

# Robert Morris University



2010 Annual Security & Fire Report

## MESSAGE FROM THE PRESIDENT



Dear Friends,

As the president of Robert Morris University, one of my supreme responsibilities is to ensure the security of our campus and in particular the safety of our students. This is a responsibility shared by every member of the RMU community, and we take it very seriously, as this report demonstrates.

You will see from reading this report that our commitment to security goes behind crime prevention and law enforcement, though these are very important components. It also includes fire prevention and proper building maintenance; emergency notification; laboratory safety and sound human relations policies. RMU has a Safety Committee which includes faculty, staff and senior administrators who take an active role in promoting a safe campus in all facets of the university's operations.

Finally, we firmly believe that a commitment to safety must include a commitment to the transparent reporting of campus crime statistics and security policies so that we can accurately judge our efforts and ensure that we are held accountable by our students, their parents and the public.

Sincerely,

Gregory G. Dell'Omo, Ph.D.  
President, Robert Morris University

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## MESSAGE FROM THE DIRECTOR OF PUBLIC SAFETY

Dear Friends,

No college or university could fulfill its educational mission and help students achieve their purpose without a safe and secure campus environment. That's why our top priority at Robert Morris University is the physical safety and well-being of our students, as well as faculty, staff, and visitors.

This report represents an important part of our commitment to safety – the transparent reporting of campus crime statistics and security policies so that we can accurately judge our efforts and ensure that we are held accountable by our students, their parents and the public.

Campus safety is a responsibility shared by all members of the campus community, including faculty and staff but also the students themselves. As a campus police officer, my job is to be an educator, helping young adults mature into responsible citizens and guiding other university employees in creating safe and comfortable campus environment. It's the most fulfilling part of my job.

Sincerely,

Randy Mink  
Director of Public Safety/Chief of Police, Robert Morris University



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### **About Robert Morris University**

Robert Morris University, founded in 1921, is one of the leading universities in the Pittsburgh region and among the largest private institutions of higher learning in Pennsylvania. RMU provides a professionally-focused education with an emphasis on engaged learning, and it is one of the lowest cost private masters-level institution in Pennsylvania.

Approximately 5,000 undergraduate and graduate students from 40 states and 32 countries are enrolled at RMU. The 230-acre main campus in Moon Township, located 20 minutes from downtown Pittsburgh, is home to 1,300 resident students. RMU's Center for Adult and Continuing Education is located in the heart of the Golden Triangle, the city's metropolitan center and the nation's seventh largest concentration of Fortune 500 corporate headquarters. The 32-acre Island Sports Center on Neville Island provides state-of-the-art athletic facilities for the University and the community.

Robert Morris University built its reputation by offering strong academic programs in traditional business fields such as accounting, finance, marketing and management. To prepare students for success in a changing and competitive workforce, the university has created programs in nursing, communications, information systems, engineering, mathematics, science, education and social sciences over the past two decades. RMU emphasizes six core values: Academic Excellence; Professional Focus; Engaged Learning; Global Prospective; Individuals Matter; Changing Lives.

RMU offers 60 undergraduate degree programs and 18 graduate degree programs. RMU is a teaching-centered institution, featuring small classes taught by faculty members, not teaching assistants. The university employs 174 full-time and 180 part-time faculty members; 83 percent of full-time faculty holds terminal degrees. The student-faculty ratio is 16:1, and the average class size is 24. Learning resources include a library containing more than 119,000 bound volumes, more than 100 reference databases and nearly 600 journal subscriptions.

Nearly 70 clubs and organizations help students to develop leadership skills, network professionally and meet friends. Student organizations include varsity, club and intramural sports, sororities, fraternities and student government. RMU has 23 NCAA Division I athletic programs, including football, men's and women's basketball, men's and women's hockey and rowing. For more information, visit [www.rmu.edu](http://www.rmu.edu).

### **Federal Legal Requirements – The Clery Act**

Enacted in 1990, The Student Right to Know and the Campus Security Act was designed to "...assist students in making decisions which affect their personal safety..." and "...to make sure institutions of higher education provide students, prospective students, and faculty the information they need to avoid becoming the victims of campus crime." The Higher Education Act of 1998 and the subsequent amendment of the implementing regulations (34 C.F.R. 668.46 et. seq.) significantly expanded institutions' obligations under the Act. The Act was also renamed the "Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act" (hereafter the Clery Act). The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have "significant responsibility for student and campus activities."
- Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees."
- Disclose in a public crime log "any crime that occurred on campus . . . or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department."

Additional requirements were established by the Higher Education Opportunity Act (Public Law 110-315) in 2009, which specifies new campus safety requirements in the following areas:

- Hate crime reporting expanded to include larceny-theft, simple assault, intimidation and destruction/damage/vandalism of property.
- Emergency Response and Evacuation Procedures.
- Missing Student Notification for on-campus housing facilities.
- Fire Safety – Procedures, Statistics, Reports and Documentation that includes an Annual Fire Safety Report, Fire Statistics and Fire Log.

**State Legal Requirements – The College & University Security Information Act**

The Pennsylvania Uniform Crime Reporting Act (18 P.S. § 20.101 et. seq.), requires colleges and universities to:

- Report to the Pennsylvania State Police on an annual basis crime statistics for publication in the FBI’s Uniform Crime Report, which collects data on additional categories of felony and misdemeanor crime.
- Report crime rates for all reportable offenses.
- Provide the numbers of enrolled students and employees.
- Disclose information and security policies on the types of available student housing, admission of visitors to housing facilities, measures to secure entrances and standard features to secure room doors.

The Robert Morris University Public Safety Department is responsible for preparing and distributing this report. It works with many other departments and agencies, such as the Office of Student Life, the Office of Residence Life and the local police departments where our campuses reside to compile the information. All community members are encouraged to use this report as a guide for safe practices on and off campus. It is available on the Web at <http://www.rmu.edu/publicsafety>. Each member of the university community receives an email that describes the report and provides its web address. For a paper copy of the report, contact the Robert Morris University Public Safety Department at 412-397-2424 or email Public Safety – Moon @ rmu.edu.

**PUBLIC SAFETY DEPARTMENT—WHO WE ARE -----**

The Robert Morris University Public Safety Department is the primary department at the university charged with creating a safe and secure environment. This task, however, is not one we can accomplish alone. Crime prevention, risk identification, and problem solving are the responsibilities of everyone. We ask you to join us in these efforts by reading this report and referring to it often. Our efforts to maintain a safe and secure environment rely on our ability to develop collaborative relationships with the many communities that make up the university. We hope you will find this report informative and helpful, and that your stay at Robert Morris will be both pleasant and safe.

