



University of Southern Indiana  
2017-2018 Annual  
Security and Fire  
Safety Report

As required by the Jeanne Clery Act



© USI Photography and Multimedia

USI Public Safety  
10/1/2017



We urge the USI community to use this document as a resource guide for safe practices both on and off campus. USI annually notifies all students and current employees how to gain access to this report. The notification contains a brief summary on the contents of the report and where the report may be found on the Public Safety's website. The report is available on line at, <http://www.usi.edu/media/5607011/2017asfs-report.pdf>

You may request a physical copy mailed to you by calling 812-464-1845. You may also obtain a copy by submitting a request at the Public Safety Office on Campus.

## Mission & Vision



The University of Southern Indiana's vision is a simple but powerful one: *Shaping the future through learning and innovation.*

Its mission statement is: USI is an engaged learning community advancing education and knowledge, enhancing civic and cultural awareness, and fostering partnerships through comprehensive outreach programs. We prepare individuals to live wisely in a diverse and global community.

## Message from the Director of Public Safety



**Stephen G. Woodall-Director of Public Safety**

The Public Safety Department welcomes you to the University of Southern Indiana. We offer a number of services and provide information about your safety and security while you are on our campus. While our Public Safety department is responsible for your safety and security, we believe a campus community partnership is required to keep everyone safe.

Public Safety takes great pride in the services we provide to the campus community. Our professional public safety officers provide 24/7 year-round safety services and emergency response to the campus. We are committed to achieving the highest standards of professionalism and customer service while being dedicated to fostering cooperative relations with the USI community. We work every day to build new relationships with students, faculty, staff members and visitors and strive to strengthen the many existing relationships that are in place.

Public Safety's dedication to keeping the campus community safe, fosters the University vision of "Shaping the future through learning and innovation" and supporting its' mission of "Preparing individuals to live wisely in a diverse and global community."

For more information regarding campus safety, contact Public Safety at 812-464-1845, e-mail the **Clery Coordinator**, or write to the Public Safety Department at 8600 University Blvd, Evansville, IN, 47712.

## INSIDE THIS DOCUMENT

USI Public Safety and Working Relationships-----	4-5
Reporting Procedures-----	6
Emergency Notification Systems-----	9
Emergency Response and Evacuation Procedures-----	10
Facility Access and Security-----	11
Crime Statistics-----	11
Definitions of Categories-----	12
Civil Rights, Sexual Misconduct and Violence-----	15
Reporting and Response to Sexual Misconduct -----	19
Procedures-----	24
External Reporting Obligations-----	27
Care and Support Resources-----	28
Sex Offender Registries-----	31
Security Policies -----	31
Housing and Residence Life Policies-----	33
Crime Prevention and Awareness-----	35
Fire Safety Report -----	37
Appendix 1-University Code of Conduct Sanctions-----	44
Appendix 2-2014-2016 Clery Crime Statistics -----	45-47
Appendix 3-Housing Fire Detection & Suppression Systems-----	48
Appendix 4-Fire Safety Definitions -----	50
Appendix 5-2013-2015 Housing Fire Statistics -----	51

## USI Public Safety

USI Public Safety officers are empowered by the State of Indiana to enforce University Policy, the Student Code of Conduct and traffic laws on USI campus property, but are not authorized to make arrests, and do not carry weapons. The Public Safety Department is a 24/7 operation and is comprised of a Dispatch Center, Security Department and Parking Department. Public Safety offers many services to the University community by striving to

provide a positive customer service attitude. Services provided by Public Safety include providing campus directions, general campus information, vehicle jump-starts, safety escort service, tire air-ups; vehicle unlocks emergency medical care, and parking assistance. Most Campus officers are qualified as Emergency Medical Technicians. Campus officers perform periodic inspections of campus lighting, shrubbery, buildings, and other potential safety or security concerns so they can be directed to the appropriate university department and corrected. The Public Safety Department telephone numbers are 812-464-1845 for general business or administrative information and for emergencies call campus ext. 7777 or 812-492-7777.

The Public Safety Department employs Campus Protection Officers who are responsible for patrolling all University property including miles of off road bicycle and walking trails. To maximize their patrol effectiveness, Public Safety utilizes automobiles, four-wheel drive vehicles; motorized carts, bicycles, foot patrol, and off road vehicles. Other responsibilities include asset protection and the documentation of all criminal law, code of conduct and University policy violations. USI Public Safety also investigates all traffic accidents, property damage and injuries that occur on USI property.

The Parking Department monitors and enforces all traffic regulations on campus. The Parking Department liaisons with many other University entities to manage the many special events that occur on campus and to ensure there is adequate and safe parking for individuals that attend these events. The Parking Department telephone number is 812-465-1091 for routine inquiries and business. All parking regulations may be viewed online at <http://www.usi.edu/parking/>.

### Mission Statement

The University of Southern Indiana strives to create and maintain a safe and secure environment on all properties it owns, and sites it leases or manages for official activities. The University believes that members of the University community can assist in keeping themselves from harm by using safety precautions and by knowing as much as possible about the frequency and type of security breaches that occur on University property. To that end, USI Public Safety records and annually publishes statistics on crime and security matters, and the University provides timely warnings of crimes or incidents, which may be considered a threat to the University community.





## Working Relationships

USI Public Safety maintains a highly professional working relationship with the Vanderburgh County Sheriff's Office, Evansville City Police, Indiana State Police, Indiana State Excise Police and the numerous federal law enforcement agencies. All crime victims and witnesses are strongly encouraged to immediately report any crime to the Public Safety Department and the appropriate law enforcement agency. This assistance will include incidents where the victim or reporter of a crime elects to or is unable (physically/mentally) to make such a report. Prompt reporting will assure prompt and efficient responses and the ability to warn the campus community of any threats in a timely manner.

Annually, Public Safety requests from law enforcement agencies with jurisdiction, a summary of all crimes occurring on campus, contiguous to the campus and or at locations under the control of the university. Public Safety communicates frequently with local law enforcement and exchanges information as needed and on a timely basis. Public Safety also trains with and will assist other law enforcement agencies as requested.

USI Public Safety also monitors through public records and with the assistance of local law enforcement any criminal activity by students at non-campus locations of student organizations officially recognized by the institution, including student organizations with non-campus housing facilities. If Public Safety learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency and forward information about the situation to the Dean of Students Office.





---

## TO REPORT A CRIME

### Public Safety

Emergency: 812-492-7777

Non-Emergency: 812-464-1845

### On Campus Phone

Emergency: 7777

Non-Emergency: 1845

### Anonymous Non-Emergency

Tip-Line: 812-228-5029

### Silent Witness E-Mail:

<http://www.usi.edu/security/silent-witness-report-form>

### CARE Team Report:

[https://publicdocs.maxient.com/reportingform.php?UnivofSouthernIndiana&layout\\_id=3](https://publicdocs.maxient.com/reportingform.php?UnivofSouthernIndiana&layout_id=3)

### CARE Team Guide:

<https://www.usi.edu//media/1552397/Campus-CARE-Guide-85x11.pdf>

### Law Enforcement

Emergency: 911

### Non-Emergency

Sheriff HQ: 812-421-6200

Sheriff Operations: 812-421-6201

Evansville PD: 812-436-7896

Indiana St Police: 812-867-2079

Indiana Excise: 812-882-1292

---

## Reporting Procedures

### **General Procedures for Reporting a Crime or Emergency:**

It is imperative that all members of the University community report all crimes, suspicious behavior and other emergencies to Public Safety in a prompt and timely manner. By working together, the University community and Public Safety can reduce crime and increase safety awareness on campus. Members of the University Community may report criminal activities or other emergencies in a variety of ways. While we encourage all campus community members to promptly report all crimes and emergencies directly to USI Public Safety, we recognize that some may prefer to report to different individuals or University offices.

All Public Safety and public law enforcement reports involving USI students are forwarded to the Dean of Students Office for potential action related to Students Rights and Responsibilities-Code of Conduct violations.

**Anonymous Reporting:** If you have witnessed or have information regarding a crime or incident that has occurred on campus, you may anonymously submit the information directly to USI Public Safety using the [\*Silent Witness Form\*](#). The information is submitted in email form and will be kept strictly confidential. The silent witness form is to be used for: Crimes or incidents occurring on USI campus property or crimes or incidents occurring off campus that involve University of Southern Indiana students, faculty, or staff. **It is important to note that a silent witness report is for non-emergency information or situations and will not result in an immediate emergency response from Public Safety.** If you require immediate assistance, call campus ext. **7777 or 812-492-7777**. All other off-campus crimes should be reported to the appropriate law enforcement agency by dialing 911.

USI Public Safety also has established a telephone **TIP LINE** that allows callers the option of providing anonymous information in a voice mailbox as to any criminal activity or University Code violations. The **TIP LINE** is another method provided to the campus community to assist in establishing a safe campus environment. The **TIP LINE** is available 24 hours a day to provide **non-emergency information**. The **Tip Line number is 812-228-5029 or campus extension "5029"**.

**Dean of Students Care Team Report Form:** The University of Southern Indiana is committed to supporting a positive, healthy and safe student experience. The University's CARE Team is a cross-functional assessment group, chaired by the Dean of Students that responds to students in apparent/potential distress. C.A.R.E. stands for **Campus Action Response and Engagement** of students in distress. The CARE team works collaboratively to provide confidential, respectful, and proactive support, while offering resources and balancing the educational needs of students within the overall mission of the University.



The CARE Team initiative was developed to assist students who may be having difficulty adjusting to the USI community or who may need additional support to be successful in the University environment. This is a pro-active program not punitive or intended to get students in trouble or to be utilized as a means of reporting emergencies. Please call x7777 from an on-campus phone or 812/492-7777 from off-campus if you require immediate assistance.

Reports regarding students of concern may be taken by any of the members of the team; however, it is preferred that reports be provided through the online [CARE Team Reporting Form](#) or by calling the Dean of Students Office (or the Office of Public Safety in an emergency). The Dean of Students Office also offers a [CARE TEAM GUIDE](#) as a reporting resource.

**Confidential Reporting:** If you are a victim of a crime and do not wish to pursue action within the University system or the criminal justice system, you have the option of filing a **confidential report**. The purpose of a confidential report is to comply with a victim's wish to keep the matter confidential, while taking steps to ensure the future safety of those involved and others. With such information, the university can keep accurate records 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 to the Department of Education in the annual crimes statistics for the institution and when they involve allegations of sexual harassment, (including sexual misconduct) the University [Title IX Coordinator](#) is notified. You may call USI Public Safety and request that a report be confidential or use the Public Safety **TIP LINE (812) 228-5029** or [Silent Witness Form](#).



**Campus Security Authorities (CSA):** The Clery Act recognizes certain University officials as “Campus Security Authorities” (CSA). The Clery Act describes these individuals as “officials of the institution with significant responsibility for student and campus activities”, including but not limited to student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and duty to take action on behalf of the institution.” All personnel designated as a Campus Security Authority receives annual training regarding their responsibilities. While the University has identified numerous USI campus officials as a CSA, the following offices have been designated as places where campus community members may report crimes:

OFFICIAL	CAMPUS ADDRESS	TELEPHONE
Public Safety	Public Safety Building	812-492-7777
Dean of Students	University Center East	812-464-1862
Human Resources	Wright Admin Building	812-464-1815
Housing and Residence Life	Housing Office	812-468-2000
Student Conduct	Housing Office	812-468-2000

**Emergency Telephones:** Throughout the campus, campus buildings and housing areas, the University has installed numerous indoor, outdoor and elevator emergency telephones. The convenient location of these emergency phones provides access to report an emergency or incident if other communication methods are not available. By pressing the button on these emergency phones, users are immediately connected to the Public Safety Dispatch Center.

