

## TO THE UNIVERSITY COMMUNITY

PENNSTATE



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 and respect. With these qualities firmly in place, our students, faculty and staff have both the freedom and security that are so important to their productivity and success.

Safety on campus is one of my 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.

Graham B. Spanier  
President

## NEWSFLASH

### Penn State's Parental Notification Policy

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

- Recent 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 University website for the University Code of Conduct and additional information concerning Parental Notification: <http://studentaffairs.psu.edu/conduct>

## Penn State's Alcohol and Drug Policy

**Federal law requires Penn State to notify annually all faculty, staff and students of the following:**

The University prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by faculty, staff and students in buildings, facilities, grounds or property controlled by the University, or used as part of University activities. For students, this prohibits the possession and consumption of any beverage containing alcohol in residence hall rooms except by individuals who are twenty-one years or older at campuses where alcoholic beverages are permitted. It also prohibits the presence of students under the age of twenty-one 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.

### Public Drunkenness:

In Pennsylvania, it is against the law for people to appear in public when intoxicated to the extent that they endanger themselves or others, annoy others, or endanger property. If convicted of public drunkenness—a summary offense—a fine of up to \$300 and a jail sentence of up to 90 days, or both, may be imposed.

### 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 appropriate senior executive responsible for the area of the request.

### 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 example, in State College it is unlawful for any person to possess an open container of alcohol on any public street, sidewalk, alley, or park.

### Educational & 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 which is being used for one of the above functions.

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## PA Driving Under the Influence (DUI) Law

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

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

For more information, see [www.padui.org/](http://www.padui.org/). Click on "The Law."

## RESOURCES FOR FACULTY AND STAFF

Penn State's Employee Assistance Program (EAP) can help if you think you or someone close to you may have a problem with alcohol or other drugs.

IPenn 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

Community resources are listed on the inside.

# Alcohol and Drug Policy

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## 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 a specific private or closed areas designated by, and with the prior approval of, the vice president, dean, or executive officer.

## Faculty & 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.

For more information please consult *Policy AD33, A Drug-Free Workplace*.

## The Impact of a Drug Conviction on Federal Financial Aid

Based on federal law (The Higher Education Act), students who have been convicted under federal or state law of the sale or possession of drugs are not eligible for federal financial aid if the offense

occurred during a period of enrollment for which the student was receiving federal student aid (grants, loans, and/or work-study). To learn more about the law, call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243) or visit the Free Application for Federal Student Aid web site, [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

## 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.

## Code of Conduct

The Office of Student Conduct is responsible for administering the Code of Conduct for Students which is an articulation of 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, 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.

Any student who engages in underage use or possession of alcohol, excessive consumption of alcohol and driving under the influence of alcohol, on or off campus will be required by the Office of Student Conduct to participate in a University sponsored mandatory alcohol program intervention. The purpose of this mandatory program is to reduce risk of harm to self or others and to inform students and improve future decisions.

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 designee at the campus where the incident occurred.

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 Office of Student Conduct homepage, <http://www.studentaffairs.psu.edu/conduct>, where you may find the Code of Conduct for Students, 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.

## PSU TXT

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 [www.live.psu.edu/psutxt](http://www.live.psu.edu/psutxt) and follow the instructions on the bottom of the page under the PSU Text Messaging Alerts headline. 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 e-mail using the same website referenced above.

## IMPORTANT INFORMATION

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** and the **Off-Campus Misconduct Policy** are published on the Office of Student Conduct website: <http://www.studentaffairs.psu.edu/conduct>. If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Student Affairs Office at your campus location <http://studentaffairs.psu.edu>.

### Registered Sex Offender Information

Members of the general public may request community notification flyers or 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 internet at <http://www.pameganslaw.state.pa.us/>

## REGISTER TO VOTE

All students are urged to register to vote in local, state and national elections. Please reference <http://www.fec.gov/voteregis/vr.shtml> to obtain a Voter Registration Form.

