are reminded to observe building security procedures and to notify Residence Life staff or the University Police of any unfamiliar faces or unusual incidents within the residence halls or apartments.

All residence life staff members in the halls undergo comprehensive training each semester for both prevention and response regarding safety and security issues. As part of their responsibility for campus security, both students and professional staff participate in lectures and seminars associated with topics such as substance abuse, prevention of sexual assault, community security, fire safety, and evacuation procedures.

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**Title: Campus Police Authority and Jurisdiction**  
**Policy Number: 007**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## **I. Scope**

This document applies to Bloomsburg University Police Department.

## **II. Purpose**

The purpose of this document is to identify Bloomsburg University Police Department's authority and jurisdiction to enforce state, local, and university laws and regulations.

## **III. Procedures**

- A. Bloomsburg University Police have the authority to enforce the Pennsylvania Crime and Vehicle Codes. Commissioned Officers obtain their arrest powers from the Pennsylvania Department of Education and the Governor of the Commonwealth of Pennsylvania.
1. Summary, misdemeanors, and felonies such as rape, murder, aggravated assault, robbery, arson, and auto theft occurring on campus, are investigated by Bloomsburg University Police. Officers have the authority to issue citations and pursue arrest warrants.
  2. University Police Officers can refer students to student standards where sanctions can be issued for violating state, local and university rules and regulations.

## **IV. Jurisdiction**

- A. Police officers are commissioned to apprehend and arrest anyone involved in illegal acts on campus property or land and/or facilities owned, leased or rented by the University.
1. University Police personnel work closely with local, state and federal law enforcement agencies.
    - a. Bloomsburg University Police and the Town of Bloomsburg Police provide mutual aid to assist one another.
    - b. Pennsylvania State Police, when requested by University Police, assist the University Police investigate criminal activity.

## **V. Access To Information**

- A. A dispatcher relays information to patrol officers. Patrol Officers share information through the use of two way radios.
- B. University police have direct radio communication with local police, ambulance, and fire personnel.
- C. University police are part of the Columbia County 911 Emergency Communication System.
- D. By agreement with the Pennsylvania State Police, the University Police Department maintains a Commonwealth Law Enforcement Assistance Network (CLEAN) terminal. Through this system, police personnel can access state and national crime information. The computer data bases are used for accessing criminal history data, police records, driver/vehicle identification information, as well as other local and state law enforcement information.

## **VI. Reporting of Off Campus Criminal Activity**

- A. Through coordination with local law enforcement agencies, any criminal activity engaged in by students at off campus locations of student organizations, off campus housing, and/or by students in the local communities is monitored and recorded. This information is provided to the University Police and to the Director of Student Standards for any action or follow-up that may be required.
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# Police and Safety Policy Statements

**Title: Prompt Reporting and Professional Counselor Reporting Procedures**  
**Policy Number: 008**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## **I. Scope**

This policy statement pertains to students and those who have responsibilities for students or campus activities.

## **II. Purpose**

The purpose of this document is to encourage the prompt reporting of criminal activity and suspicious persons to University Police.

## **III. Procedures**

Bloomsburg University community members are strongly encouraged to immediately report criminal activity and suspicious person(s) to the Bloomsburg University Police Department. Incidents that may or may not be crimes may also be reported to "campus security authorities" who include, in addition to the Bloomsburg University Police, those with responsibility for students or campus activities. Licensed counselors and campus clergy (pastoral counselors) are exempt from reporting requirements. Bloomsburg University encourages counselors and clergy, if and when they deem it appropriate, to inform those who they counsel of procedures for reporting crimes on a voluntary, confidential basis for inclusion in the Campus Security Report.

Crime should be reported to the University Police Department to ensure inclusion in the annual crime statistics and to aid, when appropriate, in providing timely warning notices to the community.

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**Title: Crime Prevention Programs**  
**Policy Number: 009**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## **I. Scope**

This policy statement pertains to students, parents, faculty, and staff.

## **II. Purpose**

The purpose of this document is to identify groups that will benefit from awareness training and training topics.

