

# Policies, Safety & U

2013 ANNUAL SECURITY AND FIRE SAFETY REPORT



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## From the Chief of Police

To the Penn State University Hazleton Community –

On behalf of the members of the University Police, I want to thank you for your interest in our annual publication “Policies, Safety & U.” We publish this report because it contains valuable information for our campus community. We also publish the report to comply with the important provisions of the Clery Act. Campus safety and security and compliance with the Clery Act should be a part of everyone’s responsibility at Penn State. We encourage you to review the information we have made available to you in this brochure. You will find information about our organization, including descriptions of certain services that we provide. You will also become familiar with our strong commitment to victims of crimes and the specific extensive services we make available to crime victims. Lastly, you will find important information about security policies and procedures on the Penn State campuses, crime data, and crime prevention information. Campus safety and security is a collaborative effort at Penn State. We partner with the many departments at the University that have a critical role in fostering campus safety, including the Division of Student Affairs, Environmental Health and Safety, and other University offices. It has always been our goal to provide the highest quality of public safety services to the University community and we are honored to collaborate with the entire Penn State community. The men and women of the University Police and Public Safety are committed to making the Penn State campus a safe place in which to live, work, and study.

**Michael C. Conway**

*Chief, University Police, Penn State Hazleton*

## From the President

To the University Community—

It is up to each one of us to help foster a secure and supportive environment at Penn State—an environment where individuals can feel safe to visit, learn, work, and live. Primary to this goal are the principles of responsibility, respect, and integrity. These values are essential to any community, and serve as the foundation for the success and productivity of our students, faculty, and staff. Safety on campus is one of the highest concerns. A truly safe campus can only be achieved through the cooperation of everyone. This publication contains information about campus safety measures and reports statistics about crime in our University community. It also describes our efforts to combat alcohol and drug abuse. Please take the time to read it and help foster a more caring and safe environment.

**Rodney A. Erickson**

*President*

## Accessibility to Information and Non-Discrimination Policy

This publication is available in alternative format upon request. The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic and work environment free of discrimination, including harassment. The Pennsylvania State University prohibits discrimination and harassment against any person because of age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status and retaliation due to the reporting of discrimination or harassment. Discrimination, harassment, or retaliation against faculty, staff or students will not be tolerated at The Pennsylvania State University. Direct all inquiries regarding this Nondiscrimination Policy to the Affirmative Action Director, The Pennsylvania State University, 328 Boucke Building, University Park, PA 168022-2801: tel. 814-863-0471/TTY.

# Annual Security Report

## PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The University Police at Penn State Hazleton prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the University Police, information provided by other University offices such as Student Affairs, Residence Life, and other Campus Security Authorities, and information provided by local law enforcement agencies surrounding the Hazleton campus. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by Penn State University. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, and alcohol and other drugs.

The University distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the University community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the University Police at 814-865-1864 or by visiting <http://www.police.psu.edu/cleryact/>.

## ABOUT THE UNIVERSITY POLICE AT PENN STATE HAZLETON

### Role, Authority, and Training

The University Police at Penn State Hazleton protects and serves the Penn State Hazleton community. The department is responsible for a number of campus safety and security programs including Emergency Management, Community Safety and Security Education, physical security, including security technology, behavioral threat assessment, and special-event management.

The University Police at Penn State Hazleton provides all law enforcement and security services for the Hazleton campus. University police officers have the same authority as municipal police officers in the Commonwealth, including arrest authority. Parking enforcement and traffic control are also responsibilities of the University Police. Officers are on duty twenty-four hours a day, seven days a week while students are in residence.

The University Police at Penn State Hazleton employs one full-time supervisor, two full-time police officers, and one full-time campus patrol officer. A pool of part-time police officers supplement the staff. All members of the Police Department are Act 120 certified and most have considerable additional training. A staff assistant is responsible for issuing parking permits, maintaining parking ticket records and collecting fines for violations.

The police officers at Penn State Hazleton:

- Have a bachelor's degree or equivalent;
- Complete a training course required of all municipal police officers in Pennsylvania;



- University Police Officers complete mandatory in-service training each year. All officers are certified in First Aid, CPR, and AED;
- University Police officers are commissioned under the Administrative Code of 1929 and the Municipal Police Officers Education and Training Law (Act 120 of 1974) and have the same authority as municipal police officers in the Commonwealth, being authorized to carry firearms and empowered to make arrests. All criminal incidents are investigated by the University Police at Penn State Hazleton.

University Police and Public Safety Mission Statement: "Protecting our community through professional service, education, diversity, and ethical accountability by promoting safety and security."

### Safety, Our Number One Priority

The University takes great pride in the community at Penn State Hazleton and offers students, faculty, and staff many advantages. This community is a great place to live, learn, work, and study; however, this does not mean that the campus community is immune from problems that arise in other communities. With that in mind, Penn State has taken progressive measures to create and maintain a reasonably safe environment on campus.

Though the University is progressive with its policies, programs, and education, it is up to each of us to live with a sense of awareness and use reasonable judgment when living, working, or visiting on campus.

### Working Relationship with Local, State, and Federal Law Enforcement Agencies

The University Police maintain a cooperative relationship with the local police. In addition to joint radio communication, state, municipal, and University Police share resources to combat the opportunity for crime on the campus and conduct investigations of incidents on campus. The Penn State Hazleton campus is located in Sugarloaf Township, Luzerne County. The University Police regularly interact with the Sugarloaf Township Police and the surrounding departments including the Pennsylvania State Police, Hazleton City Police, West Hazleton Borough Police, and the Butler Township Police. Incidents that involve students off campus are regularly reported to the University Police.

## Crimes Involving Student Organizations at Off-Campus Locations

Penn State University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Penn State students and recognized student organizations, on and off campus. In coordination with local law enforcement agencies, the University Police will actively investigate certain crimes occurring on or near campus. If the University Police learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about the situation to the Office of Student Conduct, or the Commonwealth campus designee, as appropriate.

The University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to affect a Substantial University Interest (as defined in the University Off-Campus Misconduct Policy at <http://studentaffairs.psu.edu/conduct/policies/offcampus.shtml>).

## REPORTING CRIMES AND OTHER EMERGENCIES

The University has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate University officials. Victims of crime are encouraged to report the incident to University Police, local police, or Student Affairs. Regardless of how and where you decide to report these incidents, it is critical for the safety of the Penn State Hazleton community that you immediately report all incidents so that the University Police can investigate the situation and determine if follow-up actions are required, including issuing a Crime Alert or emergency notification.

### Voluntary, Confidential Reporting

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage University community members to report crimes promptly and to participate in and support crime prevention efforts. The University community will be much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report. In limited circumstances, the department may not be able to assure confidentiality and will inform you in those cases.

Anyone may call the University Police at 570-450-3333 to report concerning information. Callers may remain anonymous.



### Reporting to University Police

We encourage all members of the University community to report all crimes and other emergencies to University Police in a timely manner. Penn State Hazleton University Police are located in West Residence Hall Administrative Office and are available by telephone at 570-450-3333 during business hours and round the clock whenever residence halls are open. Although many resources are available, University Police should be notified of any crime, whether or not an investigation continues, to assure the University can assess any and all security concerns and inform the community if there is a significant threat to the University community.

### Emergency Phones

The University has installed more than 25 emergency phones throughout the Hazleton campus. Phones are located in public areas of buildings, including parking lots, elevators, residence hall complexes, administration buildings, and numerous outdoor locations. Emergency phones provide direct voice communications to the Luzerne County 911 Dispatch Center.

### Anonymously

If you are interested in reporting a crime anonymously, you can utilize the University Police's Silent Witness program, which can be accessed through the department's website: <http://www.police.psu.edu/witness/>. By policy, we do not attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety. You can also submit tips through Pennsylvania Crime Stoppers at 1-800-4-PA-TIPS or via the Pennsylvania Crime Stoppers' website (<http://www.pacrimestoppers.org/crimestoppers>).

## Reporting to Other Campus Security Authorities

While the University prefers that community members promptly report all crimes and other emergencies directly to the University Police at 570-450-3333 or 911, we also recognize that some may prefer to report to other individuals or University offices. The Clery Act recognizes certain University officials and offices as “Campus Security Authorities (CSA).” The act defines these individuals as “official of an institution who has 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 the duty to take action or respond to particular issues on behalf of the institution.”

While the University has identified several CSAs, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus Address	Phone Number
Univ. Police Penn State Hazleton	West Residence Hall Administrative Office	570-450-3333
Director of Student Affairs	Butler Building	570-450-3160
Director of Business Services	Administration Building	570-450-3155
Chancellor	Administration Building	570-450-3032

## Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Penn State to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

## TIMELY WARNING REPORTS — CRIME ALERTS

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the University Police issues “Crime Alerts.” The University Police will generally issue Crime Alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and hate crimes. University Police will post these warnings through a variety of ways, including but not limited to posters, emails, and media. The University also has the ability to send text message alerts to those who register their cell phone numbers. The text messaging can be a very effective way to send important information to the campus community.

The purpose of these Crime Alerts is notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The University will issue Crime 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 the local police; or (2) the University determines that the incident represents an on-going threat to the campus community.

At Penn State Hazleton campus, the director of Student Enrollment shall make the determination that a timely warning is required. Timely warnings in relation to off-campus crimes shall be issued as stated in the above circumstances if the crime occurred in a non-University owned property but is a location which is used and frequented by the University student population. The director of Student Enrollment will determine whether or not to issue warnings in these cases.

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

### Emergency Management at Penn State University

The Office of Emergency Management is responsible for the Comprehensive Emergency Management Plan (CEMP). This plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA guidelines for Higher Education, including planning, mitigation, response, and recovery actions.

Our priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with University departments to write, maintain, test, and exercise the CEMP
- Cooperation, integration, and mutual aid with local, state, and federal planning, response, and public safety agencies and their CEMPs.

A summary of the University’s emergency response procedures is located on <http://www.emergencymanagement.psu.edu>. Included on this website is detailed information regarding the University’s emergency notification policy, including how to enroll in the emergency notification system to ensure you receive emergency notices on University and cellular telephones.