The Public Safety Department is located on the Moon Campus in Moon Township, PA in the Barry Center. The department is open 24 hours a day, 365 days a year. The telephone number for emergency calls on campus using the university’s phone system is 2424 or 412-397-2424. The telephone number may be used for all emergency calls and routine business inquiries.

The department consists of 12 professional police officers and 4 public safety officers on the three university campuses dedicated to providing first-class service to the community. Officers patrol the campuses on foot, by bicycle and in vehicles.

**CAMPUS POLICING AND SECURITY POLICIES** .....

**Law Enforcement Authority**

The Public Safety Department is assigned to the Director of Public Safety, under the Vice President for Human Resources. The department employs a Director /Chief of Police, Lieutenant, two Sergeants, Parking Manager and seven Police Officers and four Public Safety Officers.

The Public Safety Department is made up of armed, sworn commissioned police officers and armed, non-sworn public safety officers. The armed sworn police officers derive their law enforcement authority from the Constitution of the Commonwealth of Pennsylvania, Article 6, and from Statute, 22 Pa. C.S. § 50, Section 501 of the Act of November 15, 1972, P.L. 1063 No. 271 (also known as Act 501). Act 501 gives university police officers "...all the powers of a police officer in the Commonwealth, in and upon, and in the immediate and adjacent vicinity of, the property of the corporation." All police officers are required to complete a basic police academy training course approved and authorized by the Pennsylvania Municipal Police Officers Education and Training Commission, known as Act 120. They are required to keep certification current in Act 235 to carry a firearm related to their duties. Officers are required to attend mandatory in service training throughout the year to enable them to perform more efficiently and more safely. The armed, non-sworn public safety officers are assigned to the Island Sports Center and Pittsburgh Center campuses of Robert Morris University. They do not have arrest powers, but may detain an individual if they are involved in a criminal activity until turned over to a police officer. University police officers and public safety officers are trained in CPR, First Aid/First Responder and the use of AEDs (automatic external defibrillators).

**Interagency Cooperation**

Robert Morris University is a member of the Pittsburgh Council on Higher Education known as "PCHE" along with nine other local universities. The universities have developed and initiated a group Disaster Plan for a Mutual Aid Response should necessities arises. The plan is designed for assistance from manpower to housing and equipment. Agency cooperation further exists with the local municipalities were each of the three campuses exist.

**Reporting Criminal Incidents and Other Emergencies**

It is critically important that all crimes occurring on campus or in/on university owned or leased off-campus buildings and property be immediately reported to the Public Safety Department to ensure that appropriate action is taken. For each incident reported, an investigation is conducted and a file is created. Crimes can be reported at any time of day or night seven days a week:

- In person, at the Public Safety Department located at the Barry Center on campus, OR
- By calling Public Safety at 412-397-2424 or by using one of the 21 emergency phones on campus.

All students, faculty, staff and guests are encouraged to promptly report criminal incidents, accidents and other emergencies to the University Police Department. University Police take reports of all crimes that occur within our jurisdiction. In addition, Resident Assistants play a key role in maintaining a safe and secure environment in the residence halls. Resident Assistants are expected to report criminal activity in the residence halls and to keep a log of incidents that occur during their shifts. Resident Assistants are also responsible for responding to any emergency situations that may arise in the residence facility. When appropriate, staff from Residence Life, Student Life, and University Police may be involved in answering a call for assistance or responding to reports of criminal activity.

**Emergency Phones**

The university has installed 21 two-way emergency phones – yellow call boxes and pedestal mounted "blue light" phones – throughout the Moon campus for use during emergencies. With the touch of a button, the caller is immediately connected to a Public Safety Department. The location of the call is automatically recorded and response is immediate. An emergency phone location map may be viewed at the end of this document.

### **Access to Campus Facilities and Residences**

Robert Morris University is a private university and therefore has the right to limit access to its campuses and control activities on the campuses; but in the spirit of academic freedom and free expression of ideas, Robert Morris University permits and encourages freedom of speech and assembly by all members of the University community. Activities which harm individuals, damage or deface property, block access to University buildings or disrupt activities will not be permitted. The enforcement of these restrictions will not depend in any way on the subject matter involved in a protest or demonstration. Robert Morris University endeavors to ensure the safety and security of the campus community. The University has a state-certified Safety Committee that routinely monitors and makes recommendations with regard to issues such as landscaping, lighting, sidewalks security and life safety. The Facilities Department is responsible for safety, security fire and life safety equipment and maintaining the grounds while enhancing security by trimming or eliminating shrubbery when necessary, as well as by augmenting and updating lighting of walkways and parking lots. In addition, Code Blue Emergency Telephone Towers are located strategically throughout the campus; telephones are available in every classroom along with emergency numbers being posted, evacuation maps and emergency procedure flipcharts. All facilities and programs are available to all members of the University community who have a legitimate right to use and participate in them. Access by the members of the University community, guests and other individuals is limited and restricted to specific facilities and programs. In Moon Township, the University residence halls have rules and regulations regarding students and their guests and other individuals, which differ from the other University facilities and programs. These procedures can be found on the Internet at [www.rmu.edu](http://www.rmu.edu).

### **Types of Student Housing Available and Policies Involved**

#### **A. Types of Student Housing Available (On-Campus, Single Room, Apartments, Double, Group, Coed, Undergraduate, Graduate, etc.):**

At our main campus in Moon Township, housing is available for unmarried undergraduate and graduate students in coeducational residence halls with single, double, triple or quadruple rooms and apartments.

#### **B. Policies on Housing Assignments and Requests by Students for Assignments Changes:**

Assignments are based upon date of contract and payment of deposit for both continuing and new students. Requests for assignment changes are based on availability of space.

#### **C. Policies Concerning the Identification and Admissions of Visitors in Student Housing Facilities:**

Each resident student has a key or identification card to the main outside entrance door and to his/her individual room. All outside doors are locked at all times. Each resident student is responsible for admitting his/her own guests in compliance with the University visitation policy, which can be found on the Internet at [www.rmu.edu](http://www.rmu.edu). Overnight guests must register with the Resident Life Office, and the host student is responsible for the behavior of his/her guests. All guests must present the proper means of identification when requested by a University official.

#### **D. Measures to Secure Entrances to Student Housing Facilities:**

All exterior residence hall doors are locked 24 hours a day. The residence hall staff regularly monitors all outside doors to ensure that they are not blocked open in any way.

#### **E. Standard Security Features Used to Secure Doors and Windows in Student Rooms:**

Keys that cannot be duplicated are used for entrance doors and student room locks. All operable residence hall windows are equipped with locks and stops. Most traditional resident halls and apartment complexes are equipped with an identification card access system and closed circuit video surveillance cameras.