---

*Below is a link to view the locations of the outdoor emergency phones*

<https://www.usi.edu/map/>

---

## Emergency Notification Systems

The University of Southern Indiana may send out two types of alerts that satisfy Clery Act requirements to keep the campus informed about safety and security threats: "Emergency Notifications," and "Timely Warnings/Safety Alerts."

**Immediate Emergency Notifications:** "Emergency notifications" are used to **immediately** notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an **immediate or present** threat to the health or safety of the campus community.

**Timely Warnings:** USI Public Safety shall issue **Timely Warnings or Safety Alert Reports** to the campus community to provide timely and accurate warning notices to the campus community when appropriate and to ensure inclusion in the annual crime statistics. In the event of a serious crime or ongoing threat, a **Safety Alert** will be sent to all students, faculty and staff. These alerts are issued by USI Public Safety and will provide the campus community with information to take steps to protect themselves from similar incidents.

The University will issue Timely Warning or Safety Alerts whenever the following criteria are met: (1) a crime is committed; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk to the physical safety of other members of the campus community because of this crime. Such crimes include, but are not limited to: (1) Clery Act crimes that are reported to any campus security authority or local law enforcement; or (2) the University shall determine that the incident represents an ongoing threat to the campus community.

Additionally, Public Safety may issue a Timely Warning or Safety Alert if there is a pattern of crimes against persons or property. For incidents involving off-campus crimes, the University may issue a Timely Warning or Crime Alert if the crime occurred in a location used and frequented by University population. The director of USI Public Safety or his designee reviews all reports to determine if there is an ongoing threat to the campus community, and if the distribution of a Timely Warning or Safety Alert is warranted.

**RAVE Alert System:** The USI [RAVEAlert](#) system will provide emergency and timely warnings—via email, text message, and voice message—about emergencies, severe weather, and other incidents impacting the University community. Everyone with a USI email address is automatically enrolled in the [RAVEAlert](#) program. You may log on to your MyUSI account to add your cell telephone number or other numbers you would like to receive notifications. You may also opt out of notification options provided.



**USI Website and Social Media:** “Timely Warnings/Safety Alerts” or “Emergency Notifications” may also be posted to the USI website that then may be distributed by other USI social media sites such as [Facebook](#), [Twitter](#), [LinkedIn](#), [Instagram](#) or [YouTube](#).

## Follow Us

---



Safety Alerts may also be posted on Orange paper in the lobbies of academic buildings, residence halls, and apartment housing areas. Certain alerts may be emailed (MyUSI) to specific groups based upon the nature of the alert. USI Public Safety may also utilize the USI media (Shield, radio, television), USI message boards (Blackboard system), the fire enunciator system, USI telephone services, personal messengers and the local media network to assist in distributing information.

In cooperation with other University departments, USI Public Safety conducts an annual test of all emergency notification systems. These tests may be announced or unannounced.

## **Emergency Response and Evacuation Procedures**

**Emergency Preparedness and Response:** The University of Southern Indiana Emergency Response Plan (ERP) addresses the University’s response to emergencies by adopting an all hazard approach to both human and natural caused hazards. An emergency is an event, expected or unexpected, that poses an immediate threat to the health and safety of students, faculty and staff.

The ERP establishes a Campus Incident Response Team that utilizes the National Incident Management System-Incident Command System (NIMS ICS) for managing a response to emergencies and disaster events and is intended to be fully NIMS compliant.

USI Public Safety develops and implements emergency plans, including disaster response, fire safety and evacuation plans for University events occurring on and off campus.

The University conducts emergency response exercises annually, such as tabletop exercises, fire drills and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate current emergency plans and capabilities of the University. USI Public Safety officers and supervisors have received training in NIMS, the Incident command system and proper response to critical incidents. When a serious incident occurs that causes an immediate threat to the campus, the first responders on the scene are usually University Public Safety Officers. Depending on the nature of the incident, other University departments and other local or federal agencies could also be involved in responding to the incident.

## Facility Access and Security

The campus is home to the majority of USI's schools and administrative offices, as well as classrooms, libraries, physical activities and fitness centers and residential housing. Most facilities have individual hours, which may vary depending on the time of year.

**University Buildings:** University buildings and grounds are categorized as three types: dedicated, semi-public and public. Public space, open for public use and pleasure, includes sidewalks and campus drives. Academic and administrative buildings are open to the public at a minimum, during normal business hours. Dedicated and semi-public areas are available only for University programs and events scheduled through the University. Off-campus sites hours may vary. Other semi-public facilities' hours are posted each semester. Public Safety is charged with keeping all areas secure and safe, guarding the campus and student housing. Unauthorized persons may be asked to leave campus and student housing.

**Card Access:** Access to some University buildings are controlled by card readers after regular business hours and some may have varied levels of access. Card access to buildings is provided upon proper authorization and maintained by USI Public Safety. Authorized persons experiencing problems with the system should contact Public Safety at 812-464-1845. Emails should be directed to [Public Safety-Card Access Group](#).

## Crime Statistics

*The information contained in this section provides context for the crime statistics reported in this document as part of compliance with the Clery Act. The actual statistics are located in the Appendices section of this document.*

**Report Publication and Preparation:** The statistics in this report are published in accordance with the standards and guidelines of the FBI Uniform Crime Reporting Handbook and relevant federal law. USI Public Safety submits the crime statistics published in this report to the Department of Education. The statistical information gathered by the Department of Education is available to the public through the USI [Public Safety](#) website. A daily crime log is also available for review 24 hours a day at the Public Safety Office.

USI Public Safety publishes this report to inform the campus community of what is actually happening on campus. This includes information on safety and security policies, crime statistics and initiatives to prevent and respond to crime and emergencies. This report complies with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Disclosure Act. This report uses information reported to Public Safety, Student Affairs, Student Conduct, Housing and Residence Life, Dean of Students Office, Campus Security Authorities and information from local law enforcement that service the University area.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: The Vanderburgh County Sheriff's Office (VCSO), Evansville Police Department (EPD), Indiana

State Police (ISP), and the Indiana State Excise Police and non-law enforcement officials. For statistical purposes, crimes reported to any of these sources are recorded in the calendar year the crime was reported.

A written request is made on an annual basis to all non-law enforcement officials who include Campus Security Authorities. A designated Campus Security Authority includes but is not limited to University administration, deans, directors, department heads, residence life staff, public safety and athletic staff. Statistical information is encouraged to be reported by employees of the University Counseling Center even though they are not required to disclose crime statistics for this document. Public Safety annually encourages employees of the University Counseling to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

This report contains information from 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 Southern Indiana. This report also contains institutional policies concerning campus security, fire Safety and policies concerning sexual misconduct and alcohol and other drugs.

By October 1 of each year, the University distributes the availability of the Annual Security and Fire Safety Report to the entire University community. Anyone including prospective employees and students may obtain a copy of the report by contacting USI Public Safety during regular business hours at 812-464-1845 or by visiting <http://www.usi.edu/media/5607011/2017asfs-report.pdf>



## Definition of Categories

**Aggravated Assault:** An unlawful attack by one person upon another for 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.

**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.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this includes unlawful entry with the intent to commit a theft or felony; breaking

and entering with the intent to commit a theft; safecracking; and any attempts to commit any of the aforementioned.

**Destruction/Damage/Criminal Mischief 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.

**Disciplinary Referrals:** Individuals referred to the Dean of Students Office for the initiation of a disciplinary action of which a record is kept and which may result in the imposition of a sanction. These referrals are for liquor law, drug law and illegal weapons violations. These referrals include incidents reported directly to USI Public Safety and incidents reported directly to the DOSO by other members of the USI community.

**Drug Law Violations:** The violation of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, making of a narcotic drug.

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

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

**Larceny/Theft** – includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

**Liquor Law Violations:** The violation of state laws or local laws/ordinances prohibiting the manufacture, sale, purchase, transportation possession or use of alcoholic beverages. This includes maintaining unlawful drinking places, bootlegging and operating a still, furnishing liquor to a minor or intemperate person, underage possession, using a vehicle for illegal transportation of liquor, drinking on trains or public conveyance and any attempt to commit any of the aforementioned. Public intoxication or driving under the influence is not counted in this definition.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

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



**Murder/Manslaughter:** The willful killing (non-negligent) of one human being by another.

**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.

**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.

**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, 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 or physical incapacity.

**Sexual Exploitation:** occurs when an individual takes non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses described in this policy. Examples of sexual exploitation include, but are not limited to: invading another's sexual privacy; prostituting another individual; making non-consensual videos, audio-tapes, or photographs of sexual activity; going beyond the boundaries of consent (such as letting one's friends hide in the closet to watch consensual sex); engaging in voyeurism; knowingly transmitting a Sexually Transmitted Infection (STI) or HIV to another individual; exposing one's genitals in non-consensual circumstances or inducing another to expose one's genitals.

**Simple Assault:** The 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.

**Sodomy:** Oral or anal sexual intercourse with another person, 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 or physical incapacity.

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

**Weapon Law Violations:** The violation of laws or an ordinance dealing with weapons offenses, regulatory in nature, such as those prohibiting the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons and any attempt to commit the aforementioned. Deadly weapons include but are not limited to firearms, cutting instruments, butting instruments, explosives, and incendiary devices.

## Definitions of Geography

**On Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used in direct support of or in a manner related to the institution's educational purposes, including residential halls; and any building or property that is owned by the institution, but controlled by another person, is frequently used by students, and supports institutional purposes.

**Non-Campus Building or Property:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any 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 reasonable 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.

## Civil Rights, Sexual Misconduct and Violence

The University of Southern Indiana prohibits all threats and violence on all campus property in connection with its programs and activities. This extends to all forms of sexual misconduct, dating violence, domestic violence, harassment and stalking by any student, staff or faculty member and any other person. The University encourages all community members to report any such conduct and will investigate and address complaints in a prompt, fair and impartial manner.

The University of Southern Indiana also offers ongoing educational programs to promote awareness and prevention in support of USI's prohibition of domestic violence, dating violence, sexual assault, and stalking. These programs educate the University community on safe and positive preventive options and information on reducing the risk of occurrence. Programs include but are not limited to:

- The definitions of "consent" as it relates to sexual Misconduct and other prohibited activity.
- University policy and procedures
- Primary prevention and awareness education for the campus community that includes reporting sexual misconduct, medical amnesty, R.A.D (Rape Aggression Defense), Title IX, SAFE RIDE, Eagle Experience and Campus Clarity.

---

### TO REPORT A HATE OR BIAS CRIME, PLEASE USE ONE OF THE METHODS BELOW

---

#### **Public Safety**

Emergency: 812-492-7777

Non-Emergency: 812-464-1845

On Campus Phone

Emergency: 7777

Non-Emergency: 1845

Anonymous Non-Emergency

Tip-Line: 812-228-5029

#### **Online Reporting**

Silent Witness Report:

<http://www.usi.edu/security/silent-witness-report-form>

CARE Team Report:

[https://publicdocs.maxient.com/reportingform.php?UnivofSouthernIndiana&layout\\_id=3](https://publicdocs.maxient.com/reportingform.php?UnivofSouthernIndiana&layout_id=3)

---

- Ongoing prevention and awareness campaigns for the campus community include “Walk a mile”, “Flowers on the Lake”, “Take back the night”, guest speakers and exposure to documentaries such as the “Hunting Ground”.