### Drills, Exercises, and Training

Annually, the University conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year to year, and include several departments from across the campus.

To ensure the University’s emergency management plans remain current and actionable, the University will conduct an emergency management exercise, at a minimum once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The University conducts after-action reviews of all emergency management exercises.

In conjunction with at least one emergency management exercise each year, the University will notify the Penn State community of the exercise and remind the community of the information included in the University’s publicly available information regarding emergency response procedures (<http://www.emergencymanagement.psu.edu>).

## Emergency Notification

Penn State University is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. The Pennsylvania State University uses an emergency notification system to provide alerts via PSUTXT. PSUTXT is an emergency notification service available to students, faculty, and staff. PSUTXT can be used to send emergency messages within minutes of the occurrence of an incident. Alerts sent by PSUTXT are simulcast to the University community via Penn State's Facebook page, Twitter, or, at the subscriber's choice, his/her email account. All locations except the Pennsylvania College of Technology use PSUTXT for posting emergency alerts.

Penn State performs a University-wide annual test of the system. The following procedures outline the process the University uses when issuing emergency notifications.

### **Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System:**

The Department of Police and Public Safety and/or other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the University Police or upon discovery during patrol or other assignments.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors in University Police or other authorized University office to issue an emergency notification.

The University's authorized representatives<sup>1</sup> including the Chief of Police at Penn State Hazleton will immediately initiate all or some portions of the University's emergency notification system. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the University may elect to delay issuing an emergency notifications. As soon as the condition that may compromise efforts is no longer present, the University will issue the emergency notification to the campus community.

### **Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification:**

University and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the University community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the University mass notification system, the University



will also post applicable messages about the dangerous condition on the University website to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, University officials will distribute the notification to the entire campus community.

### **Determining the Contents of the Emergency Notification:**

The office responsible for issuing the emergency notification (usually the Police Dispatch Recorder officers) will, in concert with University and local first responders, determine the contents of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no predetermined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure that individuals are aware of the situation and they know the steps to take to safeguard their personal and community safety.

### **Procedures Used to Notify the Campus Community:**

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of the campus community. These methods of communication include the mass notification system PSUTXT, the University's email system, and verbal announcement within a building and public address system on police cars. The University will post updates during a critical incident on the homepage. If the situation warrants, the University will establish a telephone call-in center to communicate with the University community during an emergency situation.

<sup>1</sup> A number of Penn State officials are authorized to activate the emergency notification system. These officials include: Senior VP for Finance and Business, VP for University Relations, Asst. VP for UP&PS, UP&PS Compliance Coordinator, Director of Emergency Management, PSU Police Chief, PSU Asst. Police Chief, PSUPD Officer in Charge, PSUPD Dispatcher, Campus Chancellors, Campus Directors of Business Services.



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### **Procedures for Disseminating Emergency Information to the Larger Community (i.e., individuals and organizations outside the campus community):**

If the University activates its emergency notification system in response to a situation that poses an immediate threat to members of the campus community, several offices at the University are responsible for notifying the larger community about the situation and steps the University has taken to address the emergency. Primarily, Public Information (a unit of University Relations) is responsible for crisis communications and for updating notices on Facebook, Twitter, and other social networking platforms and for maintaining communications with national, regional, and local news and radio outlets. The Office of the President is responsible for updating the Board of Trustees, local officials, and state and national elected officials.

### **Enrolling in the University's Emergency Notification System:**

We encourage members of the campus community to enroll in the PSUTXT system by visiting <http://psutxt.psu.edu>. We encourage University community members to regularly update their information at the same site.

## **SECURITY OF and ACCESS TO PENN STATE HAZLETON FACILITIES**

Hazleton Campus office buildings are open from 8:00 a.m. until 5:00 p.m. and academic buildings generally are open from 7:00 a.m. until 11:00 p.m. Facilities are intended for use by students, employees, and guests of the University. Access to an individual classroom, of course, is limited to currently enrolled students scheduled to meet at that location.

### **Special Considerations for Residence Hall Access**

At the Hazleton Campus, 475 undergraduate student room assignments are available. Only residents and their invited guests are permitted in the living areas of a residence hall. It is the resident's responsibility to ensure that his or her guest is aware of the University and residence-hall policies. It is each resident's and staff member's responsibility to challenge or report individuals who cannot be identified as residents or guests of a resident. When Campus Police receive a report of an unescorted person in the residence hall, an officer is sent to identify that person. There are three residence halls at Hazleton Campus. Men and women live in separate areas in North, West, and South. Guests are not provided with room keys or door access cards. A resident of the building must escort guests of the opposite sex at all times. All exterior doors are locked 24 hours a day. When University Police receive a report of an unescorted person in a residence hall, a police officer is dispatched to identify that person.

The University Police at Penn State Hazleton are on duty twenty-four hours a day, every day. They patrol the campus in a vehicle and on foot. In addition to patrolling the entire campus, they make periodic checks at residence halls.

### **Security Considerations for the Maintenance of Campus Facilities**

Penn State Hazleton maintains campus facilities with security as a primary concern. Authorized individuals have access to buildings for study, work, or teaching, but not unrelated functions. Therefore, only those who have demonstrated a need for them are issued keys to a building.

Landscaping, emergency telephones, and outdoor lighting on campus are designed for security, with the attempt to provide pedestrians peace of mind. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Groundskeeping personnel trim shrubs from sidewalks, walkways, and building entrances to provide a well-lighted route to buildings. All campus walkways are inspected at least twice a year to ensure adequate lighting. Burned-out lights are replaced promptly.

As needs are identified, new sidewalks are installed. New street lights and pedestrian walkway lights are added as new parking areas and walkways are developed or as roadways are changed and playing fields are relocated.

We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to the University Police at 570-450-3333.

## **PENN STATE'S RESPONSE TO SEXUAL AND GENDER VIOLENCE**

### **Personal Safety**

Theft, disorderly conduct, and alcohol-related offenses are very common on university campuses. However, they don't stand alone. Despite law enforcement's efforts, serious crimes do occur on campuses. It is important to report any suspicious incidents to police and always remain alert and vigilant.

One of the more serious crimes that too often is unreported is sexual assault. Often, sexual assault is very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those who may have been victims of sexual assault or who have a friend who has been sexually assaulted. We provide the following information to assist those help who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of a situation to prevent such serious crimes, including:

- Know your surroundings
- Be alert
- Call for help
- Report any suspicious activity/persons immediately

### **Defining Rape and Sexual Assault**

In Pennsylvania, RAPE is defined as when a person engages in sexual intercourse with a person by forcible compulsion or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring.

In Pennsylvania, SEXUAL ASSAULT is defined as when a person engages in sexual intercourse or deviate sexual intercourse with a complainant without the victim's consent.

While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons, such as knowing the perpetrator, or fear of retaliation, fear of parents knowing about the incident, and fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury that the victim is unaware of. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Contact the police – Sexual assault is a crime, it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

### **Our Commitment to Addressing Sexual Assault/Rape**

The University does not tolerate sexual misconduct or abuse, such as sexual assault, rape, or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, University policies (<http://guru.psu.edu/policies/ad12.html>), and may violate federal and state laws. Violations of this policy are subject to disciplinary sanctions through the Office of Student Conduct and/or those outlined in applicable University policies (please refer to Policy AD12 SEXUAL ASSAULT, RELATIONSHIP AND DOMESTIC VIOLENCE, AND STALKING). Please visit <http://studentaffairs.psu.edu/womenscenter/awareness/rapeandassault.shtml> to review procedures, policies, and protocols for reporting and addressing allegations of student sexual misconduct. The University provides the following rights to all sexual assault victims:

- Penn State will pay for all basic sexual assault-related care for students who receive care at Hazelton General Hospital.
- A member of the Victim’s Resource Center will provide advocacy for victims.
- On-campus counseling services are available to students through Counseling and Psychological Services (CAPS).

- “Trauma Drop” is a special procedure that enables victims of violence to retroactively withdraw from a semester or individual courses.
- Any person who is the victim of a sexual assault is encouraged to notify University Police, the Campus Health and Counseling Services or the Pennsylvania State Police as soon as possible following the incident. Services including a medical exam are available free of charge. It is important that any evidence pertaining to the assault, such as clothing and body fluids be preserved for collection by authorities. A number of free support services are also available to the victim of any criminal act through the Campus Police or the Campus Health and Counseling Services. Victims of sexual assault and other crimes of violence will be assisted in changing academic and/or living situations if so desired and reasonably available. Specific information on rape, non-stranger rape, and other sexual offenses is made available from public education programs conducted by the Campus Health and Counseling Services, the Office of Student Affairs and community based Victim’s Resource Center during student orientation and at various times throughout the year.

### **University Procedures for Responding to Reports of Sexual Assault**

If you or someone you know is the victim of a sexual assault, the victim has several rights, including:

- The right to report the incident to the University Police or local authorities. The University will assist victims in notifying either the University or local police. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.
- In addition to the campus services listed below, several community service organizations can provide counseling, mental health, and other related services to sexual assault victims. The Office of Women Students can assist with connecting victims to these services. Please note that not all services are available at all campus locations, see <http://studentaffairs.psu.edu/womenscenter/resources/ccsar.shtml> for more assistance.
  - **Center for Women Students** – advocacy, referrals and education ([www.sa.psu.edu/cws](http://www.sa.psu.edu/cws))
  - **Affirmative Action** – diversity education services ([www.psu.edu/dept/aaoffice](http://www.psu.edu/dept/aaoffice))
  - **University Health Services** – medical treatment ([www.sa.psu.edu/uhs](http://www.sa.psu.edu/uhs))
  - **Residence Life** – support and referrals ([www.sa.psu.edu/rl](http://www.sa.psu.edu/rl))
  - **Counseling Services** – counseling and referrals ([www.sa.psu.edu/caps](http://www.sa.psu.edu/caps))
  - **Judicial Affairs** – support, referrals, and resolution of complaints ([www.sa.psu.edu/ja](http://www.sa.psu.edu/ja))
  - **Police Services** – safety support ([www.psu.edu/dept/police](http://www.psu.edu/dept/police))
  - **Employee Assistance Program** – counseling for faculty/staff ([www.magellanassist.com](http://www.magellanassist.com))
  - **Victim Witness Advocate** – court accompaniment
  - **Community-based Rape Crisis/Domestic Violence Services** – shelter, support groups, counseling (listed in blue pages of phone book under “abuse”)

- ▶ Penn State Office of Human Resources – ([www.ohr.psu.edu](http://www.ohr.psu.edu))
  - ▶ Pennsylvania Coalition Against Rape – 24 hour hotline (1-800-932-4632) ([www.pcar.org](http://www.pcar.org))
  - ▶ Pennsylvania Coalition Against Domestic Violence – 24 hour hotline (1-800-692-7445) ([www.pcadv.org](http://www.pcadv.org))
- If a victim of a sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Office of Student Conduct, and other offices at the University, will assist the individual with making these changes, as long as they are reasonably available.