# Safety, Fire and Health Issues at Penn State Harrisburg

This information is being provided to you in compliance with the Crime Awareness and Campus Security Act of 1990, the College and University Security Information Act, the Drug Free Schools and Campuses Act and the Higher Education Opportunity Act of 2008. In addition to providing you with some useful information concerning safety, security and health issues, it also describes some of the programs that Penn State has developed to provide a safe and supportive learning environment.

Penn State Harrisburg is an undergraduate college and graduate school located in central Pennsylvania, near Harrisburg. The campus is home to some 332 students who reside on campus. The remainder of the 3,900 undergraduate and graduate students commute to campus from the surrounding region. The University has more than 550 academic and staff support personnel at Penn State Harrisburg for the educational, research, and recreational activities that take place there.

## Public Safety Resources

The Department of Safety and Police Services is staffed by a Director and six Police Service Officers who provide full-time law enforcement service to the Penn State Harrisburg community. The Director, as well as several officers, has a Master's Degree. All Officers must have at least a bachelor's degree. All have completed the police academy training program required of municipal police officers in Pennsylvania, and all are provided with annual in-service training. The Police Service Officers and the Director are commissioned under State law.

A cooperative relationship is maintained by Safety and Police Services with the local police, including joint communication systems, training programs, special-events coordination, and investigation of serious incidents. Victims of crime are encouraged to report the incident to campus police, local police, or the Office of Student Affairs.

Any person who is the victim of a sexual assault is encouraged to notify Police Services, Health Services, Counseling Services or the Office of Student Affairs as soon as possible following the incident. Services including a medical exam are available free of charge. It is very important that any evidence that may pertain to the assault, such as bodily fluids, etc., be preserved for collection by authorities. A variety of free legal and support services are also available to the victim of this or any crime through Police Services, Student Affairs, Health Services and Counseling Services. Victims of sexual assault and other serious crimes will be assisted in changing academic and/or living situations if so desired and reasonably available. Specific information on rape, acquaintance rape, and other sexual offenses is made available through public education programs conducted by Residential Life Staff, Police Services, Counseling Services and College Sexual Harassment Officers during student orientation and throughout the year.

At Penn State Harrisburg, office buildings are open from 8:00 a.m. until 5:00 p.m. except where posted and academic buildings generally are open from 7:00 a.m. until 11:00 p.m. Many Administrative offices have evening hours. These facilities are intended for use by students, employees, and guests of the University. Access to most programs is limited to those enrolled in the program. Access to University housing is limited to residents and their invited guests.

To make it as convenient as possible for students, employees, and guests to report criminal or other unusual incidents, most offices and resident rooms have a list of emergency numbers for police, fire, and ambulance on the telephone or near the door. A brochure on "Rights and Services for Victims of Crime in Pennsylvania," is available at Police Services.

## The Law and University Policies

The use, possession, and distribution on University property of beverages containing alcohol must comply with Pennsylvania law and with University policies and rules. Misconduct that may result in disciplinary action and penalties, including separation from the University, includes:

- the purchase, consumption, possession, or transportation of beverage alcohol by anyone under the age of 21
- the furnishing of beverage alcohol to anyone under the age of 21
- the possession of beverage alcohol in residence-hall rooms, except by residents and guests 21 years of age or older in a room assigned to those 21 years of age or older
- the purchase, service, possession, or use of beverage alcohol by any registered undergraduate student organization on the premises of the University

The purchase, consumption, and possession of beverage alcohol is permitted by adult graduate students and their organizations when no monetary charge is made for admission to the function and the function is not open to the public, and by people 21 years of age or older when permission is

acquired under policy.

Penn State does not condone the medically unsupervised use, possession, sale, manufacture, or distribution of drugs that are illegal, that may involve medical or psychological hazards to an individual, or that may lead to interference with the rights or privileges of others. When such activity occurs on campus, the University will initiate appropriate measures, which may include disciplinary action.