**F. Description of the Type and Numbers of Employees, Including Public Safety Personnel, Assigned to the Student Housing Facilities Which Includes a Description of Their Security Training:**

All residence halls are assigned a full-time area coordinator and one or more resident assistants, all of whom are knowledgeable of security policies and reporting procedures. Public Safety Department assistance may be requested by residence hall staff, students or guests. Public Safety Department personnel patrol inside of all residence halls on a regular basis at a minimum of twice daily during the afternoon and midnight shifts.

**G. Policy and any Special Security Procedures for Resident Students during Low –Occupancy periods, Such as Holidays and Vacation Periods.**

During low-occupancy periods, in addition to normal operational practices, guests are restricted to members of the student’s immediate family.

**H. Policy on the Housing of Guests and Others not assigned to Residence or not regularly associated with the University.**

During the regular academic year, students’ overnight guests must register with the appropriate Resident Life Office. Generally, during this period of time, special outside groups are not housed in the residence halls; they are housed only during the summer months, when most of the residence halls are closed to regularly enrolled students.

**Security Considerations in the Maintenance of Campus Facilities**

Robert Morris University maintains a strong commitment to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Representatives from various campus departments conduct security surveys to identify areas throughout the campus where lighting appears inadequate or that may require additional landscape control. University Police personnel assess the physical condition of campus facilities (including landscaping, grounds keeping and outdoor lighting) on their regular patrols of university property. If lights are discovered to be out or dim, officers report the condition to the Facilities Department who will initiate an online work order, which is acted upon by maintenance employees or outside vendors as soon as possible. All members of the campus community are encouraged to report deficient physical conditions to the Operations Center by phone at 412-397-4343. Maintenance personnel are on-site at all times to respond to calls for emergency maintenance service regarding unsafe facility conditions or those raising concerns for personal safety and property protection. These conditions may include unsafe steps or handrails, unsafe roadways on campus and unsecured equipment. All unsafe conditions relating to student residence areas should be directed to Resident Life Office during normal business hours, 8:30 a.m.-5 p.m., Monday through Friday (excluding holidays and breaks) at 412-397-4300. After hours, unsafe conditions and emergencies can be reported to the Public Safety Department at 412-397-2424.

**Timely Warning Notices – Crime & Safety Alerts**

To inform the community of crime and/or safety issues, the Public Safety Department, in conjunction with other departments on campus, from time to time issues alerts to ensure that students, faculty and staff are made aware of serious crimes and other important events occurring on and near campus in a timely manner. Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the Public Safety Department so that the appropriate type of alert can be issued. Alternatively, community members are advised to report crimes or other serious incidents to university administrators. Representatives of these offices will promptly notify and collaborate with Public safety to issue an alert, if warranted.

“**Crime Alerts**” are issued to advise the community about individual crimes against persons (e.g., an assault or robbery), or a series of crimes against property (e.g., multiple office thefts or burglaries in residence areas) in which the university itself or a member of the university community is a victim. Public Safety works closely with individuals reporting serious crimes to ensure a victim’s privacy while also ensuring that the community has adequate information regarding potential risks.

“**Safety Alerts**” are issued concerning the following: (a) temporary disruptions in public safety services, public utilities; (b) serious crimes that occur in the surrounding neighborhoods of municipalities where university property exists; and (c) crime prevention tips prior to seasonal community events and holidays, and during freshmen orientation week and student move-in periods to reinforce and remind new and returning students of the need to take steps to ensure their own personal safety and the security of their belongings.

The University employs the use of “**RMU ALERT**” for Emergency Notifications, which notifies subscribers if there is an incident/event on campus that threatens public safety. All students, faculty and staff are encouraged to register for the service at [www.rmu.edu/rmualert](http://www.rmu.edu/rmualert). Alerts are sent to registered cellular phones by voice and/or text messages, home phones, university phones and email services. Residence Life has procedures for alerting people in individual halls, via their resident assistants, phones and signage. RMU Alert is managed by the IT Department in its entirety. The Public Safety Department provides them with the information necessary for the alert to be sent to the community.

### **Distribution of Crime & Safety Alerts**

The Public Safety Department or the University Safety Committee issues crime and safety alerts in two formats – hardcopy and electronic postings. Paper alerts are posted on bulletin boards in all academic buildings and residence halls by staff from Public safety and the Office of Student Life. Alerts are removed 30 days after their original posting dates.

### **Daily Crime Log**

The University Police Department maintains a daily crime log that records, by the date the incident was reported, all crimes and other serious incidents that occur on campus, in or on non-campus university owned or controlled building or property, or on public property that is within campus or immediately adjacent to and accessible from campus. The Daily Crime Log is available for public inspection at the department located at the Barry Center. The Daily Crime Log includes the nature, date, time and general location of each crime reported to us, as well as the disposition of the complaint, if that is known at the time the log is created. The department posts all incidents in the daily crime log within five business days of receiving a report of an incident. The department reserves the right to exclude crime report information from the log in certain circumstances. The information contained within this log is sent to the university newspaper on a weekly basis for publication.

### **Description of Programs related to Crime Prevention**

While crime prevention is a top priority of the Public Safety Department, the department cannot protect everyone at all times. Thus, every member of the community is invited to partner with the department in this important effort. Together with other campus offices, the department provides programs to enhance personal safety, teaches proactive crime reduction strategies and helps community members develop personal safety habits, which contributes to a healthy community. The department’s crime prevention strategy rests on a multi-layered foundation of proactive patrol of the campus, crime prevention education and training, building and area security surveys and property registration. This approach relies on the dual concepts of eliminating or minimizing criminal opportunities, whenever possible, and encouraging community members to take responsibility for their own and others’ safety. Throughout the year, members of the department are available to assist any individual or group in planning, presenting and coordinating programs of interest or concern, or conducting safety and security seminars in residence halls, department offices and any other setting both on and off campus.

**Shots Fired – When Lightning Strikes:** Freshman students, new employees and faculty members are shown an 18 minute video with critical guidance on how to recognize and survive an active shooter. It prepares you with a survival mindset that you can survive an incident. The video is available for viewing behind the sentry security side of the web at [www.rmu.edu](http://www.rmu.edu).

**Community Policing Patrols:** Police officers and Residence Life staff routinely patrol the residential areas throughout the campus. This collaboration successfully curbs incidents from occurring in the residence halls, always keeping in mind the privacy of the students.