### University Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor or an adviser in the Center for Women Students, the Center for Psychological Services (CAPS), or another confidential counselor. The University Police are always available to assist a victim with getting the support she/he requests.

The University's student conduct process is designed to afford a complainant (the person who is bringing a charge) and a respondent (the person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help people who need support as they address these incidents.

The Office of Student Conduct manages the resolution proceeding in which a student is the alleged perpetrator. The full text of the protocol for how the University responds to sexual assault complaints through the campus conduct process can be found at <http://studentaffairs.psu.edu/conduct>. The Affirmative Action Office is responsible for managing proceedings for those cases in which an employee is the respondent.

In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.

During any sexual assault complaint proceeding, the University has a range of sanctions available. Those sanctions may range from probation to expulsion from the University, depending upon the nature and circumstances of the specific incident.

### Sexual Assault Prevention Education Programs

The Center for Women Students is primarily responsible for sexual assault education and awareness in collaboration with many offices at the University. Together, these offices offer a variety of programming focusing on sexual and gender violence. Below is a list of some of the programs available at the University.

- Rape Aggression Defense System (RAD) – in collaboration with University Police. A free 12-hour course for enrolled women students.
- Sexual Assault Familiarization Exchange System (SAFE) – in collaboration with University Police. A free 2-hour course by request.
- Sexual Assault Awareness Training

## Sex Offender Registration — Campus Sex Crimes Prevention Act

### Megan's Law

Members of the general public may request community notification flyers for information concerning sexually violent predators in a particular community by visiting the chief law enforcement officer in that community. In jurisdictions where the Pennsylvania State Police is the primary law enforcement agency, members of the general public may make such requests at the local Pennsylvania State Police Station in that community. This information is also available on the Pennsylvania State Police "Megan's Law" website (<http://www.pameganslaw.state.pa.us>).

## CAMPUS SECURITY POLICIES; CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

In addition to the many programs offered by the University Police and other University offices, the University has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

### Behavioral Threat Management Team

In order to enhance emergency preparedness and prevention efforts, Penn State has established a Behavioral Threat Management Team (BTMT). The objective of the BTMT is to systematically identify, evaluate, and manage potentially threatening situations, including persons of concern, at the University. The multidisciplinary team is composed of people from University campuses and surrounding communities.

In addition to the BTMT at the University Park campus, each Commonwealth campus also has a team, responsible for managing concerning situations on their respective campuses. While the Commonwealth campus BTMTs may consult with the University Park team at any time, more serious and complex cases are managed in consultation with the University Park BTMT.

If you would like further information about the BTMT, please visit the Behavioral Threat Management website at <http://btmt.psu.edu>.

### Weapons Policy

The possession, carrying, and use of weapons, ammunition, or explosives is prohibited on University-owned or -controlled property.

The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the University. At some campuses, University Police provides storage facilities for the personal weapons of members of the University community. Failure to comply with the University weapons policy will result in disciplinary action against violators.

### Pennsylvania Crime Victim Rights

#### Your Rights as a Crime Victim:

As a victim of crime, you have rights. Also, you can expect to receive information, practical and emotional support, and be able to participate in the criminal justice process. These standards were created to make sure that you are treated with dignity and respect at all times, regardless of your gender, age, marital status, race, ethnic origin, sexual orientation, disability or religion.

You have the right to be told...

- About basic services available to you in your county
- About certain court events, including information on bail, escape of offender, release of an offender
- About the details of the final disposition of a case

You have the right to receive...

- Notice of the arrest of the offender
- Information about restitution and assistance with compensation
- Accompaniment to all criminal proceedings by a family member, a victim advocate, or a support person

You have the right to provide input...

- Into the sentencing decision and to receive help in preparing an oral and/or written victim impact statement
- Into post-sentencing decisions

Please see the resource list for local victim assistance options.

For more information about your detailed rights or to file a complaint if you believe your rights have been violated, please contact: The Pennsylvania Crime Victims Office at [http://www.portal.state.pa.us/portal/server.pt/community/pcv\\_home/14554](http://www.portal.state.pa.us/portal/server.pt/community/pcv_home/14554).

\*Source: Pennsylvania Crime Victims (2012). "Your Rights as a Crime Victim" at [http://www.portal.state.pa.us/portal/server.pt/community/your\\_rights\\_as\\_a\\_crime\\_victim/14555](http://www.portal.state.pa.us/portal/server.pt/community/your_rights_as_a_crime_victim/14555).

## **Student Conduct**

### **The Office of Student Conduct**

The mission of the Office of Student Conduct is to promote a safe, orderly, and civil University community and to encourage and inspire students to become good citizens by engaging in personal responsibility, ethical decision making, and demonstrating respect for the rights and safety of others.

### **The Student Code of Conduct**

The Office of Student Conduct is responsible for administering the Code of Conduct for Students, which articulates the behavioral standards and the equitable procedures employed by the University to respond to allegations of student misconduct.

The Code of Conduct for Students is administered at all Penn State campuses on University property and may also address off campus student misconduct when a student's behavior affects a Substantial University Interest.

Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning or Disciplinary Probation to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract.

In most cases, the Office of Student Conduct will also assign developmental and educational interventions designed to promote greater awareness and improved decision making for students and to further deter future misconduct.

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus



operations, the Office of Student Conduct may assign an Interim Suspension and/or other actions, designed to protect the health and safety of the community and members therein.

The Office of Student Conduct is also responsible for conducting pre-admission, pre-enrollment, and re-enrollment reviews for prospective students with known behavioral problems.

Any individual or entity may submit reports alleging student misconduct to the Office of Student Conduct or Office of Student Affairs at Penn State Hazleton.

The Office of Student Conduct also provides outreach programming designed to inform and educate students and to promote the Penn State Principles. Please visit the Student Conduct website at <http://studentaffairs.psu.edu/conduct>, where you can find the Student Code of Conduct, Parental Notification Policy, Student Records Policy, and links to all policy and procedural guidelines related to the Student Conduct process. Students are encouraged to take the "Know the Code" quiz located on the Student Conduct website.

### **Additional Information Regarding the Student Code of Conduct**

The Pennsylvania State University is obligated to provide all students with the University regulations, policies, and procedures governing student conduct. Penn State policies and procedures, including the Code of Conduct for Students, and the Off-Campus Misconduct Policy are published on the Student Conduct website (<http://studentaffairs.psu.edu/conduct>).

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Office of Student Conduct at University Park.

This publication, as well as University regulations and policies and procedures governing student conduct, is available on the "Policies and Crime Statistics" channel of the Penn State Portal (<https://portal.psu.edu>).

## **Parental Notification Policy**

The University reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes Penn State to disclose disciplinary records concerning violations of the University's rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21, regardless of whether the student is a dependent.

The University may also report non-alcohol or drug-related incidents to parents or legal guardians of dependent students under circumstances described in the Student Guide to General University Policy and Rules. See the following website for the University Code of Conduct and additional information concerning Parental Notification <http://studentaffairs.psu.edu/judicial/policies/parents.shtml>.

### **Missing Student Policy**

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. The following policy and related procedures is Penn State's official Missing Student Policy.

When it is determined that a student is apparently missing from the University, staff at Penn State, in collaboration with campus and local law enforcement, will be guided by this Missing Student Policy and standing operating procedures, to locate the student.

#### **Provisions**

##### **NOTIFICATIONS**

Penn State has developed a list of titles of persons and offices to which students, employees, or others can contact if they have reason to believe a student who lives in on-campus student housing has been missing for 24 hours. This policy requires others who believe a Penn State student is missing to immediately notify specific staff in the University administration, University Police, and local law enforcement.

Specifically, staff in the Office of Residence Life, Assistant Vice President for Student Affairs and Student and Family Services, University Police Services and Public Safety, and the senior Student Affairs professional at a campus, should be contacted so that they can coordinate efforts to locate the student. The list of positions, offices, and contact information to be utilized if a student is reported missing from the campus is included at the end of this policy (University Contacts for Missing Students).

In addition to contacting these specific offices, anyone who has a concern that a student is missing should alert any Penn State employee who they think will aid in the investigation of a student disappearance. Beyond notifications made by campus employees to University staff, University Police, or campus security, in the absence of a campus police or campus security department, any missing student report must be referred immediately to the local law enforcement agency that has jurisdiction in the geographical areas around the specific campus location.

##### **REGISTERING AND NOTIFYING MISSING STUDENT CONTACTS**

In accordance with this policy, students will be notified annually that each residential student of the University has the option to confidentially designate an individual to be contacted by the Penn State administration no later than 24 hours after the time that it is determined the student is missing.

Penn State provides each student with the means and opportunity to register their confidential missing student contact information by logging into the University's eLion system and filling out the Address

and Contact Information form. This missing student contact person can be anyone. This option is provided to students even if a student has already registered an individual as a general emergency contact. The student also has the option to identify the same individual for both their general emergency contact and missing student contact.

Missing student contact information is registered confidentially. This information is private and only accessible to Penn State employees who are authorized campus officials. This information will not be disclosed to others with the exception to law enforcement personnel in the furtherance of a missing student investigation.

Penn State will notify the missing student's parents or guardian in addition to the person identified as the missing student's contact person of any student who is under 18 years of age and not an emancipated individual. The University will make contact no later than 24 hours after the time that the student is determined to be missing.