A variety of services are available in most communities to assist people with alcohol and other drug problems. These services range from crisis intervention, self-help programs and individual counseling services to in-patient residential programs. Often, alcohol and other drug services are listed in the human services section of the local telephone directory. The white pages usually provide local phone numbers for Alcoholics Anonymous, Narcotics Anonymous, Al-Anon, and other self-help programs.

The use, possession, or carrying of firearms, hand billies, dirk knives or other dangerous knives, explosives, or other dangerous weapons while on University-owned or controlled property, or at University-sponsored or supervised activities, is forbidden. The only exception is for authorized law enforcement officers or other persons specifically authorized by the University. Most officers at Penn State Harrisburg carry firearms.

Penn State has set minimum standards of conduct for members of the community and for those seeking admission to that community. These University standards of conduct do not replace or relieve persons from complying with the requirements of civil or criminal laws. Unlawful behavior may result in criminal prosecution as well as disciplinary action. All student disciplinary action at Penn State Harrisburg is under the jurisdiction of the Director of Student Affairs. Persons accused of any violation of University regulations are entitled to an administrative hearing. At proceedings that involve sexual offenses, the accused and accuser are equally entitled to have others present for support and advice. At the conclusion of the proceedings the accused and accuser are informed of the outcome and sanctions. Possible sanctions for any offense, including sexual offenses, are probation, suspension or expulsion.

A pre-admission review is required when facts suggest an applicant's behavior as a student may endanger the health and safety of University community members, jeopardize the property of the University or its members and visitors, or adversely affect the educational mission of the University. Many employees of the University have their backgrounds checked for criminal convictions prior to employment; the employment application specifically asks potential employees if they ever have been convicted of a crime other than a minor traffic violation. Conviction of a serious crime is grounds for immediate discharge of a University employee.

## Campus Facilities

University facilities are well-maintained and their security given consistent attention in the interest of faculty, staff and students. People 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 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. Grounds-keeping personnel trim shrubs from side-walks, walkways, and building entrances to provide a well-lighted route to buildings. All campus walk-ways 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

FYI

## Resources at Harrisburg

### ON CAMPUS FOR STUDENTS

#### Personal Counseling Services

W-117 Olmsted Building  
(717) 948-6025

- Individual/Group Counseling
- Outreach Programming
- Information & Referral
- Crisis Intervention

#### Health Services

W-102 Olmsted Building  
(717) 948-6015

- Individual Walk-in Information/ Referral
- Educational Programs
- Pamphlet/Brochure Information

ON CAMPUS FOR FACULTY AND STAFF  
Refer to Employee Assistance Program on front page.

### COMMUNITY RESOURCES

#### Alcoholics Anonymous (AA)

(717) 234-5390

#### Narcotics Anonymous

(717) 233-3373

#### Gaudenzia Adult & Youth Out-Patient Services

1910 North Second Street  
Harrisburg, PA 17102  
(717) 232-3424

#### Al-Anon

877-501-1205

*For a complete listing of local drug and alcohol agencies and services, check the Guide to Human Services in the blue pages of your local telephone directory under "Alcohol and Drug Abuse" or "Drugs and Drug Abuse."*

changed and playing fields are relocated.

Penn State at Harrisburg owns a building in the city of Harrisburg, The Eastgate Center at 1010 N. Seventh Street. The building is equipped with security devices to insure the safety and well-being of the students, staff, faculty, and guests. The building is patrolled by Safety and Police Services.

### On-Campus Residence Facilities

Penn State Harrisburg offers apartment-style housing. The Capital Village opened in 2002 and initially consisted of 72 units to accommodate 300 students. Each fully furnished unit offers four single bedrooms, living room, kitchen with dining area, and two full baths. Amenities include individual data ports (featuring telephone, coaxial cable hookup, and Ethernet connection), washer/dryer unit, wall-to-wall carpet, full-size kitchen appliances, and air conditioning. A second phase of student apartment construction was completed for the fall 2006 semester. The newest construction to house 32 freshmen will include four units accommodating eight students each. Bedrooms large enough to accommodate two students, a full-size kitchen and dining area, living room, and bathrooms are featured in each unit of the new project.