## **III. Procedures**

A. Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. University Police personnel facilitate programs for student, parent, faculty, and new employee orientations, student organizations, community organizations, and Housing Services Resident Advisors. Discussions focus on Educational strategies and tips on how to protect oneself from sexual assault, theft, and other crimes. We offer Sexual Harassment and Rape Prevention (SHARP) training. It is a course designed to address the issues and management techniques surrounding professional harassment and prevention methods to avoid a criminal sexual assault.

B. Tip: To enhance personal safety, and especially after an evening class, walk with a friend or someone from class that you know well, or call the Escort Services for an escort. The on-campus escort number is 5000.

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**Title: Security Awareness Programs**  
**Policy Number: 010**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## **I. Scope**

This policy statement pertains to students and employees.

## **II. Purpose**

The purpose of this policy statement is to describe the type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

## **III. Programs**

During freshman orientation in July and January, parents are informed of services offered by the Bloomsburg University Safety and Police Department (BUPD). A lecture and PowerPoint presentation outline ways to maintain personal safety and residence hall security.

Students are told about crime on-campus, in the surrounding neighborhoods, and in the Town of Bloomsburg. Students are told that they have the sole responsibility for their own safety and well being. They are reminded to make sound choices when making decisions that could impact their well being.

All new residential students are required to attend training pertaining to fire safety, evacuation, personal security, and securing one's possessions. Each year a similar session is conducted for students who plan on living in Greek housing the following year.

Similar, but less detailed information is given to new employees. Crime prevention programs, drug, alcohol, and sexual assault prevention programs are offered by BUPD, residence life staff, DAWN personnel, and others throughout the academic year.

A common theme of all the awareness and crime prevention programs is to encourage students and employees to make good choices and to be aware of the responsibility for their own safety and the safety of others.

When time is of the essence, information is released to the university community through electronic computer timely warning alerts, postings on residence hall doors and campus TV.

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# Police and Safety Policy Statements

**Title: Recording and Monitoring of Criminal Activity at off Campus Locations**  
**Policy Number: 011**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## **I. Scope**

This policy statement applies to all students.

## **II. Purpose**

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, this document summarizes the monitoring and recording of criminal activity off campus

## **III. Procedures**

When a Bloomsburg University student is involved in an off-campus offense in the Town of Bloomsburg, Bloomsburg Town Police officers investigate the incident. Bloomsburg Town Police routinely works and communicates with campus officers on any serious incidents occurring off campus in the immediate neighborhoods and business areas surrounding the campus. Bloomsburg University off-campus housing is limited to the Kile Apartments. Bloomsburg University Police investigates incidents involving violations of the Pennsylvania Crime and Vehicle Code at the Kile Apartments. Many Bloomsburg University students live in the neighborhoods surrounding Bloomsburg University. While Bloomsburg Town Police have primary jurisdiction in all areas off campus, Bloomsburg University officers can assist with student-related incidents that occur in close proximity to campus. Bloomsburg University officers have direct radio communications with Bloomsburg Town Police and ambulance services to facilitate rapid response in any emergency situation.

Student Affairs maintains contact with recognized fraternity and sorority organizations through the efforts of the Greek Affairs Advisor. University Police do not provide law enforcement services to off-campus residences of recognized fraternity and sorority organization nor are activities off-campus recognized by University authority.

Bloomsburg University Police maintains crime statistics of criminal activity for the Kile Apartments. Bloomsburg Town Police provide crime statistics to University Police for criminal activity involving students in the Town of Bloomsburg Police jurisdiction.

Student Standards, Residence Life Personnel, and University Police members enjoy a close working relationship with Bloomsburg Town Police when violations of federal, state, or local laws surface. This cooperative team approach addresses situations as they arise as well as future concerns.

The Bloomsburg Town Police Chief and the Director of University Safety and Police meet regularly to discuss matters of mutual concern and make joint presentations to campus groups.