**Operation Identification:** As part of the Pennsylvania Crime Watch Program, Operation Identification's goal is to deter thefts and burglary and aid in the recovery of stolen items by encouraging the engraving of personal identification numbers on valuable property, and tracking important identifying information about such items. Thieves tend to shy away from property with engraved numbers due to the difficulty of selling it on the open market. If an item is stolen and later recovered, the identification number will assist law enforcement agents in returning it to its rightful owner. Students are encouraged to document all such items of value by make, model, and serial number and turning that documentation into the Public Safety Department for safe keeping should the need arise.

**Campus Crime & Safety Alerts:** An alert is released by the department any time a crime or other serious incident affects the safety of the community.

**Emergency Phones:** These two-way call boxes are located strategically around campus. They allow an individual in need of assistance to speak directly with a Public Safety Department. Activation of the call button on either the yellow box style in the resident halls or pedestal "blue light" model immediately identifies the caller's location, and the police office will direct the appropriate emergency response team to the caller.

### **Alcohol and Other Drug Policies**

Robert Morris University policy prohibits the unlawful possession, use or distribution of alcohol and controlled/illicit drugs by any member of the university community on university property or as part of any of its activities. All community members are expected to fulfill their obligations and responsibilities pursuant to university policy as well as the laws of the United States and the Commonwealth of Pennsylvania (or applicable laws for other jurisdictions where Robert Morris University operates). Applicable university policies permit taking action beyond, or separate from, any criminal action which may be taken by authorities. Disciplinary action taken by the university may be in addition to criminal penalties. Both students and employees are subject to applicable state and federal laws. The university's Alcohol and Drug Policy is available at [www.rmu.edu/residencelife](http://www.rmu.edu/residencelife)

#### **Alcohol Policy**

Resident students who are of legal age are permitted to consume alcohol in the privacy of their room under the following guidelines:

1. The presence of alcohol in the residence of students over the legal age of 21 is acceptable if not publicly displayed and if not used in the presence of or provided to those who are underage.
2. Possession, consumption or display of alcoholic beverages in any public area of the University buildings or grounds is strictly prohibited.
3. Public drunkenness or disorderly behavior while under the influence will result in appropriate disciplinary action.
4. Students who are underage may not possess or drink alcoholic beverages in the residence halls. Students who are underage may not be in the presence of others consuming alcohol.
5. Substantial quantity of alcoholic beverage or common source containers (e.g., beer kegs, beer balls or punch bowls) may not be brought into the residence halls.
6. Alcoholic beverage bottles, cans, empty kegs, beer balls, taps, etc. may not be used for decorative purposes in the residence halls.
7. Alcoholic beverages will not be allowed at any event on campus unless expressly approved by the University.
8. Individuals or groups sponsoring formal or informal events off-campus are responsible for upholding the Pennsylvania alcohol law.
9. Students are responsible for removing containers of alcohol for a room, suite, or apartment, when asked by a residence life staff member. Housekeeping staff is not responsible for cleaning or removing alcohol related container trash.

10. No residence hall room, lounge, common area, space or assigned student organizational suite may contain paraphernalia or equipment for “drinking games”. Students are prohibited from participating in “drinking games” in the residence halls. The definition of “drinking games” includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages, the practice of consuming shots equating to one’s age, “beer pong”, “century club”, “dares” or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.
11. Resident students who violate the Alcohol Policy can be disciplined under the University Student Conduct System and may be prosecuted under the Pennsylvania criminal statutes. Even if the criminal justice authorities choose not to prosecute, the University can pursue disciplinary action, which may result in dismissal from the University.

### **Drug Policy**

The use, possession or distribution of narcotics or other controlled substances is prohibited, except as expressly permitted by law on University premises, and is considered contrary to the Code of Student Conduct. Paraphernalia associated with the use of illegal substances is not permitted on University property or at University sponsored events. Hookah pipes and/or other legal smoking devices will be confiscated if used to consume illegal substances. Athletes should be aware as well that a positive drug test constitutes a violation of the University drug policy. The University encourages all members of the Robert Morris community to be aware of the consequences of the use, possession or distribution of narcotics or other controlled substances.

Individuals charged with use, possession or distribution of narcotics or other controlled substances can be disciplined under the University Student Conduct System and may be prosecuted under Pennsylvania criminal statutes. Even if the criminal justice authorities choose not to prosecute, the University can pursue disciplinary action, which may result in dismissal from the University.

### **Alcohol and Drug Abuse Education Programs**

Robert Morris University has alcohol and other drug abuse prevention programs which serve the campus community. Other educational programs are available. Further information is included in the Robert Morris University Drug-Free Workplace Act Policy. A copy may be obtained from the Human Resources Department.

### **Preventing and Responding to Sexual Assault**

The Robert Morris University community is committed to the standard that all members of the community shall be able to pursue their interests free from non-consensual sexual contact. Therefore, it is a violation of Robert Morris University community standards to have sexual contact with any member of the community without the clear, freely chosen consent of those involved. All members of the university community are encouraged to take every measure available to eliminate rape and sexual assault on this campus. In addition to campus educational efforts, peer influence will be central to protecting members of the community from assault. Any student aware of a sexual assault on the campus is encouraged to contact the Public Safety Department, the Office of the Dean of Students, the Residence Life Office or University Counselor. Sexual assault is prohibited by federal and state law and is an egregious violation of university community standards. In addition to potential criminal prosecution, Robert Morris community members found in violation of policy or law regarding sexual assault may be removed from the university community.

### **Reporting a Sexual Assault**

Reporting a sexual assault may help to prevent another assault. Reporting the incident does not mean that the survivor must proceed with criminal or campus action. After finding safety following an assault, the survivor should immediately try to document everything she or he remembers about the incident, including the physical description of the suspect(s), any information about the identity or location of the suspect(s) and the use of any threats or force.