These apartments are situated in a community environment and each feature up-to-date life safety features, including sprinklers, fire extinguishers, and smoke and carbon monoxide detectors. The Village complex accommodates approximately 332 students. Only assigned residents and their invited guests are permitted in the living areas of the apartments. It is the resident's responsibility to ensure that his or her guest is aware of University and apartment policies. It is

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# Safety, Fire and Health Issues

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each resident and staff member's responsibility to challenge or report individuals who cannot be identified as residents or guests of a resident. Each resident of The Village is responsible for securing his or her own apartment and individual bedroom. Community Assistants are available in The Village Community Center lobby to assist with residents' needs from 7 p.m. to midnight daily. Live-in professional staff members supervise The Village complex. In addition, Community Assistants (CAs) are upper level students living within the apartment complex who are responsible for a specific area. CAs are available for information, programming, and to assist in the transition to on campus living. Police Services provide instruction to all Community Assistants, usually at the beginning of each academic year and periodically throughout the year.

At the beginning of each semester, the Residence Life staff discuss policies and procedures, including safety and security, with students living in campus housing. Students have access to *Policies and Rules for Students and Housing and Food Services contract Options and Information*, which describe various housing and security regulations and their enforcement. The Residence Life staff offers programs on various topics, including personal safety, fire safety, and emergency procedures. All apartment entrance and bedroom doors at Penn State Harrisburg are equipped with dead-bolt locks and all windows in student rooms can be locked. During the summer months, groups who are not regularly associated with Penn State use University residence facilities.

## Selected Crime Statistics

Crime statistics are reported to the Pennsylvania State Police for annual publication in *Crime in Pennsylvania*, the Uniform Crime Report for the Commonwealth. These statistics also are 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 also are 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/>. Click on Crime Statistics.

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 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. This report complies with 20 U.S. Code Section 1092 (f).

## Reportable Crimes and Reportable Hate Crimes

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

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

**Forcible sex offenses**—is 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.

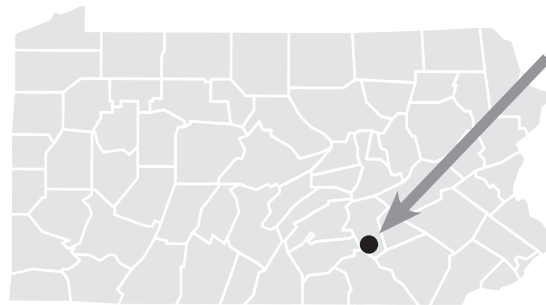
**Robbery**—is defined as taking or attempting to take anything of value from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault**—is 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**—is the unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft**—is the theft or attempted theft of a motor vehicle.

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



The Harrisburg campus of Penn State is located in Middletown, Pennsylvania.

## ON CAMPUS:

334 undergraduate and graduate students live in campus apartments.

More than 3,600 undergraduate and graduate students reside off campus.

550 faculty and staff are employed at the Harrisburg Campus.

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

**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 or 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.

**Race**—A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which 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.

Offenses 2008/2009/2010	On Campus	Public Property	Residence Halls	Non Campus
Murder/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
Non-forcible	0/0/0	0/0/0	0/0/0	0/0/0
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
Robbery	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

### Hate Crimes by Category

Race	0/0/0	0/0/0	0/0/0	0/0/0
Gender	0/0/0	0/0/0	0/0/0	0/0/0
Religion	0/0/0	0/0/0	0/0/0	0/0/0
Ethnicity	0/0/0	0/0/0	0/0/0	0/0/0
Disability	0/0/0	0/0/0	0/0/0	0/0/0
Sexual Orientation	0/0/0	0/0/0	0/0/0	0/0/0

### Arrests

Liquor Laws	18/3/34	0/0/0	17/3/34	0/0/0
Drug Laws	0/0/7	0/0/0	0/0/7	0/0/0
Weapons	0/0/0	0/0/0	0/0/0	0/0/0

### Referrals

Liquor Laws	6/3/2	0/0/0	6/2/1	0/0/0
Drug Laws	2/0/0	0/0/0	2/0/0	0/0/0
Weapons	0/0/0	0/0/0	0/0/0	0/0/0

\*Indicates crimes that are classified as Hate Crime Reportable.