**Hate Crimes:** The University of Southern Indiana embraces and celebrates the many differences that exist among the members of a dynamic, intellectual, and inclusive community, and strives to maintain an environment that respects differences and provides a sense of belonging and inclusion for everyone. Any form of discrimination or harassment, including sexual harassment and sexual misconduct, will not be tolerated. All members of the University community are expected to conduct themselves in a manner that does not infringe upon the rights of others, and should be aware that the University is prepared to take prompt action to prevent and correct such inappropriate behavior and to remedy its effects.

Hate Crime statistics are separated by category of prejudice. If a hate crime bias is the motivation in the commission of a simple assault, intimidation, criminal mischief, theft or other bodily injury, the law requires it to be reported as a hate crime. A hate or bias related crime is not a separate distinct crime, but is the commission of a crime motivated by the offender’s bias against the victim’s race, sexual orientation, gender, religion, ethnicity, national origin, gender identity or disability.

**Sexual Misconduct:** The University prohibits all forms of sexual misconduct (regardless of the gender of those involved) as well as discrimination and harassment on the basis of race, color, religion, sex (including pregnancy), national origin, age (any age as it relates to University programs and services, age 40 or older as it relates to employment), disability, genetic information, sexual orientation, gender identity, or any other category protected by law or identified by the University as a protected class.

This also includes domestic violence, dating violence, and stalking by any student, faculty or other person. USI encourages all members of the university community to report any such conduct, and will investigate and address complaints in a timely, fair and impartial manner. Sexual Misconduct includes the following categories of behaviors/activities:

**Sexual Harassment:** Sexual harassment is unwelcome verbal or physical conduct that is sufficiently severe, persistent or pervasive that it unreasonably interferes with or denies/limits someone’s ability to participate in or benefit from the University’s programs and/or services, and is based on power differentials (*quid pro quo*), the creation of a hostile environment, or retaliation. Examples include but are not limited to:

- Attempting to coerce an unwilling person into a sexual or romantic relationship
- Subjecting a person to unwelcome sexual attention
- Punishing a refusal to comply with a sexual based request
- Conditioning a benefit on submitting to sexual advances
- Making “jokes” of a sexual nature against a specific individual, or making “jokes” that reference the victim’s physical appearance or style of clothing
- Using social media or other electronic communications to make derogatory comments of a sexual nature about or to an individual

**Dating Violence:** Dating Violence is the physical, sexual, or psychological harm, or the threat of such harm, perpetrated 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 will be determined by the victim with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. This type of violence can occur among heterosexual or same-sex couples and does not require sexual intimacy. Dating violence does not include acts covered by the definition of domestic violence.

**Domestic Violence:** Domestic Violence is a felony or misdemeanor crime 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 who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, 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.

**Stalking:** Stalking is generally defined as a course of conduct directed at a specific person or persons that would cause reasonable persons to feel fear for their safety, fear for the safety of others, or suffer substantial emotional distress.

- Course of conduct means two or more acts, including, but not limited to, acts in 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.
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- Reasonable person means a person under similar circumstances and with similar identities to the victim.
- Examples of stalking may include, but not be limited to:
  - Initiating non-consensual communication such as face-to-face communication, telephone calls, voice messages, e-mails, text messages, letters, notes, gifts, or any other communications that are undesired and cause fear
  - Using online, electronic, or digital technologies to make unauthorized postings of pictures, messages, and/or information about the victim on social networking sites or other internet sites
  - Pursuing, following, waiting, or showing up uninvited at or near a residence, workplace, classroom, or other places frequented by the victim.
  - Conducting surveillance or other types of observation, including staring or "peeping," or using Global Positioning Systems (GPS) to monitor a victim
  - Making verbal or physical threats

**Sexual Violence/Assault:** Sexual violence/assault is defined as any intentional touching or physical contact of a sexual nature, or attempt or threat of such touching that either places another person in fear of imminent bodily harm, or causes or could have caused physical injury to another person, including instances when the victim is incapable of giving consent or is incapacitated.

**Consent:** Consent is a clear, knowing and voluntary agreement to participate in a given activity. Consent is active, not passive; silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable, clear permission regarding willingness to engage in (and the conditions of) sexual activity.

- Consent to any one form of sexual activity does not automatically imply consent to engage in any other forms of sexual activity.
- Previous relationships or prior consent to engage in sexual activity with any individual does not automatically imply consent to engage in future sexual acts with the same or other individuals
- Consent can be revoked at any time
- In order to give effective consent, one must be of legal age



**Incapacitation:** Incapacitation is a state where one cannot make rational, reasonable decisions because one lacks the capacity to give knowing consent (i.e., to understand the “who, what, when, where, why or how” of one’s sexual interaction). Sexual activity with someone whom one should know to be, or based on the circumstances should reasonably have known to be mentally or physically incapacitated (e.g., by alcohol or other drug use, by a state of unconsciousness or “blackout”, or by an apparent or known mental or cognitive disability) constitutes a violation of this policy.

---

---

## **University Contacts for Reporting**

### **Title IX Coordinator**

Melanie Kendrick 812-465-1703  
[mkendrick2@usi.edu](mailto:mkendrick2@usi.edu)

### **Deputy Title IX Coordinator**

Dr. Bryan Rush Dean of Students  
812-464-1862  
[rush@usi.edu](mailto:rush@usi.edu)

### **Deputy Title IX Coordinator**

Andrew Lenhardt Executive Director of  
Human Resources/Affirmative Action Officer  
812-464-1770 [andrew.lenhardt@usi.edu](mailto:andrew.lenhardt@usi.edu)

### **For Emergency or After Hours Reporting**

Public Safety  
From your cell phone or outside line:  
812-492-7777  
From campus phones: ext. 7777

**Force:** Force is the use of physical violence and/or imposing one's self on another physically to gain sexual access. Force also includes threats or implied threats, or other forms of intimidation that overcome resistance or produce consent.

**Coercion:** Coercion is unreasonable and continued pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure one uses to get consent from another. Pressure that continues beyond the following points can be considered coercive:

- When one makes it clear to another that one does not want sex
- When one makes it clear to another that one wishes to stop sexual behavior that has already begun

When one makes it clear to another that one does not want to go past a certain point of sexual interaction.

The USI policy on these issues is documented in the [Civil Rights and Sexual Misconduct Policy](#).

## **Reporting and Response to Alleged Sexual Misconduct**

In the interest of maintaining a safe and inclusive environment for all members of the University community, the University encourages all faculty, administrators, support staff, student workers, and students to promptly report known or suspected violations of any part of the Civil Rights and Sexual Misconduct Policy to the Title IX coordinator or designee: All reporting and resolution procedures are documented in the University policy, [Civil Rights and Sexual Misconduct Procedures for Complaint Reporting and Resolutions](#).

**General Reporting:** There are specific reporting responsibilities for faculty, administrators, support staff, student workers ("Responsible Employees"), and students who witness or otherwise have knowledge of any incidents of alleged discrimination, harassment, and/or sexual misconduct occurring in the University community, including incidents involving student-on-student sexual misconduct.

Individuals who believe that they have been the subject of alleged discrimination, harassment, and/or sexual misconduct are encouraged to promptly report their allegations



to the University, and to report any potential criminal misconduct to Public Safety and law enforcement.

Reporting options are not mutually exclusive; both internal and external reporting options may be pursued concurrently. All reports to the University will be investigated and resolved in a fair and impartial manner, and the University will make an immediate assessment of any risk of harm to the Complainant or to the University community and will take steps necessary to address those risks. These steps may include interim measures to provide for the safety of the Complainant and the University community.

The University will take prompt and appropriate action in response to all reports in order to end the misconduct, prevent its recurrence, and address its effects regardless of when the alleged misconduct occurred. However, prompt reporting is encouraged because facts often become more difficult to establish as time passes and the options for corrective action such as disciplinary measures may diminish if the University no longer employs the Respondent (alleged perpetrator). In cases where an alleged perpetrator is a faculty, administrator, support staff, and/or student who has left the University with a pending complaint, that individual will not be allowed to return to the University until the complaint is resolved through these Complaint Procedures.

The University will promptly investigate all reported incidents of alleged discrimination, harassment, and/or sexual misconduct. In cases where violations of Title IX are alleged the University will provide both the Reporter and Respondent with notice if the fact-finding investigation and decision-making process will take more than 60 days. 7/17 4 Persons who believe that they have been victims of a violation of the University's Civil Rights and Sexual Misconduct Policy are encouraged to file a report within 180 calendar days from the most recent occurrence of an alleged violation. Delay in taking action with respect to an alleged violation may foreclose other remedies under federal or state law, and the University reserves the right but has no obligation to conduct an investigation of such matters or take remedial action if the complaint is made after 180 calendar days from the most recent occurrence of an alleged violation.

USI will recognize all valid orders of protection, no contact orders, restraining orders, or similar lawful orders. USI Public Safety should be notified of any valid court order on file. USI Public Safety will assist any campus community member to obtain a legal order of protection or similar lawful order necessary. USI Public Safety will enforce violations of valid lawful orders of protection, no contact orders, restraining orders, or similar lawful orders to the legal extent possible.

---

## Government Enforcement Agencies

---

### Specifically, for students

Chicago Office  
Office for Civil Rights  
U.S. Department of Education  
Citigroup Center  
500 West Madison Street, Suite  
1475  
Chicago, IL 60661-4544  
312-730-1560  
Fax: 312-730-1576  
TTY: 800-877-8339

### Specifically, for faculty, staff, and student workers

Indianapolis District Office  
U.S. Equal Employment  
Opportunity Commission  
101 West Ohio Street, Suite 1900  
Indianapolis, IN 46204  
800-669-4000  
Fax: 317-226-7953  
TTY: 800-669-6820

---

## For all members of the University community

---

Indiana Civil Rights Commission  
Indiana Government Center North  
100 North Senate Avenue, Room N103  
Indianapolis, IN 46204-2211 800-628-  
2909 Fax: 317-232-6580

Human Relations Commission  
209 Civic Center Complex 1 N.W.  
Martin Luther King Jr. Boulevard  
Evansville, IN 47708  
812-436-4927 Fax: 812-436-4929  
TTY: 812-436-4928

### External Reporting

The University's Complaint Procedures are administrative in nature and are separate and distinct from the criminal and civil legal systems. The University encourages individuals to pursue whatever remedies are available to them, both on- and off-campus

**Law Enforcement:** Individuals are encouraged to report potential criminal misconduct to the law enforcement agency that has jurisdiction over the location where the incident occurred. If a complaint is filed with the University, the individual will be informed of the option to report any potential criminal misconduct to local law enforcement, **and will be assisted** in making such reports by University officials when requested.

Although the University strongly encourages all community members to report crimes to law enforcement, it is the victim's choice whether to make such a report and they have the right to decline to notify law enforcement.

In certain instances, the University may need to report potential criminal misconduct to law enforcement authorities even when the Reporter has not decided to do so. Such circumstances include those in which there is clear and imminent danger or risk to the Reporter and/or the University community, in which a weapon was involved with the incident, or in which the allegations involve sexual misconduct and the Reporter is under the age of consent. The decision to report an incident to law enforcement will be shared with the Reporter.

The University's Complaint Procedures and the legal system work independently from one another and the University will proceed with its process, regardless of action or inaction by outside authorities. If a law enforcement investigation is initiated, the University may pause an investigation briefly at the request of the law enforcement agency to facilitate their initial evidence gathering. Decisions made or sanctions imposed through these Complaint Procedures are not subject to change because criminal or civil charges arising from the same misconduct are dismissed, reduced, or rejected in favor of or against the Accused/Respondent.