### **What to Do If You or Someone You Know is Sexually Assaulted**

- **Get to a Safe Place** – Following an assault, the primary concern is to get the survivor to a safe place. Once there, the survivor has several options to consider. She /he can:
- **Contact someone that she/he can trust** – A friend who can stay with and support her/him.
- **Call a sexual assault advisor** – Sexual assault advisors offer support and can make appropriate referrals based on the needs of a survivor. They are confidential, free and available 24 hours a day and can provide emotional support as well as information on disciplinary and legal options. Call the Public Safety Department at 412-397-2424 to be put in touch with an advisor. Sexual assault advisors can also be contacted during business hours, 9:00 a.m.-5 p.m., Monday through Friday (excluding holidays and breaks) by calling the Office of Student Life at 412-397-4346 or by contacting a member of the Residence Life staff at anytime.
- **Seek medical attention** – All survivors of sexual assault are encouraged to seek medical attention as soon as possible after the assault to ensure their physical well-being. Calling for transport will not result in a campus investigation unless the survivor wants to pursue an investigation. Even if there is no external physical injury, survivors can be tested for sexually transmitted diseases, pregnancy and internal trauma. Preservation of physical evidence is important to the successful criminal prosecution of offenders. In order to preserve such evidence, survivors should not shower, douche or change clothes or bedding before seeking medical attention. All clothing items should be placed in a paper bag and taken to the hospital. Also, if oral contact was made, survivors are asked not to brush their teeth, smoke or eat. Evidence can be collected at area hospitals.
- **Contact the Public Safety Department/or local Municipality** – Sexual assault is a crime and survivors have the opportunity to press charges and/or pursue action through the university. If the assault happened on campus, the survivor can contact Public Safety at 412-397-2424. If it occurred off campus, she/he can contact the local municipality for assistance.
- **Consider contacting a counselor** – Counselors are available through the campus Center for Student Success at 412-397-5861. Visits to Student Health Services for medical treatment and counseling are confidential. Conversations with Student Health Services professionals are not disclosed to anyone without the expressed permission of the person seeking assistance unless there is a threat of physical harm to that individual or others.

### **Changing Living and Academic Situations**

If a Robert Morris University student who is a survivor of sexual assault or relationship violence is concerned about the safety of her/his living situation and lives in university residence facilities, the student may request to be moved to an alternate location. Additionally, the university can assist with any academic arrangements the survivor's situation may require.

### **Campus Sex Crimes Prevention Act**

A complete statement policy with regards to sex offenses and/or sexual harassment may be obtained from the Human Resources or Student Life Department. A protocol exists which may be followed when a sex offense and/or sexual harassment occurs. This protocol includes the rights of the victim and the accused, response procedures for a victim of a sexual offense and/or sexual harassment and response procedures for staff, faculty, Public Safety, Student Health Services, Human Resources, Residence Life and Student Life.

The "Campus Sex Crimes Prevention Act" (section 1601 of Public Law 106-386) is a federal law enacted on Oct. 28, 2000, that provides for the tracking of convicted sex offenders. Effective October 2002, all states must notify institutions of higher education when a convicted sex offender registered with the state under "Megan's Law" is enrolled or employed by a college or university. The Pennsylvania State Police Megan's Law Unit receives information on current registered sex offenders residing within the state/university community. Information regarding registered sex offenders in the Commonwealth of Pennsylvania may be obtained by accessing the Pennsylvania State Police web page at [www.pameganslaw.state.pa.us/](http://www.pameganslaw.state.pa.us/).

### **Sexual Harassment**

Robert Morris University is committed to a work and academic environment that encourages excellence in all aspects of university life. This environment includes freedom from all forms of sexual harassment for all students,

faculty, staff, and applicants who seek to join the University in some capacity. This also includes freedom from harassment of or by third parties, individuals not directly affiliated with the University, e.g., contractors, clients, customers, suppliers and visitors. Sexual harassment is unacceptable behavior and will not be tolerated. A violation of University policy on sexual harassment will be subject to appropriate disciplinary action such as reprimand, suspension, or termination of employment. Students must utilize this policy to resolve any complaints of sexual harassment, including complaints against another student or student worker.

The type of disciplinary action imposed depends on the severity of the offense. Prohibited acts of sexual harassment can take a variety of forms ranging from verbal statements of a sexual nature to physical contact of a sexual nature. All forms of sexual harassment are unacceptable behavior in the workplace itself or in other work-related settings such as business trips, athletic events, conferences, and business related social events. Information or a violation related to Sexual Harassment can be reported to the Human Resources Department at 412-397-6270 or visiting [www.rmu.edu/humanresources](http://www.rmu.edu/humanresources).

### **Workplace Violence**

Robert Morris University has a strong commitment to its employees to provide a safe, healthy, secure and respectful work environment for all members of the University community. The presence of weapons and violence in the workplace during working hours or otherwise are inconsistent with these objectives. Violence is a form of serious misconduct that undermines the integrity of the employment relationship. You should be subject to physical violence, threats or intimidation. The University expects all of its employees to perform their duties safely and productively. Violations of this policy by any individual on University property will lead to disciplinary action, up to and including termination and/or legal action as appropriate.

### **Reporting Workplace Violence**

All members of the university community have a responsibility to report threatening or violent behavior, whether that behavior is exhibited by a member of the Robert Morris University community or by visitors to the campus. Any employee who becomes aware of, or believes that he or she has witnessed an incident of violent or threatening behavior, or who is the recipient of threatening and/or violent behavior, should immediately report such incident(s) to the Public safety Department and the employee's supervisor, the supervisor's manager or Human Resources. Individuals should also notify Public safety at 412-397-2424 if the employee believes that someone may be in imminent danger or if the incident in question resulted in anyone being physically harmed. Such behavior should be reported regardless of the personal or professional relationship between the apparent perpetrator and victim. In order to protect the reporting individual(s) as well as the alleged offender from possible retaliation, a report of threatening and/or violent behavior is disclosed only to those accepting the report; to individuals with a need to know; to law enforcement; and as required by law or court order.

### **Protection From Abuse/Restraining Orders**

All individuals who apply for or obtain a temporary or permanent Protection from Abuse Order or Restraining Order listing any Robert Morris University location as a protected area must provide Public Safety with a copy of the order. The Public Safety Department understands the sensitivity of this information and respects the privacy of the reporting person. Procedures are in place to maintain the confidentiality of the information.

### **Missing Student Notification Policy**

This policy contains the official notification procedures for Robert Morris University concerning missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (HEOA). The purpose of this policy is to promote the safety and welfare of members of the university community through compliance with HEOA requirements. This policy should be adhered to by all faculty, staff, and students.

1. During the course of the investigation, Public Safety will determine if the student has been missing more than 24 hours. In such an event, the surrounding law enforcement agencies and the student's emergency listed contact will be notified of the missing student. If the missing student is under the age of 18 and not emancipated, Public Safety will notify the student's parent or legal guardian immediately after they determine that the student has been missing for more than 24 hours.
2. In addition to registering emergency contacts, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Public Safety in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Robert Morris will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so by completing the appropriate paperwork during check-in procedures.
3. This policy is effective from the date of issuance and will be made available to all members of the campus community. Its availability will be through postings on the college website, emergency response plan manual, Residence Life handouts/publications and statistical information brochures issued annually by Robert Morris University Public Safety.

**Missing Student Notification Practice:**

- A resident student shall be deemed missing when he or she is reportedly absent from the University for more than 24 hours without any known reason.
- All reports of missing students shall be directed to the Public Safety Department. Public Safety will work with Residence Life to determine whether the student is missing in accordance with this policy.
- Upon check-in to the campus residence halls, suites, or apartments, all students will have the opportunity to identify an individual to be contacted by the University in case the student is determined to be missing.
  - For students under the age of 18, that notification will be made to the student's parent or guardian within 24 hours of the time that the student is determined to be missing.
  - Any notification to parents, guardians, or designated contacts will be made by the Chief Student Life Officer or Dean of Student or his/her designee.