**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.

## 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 campus locations include identification and prevention of fire hazards, actual building evacuation drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

Automatic fire suppression (sprinkler) systems are installed in all Housing and Food Services-operated student residences at University Park and Commonwealth Educational System Campus locations.

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.

In addition, laboratory safety and evacuation plans are also part of the Environmental Health and Safety mission. EHS is dedicated to maintaining the safety of our community by conducting annual inspections, plan reviews and evacuation drills in all laboratories on campus.

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

## 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 the information required by this Act as it relates to the Harrisburg Campus of The Pennsylvania State University.

### 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.

All buildings are apartment style and do not require monthly fire drills. Semi-annual fire drills are conducted at the beginning of the fall and spring semesters to allow occupants to become familiar with and practice their evacuation skills.

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

On-campus housing facilities prohibit the following:

- Smoking
- Candles, incense burners, oil lamps and other flame devices
- Halogen floor lamps
- Obstructing or tampering with fire safety equipment

- Possession and use of fireworks
- Occupant-provided refrigerators and microwaves

Additional information about living on-campus and policies is available at: <http://www.hfs.psu.edu/Harrisburg/HousingContracts/Terms-and-Conditions.cfm#28>

#### Evacuation Procedures

Penn State Harrisburg Housing, Residence Life and Police Services provide residents with fire evacuation procedures at the beginning of each semester. They are informed of the following procedures:

*If you discover a fire in your apartment:*

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

*Evacuate from the building:*

- Upon activation of the fire alarm system everyone shall immediately leave the building.
- Feel the door. If hot do not open it.
- If the door is cool, crouch low and open the door slowly. Close the door quickly if smoke is present.
- 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, crawl).
- Leave the building and meet at your designated evacuation meeting site. (Community Center.)
- Never use elevators during a fire evacuation.

*If you are trapped in your room:*

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

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

University Police Services/ Safety in coordination with Residence Life and Housing and Food Services provide annual training to Resident Assistants (RA's) and Coordinators.

*Topics addressed during this training include:*

- Fire prevention in the residence hall
- What to do in the event of a fire
- Evacuation planning
- How to report a fire or other emergency
- How to operate the fire safety systems in Housing

- Safe cooking tips are provided for apartment residents

Additional fire safety training and education programs for residents are coordinated with the Community Assistants.

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

#### Fire Incident Reporting

Students, faculty and staff are instructed to call 911 to report a fire emergency.

Non-emergency notifications (e.g. evidence that something burned) are made to:

Police Services .....	717-979-7976
Residence Life Office .....	717-948-6269
Housing Office .....	717-948-6244

#### Plans for Future Improvements in Fire Safety

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

#### Missing Student Policy

The Pennsylvania State University has a policy and procedure regarding missing students. The policy complies with the Higher Education Opportunity Act of 2008 and addresses the University's policy and investigative procedures that involve multiple departments and/or units within the University. The University will conduct a thorough investigation on any student who is reported missing as well as provide community notifications in such instances. For further information regarding this policy, please contact the Assistant Vice President for Student Affairs at 814-863-4926 or [jqp1@psu.edu](mailto:jqp1@psu.edu).

#### Emergency Planning and Procedures

##### Penn State Office of Emergency Management

The Office of Emergency Management is responsible for the Comprehensive Emergency Management Plan (CEMP). This plan is designed to be an all-hazards disaster and emergency plan that complies with FEMA guidelines for Higher Education that includes 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.

#### Notifications

Penn State has an Emergency Notification plan to alert the campus community in a timely manner by a text messaging

system called PSUTXT. Emergency alerts may also include campus e-mail system, telephone system, web alerts, radio and television stations, or other mass notification systems.