##### **NOTIFYING LAW ENFORCEMENT**

Penn State will also notify the appropriate local law enforcement agency of the missing student unless the local law enforcement agency was the entity that made the determination that the student was missing. This notification will include any missing student who lives in on-campus housing regardless of age or status, and regardless of whether he or she has registered a confidential missing student or general emergency contact person. This notification will be made no later than 24 hours after the time that the student is determined missing.

If the campus law enforcement personnel or campus security department has been notified that a student is suspected missing, and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours, Penn State staff will initiate emergency contact procedures as outlined in Penn State's policy and protocol.

##### **NOTIFYING LAW ENFORCEMENT**

Penn State Hazleton  
Director of Student Affairs and Student Enrollment  
76 University Drive  
Hazleton, PA 18202  
570-450-3159

### **Daily Crime and Fire Log**

Penn State Hazleton University Police use the Visual Alert Records Management System. The computerized system allows for the storage and retrieval of reported information. A daily log of Police Services Activity is maintained in the public area of the department office. This information is readily available to anyone interested. Further information related to crime and statistics can be obtained by contacting the University Police.



## Crime Prevention and Safety Awareness Programs

### COMMUNITY EDUCATION

The Penn State Hazleton University Police has offered or has available for persons to receive, the following programs:

#### Operation ID (engraving)

University Police to provide engraving tool and instruction to those interested in marking their valuable items such as electronics for future identification.

#### R.A.D. program (Rape Aggression Defense)

A program taught by University Police that covers the avoiding of and defending of attacks on women. It is offered each semester.

#### Penn State SAFE (Student Alcohol Feedback and Education)

Penn State SAFE is an on-line alcohol education program that uses evidence-based strategies to educate students about alcohol and its effects on the body. All first-year students who are 21 or younger at all Penn State campuses are required to complete the program prior to matriculation. *Fall 2012: 358 students completed the program during the implementation period.*

#### Penn State AWARE (Sexual Assault Education)

Penn State AWARE is an online sexual violence education program. All first-year students, regardless of age, at all 20 Penn State campuses are required to complete the program prior to matriculation. The program educates students about sexual assault and sexual harassment. The program helps students develop practical skills to keep themselves and their friends safe. *Fall 2012: 334 students completed the program during the implementation period.*

#### Resident Advisors (RA) Training

Educational programming by University Police to incoming and established RAs covering aspects such as crime types, reporting crimes, responding to and reporting incidents, awareness and identification, emergency action principles, etc., and is provided at the start of the fall semester.

#### Sexual Assault Awareness

Educational program by University Police covering aspects of sexual assault occurrences and prevention, and is offered each semester.

#### Crimes Prevention/Crime Watch Program

Programs by University Police dealing with Crime Prevention practices and techniques, avoiding becoming victims, forming and maintaining Crime Watch groups, etc., are provided upon request.

In 2012, 982 members of the University community attended 35 community education classes.

## PENN STATE UNIVERSITY POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

### Penn State's Alcohol and Drug Policy

Federal law requires Penn State to notify annually all faculty, staff, and students of certain information pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities. The information included in this report complies with the Drug-Free Schools and Campuses Regulations' annual notification requirements.

The University prohibits the unlawful possession, use, manufacture, or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds, or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room except by individuals who are 21 years or older at campuses where alcoholic beverages are permitted. This also includes prohibiting the presences of students under the age of 21 in residence hall rooms where alcohol is present. In addition, the smoking of any material is prohibited in all facilities of Penn State University at all locations.

### Areas Open to the Public

The Pennsylvania State University prohibits the possession and use of alcoholic beverages in areas open to the public, including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the Commonwealth, may be permitted at University-sponsored activities in areas designated by, and with the prior approval of, the University Risk Manager at the University Park campus; the Senior Vice President for Health Affairs and Dean of the College of Medicine, Penn State Milton S. Hershey Medical Center; or at other non-University Park locations, the Chancellor or appropriate campus/center executive officer responsible for the area requested.

### Private or Closed Areas

The possession and use of alcoholic beverages are prohibited in conference rooms, offices, office reception rooms, closed buildings, and areas of buildings not open to the public or from which the public has been excluded, except: the use of alcoholic beverages, subject to the laws of the Commonwealth, may be permitted in specific private or closed areas designated by, and with the prior approval of, the appropriate person responsible for the area of request.

### Education and Research Areas

The Pennsylvania State University specifically prohibits the use, possession, and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings, arenas or areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not be granted to use or possess alcoholic beverages in a facility that is being used for one of the above functions. (Please consult Policy AD18, Use and Distribution of Alcoholic Beverages (<http://guru.psu.edu/policies/AD18.html>), for more information.)

### Policies Specific to Faculty and Staff

As a condition of University employment, every employee shall abide by the terms of this policy. Any employee who violates this policy is subject to Penn State sanctions, including dismissal, as well as criminal sanctions provided by federal, state, or local law.

An employee may be required to participate in a drug abuse or drug rehabilitation program. An employee must notify his or her supervisor of any criminal drug conviction for a violation occurring in the University workplace no later than five (5) days after such conviction. Please consult Policy AD33, A Drug-Free Workplace for more information (<http://guru.psu.edu/policies/AD33.html>.)

### Policies Specific to Penn State Students

Any student who violates this policy is subject to disciplinary action including sanctions as outlined in the Student Code of Conduct in addition to any penalties resulting from violating local, state, and/or federal law. Disciplinary sanctions may include: Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning or Disciplinary Probation to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract. In most cases, the Office of Student Conduct will also assign developmental and educational interventions designed to promote greater awareness and improved decision making for students and to further deter future misconduct.

### Residence Life Alcohol Policy

#### Alcohol And Illegal Substances

##### ALCOHOL POLICY

It is a violation of state law and university policy for a student under 21 years of age to attempt to purchase, consume, possess, or transport alcoholic beverages. It is unlawful to sell, furnish, and give alcoholic beverages or to permit alcoholic beverages to be sold, furnished, or given to any minor.

Residents will be held responsible for activities that occur in their rooms, and will be referred to the Office of Residence Life, the Office of Judicial Affairs, and/or University Police if guests are violating the on-campus alcohol policies listed above.

Failure to comply with the direction or to present identification to University officials acting in the performance of their duties is a violation of the Student Code of Conduct and will result in a referral to the Office of Residence Life or the Office of Judicial Affairs.

It is against the Student Code of Conduct to supply false information, such as name, age, etc. to University Officials who are acting in the performance of their duties.

##### ILLEGAL SUBSTANCES (DRUGS)

It is a violation of state law and University policy to illegally possess, use, distribute, manufacture, sell, or be under the influence of other drugs. Students who violate this policy will be referred to the Office of Residence Life, the Office of Judicial Affairs, and/or University Police.

It is against residence hall policy for a student to be in a residential area (room, common area, common building, building entryway, or quad area immediately adjacent to the residence halls) and in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Office of Residence Life, the Office of Judicial Affairs and/or University Police.

## Alcohol Poisoning is a Medical Emergency.

Call for help. You could save someone's life.

ON-CAMPUS: 450-3333 • OFF-CAMPUS: 911

### Know the signs:

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

### Know how to help:

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



### Pennsylvania Alcohol-Related Offenses

#### Underage Drinking

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

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

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

Penn State University has a zero-tolerance policy associated with students consuming beverage alcohol under the age of 21. Not only is this against the Pennsylvania law, it is also a violation of the Student Code of Conduct.

#### Carrying False I.D.

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

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

## Public Drunkenness

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

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

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

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

## Driving Under the Influence (DUI) Law

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

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

It is illegal for anyone under 21 years of age to drive a vehicle with a blood alcohol content of .02 percent or higher. A first-time offense individual, under certain circumstances, may qualify for an Accelerated Rehabilitative Disposition (ARD) program.<sup>2</sup>

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



## Selling or Furnishing Alcohol to Minors

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

## Refusing a Chemical Test

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

For more information about all alcohol-related offenses in Pennsylvania, see [www.lcb.state.pa.us/PLCB/Education/index.htm](http://www.lcb.state.pa.us/PLCB/Education/index.htm). Click on "Alcohol & the Law."

## Open Container Law

In Pennsylvania, there is no state law to prohibit open containers of alcohol in public. However, many local governments have enacted such ordinances. For more information about all alcohol-related offenses in Pennsylvania, see [www.lcb.state.pa.us](http://www.lcb.state.pa.us). Click on "Alcohol & the Law."

## Related Drug Offenses

### Possession of Marijuana

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

Persons engaged in such activity will most likely be faced with criminal charges and charged with a violation of the Student Code of Conduct.

<sup>2</sup> Depending on your Blood Alcohol level, you may be charged under additional subsections of the DUI statute. Note: If a student is from a state other than Pennsylvania and the home state is part of the national compact on DIO enforcement (46 states are), the student *must fulfill these penalties in Pennsylvania* and his/her license from the home state will be suspended, if applicable..





The charges for marijuana possession include:

Quantity	Charge	Jail Time	Fine
30 grams or less	Misdemeanor	30 days	0-\$500
Over 30 grams	Misdemeanor	1 year	0-\$5,000

### Possession of Other Drugs

In Pennsylvania, the penalties for being convicted of possession of a controlled substance such as heroin, cocaine, methamphetamines, prescriptions, ecstasy, and LSD vary by type of substance and quantity of the substance possessed. Charges also vary by first, second and subsequent offenses. Charges may include jail time, fines, drug counseling, and suspension of driver's license.