**Title: General Procedures for Reporting a Crime or Emergency**  
**Policy Number: 012**  
**Effective Date: July 26, 2006**  
**Revision Date:**

## **I. Scope**

The policy statement pertains to the prompt, timely reporting of crimes and public safety related incidents to Bloomsburg University Police by students, faculty, staff, guests, and community members.

## **II. Purpose**

This policy statement encourages students, faculty, staff, guests, and community members to report criminal activity and public safety related incidents. It contains information about on-campus and off-campus crime reporting resources. The information is made available to provide Bloomsburg University community members with specific information about resources that are available in the event that they become the victim of a crime.

## **III. Procedures**

- A. Students, faculty, staff, guests, and community members are encouraged to report all crimes and public safety related incidents, occurring on grounds owned, rented, or leased by Bloomsburg University to the University Police Department (BUPD) in a timely manner. BUPD has primary jurisdiction over incidents occurring on Bloomsburg University property. Activities occurring off-campus, in the Town of Bloomsburg, must be reported to the Town of Bloomsburg Police at 570-784-6779.
- B. To report a crime, fire, campus emergencies, or public safety related matters, call BUPD at 911. To report non-emergency security or public safety related matters, call BUPD at 570-389-4168 or 4168 from a campus telephone.
- C. For medical emergencies, call 911.
- D. Dispatchers are available at 570-389-4168 or 4170 from a campus telephone 24 hours a day/365 days a year to receive reports and answer questions. In response to a call, BUPD will take the required action, dispatching an officer or asking the victim to report to BUPD to file an incident report.
- E. BUPD sends reports to the Vice President of Administration and Vice President of Student Life for review and potential action by the Office of Student Standards.
- F. If assistance is required by the Town of Bloomsburg Police or Pennsylvania State Police, BUPD will contact the appropriate unit. If a sexual assault or rape should occur, staff on scene, including BUPD, will offer the victim a wide variety of services.
- G. Crimes should be reported to the University Police Department to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the campus community, when appropriate. Crimes reported to other departments may not be included in the Bloomsburg University crime statistics

**Title: Alcoholic Beverages**  
**Policy Number: 013**  
**Effective Date: August 2004**

## **I. Scope**

This policy statement pertains to all students, faculty, staff, and visitors.

## **II. Purpose**

The intent of this document is to summarize the university's position on alcohol and identify enforcement agencies. The statement is in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

## **III. Procedures**

The possession, sale, or the furnishing of alcohol on the Bloomsburg University campus is governed by Bloomsburg University Policy 4810 and Pennsylvania State Law. Laws regarding the possession, sale, consumption, or furnishing of alcohol are controlled by Pennsylvania Liquor Control Enforcement (LCE). However, the enforcement of alcohol laws on campus is the responsibility of the Bloomsburg University Police Department (BUPD). The Bloomsburg University campus has been designated "Drug free". Alcoholic beverages are not permitted on campus in any University-owned buildings or on university property, except in the private residence of those university officials and employees required to live on university property, and in the instance of university sponsored events for which special permission is received within the guideline of Policy 4810. The possession, sale, manufacture, or distribution of any controlled substance is illegal under state and federal laws. Such laws are strictly enforced by the BUPD. Violators are subject to university disciplinary action, criminal prosecution, fine, and imprisonment. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age is illegal. Organizations or groups violating the alcohol policy or laws may be subject to sanctions by the university.

# Police and Safety Policy Statements

## Title: Alcohol and Substance Abuse Education Information

Policy Number: 014

Effective Date: February 13, 2006

Revision Date:

### I. Scope

This policy statement applies to all students, faculty and staff.

### II. Purpose

The purpose of this policy statement is to identify educational programs and services available to students, faculty and staff.

### III. Procedures

#### A. PREVENTION PROGRAMS

The University has developed programs and services to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program and services include dissemination of informational material, educational programs, counseling services and referrals. Students violating the University's drug and alcohol policy are referred to Student Standards for judicial review. Employees violating the policy are held accountable in accordance with University employee disciplinary procedures. Students, employees and visitors are subject to prosecution, in accordance with the Pennsylvania Crime Codes.