**Missing Student Notification Procedure:**

- Any report of a missing student should immediately be directed to Public Safety.
- Public Safety will notify Residence Life and the two departments will work in conjunction to do the following:
  - Attempt to make contact with the student reported missing by calling the student's cell phone number on file, going to the student's room (keying in if no answer), interviewing roommate(s) and floor mate(s) concerning the last time the student was seen and find any known plans.
  - Check the student's card access log to determine when the last time they entered a building, used their meal plan, etc.
  - Check class schedule and look for student at classroom—if applicable.
  - Contact faculty member(s) regarding attendance if appropriate.
  - Determine a timeline of when the student was last accounted for.
- Residence Life will notify the Director of Residence Life in conjunction with the Chief Student Life Officer and Dean of Students will initiate whatever action deemed appropriate under the specific incident's circumstances.
  - If it is determined that 24 hours have passed with no known whereabouts—the Dean of Students or designee will notify the missing student's designated contact-or-if the student is under 18, their custodial parent or guardian.
  - If it has been less than 24 hours, and the student's absence does not appear irregular or suspicious, a note will be left at the student's room requesting that they contact Public Safety immediately upon their return. If at the 24 hour mark the student still has not returned, then the above stated actions will take place.

- If the reporting party believes or is concerned for the missing student's wellbeing or is concerned the individual may be harmful to self or others, then notification to the Public Safety Department should be immediate.

**Missing Student Notification to Residential Students Concerning the Missing Student Policy:**

- At check-in to the residence halls and apartments
- Discussed during the mandatory hall meetings
- Included in the annual Security & Fire Report
- On the Residence Life website

Robert Morris University Public Safety Department utilizes "A Child is Missing" Alert Program as a tool in recovery of missing children, the elderly, the disabled, and college students missing on campus. Several officers have received specialized training with the use of this investigative tool.

**Emergency Response and Evacuation Procedures**

Robert Morris University has developed the following procedures to facilitate notification and evacuation responses in an emergency:

Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty and employees occurring at Robert Morris University or the surrounding area, the university community will be immediately notified by the use of an emergency communication procedure known as RMU Alert. The university has developed an integrated and comprehensive procedure which includes all of the following emergency alert systems: cell phone text messages, emails to computers, notifications utilizing campus telephones, and web site notification at Robert Morris University main home page.

Robert Morris University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The emergency notification process involves the receipt of information, the verification of this information, and the evaluation of the information, which then sets into motion the following actions:

- Determination if the entire campus community, or just an affected portion, will receive the emergency alert notification.
- Compilation of the content of the emergency alert message.
- Activation of the RMU Alert Notification System.

The following individuals, at a minimum, will routinely be involved in making these determinations/decisions:

- University Administrators to include, President, Provost, Senior Vice President and Vice Presidents and Directors of various other support groups.
- Director of Public Safety/Chief of Police or designee

- Incident Command Team Members
- Public Information Officer
- Chief Information Officer of Information Technology

The university will disseminate the emergency information using its Emergency Alert Notification System – RMU Alert (text messages, emails, indoor phone announcements, and web page alert messages).

Robert Morris University Emergency Alert Notification System equipment is tested, at least annually (typically, more frequently) to ensure it is working properly. At least once per calendar year the university will conduct a full activation of the Emergency Alert Notification System which will be advertised to the Robert Morris University community beforehand.

**ANNUAL FIRE SAFETY REPORT AND STATISTICS -----**

**Campus Fire Safety Right-to-Know**

This portion of this guide is published annually in compliance with section 485(i) of the Higher Education Opportunity Act, otherwise known as the Campus Fire Safety Right-to-Know. All currently registered students, as well as employees are notified by email before October 1<sup>st</sup> of each year that includes a statement of the reports availability, the exact electronic address at which the report is posted, a brief description of the reports contents and a statement that the university will provided a paper copy of the report upon request at the Robert Morris University Public Safety Department. The electronic version of this report is available online at [www.rmu.edu](http://www.rmu.edu). Prospective students and employees of the University are informed of the guide’s availability, provided with a summary of its content, and given the opportunity to request a copy from the Public Safety Department.

**Fire Log Report**

The Robert Morris University Public Safety Department maintains a written, easily understood fire log that records the date and time a fire occurred, the nature of the fire and the location of the fire whether in a residential area or another university building. This report is available for viewing at the public Safety Department located in the Barry Center at any time. An example of the log is below:

<b>Robert Morris University – Fire Log</b>			
Date of Fire	Time of Fire	Nature of Fire	Location of Fire

**Fire Drills, Evacuation and Fire Safety Education**

Fire drills are scheduled in residence hall facilities once per semester. All residents and guests are required to evacuate the building when an alarm is activated. During a fire alarm, evacuate the building by using stairs and moving away from the building a distance equal to the approximate height of the building. Do not block parking or

service road and entrance areas as these may be needed by emergency responders. Drills will be evaluated for their effectiveness by Public safety and Residence Hall staff.

Each resident receives a copy of the “Guide to Residence Living”. The guide contains information concerning evacuation procedures, fire safety & prohibited items and fire equipment.

Smoking and any type of open flame is not permitted within Residence Hall facilities. This includes candles, incense or any type of flame cooking devices. The addition of cooking appliances (hotplates, toaster ovens), space heaters or halogen lamps are prohibited.

### **Smoking Policy**

It is Robert Morris University policy that no smoking is permitted at any time inside University buildings, residence halls, offices, University vehicles or any other interior space. Smoking is not permitted within 15 feet of any entrance door, open window or air intake. Individuals desiring to smoke may do so in the designated areas where ash receptacles are located. Violators of this policy are subject to appropriate disciplinary actions.

Fire extinguishers are provided in common corridors and or near stairwells on every floor. Each kitchen is equipped with an ABC chemical extinguisher located under the sink. Each apartment is also equipped with a sprinkler system and smoke detectors. If the smoke detector alarm sounds, notify the Residence Life staff immediately. Note: Do not damage or hang anything from the sprinkler heads as this could create a serious fire hazard.

### **Definitions Related to Fire Safety Report**

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

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

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

**Fire-Related Death** – Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or deaths that occur within 1 year of injuries sustained as a result of the fire.

**Fire Safety System** – Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including: Sprinkler or other fire extinguishing systems, Fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and Fire doors and walls that reduce the spread of a fire.