**Reporting (Government Enforcement Agencies):** In addition to the University’s internal processes and resources, government agencies may also be available to provide resources or investigate allegations of discrimination, harassment, and/or sexual misconduct. It is important to remember that these agencies may require complaints to be filed within certain time frames. Depending on the nature of the complaint, one or more of these agencies may be available to the Reporter.

**Mandated Reporting:** As mandated by federal regulations, the University requires all faculty, all administrators, and certain designated support staff and student workers collectively known as “Responsible Employees” to promptly report any known or suspected violations of the sexual misconduct portion of this policy to the Title IX Coordinator or designee.

**Reporting Exceptions:** A University employee acting in an official capacity as a professional mental-health counselor (and those acting in that role under the supervision of a professional mental-health counselor) and a pastoral counselor who is recognized by a religious denomination as someone who provides confidential mental-health counseling to members of that denomination and whose official responsibilities include providing mental-health counseling to members of the University community are not required to report any information regarding an incident of alleged sexual misconduct to the Title IX Coordinator or other appropriate University designee, subject to certain limited exceptions under applicable law designed to protect a student or others from harm.

**False Reporting:** It is a violation to file a knowingly false or malicious complaint of an alleged violation of the University’s Civil Rights and Sexual Misconduct Policy. Such misconduct subjects the one who has filed a false or malicious complaint to possible disciplinary action.

**Retaliation Prohibited:** Any attempt by anyone to penalize, intimidate, or to otherwise retaliate against an individual who makes a report of or who participates in the University’s Complaint Procedures for alleged violations is prohibited. Any person who believes that someone has been subjected to retaliation for making a complaint or for cooperating in an investigation should promptly contact the Title IX Coordinator or designee at 812-464 1815.

**Confidentiality of Reports:** All reasonable efforts will be made to protect the privacy of all individuals involved in a report of an alleged violation of the University’s Civil Rights and Sexual Misconduct Policy, as well as to maintain the confidentiality of the Complaint Process including the investigation, any appeals, and the sanctions imposed (except where prohibited by law). Privacy and confidentiality have distinct meanings under this policy.

**Privacy:** Privacy generally means that information related to a Civil Rights and Sexual Misconduct Policy complaint will be shared with a limited circle of University employees who have a legitimate need to know in order to assist in the review, investigation or resolution of the complaint and with the parties involved in the complaint as necessary for their role in the process. Throughout the process, every effort will be made to protect the

privacy interests of all individuals involved in a manner consistent with the need for a thorough review of the complaint.

**Confidentiality of the Complaint Process:** The Complaint Process is confidential and the University will inform all parties, including the Reporter, the Respondent, any advisors, any support persons, and witnesses, involved in an investigation or proceeding of the importance of and expectation that they maintain the confidentiality of the process and any information shared with them as a result of their participation.

**Request for Anonymity/Withdrawal of a Complaint:** If a victim requests confidentiality or that no investigation of an incident be conducted or disciplinary action taken, the University will make all reasonable attempts to respond to the complaint consistent with the Complainant's request. However, the University's ability to investigate and respond to the complaint may be limited by keeping the victim anonymous. Moreover, the University has a legal obligation to review all reports and in some cases may be legally required to continue an investigation with or without the Reporter's consent. Appropriate University officials will weigh the Reporter's request against such factors as:

- The seriousness of the alleged misconduct
- whether there have been other complaints of a similar nature against the same Respondent
- Whether the accused made threats of additional sexual misconduct against the victim or others
- Whether the sexual misconduct was committed with a weapon
- The University's commitment to provide a reasonably safe and non-discriminatory environment

If the University determines that it is necessary to proceed with the Complaint Process or implement other appropriate measures, the Reporter will be notified by the Title IX Coordinator or designee of the University's chosen course of action.



## Procedures

**Statement of Fair and Equitable Process:** The University provides a fair and equitable process for responding to and resolving complaints of alleged violations of the University's Civil Rights and Sexual Misconduct Policy. The University will make reasonable efforts to ensure that both parties to the complaint are treated with respect, dignity, and sensitivity throughout the process.

**Time Frames:** The University strives to resolve all reports under these procedures promptly. Extenuating circumstances may arise that affect time frames under these Complaint Procedures. Extenuating circumstances may include but are not limited to such factors as the complexity and scope of the allegations, delays caused by an unsuccessful attempt to achieve an informal resolution, the number of witnesses involved, the availability of the parties or witnesses, the effect of any concurrent criminal or official government investigation, intervening University breaks or holidays, or other unforeseen circumstances. Once an individual has had an intake, as described below, with the Affirmative Action Officer/Title IX Coordinator and/or designee, that individual has 180 calendar days within which to pursue a formal complaint. In cases involving allegations of sexual harassment and sexual misconduct that are prohibited by Title IX, the Violence Against Women Act, and the University's Civil Rights and Sexual Misconduct Policy Sections (III)(C) and (D), both parties will receive concurrently, to the extent that is possible, written notice if the fact-finding investigation and decision-making process will take more than 60 calendar days.

**Intake and Preliminary Assessment:** Upon receipt of a complaint involving an alleged violation of the University's Civil Rights and Sexual Misconduct Policy, the Title IX Coordinator or designee will conduct a preliminary assessment of the complaint, taking into consideration the nature of the misconduct, the Reporter's expressed preferences, if any, as to course of action, and the necessity for any interim measures to protect the safety of the Reporter and/or the University community. The University requires that all such complaints received by any University representative are referred to the Title IX Coordinator or designee for assessment to ensure prompt and equitable response to the misconduct.

**Interim Measures:** The Affirmative Action Officer/Title IX Coordinator or designee may recommend in response to an alleged violation that the University impose reasonable and appropriate interim measures deemed necessary to protect the safety and well-being of the Reporter and/or the Respondent, as well as the safety and well-being of the University and University community. Decisions about interim measures will be made through a collaborative effort between the Officer and the appropriate University official(s). When appropriate, such decisions will be made in consultation with any involved legal or administrative agency. Interim measures may be imposed at the discretion of the University regardless of whether formal action is sought by the Reporter, but any reasonable requests by any party to the complaint will be taken into consideration when determining what measures are most appropriate.

**Mediation:** Mediation is intended to create an opportunity for individuals to resolve complaints quickly, efficiently, and to the mutual satisfaction of all parties involved in a safe, non-threatening, and non-confrontational environment. All parties to the complaint have the right to bypass or end the mediation process at any time before a mutually agreeable resolution is reached, which will result in the beginning of a formal investigation into the original complaint. Mediation is only pursued if both the Reporter and Respondent(s) agree to participate, and will not be used in complaints involving alleged assaults (including sexual assaults) or other alleged violent or criminal acts.

**Investigation:** In cases where informal resolution methods or mediation are not successful, or are not deemed appropriate for resolving the complaint, the Affirmative Action Officer/Title IX Coordinator or designee will either initiate an investigation or will appoint an investigator or a two-person investigative team (hereafter collectively known as “Investigator”) to conduct a reasonable, impartial, and prompt investigation of the complaint. Investigators will be chosen based on several factors, including the nature of the complaint, the Investigator’s area of expertise, and the need to avoid any conflicts of interest.

Once the investigative process is complete, an evaluative panel consisting of the Affirmative Action Officer/Title IX Coordinator and Deputy Title IX Coordinators will follow a preponderance-of-the-evidence standard to determine whether or not a violation of the University’s Civil Rights and Sexual Misconduct Policy has occurred.

**Administrative Resolutions-Substantiated Report:** If the Investigation results in a determination that there is sufficient evidence to prove that the allegations made in a complaint are more likely than not true, the Reporter and Respondent will each be notified of that finding. In cases involving allegations of sexual harassment and sexual misconduct that are prohibited by Title IX, the Violence Against Women Act, and the University’s Civil Rights and Sexual Misconduct Policy, both parties will receive concurrently, to the extent that is possible, such notice of that finding in writing.

**Sanctions:** Individuals who have been found in violation of the University’s Civil Rights and Sexual Misconduct Policy may be subject to a variety of sanctions imposed by the University and/or external agencies. Sanctions imposed by the University will be determined at the conclusion of an investigation on a case-by-case basis by the Title IX Coordinator or designee, working in conjunction with the appropriate University official, taking into account such factors as the severity of the violation and any prior disciplinary history of the Respondent. When the Respondent is a student worker, the dean of students may also be involved in determining sanctions.

Administrative sanctions may include a full range of disciplinary actions, from verbal warnings up to and including termination of employment for faculty, administrators, or support staff, or up to and including dismissal from the University for student workers. As determined appropriate, sanctions may also include other measures such as job or work shift reassignment, Employee Assistance Program (EAP) referrals, mandatory diversity



training or training of a similar nature, or the time-limited or permanent extension of any interim measures previously implemented under these procedures.

In the event of a substantiated complaint against a student who is not otherwise employed by the University, the Officer or designee, working in conjunction with the appropriate University official, will determine the appropriate sanctions, considering factors such as the need to eliminate a hostile environment for the victim and others, the facts of the specific incident, any prior disciplinary matters involving the respondent, and any mitigating factors. Sanctions that may be imposed include, but are not limited to, written warnings, loss of privileges, mandatory training or counseling, probation, suspension, or expulsion.

In the event of a substantiated complaint against a former student or employee who is not otherwise currently affiliated with the University in any way, alternate sanctions may be considered by the Officer or designee, working in consultation with the appropriate University official.

The Officer or designee, working in consultation with the appropriate University official, will determine on a case-by-case basis whether to delay or to otherwise modify any sanctions during an active appeal or review process.

Some acts committed in violation of the University's Civil Rights and Sexual Misconduct Policy may also be considered a criminal offense under federal or state law. Depending on the nature and severity of the acts, an individual may be subject to prosecution. An individual could be sanctioned by the University and also be criminally prosecuted for the same misconduct, if warranted.

**Restorative Measures:** Complainants who are determined to have been subjected to a substantiated violation of the University's Civil Rights and Sexual Misconduct Policy may have restorative measures taken on their behalf by the University. Restorative actions may include time-limited or permanent extensions of any interim measures previously implemented under these procedures, or other measures determined by the University to be reasonable attempts at restoring the Victim/Complainant.

**Administrative Resolutions When a Complaint is Determined Unsubstantiated or Unfounded:** If the investigation results in a determination that the allegations are more likely than not untrue or that there is insufficient evidence to prove or disprove that the allegations are more likely than not true, the Reporter and Respondent will each be notified of that finding, that the case will be dismissed, and that any interim measures implemented during the investigation will be discontinued as soon as practical. In cases involving allegations of sexual harassment and sexual misconduct that are prohibited by Title IX, the Violence Against Women Act, and the University's Civil Rights and Sexual Misconduct Policy, both parties will receive concurrently, to the extent that is possible, such notice of that finding and its implications in writing.

## USI Reporting Obligations

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the "Clery Act"), first signed into law in 1990, is a federal law that requires colleges and universities, both public and private, participating in federal student aid programs to disclose campus safety information, and imposes certain basic requirements for handling incidents of sexual assault, stalking, domestic violence, and dating violence. The responsibilities mandated by the Clery Act include but are not limited to the requirement that the University must report specific crimes, which occur on campus, adjacent to campus, or off-campus when associated with the institution and school safety policies. This information is available each year in an Annual Security Report (ASR), which can be found on the University's website. The Clery Act also requires schools to have timely warning when there are known risks to public safety on campus. The Clery Act requires reported crime statistics to protect the confidentiality of the victim while alerting the public to possible safety risks or incidents on campus.