#### B. The following services are available for drug and alcohol issues:

1. Alcohol and Drug Education: DAWN Office (Drugs and Alcohol Awareness Network) and SEAP (State Employee Assistance Program).
2. Counseling: Bloomsburg University Counseling Center, SEAP
3. Referral Services: Bloomsburg University Counseling Center, Health Center, DAWN
4. College Disciplinary Actions: Judicial Review Board, Director of Student Standards.

### IV. Local, State and Federal Legal Sanctions

#### A. Legal Sanctions – Laws Governing Alcohol

1. The Commonwealth of Pennsylvania sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific laws regarding violations of alcohol laws, including driving while intoxicated, are available from the Bloomsburg University Police. They include the following:
  - a. Persons under age 21 found possessing alcohol can be fined a maximum of \$300.00 for the first offense and a maximum fine of \$500.00 for the second and each subsequent violation. Along with the aforementioned fine, violators Driver's License will be suspended for a period

of 90 days for the first offense, one year for the second offense and for the third offense and any offense thereafter, for a period of two years from the date of suspension. Any multiple sentences imposed shall be served consecutively.

- b. Anyone convicted of fraudulently using a driver's license to buy or attempts to buy alcohol will be guilty of a summary offense for the first violation and a misdemeanor of the third degree for any subsequent violation. The offender's driver's license will be suspended as mentioned in section 1.

2. The Commonwealth of Pennsylvania prohibits the manufacture, sale or delivery, holding, offering for sale or possession of any controlled substance. Penalties are in accordance with the Controlled Substance, Drug, Device and Cosmetic Act and can range from a misdemeanor for the possession of drug paraphernalia to a felony charge for manufacturing. Fine for offenses may vary. In general, summary offenses have a fine up to \$300.00 unless a higher fine has been pre-established by law. A third degree misdemeanor can have a fine not to exceed \$2,500.00. A second degree misdemeanor can have a fine not to exceed \$5,000.00. A first degree misdemeanor can have a fine not to exceed \$10,000.00. A third degree felony can have a fine not to exceed \$15,000.00. A second degree felony can have a fine not to exceed \$25,000.00. A first degree felony can have a fine not to exceed \$50,000.00.

- B. A violation of any law regarding alcohol is also a violation of the University's Code of Conduct and will be treated as a separate disciplinary matter by the University.

- C. Bloomsburg University is in Columbia County, which has a youthful offenders alcohol program for persons charged with a violation of section 6308 of the Pennsylvania Crimes Code relating to the purchase, consumption, possession or transportation of liquor or malt or brewed beverages by persons less than 21 years of age.

# Police and Safety Policy Statements

**Title: Sexual Assault Prevention and Response**  
**Policy Number: 015**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## I. Scope

This document pertains to all Bloomsburg University students and student visitors.

## II. Purpose

It is the intent of this document to identify sources of information about sexual assault and rape prevention. Furthermore, this document specifies action sexual assault victims should take in a timely manner.

## III. Procedures

Sexual Assault Prevention and Response

- A. Bloomsburg University Police Department offers sexual assault education and information programs to University students and employees upon request. Training sessions and literature on rape prevention education, risk reduction, and University response is available through Residence Life.
- B. The first priority for a sexual assault victim should be to get to a safe place.
- C. The second priority is to obtain medical treatment.
- D. The third priority is to report the crime. Bloomsburg University Police strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Bloomsburg University Police Officer and/or to a Residence Life representative. University Police has officers who have been specifically trained to investigate and assist victims. Filing a report with a Bloomsburg University Police Officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinion from officers.