**Value of Property Damage** – The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: contents damaged by fire, related damages caused by smoke, water, and overhaul, however it does not include indirect loss, such as business interruption.

### Fire Safety Inspections and Improvements

Fire protection systems are tested annually, semi-annually, quarterly and monthly or when required under the supervision of the Life Safety Systems section. Improvements, upgrades or repairs to fire safety systems are made when tests or evaluations indicate a problem exists. Notify Facilities Management or Public Safety whenever you notice damage or a possible problem with fire protection equipment. During the fall and spring semesters, Life Safety Systems staff performs monthly general building fire safety inspections. In addition, Residence Life staff performs resident room inspections twice per semester and once over the summer. Any fire safety violations will be cited and referred for immediate correction. Violators may be judicially referred.

### Specific Fire Safety Procedures

The following fire response procedures will be used by Robert Morris University in a fire situation.

- A. **In the event that you discover fire, see flames or smoke or there is an activation of the building fire alarm or similar system, all occupants must begin an orderly evacuation of that facility.** Persons should remember the “**RACE**” acronym when responding to a fire/alarm situation.
1. **RESCUE.** If it is safe to do so, Rescue anyone who may be in imminent danger of fire or smoke. Do not use the elevators. Be aware of persons who may need assistance. **RMU faculty and staff provide direction regarding evacuation to students and visitors in their area.**
  2. **ALARM.** Activate the closest fire alarm pull station. Most pull stations are located within a few feet of a stairwell or building exits. Call the University’s emergency number **(412-397-2424)** to report the nature of the incident and exact location.
  3. **CONTAIN.** Close all doors and windows, even if you are not in the affected area. Shut off all fuel sources, such as piped gas.
  4. **EVACUATE.** Evacuate the building to your designated assembly point safely away from the fire. Fire Extinguishers are located throughout RMU facilities, but should only be used by persons trained on their proper use.
- B. Persons shall not re-enter a facility until an approval (All Clear) is given by RMU Public Safety and/or the local fire department.
- C. EVACUATION AND EXIT ROUTES:
1. All departments and building occupants shall identify a primary and secondary means of evacuation. Do not use building elevators to evacuate. In multi level facilities, a stairwell designated as an exit provides a safe and immediate means of egress.
  2. When evacuating, remember to keep low to the ground to minimize smoke inhalation.
  3. Feel closed doors for heat before opening. If the door feels hot, do not open.
  4. Doors, corridors or passageways leading directly to an exit must be kept clear of obstructions at all times. Areas outside a building entrance/exit must also be kept clear of obstructions to provide free and unobstructed egress.

5. Emergency Evacuation Assembly Points:

- a) In the event of a fire or similar emergency that requires building evacuation, all University Departments will have a designated “Emergency Assembly Point(s) outside of the building. Students and visitors must evacuate to the emergency assembly point(s) with University faculty and/or staff.

D. ALL CLEAR

1. When the fire is extinguished, the smoke cleared, and the fire alarm system reset, an “All Clear” will be announced by Public Safety. At this time you may re-enter the building.

**Additional Fire Safety Tips**

- \* **Be aware of the exit locations** in your building.
- \* **If a fire alarm is activated**, immediately leave the building. Get others to do the same as you leave.
- \* **Use the stairs**, not the elevators, when evacuating the building.
- \* **Move a safe distance away** from the building, and do not congregate in roadways or service drives.
- \* **If a person is disabled** or in need of assistance, **tell** responding emergency services personnel. Use stairwells as a place of refuge until emergency personnel arrive to safely move the person from the building.
- \* **Close all doors and windows**. This will help contain any possible fire, smoke or poisonous gases.
- \* **Use fire extinguishers only on small fires** only if it appears safe to do so without putting yourself in danger.
- \* **Never hesitate to activate a fire alarm system** if you suspect fire, smoke or unusual heat.
- \* **Provide emergency responders** with any **information** you may have about the fire alarm condition, persons injured or needing assistance.

**Tampering with Fire Safety Equipment**

Tampering with fire safety equipment, activating a false alarm, or discharging extinguishers poses an immediate safety risk for residents and their belongings. Individuals found responsible for such activities may face immediate suspension from housing and/or the university and possible criminal prosecution.

**Emergency Situations**

Emergency service calls may be conducted at any time as deemed necessary and appropriate. Facilities or outside vendors/contractors may enter the residence hall facilities escorted by Public Safety and/or Residence Life Staff. At no time should an outside vendor or contractor enter the building unaccompanied by an RMU staff member.

If a student detects a fire, they should use the following procedures:

- Activate the nearest fire alarm.
- Inform the staff member on duty or Public Safety Department about the nature and the location of the fire. If you cannot locate the staff member on duty, any staff member will assume responsibility.
- Once you have reported, evacuate the building.
- Treat a fire alarm as though a serious condition exists. You may have no indication which is a real alarm and which is a drill. **Failure to leave the building for any reason when a fire alarm goes off may result in disciplinary action.**

Every resident must abide by the following procedures when a fire alarm sounds.

- Before you leave your room:
  - Turn on the overhead lights
  - Close your windows
  - Put on weather appropriate attire, including shoes

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- Carry a large towel for head and face protection against flames and smoke
- Close and lock your door as you leave.
- Evacuated students must leave the building and should stand at least 50 feet away.
- Students should not return to the building until instructed to do so by Residence Life or the Public Safety Department.