**Family Educational Rights and Privacy Act (FERPA):** The outcome of a campus proceeding is part of the educational record of the Accused/Respondent, if the Accused/Respondent is a student, and the employee record if the Accused/Respondent is a faculty or staff member. Generally speaking, the educational records of students are protected from release under a federal law, FERPA (20 U.S.C. § 1232g; 34 CFR Part 99). The University complies with FERPA regulations regarding the privacy of student records.

The University complies with FERPA regulations regarding the privacy of student records and observes the following exceptions to FERPA:

- The Reporter's in a non-consensual sexual contact/intercourse incident involving a student Accused/Respondent has/have the right to be informed of the finding, and sanction(s) of the investigation or proceeding, in writing, without condition or limitation.
- Reporter's in sexual exploitation, sexual harassment, stalking, relationship violence and any other gender-based offense involving a student Respondent have the right to be informed of the finding, in writing, and to be informed of any sanction(s) that are directly relevant to their circumstances, and to essential facts supporting the outcome when the outcome is "responsible" (and the underlying offense is a crime of violence as defined below and in 34 C.F.R. 99.39) and/or it is equitable to share the essential findings with all parties.
- FERPA permits the University to release publicly the name, nature of the violation and the sanction(s) for any student who is found in violation of a University policy that is a "crime of violence," including: arson, burglary, robbery, criminal homicide, sex offenses, assault, intimidation (which may encompass stalking and/or bullying), hazing, destruction/damage/vandalism of property and kidnapping/abduction. The University will release this information to the Reporter in any of these offenses regardless of the outcome.

FERPA allows for the release of student records beyond the approved exceptions. For example, records can be subpoenaed by a court of law or may be released to a third party with the student's permission.

## Care and Support Resources

The University is committed to treating all members of the community with dignity, care, and respect. Any individual who experiences or is affected by discrimination, harassment or sexual misconduct, whether as a Reporter or a Respondent, may benefit from access to care and support resources through the University and the local community. The University encourages all individuals to seek the support of and use all available internal and external resources, regardless of when or where the incident occurred. The following is information on assistance and a non-exhaustive list of such resources that are available to the members of the University community.



To request a change in academic, living, transportation, working situation or other protective measures, contact the USI Dean of Students Office or Public Safety.

**Medical Attention:** Members of the University Community that are victims of violence, including any form of sexual misconduct, dating violence and domestic violence should obtain medical attention as soon as possible. The University Health Center is located in the Health Professions Building-Room HP0091 and their telephone number is 812-465-1250.

**Confidential Reporting-Counseling Center:** The Counseling Center is committed to maintaining your confidentiality consistent with the law. Communications with employees who work in the Counseling Center, including your decision to seek counseling, are kept confidential. The Center will not release information about you to anyone outside the Counseling Center without your written consent, except as required by law, including, but not limited to:

- If we believe you are in imminent danger of self-harm.
- If there is reason to believe that child, elder, or dependent abuse has occurred.
- If you report being sexually assaulted and are under the age of 18.
- If you express threats of violence towards another person.

- If you have signed an authorization to release medical information form for specified individuals or agencies.

Consistent with the law, any required disclosure will be made to the appropriate authorities, including USI Public Safety. Additionally, should you be assessed to be a danger to yourself or others, or if hospitalization is pursued (either voluntarily or involuntarily), certain information about you will be disclosed to appropriate university personnel, your parents or guardians (as appropriate), and other essential third parties.

If you are the victim of rape, sexual assault, sexual battery, sexual coercion, or other sexual misconduct, as defined by USI policy, state and federal law, and are 18 years of age or older, what you tell a Counseling Center Professional counselor and other Counseling Center employees who are functioning in their Counseling Center roles about how you have been the victim of sexual misconduct is confidential, subject to the exceptions listed above. In addition, if you wish to make a report about what happened to you, to USI Public Safety or law enforcement agencies, a Counseling Center employee will assist you in doing so without disclosing information that identifies who you are.

If you choose to make an anonymous report of sexual misconduct, your counselor may remain in the room with you as you make your report. However, the counselor will not make the telephone call for you or participate in the telephone conversation between you and the reporting agency. Likewise, the counselor will not keyboard or assist in keyboarding an on-line report.

**Amnesty for Victims of Sexual Misconduct and Witnesses:** Reporting sexual misconduct is important. The University recognizes that an individual who reports sexual misconduct may be engaged in under-age drinking or drug use or other prohibited conduct at or near the time of the incident reported. To encourage reporting under these circumstances, the University will not take disciplinary action against a student Reporter or against student witnesses for their personal use of alcohol or drugs or for other prohibited conduct at or near the time of the incident reported if such violations do not or did not subject other people to harm. Depending on the circumstances, similar consideration may be given to employee victims and employee witnesses

**Public Awareness Events:** Students may disclose their experiences with sexual misconduct at public awareness events about sexual misconduct like “Take Back the Night” without triggering a reportable event to the University. The University will provide information on the sexual assault investigative process when such events occur on campus.

**Bystander Assistance:** Sometimes an employee or student may be in a situation, particularly a social situation, where they witness sexual misconduct either taking place or likely to take place. If it is safe to do so, the employee or student may be in a position to prevent instances of sexual misconduct or likely sexual misconduct. In such circumstances, the employee or student should carefully evaluate the situation and if safe to do so, lend assistance to the victim of sexual misconduct. In all cases, the employee or student is encouraged to promptly call 911 or Public Safety at 812-492-7777.

### **Additional Resources Specifically for Students:**

- University of Southern Indiana Counseling Center 812-464-1867
- University of Southern Indiana Religious Life 812-464-1871
- University of Southern Indiana Housing & Residence Life 812-468-2000
- University of Southern Indiana Dean of Students Office 812-464-1862

### **Resources Specifically for Benefits-Eligible Faculty and Staff**

- Deaconess Concern Employee Assistance Program 445 Cross Pointe Boulevard  
Cross Pointe, Suite 330 Evansville, IN 47715 Telephone: 812-471-4611 or 800-874-7104

### **Resources for all Members of the University Community**

- University of Southern Indiana Health Center 812-465-1250
  - Albion Fellows Bacon Center P.O. Box 3164 Evansville, IN, 47731 Telephone for Domestic Violence 812-422-5622 Telephone for Sexual Assault, 812-424-7273 Toll-free: 800-339-7752
  - YWCA Evansville 118 Vine Street Evansville, IN 47708, 812-422-1191 or 866-367-9922
  - Holly's House 750 North Park Drive Evansville, IN 47710, 812-437-7233
  - Lampion Center 655 South Hebron Ave Evansville, IN 47714 812-471-1776
  - Southwestern (Behavioral Health) 415 Mulberry Street Evansville, IN 47713 812-423-7791 24 Hour Suicide Hotline: 812-422-1100

---

---

#### **Sex Offender Websites**

##### **Vanderburgh County Sheriff's Office:**

<http://www.vanderburghsheriff.com/sex-offenders.aspx#content>

##### **State of Indiana:**

<http://www.icrimewatch.net/indiana.php>

##### **Commonwealth of**

##### **Kentucky:**

<http://kspsor.state.ky.us/>

##### **State of Illinois:**

<http://www.isp.state.il.us/sor/>

##### **National Sex Offender Public Website:**

[www.nsopw.gov/Core/Conditions.aspx](http://www.nsopw.gov/Core/Conditions.aspx)

---



## Sex Offender Registries

The Campus Sex Crimes Prevention Act of 2000 is a federal law that requires institutions of higher education to advise the campus community where information concerning registered sex offenders may be accessed. It requires sex offenders already required by state law to register in a state, to provide notice to each institution of higher education in that state, at which the person is employed, carries on a vocation, or is a student. The Vanderburgh County Sheriff's Office is the designated law enforcement agency for the University of Southern Indiana.

**Indiana Sex Offender Registry:** Effective January 1, 2003, Zachary's Law requires sheriff departments to jointly establish and maintain the Indiana Sheriffs' Sex and Violent Offender Registry to provide detailed information about individuals who register as sex or violent offenders in Indiana. The registry's purpose is to inform the public about violent offenders who live, work, or study in Indiana. The Commonwealth of Kentucky and the State of Illinois sex offender websites are included with the National Sex Offender web site due to their close proximity.

## Security Policies

**Missing Student Notification:** The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures.

If a member of the university community has reason to believe that a student, who resides in on-campus housing, is missing, they should **immediately** notify USI Public Safety at 812-492-7777. Public Safety will generate a missing person report and initiate an investigation. After investigating the report, should Public Safety determine that the student is missing and has been for more than 24 hours, Public Safety shall notify local law enforcement and the student's emergency contact as soon as practicable and no later than 24 hours than the student is determined to be missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option of identifying, confidentially an individual to be contacted by USI Public Safety in the event the student has been determined to be missing for more than 24 hours. If a student has identified such an individual, Public Safety will notify that individual as soon as practicable and no later than 24 hours after the student has been determined to be missing. A student who wishes to identify a confidential contact person may do so through the USI Housing and Residence Life housing application form. This confidential contact information will be accessible only by authorized university officials and law enforcement as appropriate.

While students are under no obligation to notify the University they plan to spend time away from their campus residence they are strongly encouraged to share information with family, friends or housing staff when they do so.



**University Alcohol and Drug Policies:** The University of Southern Indiana prohibits the illegal manufacture, possession, use, and/or distribution of drugs and alcohol by students, employees, and visitors in student housing, University-owned or leased property or as a part of any "university activities". With few exceptions, the University maintains a "dry" campus. Legal use of alcohol may be permitted on campus only if approved by the president or her designee. All state and federal laws regarding alcohol and drugs are strictly enforced.

University regulations and Indiana state law prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription. Violators of alcohol and drug policies are subject to the provisions of the applicable state and federal laws as well as University disciplinary actions.

---

---

**Call for Help-You could save someone's life!**

**Know the signs of Alcohol Poisoning:**

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

**Know how to help:**

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

Public advertisements of alcohol products are prohibited. This includes but is not limited to any signs or advertisements that are visible from public areas, alcohol signs, or other inappropriate displays or objects visible from outside your apartment, residence hall, or campus building. Alcohol containers are prohibited. This includes but is not limited to containers kept as decoration, alcohol paraphernalia (e.g. "beer bong"), and those containers that are put in the garbage or are lying about your apartment, residence hall suite, or campus building. Free assistance and on-going educational programs are provided by the University for students and employees. Additional information is available by requesting a Drug and Alcohol Abuse Policy and Prevention brochure from the USI Counseling Center or Human Resources Office.

A student has a responsibility to ensure the well-being of their guests and fellow students. If an individual needs emergency medical attention, the student is required to call an ambulance or other appropriate emergency response personnel (University public safety, ambulance, police, fire, etc.) to gain that assistance. If a student fails to carry out this responsibility, the student may be subject to severe University sanctions and may potentially be subject to

additional civil and/or criminal liability

**Medical Amnesty:** The University recognizes the State of Indiana Lifeline law, which provides amnesty for some alcohol related crimes. When a student is intoxicated or under the influence of drugs/controlled substances and seeks medical assistance, s/he may be

granted amnesty from formal disciplinary action by the University for violating alcoholic beverage or drug/controlled substance policies.

Upon receiving a report that a student needs medical assistance, University personnel will respond through the Public Safety and officials will use standard procedures for documenting and collecting information for all parties involved. Conduct charges will be deferred and will be dismissed upon successful completion of an approved alcoholic beverage or drug/controlled substance intervention program, leaving the student with no disciplinary record. Failure to successfully complete an approved alcoholic beverage or drug/controlled substance intervention program, as required, will result in the processing of charges and may result in more severe sanctions. To view a guide with information ***USI on the Lifeline Law***, please visit <https://www.usi.edu/media/3437446/Lifeline-Handout-FINAL.pdf>.