#### Community Education

In an effort to promote community awareness, safety and prevention, Police Services seek to maintain a working relationship with the campus community. One way of accomplishing this is by offering the following educational programs. Programs conducted by officers include:

- Basic Rape Aggression Defense (R.S.D.)
- Aerosol Defense Options (A.D.O.)
- Self-Defense Awareness & Familiarization Exchange Program (S.A.F.E.)
- Play it Smart Program/Operation ID
- Alcohol Awareness
- Parent/Student Orientation Program
- Bike Safety
- Fire Extinguisher Workshop
- Personal Safety Awareness
- Dating Violence Education and Prevention
- Sexual Assault Prevention
- Drug Awareness and Raves

In 2010, 19 community education classes were conducted which was attended by nearly 700 members of the University Community.

#### Criteria for a Timely Warning:

A timely warning shall be made to the campus community 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) Clergy reportable crimes; or 2) any crime involving serious bodily injury or the threat of serious bodily injury. In addition, whenever there is a pattern of crime against persons or property, timely warnings will be issued if such warning would aid citizens in protecting themselves. At Penn State Harrisburg campus, the Director of Police Services 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. Such warnings shall be determined by the Director of Police Services.

These policies and procedures are subject to change at any time. Revised August 2011. U. Ed. BSO 12-1011

### 2010 Fire Statistics for On-Campus Student Housing Facilities

Date	Location	Address	Damage Cause	Amount	Injuries	Deaths
	No fires to report			\$0	0	0

#### Description of On-Campus Student Housing Fire Safety Systems

##### The Village Resident Student Housing

Building	Address	Total Fires		Sprinkler Protection Full Coverage = All common areas & individual rooms	Fire Alarm Systems SD (Smoke detector) MP (Manual Pull Station)	Monitored Fire Alarm System	Fire Rated Corridors	# Fire Drills
		2009	2010					
1000		0	0	Full coverage	SD / MP	Yes	N/A	2
2000		0	0	Full coverage	SD / MP	Yes	N/A	2
3000		0	0	Full coverage	SD / MP	Yes	N/A	2
4000		0	0	Full coverage	SD / MP	Yes	N/A	2
5000		0	0	Full coverage	SD / MP	Yes	N/A	2
6000		0	0	Full coverage	SD / MP	Yes	N/A	2
7000		0	0	Full coverage	SD / MP	Yes	N/A	2
8000		0	0	Full coverage	SD / MP	Yes	N/A	2
9000		0	0	Full coverage	SD / MP	Yes	N/A	2
10000		0	0	Full coverage	SD / MP	Yes	Yes	2

N/A = Not Applicable

Buildings 1000-9000 are apartment style and do not require monthly fire drills. Semi-annual fire drills are conducted at the beginning of the fall and spring semesters to allow occupants to become familiar with and practice their evacuation skills.