Filing a report will:

1. Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim.
  2. Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam).
  3. Assure the victim has access to free confidential counseling from a counselor specifically trained in the area of sexual assault crisis intervention.
  4. When a sexual assault victim contacts the Police Department, the Victim's Right's Advocate, housed in Residence Life, is notified as well. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system, the University Code of Conduct System or both. A University representative from the Police Department or the Victim's Rights Advocate will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the University through The Student Health Center, the Womens Center, University Ministries, and the Psychological Counseling Center. Counseling and support services outside the Bloomsburg University system can be obtained through the town of Bloomsburg's Women Center and the Bloomsburg Town Police.
- E. University disciplinary proceedings are detailed in the Student Handbook, titled "The Pilot." The Handbook provides, in part, that the accused and the victim will each be allowed to choose a person who has no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. A student found guilty of violating the University sexual misconduct policy could be criminally prosecuted in the Commonwealth courts and may be suspended or expelled from the University for the first offense. Student victims have the option to change their academic and/or campus living situations after an alleged sexual assault, if such changes are reasonably available.
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**Title: Sexual Offender Registration**  
**Policy Number: 016**  
**Effective Date: February 13, 2006**  
**Revision Date:**

## I. Scope

This document pertains to the registration of sexual offenders enrolled at or employed by Bloomsburg University or who resides within 1,000 feet of the University.

## II. Purpose

The purpose of this document is to identify and register sexual offenders in accordance with the Campus Sex Crime Prevention Act (CSCPA) of 2000, The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Pennsylvania Megan's Law.

## III. Background

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies (in Pennsylvania, it is The Pennsylvania State Police) to provide Bloomsburg University with a list of registered sex offenders who have indicated that they are either enrolled, employed, carrying on a vocation at Bloomsburg University, or reside within a 1,000 feet of the University.

## IV. Requirements

- A. Bloomsburg University is required to inform the campus community that a Pennsylvania registration list of sexually violent predators attending Bloomsburg University will be maintained and available at the Bloomsburg University Police Department, located in the lower level of the University Bookstore Building.
    1. In addition, a list of all registered sexually violent predators in Pennsylvania is available from the Pennsylvania State Police at <http://www.pameganslaw.state.pa.us>

Bloomsburg is located in Columbia County and the zip code is 17815.
  - B. The CSCPA further amends the Family Education Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.
  - D. This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000 and Pennsylvania's Megan Law Act 127 of 2002.
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# Police and Safety Policy Statements

**Title: Illegal Drugs**  
**Policy Number: 017**  
**Effective Date: July 28, 2006**  
**Revision Date:**

## **I. Scope**

This policy statement pertains to all students, faculty, staff, and visitors.

## **II. Purpose**

The purpose of this policy statement is to inform all campus constituents that Bloomsburg University is a "Drug Free" campus.

## **III. Procedures**

The Bloomsburg University campus has been designated "Drug Free" and only under circumstances outlined in Bloomsburg University Policy 4810 is the consumption of alcohol permitted. The possession sale, manufacture or distribution of any controlled substance, as defined by the Pennsylvania Crimes Code, is illegal under both state and federal laws. Such laws are strictly enforced by the Bloomsburg University Police Department. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment.

**Title: Missing Persons**  
**Policy Number: 018**  
**Effective Date: June 30, 2010**  
**Revision Date:**

## **I. Scope**

This Policy Statement pertains to the procedure used by the Bloomsburg University Police Department when a person is reported missing.

## **II. Purpose**

To establish methods and guidelines for the investigation of missing persons.

## **III. Policy Statement**

Many missing person reports involve individuals who have voluntarily left home for personal reasons, while other reports are often unfounded or quickly resolved. There are, however, many instances in which persons disappear for unexplained reasons or under circumstances where they may be considered at risk. The roles of the initial responding officer are critical in identifying the circumstances surrounding missing persons and in identifying those persons at risk.

Therefore, department policy mandates:

1. All reports of missing persons must be given full consideration and attention by members of the Department, to include careful recording and investigation of factual circumstances surrounding the disappearance in accordance with this policy statement.
2. When a student is reported missing that is living in Bloomsburg University housing it should be reported immediately to the Bloomsburg University Police Department. After initiating an investigation and if the person is determined to be missing for more than 24 hours, the University Police Department will notify the student's emergency contact. If the student is under the age of 18 years old and has not been legally declared emancipated, the student's parents along with his/her emergency contact will be notified that they were reported missing.
3. Particular care must be exercised in instances involving missing children and those who may be mentally or physical impaired, or others who are insufficiently prepared to take care of themselves.