**Weapons Policy:** The transfer, sale, use of, possession of weapons, including but not limited to: firearms, ammunition, bombs, explosives, clubs, dirks, martial arts weapons, sling shots, bows and arrows, sabers, swords, knives with blades in excess of three (3) inches except kitchen knives used in the preparation and/or serving of food, war

souvenirs, incendiary devices, fireworks, paintball guns, pellet guns, BB guns, stun weapons, Tasers, or look-alikes, dangerous chemicals or fuels, or other destructive devices or substances, are not allowed on University-owned or controlled property unless permission for possession and/or use has been authorized by an appropriate University official. Duly licensed officers of the law are exempt from this policy.

## **Housing and Residence Life Policies**

**Administrative Searches:** Upon approval by the director of Housing and Residence Life and/or the Director of the Office of Public Safety, or their designee, a room can be entered without notice when there is reasonable cause to believe a violation of University policy has occurred or is taking place, or to determine compliance with federal, state or local laws. The Director of Housing and Residence Life, Director of Public Safety, or their designees, shall determine the existence of “reasonable cause” prior to the room entry. Searches may be conducted in the absence of residents. During a search, the University may obtain evidence when there is reasonable cause to believe that a violation has occurred or is taking place. Housing and Residence Life staff will ask any residents present to sign Consent to Search form. Failure or refusal to sign the form will not prevent University personnel from conducting a search. On occasions when outside agencies (police, FBI, etc.) may need to search an apartment or room; Housing and Residence Life staff and Office of Public Safety staff are expected to cooperate.



**Room Access:** Access to apartments and residence hall rooms are granted only to the assigned residents of that location, or to University staff. Access will not be granted to resident's friends, relatives, or other students by staff. The University of Southern Indiana reserves the right to enter apartments or residence hall rooms for inspection, cleaning, or maintenance purposes at reasonable times. Commercial solicitation is prohibited.

**Keys and/or Access Cards:** Apartments and residence hall students are given access to their respective residence with either a hard key or electronic computerized card system. Residents are expected to carry their apartment keys with them at all times. Residents may not lend their apartment key to anyone. Lost keys will result in a re-core fee.

**Lock Outs:** It is the responsibility of the student to ensure that they carry their apartment/room key/card with them. If a student locks themselves out of their apartment/room, there will be no charge for the first time each semester. Beginning with the second and with each subsequent lockout, the student will be charged a fee for the service. A student who loses their key/card will not be charged for the lockout service, as the cost of a lost key/card will be assessed.

**Door Propping:** Students found propping open exterior doors in any housing facility may face contract termination, as this is a security risk for the community. Violators may be sanctioned. Propped doors that are not attributed to an individual may be prorated among all residents of that building or wing.

**Visitation and Guests:** Upon approval, guests may have access to housing apartments or residence halls. Residents are responsible for the behavior of their guests. Residents will be charged for all violations caused by their guests. Guests are prohibited from staying in the apartments or residence halls without the current resident. These individuals will be asked to leave by the Office of Public Safety or Housing and Residence Life staff if found unescorted or unaccompanied in or around University housing property. Residents who leave guests unattended will be held judicially responsible. The number of guests allowed is mandated by the State Fire Marshal's Office - The maximum capacity of any two-bedroom apartment or residence hall suite is eight persons, including both residents and guests. A one-bedroom apartment or residence hall suite has a maximum capacity of four persons, including both residents and guests.



**Guest Registry:** Any guest staying in University housing must be of the same gender as the resident, and must be registered with Housing and Residence Life. Unregistered guests will be asked to leave University housing. Guests must be at least 16 years of age. Children under the age of 16 may not be left unattended in housing facilities, and babysitting is strictly prohibited in campus housing.

**Cohabitation:** Living or staying for any pattern of time in an apartment or suite without an official contract for that particular space will be considered cohabiting. Cohabitation is defined as a person staying in an apartment or suite for more than three consecutive nights, or other patterned behavior that is intended to allow an individual to stay beyond visitation hours. Non-registered guests can be considered as cohabiting. The resident who allows this situation to occur can be held accountable and charged with cohabiting under the USI Student Rights and Responsibilities.

#### **Emergency Protection Equipment**

Tampering with emergency protection equipment, including but not limited to University fire protection equipment, evacuation route postings, emergency signs, weather radios, exit lights, fire extinguishers, smoke detectors, and alarm systems, is prohibited. Violations of this code could result in a disciplinary fine.

**For a complete overview of all USI Housing and Residence Life Policies and Rules, please visit <https://www.usi.edu/housing>.**

### **Crime Prevention and Awareness**

USI Public Safety will provide programs to the campus community to inform them of campus safety procedures and practices. A common theme of all awareness and crime prevention programs is to encourage everyone to take some responsibility for their own personal safety and the safety of others. Upon request, Public Safety will provide programs on general crime prevention and security awareness issues in a campus setting. Some of the programs Public Safety may provide or participate in for the campus community include:

**Crime Prevention Seminars:** Interactive presentations are provided to student, faculty, staff, or other organizations upon request. These presentations provide valuable information on the services provided by the Public Safety Department and how to reduce your chances of being the victim of a crime.

---

## Safety Tips

Members of the University Community must assume responsibility for their own personal safety and the security of their personal property. The following precautions provide guidance:

- \*Program USI Public Safety and the Sheriff's Office telephone number into your cellphone
  - \*Consume Alcoholic beverages in moderation and leave social events that may get out of control. Call Public Safety if you need help (812-492-7777)
  - \*Avoid walking alone at night, travel with friends or use campus transportation services
  - \*Always lock the door/windows to your campus housing, whether you are there or not
  - \*Do not hold doors open at residence halls or other protected locations
  - \*Never leave valuables unattended
  - \*Inventory your personal property and obtain appropriate insurance
  - \*Always carry your university identification with you
- 

**Self-defense classes:** Several times a year, USI offers self-defense classes at the Recreation Fitness and Wellness Center. Local law enforcement officers teach the classes. Contact the Recreation Fitness staff at 812.465-1216 for class dates and times.

**Safe Ride:** SAFE Ride is a program developed for USI students by the Student Government Association, Dean of Students Office, Counseling Center, and Evansville's River City Yellow Cab Company. The program provides a safe alternative for emergency situations when other transportation is unavailable. It is a "way out" of dangerous or potentially dangerous situations by giving USI students safe transportation **home** through the River City Yellow Cab Company's service within the local area by calling 812-429-0000. More information on the Safe Ride program is available at <https://www.usi.edu/rfw/aod/safe-ride>.

**Property Identification:** Public Safety will mark personal property with an electric inscriber/engraver. Students should retain a photograph, description, serial number, model numbers, and up to date inventory of their personal property.

**Shuttle Bus Network:** Public Safety coordinates an on-campus bus service and off campus shuttle bus system. The use of this transportation service is available to all University of Southern Indiana affiliates with a valid Eagle Access card, free of charge. For schedule and bus stop information visit: <http://www.usi.edu/security/parking/bus-schedules>

**Safety Escort Service:** The Public Safety Escort Service is designed to enhance your safety and peace of mind if you must be on campus after dark. The primary goal is to deter sexual harassment, verbal abuse and assault, and to enable students to travel about the campus with a greater sense of security. The Escort Service is primarily a mobile service, but walking escorts are available upon request. The mobile escort is not intended as an alternative form of transportation and may be denied in the following cases:

- As a regular means of transportation to full-time employment.
- When two or more students have the same destination.
- If public transportation is available.



**Bicycle Lockers:** Public Safety coordinates the use of secured bicycle lockers for the safety of those who enjoy riding their bicycles on campus. The use of the lockers is on a first come first serve basis and there is no charge for this service. The lockers are located next to parking Lot K. Contact the Office of Public Safety Parking Department at 812-465-1091 for further information on this program.

**Eagle Access Card Building and Door Access:** The Eagle Access Card is an all-in-one card that may be used for, personal identification, library privileges, and food services accounts, access to the Fitness Center and campus buildings. The Office of Public Safety coordinates and programs access to all campus buildings for all faculty, staff and students upon the appropriate approval. For assistance please contact the Office of Public Safety at 812-464-1845.

**Identity Theft:** Public Safety coordinates with the Computer Services Department to provide information to protect yourself from identity theft as well as what to do to if your personal information becomes exposed or if you actually become a victim of identity theft.

Identity theft occurs when someone uses another person's personal information such as name, Social Security number, driver's license number, credit card number or other identifying information to take on that person's identity in order to commit fraud or other crimes. For more information on protecting yourself from identity theft, please visit <http://www.consumer.ftc.gov/articles/0235-identity-theft-protection-services>.

## **Fire Safety Report**

The University of Southern Indiana Publishes the Fire Safety Report as part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for USI, including statistics on the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. The report also includes fire safety information related to housing policies and rules for electrical appliances, smoking, open flames and evacuation procedures. A physical copy of the report may be obtained by making a request to USI Public Safety at 812-464-1845.

**Fire Safety Prevention:** The University has developed a Fire Prevention Plan aimed at reducing the risk of fire-related incidents and injuries. The University's policies are based on the premise that most fires are preventable and all members of the University community have the responsibility to prevent fires. All faculty, staff and students should be aware of potential fire hazards related to a campus environment. The University community should also be knowledgeable of the emergency procedures that should be followed in the event of a fire.

The University has established fire safety programs for students living in our campus residence halls. The USI Public Safety Residence Life, Physical Plant, and the Perry Township Fire Department work closely to educate the student residents about fire and safety to prevent and respond to fire emergencies and alarms. Fire evacuation plans have

been developed for each residence hall and copies of these plans can be found on the inside of the door of each room.

The University also has specific fire safety programs that target Physical Plant employees and contractors working on our campus. Red Tag Permits are physical tags that are placed on equipment such as sprinklers and fire pumps to remind workers to return the equipment to service when repairs are completed. Hot work permits should be used by contractors, employees and students who work with torches and other hot sources.

**Daily Crime and Fire Log:** USI Public Safety maintains a public crime and fire log at the Public Safety office. These logs are continuously updated and are available for inspection during regular business hours.

## **Description of Housing Fire Systems**

### **Residence Halls**

- A central fire alarm system with detectors throughout the building and in every sleeping room;
- Alarms are centrally monitored at the Office of Public Safety Dispatch Center;
- Automatic wet sprinklers are in each room;
- Pull stations are located in each hallway;
- Stovepipe in each resident hall;
- Fire extinguishers are located in each hallway and the common area of the residence halls

### **Apartment Buildings**

- A detector is located in each apartment which is connected to each building;
- Pull stations are located on the exterior of the apartments;
- Fire extinguishers are located in each apartment's common area

**Fire Response Procedures:** The Perry Township Fire Department provides the Residence Life staff, Resident Advisors, Area Coordinators, Graduate Assistants, and Public Safety personnel with annual fire and safety instruction including fire extinguisher usage, evacuation procedures, and general fire safety information. This includes train the trainer instruction so the Residence Life staff can conduct fire and safety training for all housing students.