# For Your Safety . . . Crimes Reported to Police

CAMPUS: Harrisburg	2008			2009			2010		
	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>									
A. Murder and Non-Negligent Manslaughter									
B. Manslaughter by Negligence									
<b>FORCIBLE RAPE</b>									
A. Rape by Force									
B. Assault to Rape - Attempts									
<b>ROBBERY</b>									
A. Firearm									
B. Knife or Cutting Instrument									
C. Other Dangerous Weapon									
D. Strong Arm (Hands, Feet, Etc.)									
<b>ASSAULT</b>									
A. Firearm									
B. Knife or Cutting Instrument									
C. Other Dangerous Weapon									
D. Hands, Fists, Feet, Etc.									
<b>BURGLARY</b>									
A. Forcible Entry	5	149	4						
B. Unlawful Entry - No Force	2	60	0						
C. Attempted Forcible Entry									
<b>LARCENY - THEFT</b> (Except Motor Veh.)	18	537	0	15	431	1	14	375	0
<b>MOTOR VEHICLE THEFT</b>									
A. Autos									
B. Trucks and Buses									
C. Other Vehicles									
<b>ARSON</b>	2	60	0						
<b>TOTAL PART I OFFENSES</b>	27	806	4	15	431	1	14	375	0
<b>PART II OFFENSES</b>									
Assaults - Non Aggravated									
Forgery and Counterfeiting							2	54	0
Fraud							1	27	0
Embezzlement									
Stolen Prop., Rec., Possess., etc.	1	30	1						
Vandalism	9	269	0	5	144	0	12	321	0
Weapons, Carrying, Possess., etc.									
Prostitution and Commercialized Vice									
Sex Offenses (Exc. Prostitution & Rape)	1	30	1						
Drug Abuse Violations									
S Opium-Cocaine									
A Marijuana	3	90	0						
L Synthetic									
E Other									
P Opium-Cocaine									
O Marijuana				4	115	4	7	187	7
S Synthetic									
S Other									
Gambling									
Book Making									
Numbers, etc.									
Offenses Against Family & Children									
Driving Under the Influence	2	60	2						
Liquor Laws				3	86	3	34	910	34
Drunkenness	1	30	1				1	27	1
Disorderly Conduct	2	60	2	1	29	1	5	134	2
Vagrancy									
All Other Offenses (Exc. Traffic)	1	30	0	2	56	0	9	241	2
<b>TOTAL PART II OFFENSES</b>	20	597	7	15	431	8	71	1900	46
<b>TOTAL</b>	36	1135	11	30	1093	9	85	2275	46

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

(" ) 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.

# Drugs and Alcohol

## Drug Risks and Consequences

Drug (Schedule)	Quantity	Penalties
Cocaine (II)	500 - 4999 gms mixture	<p><b>First Offense:</b> Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$2 million if an individual, \$5 million if not an individual</p> <p><b>Second Offense:</b> Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$4 million if an individual, \$10 million if not an individual</p> <p><b>For quantities larger than those listed:</b></p> <p><b>First Offense:</b> Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$4 million if an individual, \$10 million if not an individual.</p> <p><b>Second Offense:</b> Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$20 million if not an individual.</p> <p><b>2 or More Prior Offenses:</b> Life imprisonment</p>
Cocaine Base (II)	5-49 gms mixture	
Fentanyl (Actiq, Duragesic, Percopop) (II)	40 - 399 gms mixture	
Fentanyl Analogue (Alfenta, Sufenta, China White) (I)	10 - 99 gms mixture	
Heroin (I)	100 - 999 gms mixture	
LSD (I)	1 - 9 gms mixture	
Methamphetamine (Crystal Meth) (II)	5 - 49 gms pure or 50 - 499 gms mixture	
PCP (Angel Dust) (II)	10 - 99 gms pure or 100 - 999 gms mixture	
Other Schedule I & II drugs* (e.g., Ecstasy, Morphine and any drug product containing GHB)	Any amount	<p><b>First Offense:</b> Not more that 20 yrs. If death or serious injury, not less than 20 yrs, or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.</p> <p><b>Second Offense:</b> Not more than 30 yrs. If death or serious injury, not less than life. Fine \$2 million if an individual, \$10 million if not an individual</p>
Flunitrazepam (Rohypnol, Roofies) (IV)	1 gm or more	
Other Schedule III drugs* (e.g., Codeine Compounds, Special K)	Any amount	<p><b>First Offense:</b> Not more than 5 years. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p> <p><b>Second Offense:</b> Not more 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if not an individual</p>
Flunitrazepam (Rohypnol, Roofies) (IV)	30 to 999 mgs	
All other Schedule IV drugs* (e.g., Valium, Ativan, Xanax)	Any amount	<p><b>First Offense:</b> Not more than 3 years. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p> <p><b>Second Offense:</b> Not more than 6 yrs. Fine not more than \$500,000 if an individual, \$2 million if not an individual.</p>
Flunitrazepam (Rohypnol, Roofies) (IV)	Less than 30 mgs	
All Schedule V drugs* (e.g., Parepectolin, Robitussin AC)	Any amount	<p><b>First Offense:</b> Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p><b>Second Offense:</b> Not more than 2 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.</p>
Marijuana / Hashish (I)	1,000 kg or more mixture; or 1,000 or more plants	<p><b>First Offense:</b> Not less than 10 years, not more than life. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$4 million if an individual, \$10 million if other than an individual.</p> <p><b>Second Offense:</b> Not less than 20 years, not more than life. If death or serious injury, mandatory life. Fine not more than \$8 million if an individual, \$20 million if other than an individual.</p>
	100 kg to 999 kg mixture; or 100 to 999 plants	<p><b>First Offense:</b> Not less than 5 years, not more than 40 years. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$2 million if an individual, \$5 million if other than an individual.</p> <p><b>Second Offense:</b> Not less than 10 years, not more than life. If death or serious injury, mandatory life. Fine not more than \$4 million if an individual, \$10 million if other than an individual.</p>
	Hashish: more than 10 kg; 50 to 99 kg mixture	<p><b>First Offense:</b> Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million if an individual, \$5 million if other than an individual.</p> <p><b>Second Offense:</b> Not more than 30 years. If death or serious injury, mandatory life. Fine \$2 million if an individual, \$10 million if other than individual.</p>
	Hashish Oil: more than 1 kg oil; 50 to 99 plants	
	1 to 49 plants; less than 50 kg mixture	<p><b>First Offense:</b> Not more than 5 years. Fine not more than \$250,000, \$1 million other than individual.</p> <p><b>Second Offense:</b> Not more than 10 years. Fine \$500,000 if an individual, \$2 million if other than individual.</p>
Hashish: 10 kg or less		
	Hashish Oil: 1 kg or less	