### Possession of Drug Paraphernalia

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

### Synthetic Marijuana

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

## Controlled Substances Act

Schedule of Controlled Substance Categories and Examples	For Felony Delivery and Obtaining Possession thru Forgery or Fraud	For Misdemeanor Possession
<p><b>Schedule I:</b> Substances with a high potential for abuse, no currently accepted medical use in the U.S. and a lack of accepted safety for use under medical supervision.</p> <ul style="list-style-type: none"> <li>Gama Hydroxybutyric Acid (GHB)</li> <li>Heroin</li> <li>LSD</li> <li>Methaqualone</li> <li>Mescaline</li> <li>Ecstasy</li> <li>Psilcybin/Psilocyn (mushrooms)</li> <li>Phencyclidine (PCP)</li> <li>Tetrahydrocannabino/S (THC)</li> <li>Marijuana &amp; Hashish:               <ul style="list-style-type: none"> <li>1,000 kg. or more</li> <li>50 kg. to 999 kg.</li> <li>Under 50 kg.</li> </ul> </li> </ul>	<p>Jail: 5 years to life Fine: Up to \$4,000,000</p> <p>Jail: 10 years to life Fine: Up to \$4,000,000</p> <p>Jail: 5 to 40 years Fine: Up to \$2,000,000</p> <p>Jail: Up to 5 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule II:</b> Substances with a high potential for abuse, currently accepted medical use in the U.S., or with severe restrictions, and abuse may lead to severe psychological or physical dependence.</p> <ul style="list-style-type: none"> <li>Morphine</li> <li>Methadone</li> <li>Amphetamine</li> <li>Cocaine</li> <li>Methamphetamine</li> <li>Oxycodone</li> </ul>	<p>Jail: Up to 20 years Fine: Up to \$1,000,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule III:</b> Substances with less abuse potential than Schedules I and II; an accepted medical use, and low to moderate dependence from abuse.</p> <ul style="list-style-type: none"> <li>Anabolic Steroids</li> <li>Codeine Compounds</li> <li>Ketamine (Special K)</li> <li>Phendimetrazine</li> <li>Tincture of Opium</li> </ul>	<p>Jail: Up to 5 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule IV:</b> Substances with a lower potential for abuse than Schedule III; an accepted medical use; and limited dependence from abuse.</p> <ul style="list-style-type: none"> <li>Valium</li> <li>Ativan</li> <li>Xanax</li> </ul>	<p>Jail: Up to 3 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule V:</b> Substances with a lower potential for abuse than Schedule IV; an accepted medical use; and limited dependence from abuse.</p> <ul style="list-style-type: none"> <li>Parapectolin</li> <li>Robitussin AC</li> </ul>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>

\* The Controlled Substances Act (CSA), Title II of the Comprehensive Drug Abuse Prevention and Control Act of 1970.

Federal law also allows for the possibility of loss of property and federal grants as defined by the Controlled Substances Act and regulation 21CFR 1300.11–1300.15.

**For more information, visit [www.usdoj.gov/dea/pubs/scheduling](http://www.usdoj.gov/dea/pubs/scheduling)**

## Drugs Risks and Consequences

SUBSTANCE Other Names	Potential for Dependence		Risks and Effects		
	Physical	Psycho-logical	Short-Term	Long-Term	Overdose
<b>ALCOHOL</b> Beer, Distilled liquor, Ethanol, Wine	High	High	<ul style="list-style-type: none"> <li>Impaired judgment &amp; vision</li> <li>Lowered inhibitions</li> <li>Loss of motor skills &amp; coordination</li> <li>Slurred speech</li> <li>Confusion</li> <li>Euphoria</li> <li>Impaired balance and coordination</li> <li>Memory loss</li> <li>Slowed reaction time</li> <li>Slowed thinking</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular disease</li> <li>Hypertension</li> <li>Liver damage</li> <li>Neurologic damage</li> <li>Toxic psychosis</li> <li>Cardiovascular damage</li> <li>Frequent respiratory infections</li> <li>Impaired learning</li> <li>Impaired memory</li> <li>Increased heart rate</li> <li>Tolerance and addiction</li> </ul>	<ul style="list-style-type: none"> <li>Coma</li> <li>Possible death</li> </ul>
<b>CANNABIS</b> Hash oil, Hashish, Grass, Marijuana, Pot, Weed	Low	Moderate	<ul style="list-style-type: none"> <li>Confusion</li> <li>Fatigue</li> <li>Feeling of well-being, irritability</li> <li>Lowered blood pressure</li> <li>Lowered inhibitions</li> <li>Poor concentration</li> <li>Reduced anxiety</li> <li>Sedation</li> <li>Slowed pulse and breathing</li> <li>Slurred speech</li> <li>Altered stated of perception</li> <li>Increase body temperature, heart rate, blood pressure</li> <li>Loss of appetite</li> <li>Nausea</li> <li>Numbness</li> <li>Sleeplessness</li> <li>Tremors Weakness</li> </ul>	<ul style="list-style-type: none"> <li>Anxiety</li> <li>Dizziness</li> <li>Hallucinations</li> <li>Insomnia</li> <li>Loss of peripheral vision</li> <li>Nausea</li> <li>Seizures</li> <li>Weak, rapid pulse</li> <li>Toxic psychosis</li> <li>Tremors</li> <li>Hallucinogen Persisting Perception Disorder (flashbacks)</li> <li>Intensify existing psychosis</li> <li>Violent behavior</li> </ul>	<ul style="list-style-type: none"> <li>Insomnia</li> <li>Hyperactivity</li> <li>Panic attack</li> <li>Paranoia</li> <li>Possible toxic reaction if combined with other chemicals</li> </ul>
<b>DEPRESSANTS</b> Barbiturates, Benzodiazepine, Date rape drug, Liquid ecstasy, Flunitrazepam, GHB, Methaqualone, Special K, Xanax	High	High	<ul style="list-style-type: none"> <li>Confusion</li> <li>Fatigue</li> <li>Feeling of well-being, irritability</li> <li>Lowered blood pressure</li> <li>Lowered inhibitions</li> <li>Poor concentration</li> <li>Reduced anxiety</li> <li>Sedation</li> <li>Slowed pulse and breathing</li> <li>Slurred speech</li> <li>Altered stated of perception</li> <li>Increase body temperature, heart rate, blood pressure</li> <li>Loss of appetite</li> <li>Nausea</li> <li>Numbness</li> <li>Sleeplessness</li> <li>Tremors Weakness</li> </ul>	<ul style="list-style-type: none"> <li>Anxiety</li> <li>Dizziness</li> <li>Hallucinations</li> <li>Insomnia</li> <li>Loss of peripheral vision</li> <li>Nausea</li> <li>Seizures</li> <li>Weak, rapid pulse</li> <li>Toxic psychosis</li> <li>Tremors</li> <li>Hallucinogen Persisting Perception Disorder (flashbacks)</li> <li>Intensify existing psychosis</li> <li>Violent behavior</li> </ul>	<ul style="list-style-type: none"> <li>Blackouts</li> <li>Cold, clammy skin</li> <li>Coma</li> <li>Life threatening withdrawal</li> <li>Possible death</li> <li>Respiratory depression and arrest</li> <li>Toxic reaction if combined with alcohol</li> </ul>
<b>HALLUCINOGENICS</b> Acid, Angel Dust, Crystal, LSD, MDA, Mescaline, Mushrooms, PCP, Peyote, Phencyclidine, Psilocybin	Low / Unknown	Unknown	<ul style="list-style-type: none"> <li>Impaired judgment</li> <li>Headache</li> <li>Nausea, vomiting</li> <li>Poor coordination</li> <li>Slurred speech</li> <li>Confusion</li> <li>Constipation</li> <li>Drowsiness</li> <li>Euphoria</li> <li>Nausea</li> <li>Pain relief</li> <li>Sedation</li> <li>Staggering gait</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular and nervous system damage, leading to inability to walk, talk, or think</li> <li>Cramps</li> <li>Depression</li> <li>Loss of muscle tone</li> <li>Memory impairment</li> <li>Mild withdrawal</li> <li>Muscle wasting and weakness</li> <li>Weight loss</li> <li>AIDS &amp; Hepatitis infection</li> <li>Malnutrition</li> </ul>	<ul style="list-style-type: none"> <li>Intense, prolonged hallucinations</li> <li>Possible sudden death</li> <li>Psychosis</li> <li>Coma</li> <li>Possible sudden death</li> <li>Possible toxic reaction</li> <li>Unconsciousness</li> </ul>
<b>INHALANTS</b> Gases, Solvents	High for chronic, long-term abuse	High for chronic, long-term abuse	<ul style="list-style-type: none"> <li>Confusion</li> <li>Constipation</li> <li>Drowsiness</li> <li>Euphoria</li> <li>Nausea</li> <li>Pain relief</li> <li>Sedation</li> <li>Staggering gait</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular and nervous system damage, leading to inability to walk, talk, or think</li> <li>Cramps</li> <li>Depression</li> <li>Loss of muscle tone</li> <li>Memory impairment</li> <li>Mild withdrawal</li> <li>Muscle wasting and weakness</li> <li>Weight loss</li> <li>AIDS &amp; Hepatitis infection</li> <li>Malnutrition</li> </ul>	<ul style="list-style-type: none"> <li>Coma</li> <li>Possible sudden death</li> <li>Possible toxic reaction</li> <li>Unconsciousness</li> </ul>
<b>NARCOTICS</b> Codeine, Demerol HCL, Heroin, Meperidine, Morphine, Opium, Oxycodone, Vicodin	High	High	<ul style="list-style-type: none"> <li>Appetite loss</li> <li>Excitement &amp; euphoria</li> <li>Feeling of well being</li> <li>Increased alertness</li> <li>Increased blood pressure, pulse</li> <li>Insomnia</li> </ul>	<ul style="list-style-type: none"> <li>Insomnia</li> <li>Nervous system damage</li> <li>Organ/tissue damage</li> <li>Paranoia</li> <li>Psychosis</li> <li>Weight loss</li> </ul>	<ul style="list-style-type: none"> <li>Clammy skin</li> <li>Coma</li> <li>Convulsions</li> <li>Death</li> <li>Respiratory arrest</li> <li>Shallow perspirations</li> <li>Tolerance, addiction</li> <li>Toxic reaction if combined with alcohol</li> </ul>
<b>STIMULANTS</b> Amphetamine, Cocaine, Ecstasy, MDMA, Methylphenidate, Phenmetrazine, Ritalin	Possible	High	<ul style="list-style-type: none"> <li>Bad breath</li> <li>Bad taste in mouth</li> <li>Decreased lung capacity</li> <li>Increased blood pressure</li> <li>Increased heart rate</li> </ul>	<ul style="list-style-type: none"> <li>Adverse pregnancy outcomes</li> <li>Cardiovascular disease</li> <li>Cancer</li> </ul>	<ul style="list-style-type: none"> <li>Agitation</li> <li>Convulsions</li> <li>Hallucinations</li> <li>Heart attack, stroke</li> <li>High blood pressure</li> <li>Loss of consciousness</li> <li>Seizures</li> <li>Temperature increase</li> <li>Possible death</li> </ul>
<b>TOBACCO</b> Chewing/Smokeless Tobacco, Cigarettes, Cigars, Nicotine	High	High	<ul style="list-style-type: none"> <li>Bad breath</li> <li>Bad taste in mouth</li> <li>Decreased lung capacity</li> <li>Increased blood pressure</li> <li>Increased heart rate</li> </ul>	<ul style="list-style-type: none"> <li>Adverse pregnancy outcomes</li> <li>Cardiovascular disease</li> <li>Cancer</li> </ul>	<ul style="list-style-type: none"> <li>Possible death</li> </ul>

### Notes:

- Alcohol and other drug use during pregnancy increases risk of physical harm to fetus.
- Additional risks of harm may occur from toxic impurities present in street drugs.
- Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.
- Drugs taken by injection can increase the risk of infection (e.g., HIV, hepatitis, etc.) through needle contamination.