Fire Drills, Emergency response and evacuation procedures are tested bi-annually at the University. The University also participates in emergency preparedness discussions with other emergency management offices and a tabletop exercise at least once a year. These tests and exercises are designed to assess and evaluate the University's emergency plans

---

---

## Fire Alarm Procedures

- Evacuate immediately when an alarm sounds
- Know where fire extinguishers in your area and how to use them. Training and information are available through the Physical Plant at 812-464-1729 or campus ext. 1729.
- For any fire **IMMEDIATELY** contact the Public Safety at **Ext. 7777 - 812-492-7777** or activate the building alarms.
- If possible, aid others and the disabled to safety and close all doors to confine the fire and reduce oxygen. Do not lock doors.
- Smoke is the greatest danger in a fire, so stay near the floor where the air will be more breathable.
- Once outside, move to an assigned clear area away from the affected building(s). Keep sidewalks and streets clear
- An on-site command post may be set up near the emergency site. Keep clear of the on-site command post unless you have important information to report.
- **DO NOT RETURN TO AN EVACUATED BUILDING** unless directed to do so.
- If trapped in a building during a fire and a window is available, use an article of clothing outside the window as a marker for emergency personnel. Shout at regular intervals to alert emergency personnel of your location.

and capabilities. The Physical Plant retains documentation of the date, time, and description of each test, including whether it was announced or unannounced.

Housing residents participate in safety and fire programming once per semester. Fire drills are conducted twice a year in all apartment buildings and residence halls. The first drill is scheduled early in the fall semester and the second drill is conducted during the spring semester. The purpose of fire drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. Fire drills are used as a way to educate and train occupants on fire safety issues specific to their building.

During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. This includes evacuation and rendezvous points. In addition, fire drills allow the University an opportunity to test the operation of fire alarm system components. Environmental Health and Safety, Public Safety and Housing and Residence Life monitor fire drills to evaluate egress and behavioral patterns. Reports are prepared by participating departments and recommendations are followed through to correct any 'identified deficiencies.'

## Fire Extinguisher Use

### Elements of Fire

Before extinguishing a fire, it is important to understand the elements that make up a fire. In order for fire to occur, four elements must be present: oxygen, fuel, heat and a chemical chain reaction. This is represented by the Fire Tetrahedron. When any of the four elements are removed, the fire will go out. Fire extinguishers function by removing one of the four components of the Fire Tetrahedron.

### Fire Ratings

Fire extinguishers are rated based upon the types of fires they are designed to put out. These ratings are



identified on the label of the fire extinguisher. Care should be taken to ensure the extinguisher chosen to put out a fire is proper for the type of fire. Listed below are the four main types of ratings.

- Class A: Ordinary combustible materials, wood, paper, plastics and clothing
- Class B: Flammable liquids and gases
- Class C: Energized electrical equipment
- Class D: Combustible metals

**Types of Fire Extinguishers:** The University uses the following types of fire extinguishers:

- Water (Class A)
- Carbon dioxide (Class BC)
- Multipurpose dry chemical (Class ABC)
- Dry powder (Class D)



**Using a Fire Extinguisher:** Follow the **PASS** procedure when operating any fire extinguisher:

**P: Pull** the pin.

**A: Aim** at the base of the fire.

**S: Squeeze** the handle or lever.

**S: Sweep** from side to side.

### **Rules for Extinguisher Usage**

- Be trained in extinguisher use
- Use on small fires that are not spreading;
- Know what type of fuel is burning; Before extinguishing the fire, position yourself with the exit at your back;
- Do not attempt to extinguish the fire if you are in jeopardy or feel uncomfortable doing so.

### **Maintenance**

- Missing or discharged fire extinguishers should be reported immediately to Emergency Minor Maintenance at campus 812-464-1700 or campus ext. 1700.

## **Housing and Residence Life Fire Safety Policies**

**Introduction:** It is the mission of Housing and Residence Life to provide a high quality, affordable living environment for members of the USI community that is convenient, comfortable, culturally enriching, and conducive to academic success. As an integral part of USI's educational efforts and support services, Housing and Residence Life is responsible

for the formulation and enforcement of policies reflecting the University's mission within the residence setting.

The success of the campus living experience depends upon our residents, and it is our hope that all students in housing will take an active role in determining that success. As such, it is expected that all residents will be responsible for their own activities, and the activities that occur within their assigned apartments/rooms.

**Candles:** Candles, lit or unlit, incense, etc. are prohibited in any Housing and Residence Life facility.

**Cooking (Residence Halls):** Cooking in rooms with an open flame or exposed element is prohibited. Electrical appliances such as electric skillets, woks, electric grills, George Foreman grills, hot pots, coffee makers without automatic shutoff feature, or other appliances that can be used to prepare raw foods are prohibited (With the exception of microwave ovens). Students will be asked to remove the appliance. If the item is not removed, the University will remove the appliance and store for 10 working days. A storage fee will be added to the student's account. After 10 days, if the item has not been retrieved by the student, the item will be disposed.

**Decorations:** Residents are encouraged to decorate their residence hall suite or apartment, as this is considered a resident's "home away from home." However, residents are asked to be considerate of the community by adhering to the following guidelines for decorations:

**Exterior Decorations:** Exterior alterations or decorations are only permitted in University housing with the following stipulations:

- Sidewalk chalk, spirit foam, shoe polish, paints or other methods used for writing on the exterior of the buildings are prohibited.
- Large potted plants or trees are not permitted in front of apartments or residence hall suites.
- These obstacles inhibit quick access for police, fire, and emergency medical personnel.
- Clothing, bathmats, rugs, towels, or other items may not be hung over balconies, as this creates a "line of sight" problem for Public Safety and other University personnel.
- Apartment or suite numbers may not be blocked or covered by wreaths, door coverings, lights, or any other decorative element.
- Peepholes may not be covered.
- Fire protections and/or emergency equipment may not be covered or altered by exterior decorations.
- Lawn furniture is not to be left unattended in front of apartments or in hallways or stairwells.
- When not in use, all lawn furniture must be taken inside the apartment or suite.

- University furniture is not to be taken outside of the apartment or residence hall suite under any circumstances. If University furniture is found outside of the apartment or suite, you may be charged a fine and/or to replace the item(s).
- Bicycles must be stored in designated bicycle racks within University housing. Residents may not lock bicycles on the balcony or posts attached to the building, nor may they bring them into the hallways of the residence halls. The University is not responsible for stolen or damaged bicycles.
- Gas and/or charcoal grills are not permitted in University housing apartments or residence hall suites.
- Holiday or decorative lights may be used, with the following stipulations: Lights may not be strung under windows or doors, only exterior outlets may be used for outside lights, lights must be UL approved for outside usage, the label denoting such use must remain on the light strand and lights may not be strung across areas where people walk (sidewalks, balconies, stairwells, etc.).
- If the guidelines for exterior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

**Interior Decorations:** Interior decorations are allowed in University housing units with the following stipulations:

- Interior decorations may not block air vents.
- Interior decorations may not cover fire protection or other emergency equipment.
- Decorations may not cover peepholes.
- Placement of live Christmas trees and/or other live greenery (excluding potted houseplants) in any part of housing is prohibited. Artificial trees are permitted inside an apartment or residence hall suite.
- Canned spray snow is not permitted on windows in housing.
- Window coverings must be the provided mini-blinds.
- Cloth curtains, solar film, or white poster board may be placed on the windows for additional light control. No cardboard, aluminum foil, cellophane, or other type of window covering is permitted on windows.
- Large nails, staples, screws, wall anchors, poster putty, or tape on walls or doors inside or outside the apartment are prohibited.
- Freestanding lofts may be built in the apartments or residence hall suites with the following guidelines: Lofts may not be attached to the ceilings or walls, they must be freestanding, the top of the mattress must be at least 24 inches from the ceiling to comply with fire codes, all wood surfaces must be treated with a fire retardant varnish, lofts must be pre-constructed to ensure their stability and brought in pieces to University housing to be assembled, no actual construction of a loft should occur in a housing facility, only the assembly of a pre-constructed loft, the University is not liable for damages or injury from lofts built by students and improperly built lofts may result in disciplinary action and maintenance costs for removal.
- Removing mounted fixtures from walls or ceiling is prohibited.
- Private door locks on any exterior or interior doors are prohibited.
- Any renovations or changes to the apartment are prohibited.
- Dartboards are prohibited.

- Residents may not paint or wallpaper walls or ceilings in the apartments or residence hall suites.
- If these guidelines for interior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

**Grills:** The use of personal grills in University housing is prohibited. Public grills are provided throughout housing for student use. Please use the grills in accordance with the following guidelines:

- Clean grills thoroughly before and after use. You may use aluminum foil on the grills, but foil must be removed after you are finished and discarded properly.
- Only Matchlight brand charcoal may be used with the grills and stored in apartments or suites.
- Used coals must be placed in the coal disposal bucket located next to every grill.
- Trash must be removed from the grill area and disposed of properly.
- Paper trash must be thrown away in garbage cans and not the coal disposal bucket.

**Halogen Lights:** Personal Halogen lights are prohibited in any housing and residence life facility.

**Health and Safety Inspection:** Apartment and residence hall rooms may be entered during Thanksgiving and semester and spring breaks to assure that all health and safety requirements are met. During the academic year, health and safety inspections will be conducted by Housing and Residence Life staff (no more than once per month). In these cases, 24-hour notice will be given to residents that staff will be entering their apartment or residence hall suite to conduct the inspection.

- Up to three times per semester, Housing and Residence Life staff will enter the apartments to check safety equipment (fire extinguishers, weather radios, smoke detectors, etc.) in the apartments and residence halls. Staff will also check to ensure that all appliances are working correctly. Housing and Residence Life will provide students with at least 24 hours' notice prior to these inspections.

**Maintenance:** Maintenance staff will enter apartments and residence hall rooms in the absence of residents in order to carry out any essential repairs, routine maintenance, and to respond to any emergencies.

**Tobacco Free Campus:** It is the policy of the University of Southern Indiana to promote and maintain a clean, healthy working and learning environment for students, faculty, staff and visitors. The University expects the cooperation and commitment of all students, faculty, staff and visitors in maintaining a smoke-free environment and an environment free from smokeless tobacco waste. Effective July 1, 2011, the University of Southern Indiana prohibits smoking or the use of tobacco or tobacco products on or in university-owned, operated or leased property or vehicles. To view the entire USI tobacco policy visit <http://www.usi.edu/tobaccofree>

## Appendix 1

### University Conduct Range of Sanctions

Offense (Hearing Count)	Possible Sanctions (non-AOD)	Possible Sanctions (Alcohol)	Possible Sanctions (Other Drugs)
<b>First</b>	Warning Educational Sanction Other	Warning Parental Notification CHOICES (\$50) Other	Warning or University Probation Parental Notification Directions (\$50) Housing Contract Termination Loss of privileges Other
<b>Second</b>	Warning or University Probation Educational Sanction Loss of privileges Other	Warning or University Probation Parental Notification Alcohol Assessment (\$75) Other	University Probation Parental Notification Drug Assessment (\$75) Housing Contract Termination Loss of privileges Other
<b>Third</b>	University Probation or University Suspension Housing Contract Termination Loss of privileges Other	University Probation or University Suspension Parental Notification Housing Contract Termination Loss of privileges Other	University Suspension Parental Notification Housing Contract Termination Loss of privileges Other

**Notes:**

- This chart is applicable to all USI students, regardless of housing status.
- The severity of the offense(s) will have an effect on what sanctions will be applied. For example, a student who is found in violation for using marijuana will most likely receive sanctions less severe than if the same student was found in violation for dealing marijuana.
- Educational sanctions can include the following: reflective paper, participation in an educational program, film/article reviews, and follow up meetings.
- Loss of privileges can include the following: visitation in housing, recreation facilities use, and participation in university events/organizations.
- "Other" sanctions can include: disciplinary fines, apology letters, housing assignment relocation, etc.