## **IV. Procedure**

### **A. Reporting/Classification of Missing Persons**

1. There is no waiting period for reporting a missing person. Missing person reports shall be taken in-person.
2. A person may be declared "missing" when their whereabouts is unknown and unexplainable for a period of time that is regarded by knowledgeable parties as highly unusual or suspicious in consideration of the subject's behavior patterns, plans or routines.

3. A person meeting the criteria to be declared "missing" may be considered a "high risk missing person" if they:
  - a. May be the subject of foul play;
  - b. Because of age (young or old), may be unable to properly safeguard or care for themselves;
  - c. Suffer from diminished mental capacity or medical conditions that are potentially life threatening if left untreated/unattended;
  - d. Are a patient of a mental institution and are considered potentially dangerous to themselves or others;
  - e. Have demonstrated the potential for suicide; or
  - f. May have been involved in a boating, swimming, hunting or other sporting accident or natural disaster.
4. Based on the outcome of initial inquiries, a determination shall be made in consultation with sergeant/shift supervisor concerning the potential danger posed to the missing person and the urgency of Police response.
5. Suzanne's Law requires police to notify the National Crime Information Center, (N.C.I.C.), when someone between the age of 18 and 21 years old is reported missing, there is no waiting period.
6. An officer will be assigned to investigate a missing person report as soon as it is reported to the Bloomsburg University Police Department. There will be no minimum waiting period before an investigation is started. All missing person reports will be given a "high priority" status.
7. The investigating officer will obtain a signed Missing Person Declaration, (Form #45), from the party making the missing person complaint. The investigating officer will notify the sergeant/shift supervisor of the investigation.
8. The sergeant/shift supervisor shall insure that the investigating officer follows all procedures prescribed in the Bloomsburg University Police Department General Order Manual, "Missing Person" Investigative Guidelines paragraph D.
9. When applicable the sergeant/shift supervisor shall institute the procedure indicated in Sec. V, Amber Alert, of the General Order Manual. This section sets forth procedures with the necessary criteria to activate the Amber Alert System.
10. When a missing person has been located the sergeant/shift supervisor shall ensure that personal contact is made with the missing person either through contact with a Bloomsburg University Police Officer or an officer in the jurisdiction where the missing person is located. Any necessary follow-up investigation will be completed in accordance with the Bloomsburg University's Missing Person General Order.

# Police and Safety Policy Statements

**Title: Emergency Evacuation**  
**Policy Number: 019**  
**Effective Date: June 18, 2010**  
**Revision Date:**

## **I. Scope**

This Policy Statement pertains to the Emergency Evacuation protocol of buildings and property of Bloomsburg University.

## **II. Purpose**

To establish methods for the safe and orderly evacuation of buildings and property associated with and under the control of Bloomsburg University.

## **III. Policy Statement**

In the event of a serious incident arising that may pose an immediate threat to members of the Bloomsburg University Community, (faculty, staff, students and guests) it may become necessary to evacuate buildings and property controlled by the University through established methods. Because there is no way of foreseeing all types of events that may trigger an evacuation this statement is meant to be a guide to help ensure a safe and orderly evacuation of a building in emergency situations.

## **IV. Procedure**

### **A. Fire Alarms**

1. Fire alarms activity is monitored by Bloomsburg University Safety & Police personnel. In the event that there is an activation of the fire alarm system in any building controlled by Bloomsburg University, the building may be evacuated.
2. An officer will respond to the building where the fire activation has occurred, and verify the alarm is active or false. If the building is a non-residential structure and the alarm is confirmed the officer will take all necessary steps referred to in the Emergency Evacuation General Order to evacuate the building.
3. If the alarm has been activated in a residential building, (dormitory), active or false, the building will be immediately evacuated in accordance with the Emergency Evacuation General Order. Officers will immediately go to the building to investigate the Fire alarm activation and assist in the evacuation. If the alarm is found to be accurate the responding officer, (s) will immediately notify the Columbia County 911 Center and request a response from the Town of Bloomsburg Fire Department and Emergency Personnel.
4. Officers will make all necessary notifications required through the University phone notifications process.