**For more information, visit:**  
[www.drugabuse.gov](http://www.drugabuse.gov)  
[www.samhsa.gov](http://www.samhsa.gov)

## Drug and Alcohol Abuse Education Programs

### Resources for Faculty and Staff

Penn State's Employee Assistance Program (EAP) is available for Penn State employees if they have a problem with substance abuse or if someone they know may have a problem. If you suspect that you or someone close to you may have a problem with alcohol or other drugs . . . stop hurting and start healing.

- Penn State faculty and staff can reach the EAP 24 hours a day, 7 days a week, by calling 1-866-749-1735.
- Any employee or supervisor with additional questions related to alcohol and other drug problems may contact:  
Office of Human Resources: Health Matters 814-865-3085.



### Resources for Students

Campus Resources		
Health Services	Physical Education Building	570-450-3029
Counseling Services (CAPS)	Butler Building	570-450-3027
Center for Women Students		
Victim's Resource Center Office		570-823-0766
Victim's Resource Center Hotline		866-206-9050
Disability Services	Butler Building	570-450-3005
Office of Student Conduct	Butler Building	570-450-3067
Academic Adjustment	Administration Building	570-450-3194

Community Resources		
Alcoholics Anonymous (AA)		800-640-7545
Serento Gardens Alcoholism and Drug Services	West Broad St. Hazleton, PA	570-455-9902
HELP line		888-829-1341

## ANNUAL DISCLOSURE OF CRIME STATISTICS

While the Penn State University Hazleton campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics, other common crimes that occur on campus are outlined below.

### Theft

Theft is a common occurrence on college campuses. Often, this is due to the fact that theft is a crime of opportunity. Confined living arrangements, recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities. Occupants of the residence halls often feel a sense of security and home atmosphere and become too trusting of their peers, while others leave classrooms and laboratories unlocked when not occupied for short periods of time.

It is important to be very vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim to theft:

- Keep doors to residence halls, labs, classrooms locked when not occupied.
- Don't provide access to unauthorized persons in the buildings or classrooms.
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer.
- Keep a list of all valuable possessions including the makes, models, and serial numbers.
- Take advantage of the Engraving Programs to have all valuables engraved with specific identifying marks.
- Don't leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time.
- Don't lend credit cards or identification cards to anyone.
- Report loitering persons or suspicious persons to police immediately; don't take any chances.



### Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involve fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account, or credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them.

You can take measures to prevent this from happening to you:

- Do not give anyone your personal information unless there is a legitimate reason to trust them.
- Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.
- Examine financial information often to assure all transactions are authorized and accounted for.
- Use security software and install of firewall on computers.

### Clery Act Crimes

The following crime statistics are for selected crimes that were reported to campus security authorities or local police agencies. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported on liquor laws, drug laws, and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations and not the number of offenses documented.

The University Police collects the crime statistics disclosed in the charts through a number of methods. Police dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the University Police maintains, the following statistics also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the subcategories on liquor laws, drug laws, and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

## Definitions of Reportable Crimes

**Murder/Manslaughter** – defined as the willful killing of one human being by another.

**Negligent Manslaughter** – defined as the killing of another person through gross negligence.

**Forcible sex offenses** – defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

**Non-forcible sex offense** – unlawful, non-forcible sexual intercourse, including incest and statutory rape.

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

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

**Burglary** – unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft** – theft or attempted theft of a motor vehicle.

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

**Hate Crimes** – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of prejudice listed to the right, plus the following crimes.

**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.

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

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

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



## Categories of Prejudice

**Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

**Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Ethnicity/national origin** – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.

**Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

**CRIME STATISTICS: CLERY DATA REPORTED TO UNIVERSITY POLICE**

The following annual security report provides crime statistics for selected crimes that have been reported to local police agencies or to campus security authorities. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub-categories on liquor laws, drug laws, and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented. This report complies with 20 U.S. Code Section 1092 (f).

OFFENSES	2010				2011				2012			
	On-Campus	Residence Hall	Public Property	Non-Campus	On-Campus	Residence Hall	Public Property	Non-Campus	On-Campus	Residence Hall	Public Property	Non-Campus
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Forcible*	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	1	0	0	0
Burglary	9	9	0	0	2	1	0	0	2	2	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	5	5	0	0	2	1	0	0
Alcohol	19	19	0	0	9	9	0	0	19	19	0	0
<b>REFERRALS</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	5	0	0	0	3	3	0	0	16	7	0	0
Alcohol	6	5	0	0	5	5	0	0	19	14	0	0
<b>HATE CRIMES</b>												
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0

**Hate Crime Key:** (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender

# Pennsylvania Uniform Crime Report Act

Crime Statistics are reported to the Pennsylvania State Police for annual publication in "Crime in Pennsylvania, the Uniform Crime Report of the Commonwealth." These statistics are also available in the U.S. Department of Justice Publication, Crime in the United States, which is available at all public libraries and most law enforcement agencies within the United States. Crime statistics are also available by writing to University Police, The Pennsylvania State University, 30 Eisenhower Parking Deck, University Park, PA 16802-2116 or can be accessed on the internet at <http://www.police.psu.edu>.

CAMPUS: Hazleton	2010			2011			2012		
	ON CAMPUS			ON CAMPUS			ON CAMPUS		
	ACTUAL OFFENSES	*CRIME RATE	ARREST DATA	ACTUAL OFFENSES	*CRIME RATE	ARREST DATA	ACTUAL OFFENSES	*CRIME RATE	ARREST DATA
<b>PART I OFFENSES</b>									
<b>CRIMINAL HOMICIDE</b>									
Murder & Non-negligent Manslaughter									
Manslaughter by Negligence									
<b>FORCIBLE RAPE</b>									
Rape by Force									
Assault to Rape - Attempts									
<b>ROBBERY</b>									
Firearm									
Knife or Cutting Instrument									
Other Dangerous Weapon									
Strong Arm (Hands, Feet, etc.)									
<b>ASSAULT</b>									
Firearm									
Knife or Cutting Instrument									
Other Dangerous Weapon							1	82	1
Hands, Fists, Feet, etc.									
<b>BURGLARY</b>									
Forcible Entry				1	77	0	1	82	0
Unlawful Entry - No Force	2	142	0				1	82	0
Attempted Forcible Entry									
<b>LARCENY - THEFT (Exc. Motor Vehicles)</b>	20	1419	0	6	464	0	11	903	0
<b>MOTOR VEHICLE THEFT</b>									
Autos									
Trucks and Buses									
Other Vehicles									
<b>ARSON</b>									
<b>TOTAL PART I OFFENSES</b>	<b>22</b>	<b>1561</b>	<b>0</b>	<b>7</b>	<b>541</b>	<b>0</b>	<b>14</b>	<b>1149</b>	<b>1</b>
<b>PART II OFFENSES</b>									
<b>Assaults - Non-Aggravated</b>	1	71	0						
<b>Forgery and Counterfeiting</b>									
<b>Fraud</b>									
<b>Embezzlement</b>									
<b>Stolen Prop., Rec., Possess., etc.</b>									
<b>Vandalism</b>	8	568	1	12	928	1	12	985	3
<b>Weapons, Carrying, Possess., etc.</b>									
<b>Prostitution &amp; Commercialized Vice</b>									
<b>Sex Offenses (Exc. Prostitution &amp; Rape)</b>									
<b>Drug Abuse Violations</b>									
<b>S</b> Opium-Cocaine									
<b>A</b> Marijuana							1	82	1
<b>L</b> Synthetic									
<b>E</b> Other									
<b>P</b> Opium-Cocaine									
<b>O</b> Marijuana	1	71	0	3	232	5	3	246	1
<b>S</b> Synthetic									
<b>S</b> Other									
<b>Gambling</b>									
Book Making									
Numbers, etc.									
<b>Offenses Against Family &amp; Children</b>									
<b>Driving Under the Influence</b>									
<b>Liquor Laws</b>	12	851	19	8	618	9	17	1396	19
<b>Drunkness</b>				1	77	1			
<b>Disorderly Conduct</b>	4	284	1	5	386	5	9	739	4
<b>Vagrancy</b>									
<b>All Other Offenses (Exc. Traffic)</b>	4	284	1	6	464	2	1	82	0
<b>TOTAL PART II OFFENSES</b>	<b>30</b>	<b>2129</b>	<b>22</b>	<b>35</b>	<b>2705</b>	<b>23</b>	<b>43</b>	<b>3530</b>	<b>28</b>
<b>TOTAL PART I &amp; PART II OFFENSES</b>	<b>52</b>	<b>3690</b>	<b>22</b>	<b>42</b>	<b>3246</b>	<b>23</b>	<b>57</b>	<b>4679</b>	<b>29</b>

Hazleton	
Full Time Employees	158
Students	1060

\*RATE: Per 100,000 population. Population is calculated using full-time equivalent students, faculty, and staff.