## Appendix 2-2016 Criminal Offenses

2016 Criminal Offenses	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Criminal Homicide	0	0	0	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense - Rape ^	3	0	3	1	0	0
Sex Offense - Fondling ^	3	1	4	0	0	1
Sex Offense - Incest ^	0	0	0	0	0	0
Sex Offense - Statutory Rape ^	0	0	0	0	0	0
Robbery	0	1	1	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Dating Violence	4	3	7	0	0	0
Domestic Violence	0	0	0	0	0	0
Stalking	0	4	4	0	0	0

2016 Bias Crimes	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Disability	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0
Gender	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0
National Origin	0	0	0	0	0	0
Race	0	0	0	0	0	0
Religion	0	0	0	0	0	0
Sexual Orientation (Sex Offense - Rape)	0	0	0	0	0	0

2016 Arrests	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	1
Drug Law Violations	16	0	16	0	0
Liquor law Violations	17	1	18	0	0

2016 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	55	4	59	0	0
Liquor law Violations	127	0	127	0	0

A complete statistical breakdown of all reported offenses is on file at Public Safety.

^ The definitions and statistical categories for sex offenses were changed. Sexual offenses are now categorized as rape, fondling, incest and statutory rape. NOTE: Sodomy and sexual assault with an object are included in the rape category.

## Appendix 2- 2015 Criminal Offenses

2015 Criminal Offenses	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Criminal Homicide	0	0	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offense - Rape ^	3	0	3	0	0
Sex Offense - Fondling ^	1	0	1	0	0
Sex Offense - Incest ^	0	0	0	0	0
Sex Offense - Statutory Rape ^	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	1	0	1	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	1	1	0	0
Arson	0	0	0	0	0
Dating Violence *	5	0	5	0	0
Domestic Violence *	0	0	0	0	0
Stalking *	1	1	2	0	0

2015 Bias Crimes	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Disability	0	0	0	0	0
Ethnicity	0	0	0	0	0
Gender	0	0	0	0	0
Gender Identity *	0	0	0	0	0
National Origin *	0	0	0	0	0
Race	0	0	0	0	0
Religion	0	0	0	0	0
Sexual Orientation (Sex Offense - Rape)	1	0	1	0	0

2015 Arrests	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	1	0	1	0	0
Drug Law Violations	11	0	11	0	0
Liquor law Violations	36	0	36	0	0

2015 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	56	5	61	0	0
Liquor law Violations	167	0	167	0	0

## Appendix 2- 2014 Criminal Offenses

2014 Criminal Offenses	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Criminal Homicide	0	0	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offense - Rape ^	0	1	1	0	0
Sex Offense - Fondling ^	0	1	1	0	0
Sex Offense - Incest ^	0	0	0	0	0
Sex Offense - Statutory Rape ^	0	0	0	0	0
Robbery	0	0	0	0	1
Aggravated Assault	0	0	0	0	0
Burglary	4	1	5	0	0
Motor Vehicle Theft	0	1	1	0	0
Arson	1	0	1	0	0
Dating Violence *	4	1	5	0	0
Domestic Violence *	1	0	1	0	0
Stalking *	0	2	2	0	0

2014 Bias Crimes	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Disability	0	0	0	0	0
Ethnicity	0	0	0	0	0
Gender	0	0	0	0	0
Gender Identity *	0	0	0	0	0
National Origin *	0	0	0	0	0
Race	0	0	0	0	0
Religion	0	0	0	0	0
Sexual Orientation (Intimidation)	1	0	1	0	0

2014 Arrests	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	7	0	7	0	0
Liquor law Violations	54	1	55	0	1

2014 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	68	0	68	0	0
Liquor law Violations	105	4	109	0	0



## Appendix 3

### Description of Student Housing Fire Detection and Suppression Systems

Student Housing	Building Fire Alarm	Room Detection	IFA <sup>1</sup>	Central Monitor <sup>2</sup>	Sprinkler	Standpipe	Fire Drills <sup>3</sup>
<b>Residence Halls</b>							
Governors	Yes	Yes	Yes	Yes	Fully	Yes	2
Newman	Yes	Yes	Yes	Yes	Fully	Yes	2
O'Bannon	Yes	Yes	Yes	Yes	Fully	Yes	2
Ruston	Yes	Yes	Yes	Yes	Fully	Yes	2
<b>Apartment Buildings</b>							
Baker	Yes	Yes	Yes	No	No	No	2
Bayh	Yes	Yes	Yes	No	No	No	2
Bigger	Yes	Yes	Yes	No	No	No	2
Boon	Yes	Yes	Yes	No	No	No	2
Bowen	Yes	Yes	Yes	No	No	No	2
Branch	Yes	Yes	Yes	No	No	No	2
Branigin	Yes	Yes	Yes	No	No	No	2
Chase	Yes	Yes	Yes	No	No	No	2
Craig	Yes	Yes	Yes	No	No	No	2
Dunning	Yes	Yes	Yes	No	No	No	2
Durbin	Yes	Yes	Yes	No	No	No	2
Gates	Yes	Yes	Yes	No	No	No	2
Gray	Yes	Yes	Yes	No	No	No	2
Goodrich	Yes	Yes	Yes	No	No	No	2
Hammond	Yes	Yes	Yes	No	No	No	2
Hanly	Yes	Yes	Yes	No	No	No	2
Hendricks (O'Daniel)	Yes	Yes	Yes	No	No	No	2
Hendricks (McDonald)	Yes	Yes	Yes	No	No	No	2
Hovey	Yes	Yes	Yes	No	No	No	2
Jackson	Yes	Yes	Yes	No	No	No	2
Jennings	Yes	Yes	Yes	No	No	No	2
Lane	Yes	Yes	Yes	No	No	No	2
Leslie	Yes	Yes	Yes	No	No	No	2
Marshal	Yes	Yes	Yes	No	No	No	2
Matthews	Yes	Yes	Yes	No	No	No	2
McCray	Yes	Yes	Yes	No	No	No	2
McNutt	Yes	Yes	Yes	No	No	No	2
Morton	Yes	Yes	Yes	No	No	No	2
Mount	Yes	Yes	Yes	No	No	No	2
Noble	Yes	Yes	Yes	No	No	No	2

## Description of Student Housing Fire Detection and Suppression Systems

Student Housing	Building Fire Alarm	Room Detection	IFA <sup>1</sup>	Central Monitor <sup>2</sup>	Sprinkler	Standpipe	Fire Drills <sup>3</sup>
<b>Apartment Buildings</b>							
Orr	Yes	Yes	Yes	No	No	No	2
Porter	Yes	Yes	Yes	No	No	No	2
Ralston	Yes	Yes	Yes	No	No	No	2
Ray	Yes	Yes	Yes	No	No	No	2
Saletta	Yes	Yes	Yes	No	No	No	2
Schricker	Yes	Yes	Yes	No	No	No	2
Townsend	Yes	Yes	Yes	No	No	No	2
Wallace	Yes	Yes	Yes	No	No	No	2
Welsch	Yes	Yes	Yes	No	No	No	2
Whitcomb	Yes	Yes	Yes	No	No	No	2
Willard	Yes	Yes	Yes	No	No	No	2
Williams	Yes	Yes	Yes	No	No	No	2
Wright	Yes	Yes	Yes	No	No	No	2
<b>Housing Support Facilities</b>							
Residence Life Community Center	Yes	Yes	Yes	No	No	No	2

1. IFA – Internal Fire Alarm. The alarm sounds at the buildings.
2. Central Monitor. The residence halls’ alarms activate fire panels which are monitored at the Public Safety Dispatch Office.
3. Fire drills. Drills are conducted at a minimum of once per semester.

## Appendix 4

### Fire Safety Definitions

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

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

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

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

**Fire-related Death:** Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or who dies within one year of injuries sustained as a result of the fire.

**Fire Safety System:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including:

- Sprinkler or other fire extinguishing systems
- Fire detection devices
- Stand-alone smoke alarms
- Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights
- Smoke-control and reduction mechanisms
- Fire doors and walls that reduce the spread of a fire

**Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including:

- Contents damaged by fire
- Related damage caused by smoke water and overhaul
- Does not include indirect loss, such as business interruption

## Appendix 5

### 2016 Student Housing Fires

Incident Number	Student Housing Calendar Year 2015	Date of Fire	Time of Fire	Cause of Fire	No. of Injuries	No. of Deaths	Value of Property Damage
2016-00003	Gates Building O'Daniel North Parking lot light	01/04/16	6:07 pm	Electrical – light fixture (Extinguished by Fire Dept.)	0	0	\$120.00
2016-00145	8019B O'Daniel Lane Jennings Building O'Daniel South	02/19/16	7:43 pm	Stove burner - burnt food (Self - extinguished)	0	0	\$20.00
2016-00174	7961A O'Daniel Lane Schricker Building O'Daniel North	03/10/16	7:42 pm	Oven fire (Self - extinguished)	0	0	\$0.00
2016-00401	8126A O'Daniel Lane Dunning Building O'Daniel South	08/18/16	9:45 am	Stove fire (Fire extinguisher)	0	0	\$349.00

### 2015 Student Housing Fires

Incident Number	Student Housing Calendar Year 2015	Date of Fire	Time of Fire	Cause of Fire	No. of Injuries	No. of Deaths	Value of Property Damage
2015-00055	908B McDonald Lane Durbin Building McDonald West	02/02/15	1:17 am	Stovetop – Cooking fire (Fire extinguisher)	0	0	\$0.00
2015-00154	1700 Rankin Lane Newman Hall Parking Circle drive	03/22/15	1:09 pm	Vehicle electrical Melted basket & seat (Extinguished with water)	0	0	\$500.00
2015-00260	831A Pruis Lane Gates Building O'Daniel North Parking Lot	05/05/15	8:52 pm	Vehicle engine fire (Extinguished by Fire Dept.)	1	0	\$2000.00
2015-00346	8048B O'Daniel Lane Ray Building O'Daniel South	08/17/15	9:19 pm	Electrical - Air conditioner (Self-extinguished)	0	0	\$100.00
2015-00451	968 Varsity Drive Hammond Building McDonald East	09/12/15	7:12 pm	Stovetop – Cooking fire (Fire extinguisher)	1	0	\$500.00
2015-00695	8045A O'Daniel Lane Ray Building O'Daniel South	11/16/15	2:20 pm	Electrical - furnace (Self-extinguished)	0	0	\$100.00
2015-00712	Residence Life Community Center Mahrenholz Road	11/22/15	7:12 pm	Electrical – Laundry washer (Self-extinguished)	0	0	\$100.00

## 2014 Student Housing Fires

<b>Incident Number</b>	<b>Student Housing Calendar Year 2014</b>	<b>Date of Fire</b>	<b>Time of Fire</b>	<b>Cause of Fire</b>	<b>No. of Injuries</b>	<b>No. of Deaths</b>	<b>Value of Property Damage</b>
2014-00133	1700 Rankin Lane Governor's Hall Residence Hall	02/28/14	3:50 pm	Ash Container - Cigarette (Used water extinguisher)	0	0	\$0.00
2014-00528	8030A O 'Daniel Ln Boon Bldg. O'Daniel South	09/20/14	3:20 pm	Structure fire - Cigarette (Extinguished by Fire Dept.)	0	0	\$120,000.00
2014-00616	7934B O 'Daniel Ln McNutt Bldg. O'Daniel North	10/09/14	9:55 pm	Photographs – Lighter (Extinguished itself)	0	0	\$0.00
2014-00739	826A Moutoux Ln Bayh Bldg. O'Daniel North	11/20/14	1:33 am	Vehicle – Unknown (Extinguished by Fire Dept.)	0	0	\$4,000.00
2014-00790	1818 Rochelle Ln Ruston Hall Residence Hall	12/16/14	8:05 am	2 <sup>nd</sup> Floor Dryer Electrical (Extinguished itself)	0	0	\$300.00