### **B. Fire/Evacuation Drills**

1. Fire drills are conducted on a regular basis to prepare building occupants for an organized evacuation in case of fire or other emergency situations. At Bloomsburg University Fire/Evacuation Drills are a way to educate students, faculty and campus constituents of fire safety procedures specific to their building. During the drill occupants practice evacuation procedures and familiarize themselves with the location of fire exits and stairwells along with the sights and sounds of the fire alarm.
2. University Police Officers and Community Advisors, (CA) monitor the fire drills in residential buildings to ensure proper procedures are followed and the residential buildings are completely evacuated.
3. Bloomsburg University Resident Students receive mandatory training from the Safety Administrator on procedures to follow when a fire alarm is activated. Students are also instructed on the use of any fire and safety equipment, (fire extinguishers) located in their building.

### **C. Other Emergency Evacuation Events**

1. Because most emergency situations are unforeseen occurrences and their causes can range from manmade events such as chemical spills, water and gas line breaks to natural disasters such as tornados and flooding it may become necessary to evacuate buildings for reasons other than fire. In these cases the University will utilize the same procedures practiced in the Bloomsburg University Safety and Police Department General Orders, titled Emergency Evacuation and Emergency Notification.
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# Police and Safety Policy Statements

**Title: Emergency Notification**

**Policy Number: 020**

**Effective Date: June 21, 2010**

**Revision Date:**

## **I. Scope**

This policy statement pertains to procedures used to notify students, faculty, staff and guests of Bloomsburg University of present and pending emergency situations that may pose an immediate threat to their health and safety.

## **II. Purpose**

To show an established method of notifying and communicating with the Bloomsburg University Community of potential emergency situations. The University recognizes the need to disseminate vital information to protect and inform individuals during critical incidents.

## **III. Notification Criteria**

If a serious crime, a natural disaster, or manmade emergency occurs that poses an immediate threat to the Bloomsburg University Community or a segment of the community, Federal Law requires that the institution immediately notify students, faculty, staff and guests of a pending or occurring serious incident. Some or all of these methods of communication may be activated in the event of a serious event. These methods of communication include network e-mail, emergency text messaging that can be sent to audible voice and sound alarms, a cellular telephone and message boards.

The types of incidents that may pose a serious threat to the university community could include but are not limited to emergencies such as: an active shooter on campus, hostage barricade situation, riot, suspicious package with verification of a device, a tornado, flood, fire, gas leak, biological threat, hazardous material spill, etc.

## **A. E-Mail**

Bloomsburg University utilizes a system of sending mass e-mails to students, faculty and staff. In the event of an emergency notification an e-mail will be sent to the University Community giving certain information to include the nature of the emergency and the need to take specific action, i.e. evacuate a building or "shelter in place".

## **B. Text Messaging**

Bloomsburg University has the ability to send mass text messages to cellular telephones with notification and instruction during a life threatening emergency. All members of the campus community are registered using the cellular telephone number they provide.

## **C. Audible ,Voice and Sound Alarms**

The Bloomsburg University Campus has in place an audible alarm system that can make notifications through a distinct "siren" that will be followed by a specific voice message instructing the campus community of the emergency and what actions to take.

## **D. Message Boards**

A number of academic buildings are equipped with message boards that are capable of displaying visual messages making emergency notification and giving instructions.

## **IV. Notification**

In the event that an emergency notification needs to be sent to the Bloomsburg University Community, the decision as to the nature of the emergency and type of message will be made by the Director of Safety and Police or his designee in collaboration with Vice-President of Administration and Finance. The notification will be made as soon as the situation allows. Each emergency event may be different and will be examined on a case by case basis.

The preceding policy statement is merely an outline of procedures followed by personnel at the Bloomsburg University Safety and Police Department. The complete process is documented in the General Orders Manual, "Emergency Notification".

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