\*\*Reasonably contiguous buildings/property owned by Penn State or student organizations recognized by Penn State.

(" ) " indicates the number of incidents, if any, that are classified as hate crimes by the Hate Crimes Statistics Act (28 U.S.C. 534).

Footnote: These statistics comply with the Pennsylvania Campus Security Act (PA Title 24 Section 2502-1 to -5) enacted May 1988.

(a) Aggravated Assault



# Housing Report

## (1) Types of student housing available (on-campus, off-campus; single room, double, group; single sex, coed; undergraduate, graduate, married; etc.)

Undergraduate On-Campus Housing	Double Rooms	Suites	Singles	Apartments
Penn State Altoona	X	X		
Penn State Beaver	X			
Penn State Berks		X	X	
Penn State Erie, The Behrend College	X	X	X	X
Penn State Greater Allegheny	X			
Penn State Harrisburg		X	X	X
Penn State Hazleton	X	X		
Penn State Mont Alto	X	X		

All campus residence halls are co-ed within a building but single gender within a room, suite, or apartment. Housing for graduate or married students is not available, nor is family housing.

## (2) Policies on housing assignments and requests by students for assignment changes

### Assignment Policies:

Students are able to request a roommate when they accept their contract; every effort is made to honor mutual roommate requests. However, a student may state that their preferred room type or location is more important than their preferred roommate; if the preferred room type or location will not accommodate their roommate, they are then assigned to the preferred room without their requested roommate.

### Opportunities to Change Room Assignments

A direct room exchange is a change of assignment with another student of the same gender and may be processed for most types of accommodations. Direct room exchanges must be completed online through [www.eLiving.psu.edu](http://www.eLiving.psu.edu). A direct room exchange cannot be processed for students assigned to a medically equipped room due to a medical need, such as air conditioning, unless the change is to a similarly equipped room. A direct room exchange cannot be processed if the student is assigned to a Special Living Option through a Special Living Option Contract, sorority housing, or certain other special housing. Direct room exchanges can be processed only through the 15th week of the semester.

An open room change is a change of assignment to a vacant space. A student interested in changing their room assignment for spring semester may do so during the posted time periods beginning in November and continuing through early December. During the posted time periods, students will be informed where to view the list of rooms being vacated for spring semester. Interested students must follow the process outlined for requesting a room change. The Housing and Food Services office will process the change and notify



the student when the request is complete. After the second week of spring semester, depending on room availability, a list of vacancies is posted at the Housing and Food Services office. Room changes are processed on a first-come, first-served basis to an available space in accordance with the policy/instructions provided with the posting. After the open room change period ends and supplemental rooms have been emptied, Housing and Food Services will consolidate vacancies. Upon notification, if a student has a vacancy in their room, they may choose from the following options:

1. Space permitting, retain the room for the rest of the semester on a reduced-capacity basis for an additional charge. All students assigned to supplemental living accommodations must be reassigned to permanent living accommodations before such requests will be honored; or
2. Process a room change to a vacancy in a similar room (same capacity) with another student of the student's choice; or
3. Have their room placed on a list of rooms available for new students or current students whose circumstances warrant a room assignment change to select for assignment. Once a roommate is assigned, the student will not have the option to pay the additional fee and maintain the room in a reduced-capacity manner.

### Emergency Room Changes

An emergency room change will be arranged only when all other options to resolve differences between roommates have been thoroughly explored. If a student feels that an emergency room change is needed, the student must discuss the issue with a Residence Life staff member. If the staff member determines that an emergency exists and space is available, they will contact the Housing and Food Services office to process a change in assignment.

### **(3) Policies concerning the identification and admission of visitors in student housing facilities**

#### **GUESTS**

The residence halls are intended for use by residents of the building and their invited guests. A guest is defined as a person visiting a resident of the residence hall at the resident's invitation. Delivery persons are not considered to be guests for purposes of this policy.

To ease the congestion of the move-in period and to allow roommates the opportunity to discuss what to do about overnight guests in the room, no overnight guests will be allowed in the residence halls until the first day of classes, and then only with the permission of the roommate.

The following stipulations relate to all guests:

1. The host student is responsible for ensuring that their guests are aware of University and residence hall policies. Guests are held responsible for their own actions and for knowledge of University and residence hall regulations. However, hosts may be held accountable for damages done by their guests, unless the guest can be identified as a University student. Hosts may also be held accountable for their guests' behavior.
2. Residents may have guests in their rooms only if there is no objection from their roommate(s).
3. Neither room keys nor door access cards will be provided for guests. Residents are not to give their keys or Penn State id+ Card to a guest for them to gain entrance to the room or the building.
4. Students may have an overnight guest in their room for a maximum of three consecutive nights. The University reserves the right to revoke this privilege. Guests may not move from one host's room to another to extend their stay in the residence halls.
5. Only residents and their invited guests are permitted in the living areas of the building other than the lobby. These areas include individual rooms and floor lounges. Individuals found in the building who are not residents or guests of residents are considered trespassing.
6. Guests are to use the appropriate gender restroom/shower facilities.
7. All guests must be escorted by a resident of the building at all times. A staff member may confront an individual if he/she is not recognized as a resident of that building and/or if a resident of the building is not escorting the individual.

Students charged with violations of the guest regulation will be subject to University disciplinary action. An unescorted guest who is a University student will be subject to University discipline.

Students who need a cot and/or linens should make arrangements at the Housing and Food Services office. Charges for these services should be paid in advance; the deadline for reservations is 3:00 p.m., Monday through Friday.



#### **Escort Policy – All residence halls operate under 24-hour card access.**

1. Only residents and their guests are permitted in the living areas of the building, i.e., locations other than the lobby and which include individual rooms and floor lounges.
2. Guests are to use the appropriate restroom/shower facilities, i.e., male and female.
3. All guests (both male and female) must be escorted by a resident of the building at all times.

#### **(4) Measures to secure entrances to student housing facilities**

Every residence hall is equipped with an electronic, computerized card access and CCTV system that permits access to the hall by residents of the building only. The system is operational 24 hours a day, seven days a week. Adjustments to access hours may be made during the fall arrival period and spring semester closing.

Students may enter only their assigned building by swiping their id+ cards in the card reader, located at the front lobby, and—in some halls—at other doors. If the id+ card fails to unlock the door of the student's assigned residence hall, the student may gain entry with the assistance of a roommate, the staff member on duty, or in an extreme emergency, by contacting University Police. If a student has pizza or other food items delivered, the student must be in the lobby to meet the vendor at the front door. The delivery person will not be given access to the lobby. Students who want to visit a resident who lives in another building will need to announce their planned arrival using the telephone provided in the area or the commons building. The resident host must come to the entrance and escort the visiting student to the room, and later out of the residence hall.

If students or guests leave the hall through any of the regular building exits, they should be aware that exit doors are not to be held open for prolonged periods of time. An alarm at the door will sound and someone will be dispatched to determine if the door has been blocked open. Residents are not permitted to allow access to the buildings to anyone other than themselves and their invited guests.

## Student Involvement

Our greatest ally in providing a safe and secure residence hall environment is our students. So it is important that each student takes the initiative to assist the residence life staff in creating a safe and secure hall for all the residents. Please keep the following tips in mind:

- Do not allow strangers to enter the residence hall with you. (No “piggybacking”)
- Notify the staff member on duty if someone has insisted upon entering the hall with you. Observe the offender to get a good physical description and note the direction he or she is walking.
- Keep your room locked at all times—even when you’re sleeping, and especially when you’re gone.
- Report a malfunctioning card access reader or door immediately.
- Meet your guests/visitors at the lobby door.
- Never lend your id + card or room key to others.
- Immediately report a lost or stolen id + card.
- Report suspicious activity immediately.

## (5) Standard security features used to secure doors and windows in students’ rooms

At campuses where card access is installed on room doors, students are required to swipe the Penn State id+ Card and enter their personal four-digit pin code. This technology is currently available at Penn State Beaver, Penn State Greater Allegheny, Penn State Mont Alto, and at all first-year student residence areas at Penn State Harrisburg.

At all other locations, including Penn State Altoona, Penn State Berks, Penn State Behrend, Penn State Harrisburg upperclass student residence areas, and Penn State Hazleton, room keys are issued to individual students. Each key has a unique key code and a “Do Not Duplicate” imprint.

Residence hall windows, including those in student rooms, are mechanically fixed to open only a narrow distance and are lockable from the inside. Screens are installed at all windows.

## (6) A description of the type and number of employees, including security personnel, assigned to the student housing facilities that includes a description of their security training

Campus	Housekeeper	Maintenance	Housing Manager	Residence Life Professional Staff	Residence Life Para-Professional Staff
Penn State Altoona	10	1	1 primary; 3 additional	1 Asst Director; 2 Coordinators; 1 Asst Coordinator	24 Resident Assistants
Penn State Beaver	1	1	1 primary; 1 additional	1 Assoc Director; 2 Coordinators	5-6 Resident Assistants
Penn State Berks	6	1	1 primary; 2 additional	1 Asst Director; 2 Coordinators	23 Resident Assistants
Penn State Behrend	15	2	2 primary; 5 additional	1 Assoc Director; 1 Asst Director; 3 Coordinators; 1 Asst Coordinator	47 Resident Assistants
Penn State Greater Allegheny	1	1	1 primary; 1 additional	1 Assoc Director; 2 Coordinators	5 Resident Assistants
Penn State Harrisburg	2	1	1 primary; 2 additional	1 Asst Director; 1 Coordinator; 1 Asst Coordinator	8 Resident Assistants
Penn State Hazleton	4	1	1 primary; 2 additional	1 Assoc Director; 2 Coordinators	12 Resident Assistants
Penn State Mont Alto	4	1	1 primary; 2 additional	1 Assoc Director; 1 Coordinator; 1 Asst Coordinator	10 Resident Assistants

## Housing Training

Housekeepers, Maintenance personnel, and Housing Managers attend *Five OUTs: Surviving an Active Shooter*, facilitated by Penn State University Police Services and offered yearly; Mandated Reporter Training annually to new employees with refreshers as needed; and Fire Safety training annually.