Definition of schedules:

I: High potential for abuse, no currently accepted medical use in the US and a lack of accepted safety for use under medical supervision

II: High potential for abuse, currently accepted medical use in the US, or with severe restrictions, and abuse may lead to severe psychological or physical dependence

III: Less abuse potential than I and II, an accepted medical use, and low to moderate psychological or physical dependence

IV: Lower potential for abuse than III, an accepted medical use in the US, and may lead to limited psychological or physical dependence from abuse relative to III

V: Lower potential for abuse than IV, an accepted medical use in the US, and may lead to psychological or physical dependence from abuse relative to IV

Source: The US Drug Enforcement Administration, <http://www.justice.gov/dea/agency/penalties.htm>

## 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. Penalties may include:

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

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

## 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	0-90 days	0-90 days
License Suspension	90 days	1 year	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.

Penalty	1st Offense
Fine	0-\$300
Jail	0-90 days

## Driving Under the Influence (DUI)

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

Penalty	1st Offense	2nd Offense	Subsequent Offense
Fine	\$500-\$5,000	\$750-\$5,000	\$1,500-\$10,000
Jail	48 hours-6 months	30 days-1 year	90 days-5 years
License Suspension	1 year	1 year	1.5 years
Other	Alcohol Highway Safety School Court Reporting Network File	1 year Ignition Interlock license Alcohol Highway Safety School Court Reporting Network File	1 year Ignition Court Reporting Network File

\* 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 PA and the home state is part of the national compact on DIO enforcement (46 states are), the student *must fulfill these penalties in PA* and his/her license from the home state will be suspended, if applicable.

## DRUG ALERT

Prescription drug abuse is an increasing problem that endangers the public's health and safety. Prescription drug abuse is purposely misusing prescription controlled substances for non medical purposes. The National Institute on Drug Abuse reports that the largest group of prescription drug abusers is between the ages of 18 and 24. Students reporting prescription abuse can be as high as 25% on some campuses (Department of Education's Higher Education Center). It is important to seek help for such abuse through local and state medical and support services.

**This publication is available in alternative format upon request and is available online: [www.police.psu.edu](http://www.police.psu.edu).**

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