Housing Managers receive initial training on using the card access and CCTV systems and refreshers as needed.



## Residence Life Training

Our professional staff gets a variety of security training which includes:

- On-duty protocol training (annually)
- Clery training (annually)
- Mandated reporter training for child abuse (annually)
- Risk management training (annually)
- Community standards/disciplinary protocol training (annually)
- Fire safety training (annually)
- Active shooter training (annually)
- Crisis response/emergency training (ongoing)

They also receive written manuals for their positions, emergency response, community standards protocols, and risk management guidelines.

Our para-professional staff receives training at least twice a year, which includes:

- Duty protocols
- Crisis response
- Safety/security protocols
- Emergency response training

Clery reporter training is held at least once a year. All para-professional staff also receives an RA protocol manual, participate in a semester long pre-service class that also includes information on protocols, fire safety training (annually), and active shooter training.

## (7) The type and frequency of programs designed to inform student housing residents about housing security and enforcement procedures

### Student Training:

- House meetings (fall/spring opening, and ongoing as needed)
- Stall stories articles on student safety (at least once a semester) in writing in their Terms and Conditions
- Bulletin boards (typically at least once a year)
- Monthly fire drills
- Usually at least one safety program/RA/semester including:
  - programs on piggy-backing
  - escort policy
  - fire safety
  - other personal safety
  - locking doors, etc.



## (8) Policy and any special security procedures for housing students during low-occupancy periods such as holidays and vacation periods

Students may not stay during breaks without prior approval from Housing and Residence Life.

Residence Life staff must be on duty over the break periods if students are in residence. This includes being in a radius 10 minutes from campus and carrying the duty phone. Depending on the number of students a para-professional student staff member must be hired during this time.

Currently, many campuses either eliminate police shifts during campus break closures or significantly limit the hours. In these cases, campuses rely on local or state police to ensure campus safety. If students were to be remaining on campus, full-time campus police shifts should continue with regular campus rounds to ensure student safety.

For security purposes and ease of management, it is preferable where possible to cluster students together or at least in the same building during these periods. This may mean that students will be assigned to “temporary” space during breaks, if such space exists and is vacant.

## (9) Policy on the housing of guests and others not assigned to the student housing or not regularly associated with the institution of higher education

Guest apartments in residence halls are available for use by campus guests, which may include any of the following: speaker series guests; campus clubs and organizations guests; Housing and Food Services administration guests; CEO/Dean/Provost’s guests; and student’s parents (during an on-campus emergency situation). The guest apartment is not to be used for students or for handling student emergency situations. Questionable guests must be pre-approved by the Housing and Food Services administrative office.

Guests may stay in the apartment for a maximum of a two-week stay, unless the Housing and Food Services administrative office authorizes a longer stay.

# Annual Fire Safety Report



The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for The Pennsylvania State University Hazleton.

## Definitions

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act.

**On-Campus Student Housing** – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

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

## Fire Safety

Penn State takes fire safety very seriously and continues to enhance its programs to the University community through education, engineering and enforcement. Educational programs are presented throughout the year to faculty, staff, and students so they are aware of the rules and safe practices. These programs, which are available at all campuses, include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies, and hands-on use of fire extinguishers.



All University residence halls have emergency evacuation plans and conduct fire drills during the school year to allow occupants to become familiar with and practice their evacuation skills.

Penn State has been a leader in ensuring the safety of students, faculty, staff, and visitors who live and work in university operated residences. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire safe living environment. All University-operated residence halls and apartments are provided with automatic sprinkler systems, smoke detectors and building fire alarm systems to provide early detection and warning of a possible fire emergency.

The University maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to ensure system readiness and proper operation in the event of a fire emergency.

The University has adopted and developed numerous Safety Policies and Guidelines to help promote a safe living and working environment at all University locations. These policies, guidelines, and other fire safety information can be accessed at <http://www.ehs.psu.edu>.

## 2010/2011/2012 Fire Statistics for On-Campus Student Housing Facilities

Date	Location	Address	Cause	Damage Amount	Injuries	Deaths
10/16/10	North Hall Laundry Rm	17 University Dr.	Electrical-clothes dryer	\$0-\$99	0	0
No Fires to Report 2011				0	0	0
No Fires to Report 2012				0	0	0

## Description of On-Campus Student Housing Fire Safety Systems—Residence Halls/Apartments

Building	Area	Total Fires			Sprinkler Protection Full Coverage = All private and public spaces	Fire Alarm System SD (smoke detector) MP (manual pull station)	Monitored Fire Alarm System	Fire Rated Corridors	# Fire Drills
		2010	2011	2012					
West Hall	10 University Drive	0	0	0	Full Coverage	SD	Yes	N/A	7
South Hall	9 University Drive	0	0	0	Full Coverage	SD / MP	Yes	Yes	7
North Hall	16 University Drive	1	0	0	Full Coverage	SD / MP	Yes	Yes	7

N/A = Not Applicable

### Residence Hall Fire Drills

Fire drills are conducted in all on-campus Housing and Food Services-operated residence halls during the school year to allow residents to become familiar with building alarm systems and practice their evacuation skills. The drills are coordinated and conducted by the Resident Coordinators, Resident Assistants, Community Assistants, Housing Management, and University Police. All people inside the residence hall during the drill are required to evacuate the building.

### Prohibitions on Portable Electrical Appliances, Smoking, and Open Flames

All on-campus housing facilities prohibit the following activities and items.

1. Smoking is not permitted in any building.
2. The presence or use of candles, incense burners, oil lamps, and other open-flame devices is not permitted in on-campus housing facilities.
3. The presence or use of torchiere halogen floor lamps is not permitted in any building.
4. Individuals shall not obstruct or tamper with fire safety equipment (e.g., sprinklers, fire alarms, fire extinguishers).
5. The possession or use of fireworks is not permitted.
6. Occupant-provided refrigerators and microwaves are not permitted in on-campus housing facilities.

Additional information about residence hall living and policies is available at:

<http://www.hfs.psu.edu/hazleton/housing-contracts/terms-and-conditions.cfm#safety>

<http://studentaffairs.psu.edu/conduct/>

<http://hfs.psu.edu/hazleton/housing/safety-and-security.cfm>

### Evacuation Procedures

Penn State Housing and Residence Life provide residents with fire evacuation procedures and conduct fire drills during each semester. Residents are informed of the following procedures.

#### If you discover a fire in the residence hall:

1. Immediately activate the nearest manual fire alarm pull station. The fire alarm system will alert people to evacuate the building.
2. Call 911 from a safe location to report the fire and to give as much information as possible.

#### Evacuation from the building:

1. Upon activation of the fire alarm system, everyone shall immediately leave the building.
2. Feel the door. If it is hot, do not open it.
3. If the door is cool, crouch low and open the door slowly. Close the door quickly if smoke is present.
4. If the hallway is smoke-free or there is a light smoke condition, proceed to the nearest exit. If a light smoke condition is present stay below the smoke (crouch or crawl).
5. Leave the building and meet at your designated evacuation meeting site.
6. Never use elevators during a fire evacuation.

#### If you are trapped in your room:

1. Place material (e.g., clothing, rug) at base of door to prevent smoke from entering the room.
2. Open your window, wave a piece of material and yell to attract the attention of people outside.
3. Call 911 and report your location.
4. Stay low; breathe fresh air near the windows.
5. Await rescue.

### Fire Safety Education and Training Programs for Students, Faculty, and Staff

University Police in coordination with Residence Life, and Housing and Food Service provides annual training to Resident Assistants (RA), and Residence Life Coordinators.

Topics addressed during this training include:

1. Fire prevention in the residence hall
2. What to do in the event of a fire
3. Evacuation planning
4. How to report a fire or other emergency
5. How residence hall fire safety systems operate

Resident Assistants and Community Assistants coordinate additional fire safety training and education programs for residence hall students.

Other general safety and fire safety information is available to students, faculty, and staff on the Environmental Health and Safety website: <http://www.ehs.psu.edu>.



### **Fire Incident Reporting**

Students, faculty, and staff shall first call 911 to report a fire emergency. If possible, University Police should also be contacted at 3333.

Immediate notification for a non-emergency incident (e.g, fire is out, evidence that something burned, attempted intentional burning of material) shall be made to:

University Police Penn State Hazleton: dial 570-450-3333 or 3333 from campus phone systems.

Residence Hall Housing Managers: dial 570-450-3120 or 3124.

Residence Hall Coordinator (cell phone): dial 570-582-7099.

### **Plans for Future Improvements in Fire Safety**

Penn State continues to monitor trends related to residence hall fire incidents and alarms to provide a fire-safe living environment for all students. New programs and policies are developed as needed to help ensure the safety of all students, faculty and staff.

## **In Case of Emergency DIAL: 911 on any telephone**

If you are on campus, you can reach University Police by dialing **3333** from any campus phone or **570-450-3333** from any other phone.

University Police may also be reached by pressing the emergency button on any of the emergency or courtesy phones located around campus.



### **IMPORTANT PHONE NUMBERS**

**Fire/EMS**  
911

**Sugarloaf Township Police**  
911

**Pennsylvania State Police Troop N Hazleton**  
570-459-3890

**Hazleton General Hospital**  
570-501-4000

**Penn State Hazleton University Health Services**  
570-450-3029

### **PSUTXT**

PSUTXT is an emergency notification text messaging service that allows Penn State to send messages to your cell phone in the event of a campus emergency, such as weather-related school closings, delays, and other news alerts. Your subscription is free for this service, but your phone plan may charge for receiving text messages. To register, go to <http://psutxt.psu.edu> and follow the instructions. To verify that you have subscribed, you will receive a text message at the cell phone number you provided. Then, follow the instructions you receive in order to validate your subscription. You can also subscribe to receive these messages via email using the same website referenced above.

### **Register to Vote**

All students are urged to register to vote in local, state, and national elections. Go to <http://fec.gov/votregis/pdf/pa.pdf> for a printable Voter Registration Application. Note that Adobe Acrobat must be loaded to view the Voter Registration Application.

These policies and procedures are subject to change at any time.  
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