## Fire Injury & Damage Report

ROBERT MORRIS UNIVERSITY - FIRE INJURY & DAMAGE REPORT - 2009						
Residential Facilities	Number Of Fires	Cause of Each Fire	Number Of Injuries	Injuries Requiring Medical Treatment	Number Of Deaths	Value Of Property Damage
Adams Hall	0	0	0	0	0	0
Braddock Hall	0	0	0	0	0	0
Concord Hall	0	0	0	0	0	0
Gallatin Hall	0	0	0	0	0	0
Hamilton Hall	0	0	0	0	0	0
Hancock Hall	0	0	0	0	0	0
Lexington Hall	0	0	0	0	0	0
Madison Hall	0	0	0	0	0	0
Marshall Hall	0	0	0	0	0	0
Monroe Hall	0	0	0	0	0	0
Ross Hall	0	0	0	0	0	0
Washington Hall	0	0	0	0	0	0
ROBERT MORRIS UNIVERSITY - FIRE INJURY & DAMAGE REPORT – 2008						
Residential Facilities	Number Of Fires	Cause of Each Fire	Number Of Injuries	Injuries Requiring Medical Treatment	Number Of Deaths	Value Of Property Damage
Adams Hall	0	0	0	0	0	0
Braddock Hall	0	0	0	0	0	0
Concord Hall	0	0	0	0	0	0
Gallatin Hall	0	0	0	0	0	0
Hamilton Hall	0	0	0	0	0	0
Hancock Hall	0	0	0	0	0	0
Lexington Hall	0	0	0	0	0	0
Madison Hall	0	0	0	0	0	0
Marshall Hall	0	0	0	0	0	0
Monroe Hall	0	0	0	0	0	0
Ross Hall	0	0	0	0	0	0
Washington Hall	0	0	0	0	0	0
ROBERT MORRIS UNIVERSITY - FIRE INJURY & DAMAGE REPORT – 2007						
Residential Facilities	Number Of Fires	Cause of Each Fire	Number Of Injuries	Injuries Requiring Medical Treatment	Number Of Deaths	Value Of Property Damage
Adams Hall	0	0	0	0	0	0
Braddock Hall	0	0	0	0	0	0
Concord Hall	0	0	0	0	0	0
Gallatin Hall	0	0	0	0	0	0
Hamilton Hall	0	0	0	0	0	0
Hancock Hall	0	0	0	0	0	0
Lexington Hall	0	0	0	0	0	0
Madison Hall	0	0	0	0	0	0
Marshall Hall	0	0	0	0	0	0
Monroe Hall	0	0	0	0	0	0
Ross Hall	0	0	0	0	0	0
Washington Hall	0	0	0	0	0	0

**Fire Safety System Report**

<b>ROBERT MORRIS UNIVERSITY - FIRE SAFETY SYSTEMS</b>						
Residential Facilities	Fire Detection System (Smoke, Heat, Ion)	Fire Suppression System	Pull Stations – Present	Fire Extinguishers - Present	Monitoring System	Fire Drills Each Year
Adams Hall	Yes	Sprinklers	Yes	Yes	Notifier NFS-640	2
Braddock Hall	Yes	Sprinklers	Yes	Yes	Notifier APF-200	2
Concord Hall	Yes	Sprinklers	Yes	Yes	Edwards EST Quick Start	2
Gallatin Hall	Yes	None	Yes	Yes	Notifier NFS-640	2
Hamilton Hall	Yes	Sprinklers	Yes	Yes	Notifier NFS-640	2
Hancock Hall	Yes	Sprinklers	Yes	Yes	Notifier NFS-640	2
Lexington Hall	Yes	Sprinklers	Yes	Yes	Edwards EST-2	2
Madison Hall	Yes	Sprinklers	Yes	Yes	Notifier NFS-640	2
Marshall Hall	Yes	None	Yes	Yes	Notifier NFS-640	2
Monroe Hall	Yes	Sprinklers	Yes	Yes	Notifier NFS-640	2
Ross Hall	Yes	None	Yes	Yes	Notifier NFS-640	2
Washington Hall	Yes	None	Yes	Yes	Notifier NFS-640	2

**CRIME STATISTICS** -----

**How We Compile These Statistics**

The Robert Morris University Public Safety Department collects crime statistics disclosed in the charts of this report through a number of methods. Police officers enter all reports of crime incidents made directly to the department through the Automated Records Management System (ARMS). After an officer enters the report in ARMS, a department supervisor 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 U.S. Department of Education Handbook for Campus Crime Reporting. Statistics are also obtained from the Office of Student Life and the University Environmental Health & Safety Department. The Public Safety Department maintains a close relationship with the Moon Township Police Department, Ohio Township Police Department, Pittsburgh Police Department and other local law enforcement agencies to ensure that notification is made concerning crimes occurring in the adjacent neighborhoods (as required by the Clery Act) on a regular basis, and provides annual statistics on all crimes required to be reported under the Clery Act and Pennsylvania Act 180.

The University will publish and distribute an annually updated report addressing the crime statistics for the most recent three-year period. The report shall include a crime rate which is determined by considering the categories of crimes and the full-time equivalent campus population. This population is comprised of: full-time equivalent undergraduate students, full-time equivalent graduate students and full-time equivalent employees

**Geographic Areas Related to Reportable Crimes**

**On campus:** means any building or property owned or controlled by the university within the same reasonably contiguous geographic area of the university and used by the university in direct support or related to the university's educational purposes; and property within the same reasonably contiguous geographic area of the university that is owned by the university but controlled by another person, is used by students and supports institutional purposes.

**Reasonably contiguous geographic area:** includes the area immediately in front of a structure, the sidewalk, the roadway and the entire sidewalk directly across the street from the location.

**Residential facilities:** means all residence halls, fraternity and sorority areas, and other residential facilities for students' on-campus.

**Non-campus building or property:** means any building or property owned or controlled by a student organization that is officially recognized by the university; and any building or property owned or controlled by the university that is used in direct support of, or in relation to the university's educational purposes, is frequently used by students, and is not within the same reasonably contiguous area of the university.

**Public property:** means all public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

**Hate Crime Report – Clery Act**

Hate Crime reporting occurs with the following listed offenses: criminal homicides, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property and any other crime that involves bodily injury. The incident will be numerically listed in the appropriate category with a caveat relating to the crime for which it was committed.

OFFENSE TYPE	YEAR	MOON	PGH	RESIDENT HALLS	NEVILLE ISLAND	OTHER	TOTAL
Hate Crime - Race	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Hate Crime - Gender	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Hate Crime - Religion	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Hate Crime - Sexual Orientation	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Hate Crime - Ethnicity	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Hate Crime - Disability	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0

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## Criminal Offenses – Clery Act

OFFENSE TYPE	YEAR	MOON	PGH	RESIDENT HALLS	NEVILLE ISLAND	OTHER	TOTAL
MURDER	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
ROBBERY	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	1	0	1
AGGRAVATED ASSAULT	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
MOTOR VEHICLE THEFT	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
ARSON	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
BURGLARY	2007	0	0	12	0	0	12
	2008	0	0	6	0	0	6
	2009	0	0	4	0	0	4
SEX OFFENSES, FORCIBLE	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
SEX OFFENSES, NON-FORCIBLE	2007	0	0	1	0	0	1
	2008	0	0	2	0	0	2
	2009	0	0	1	0	0	1
LIQUOR LAW ARRESTS	2007	10	0	17	0	4	31
	2008	3	0	32	0	2	37
	2009	14	0	23	0	1	38
LIQUOR LAW DISCIPLINARY ACTION	2007	0	0	168	0	64	232
	2008	0	0	162	0	21	207
	2009	1	0	127	0	27	155
DRUG LAW ARREST	2007	0	0	0	1	0	1
	2008	0	0	17	0	0	17
	2009	2	0	6	2	0	10
DRUG LAW DISCIPLINARY ACTION	2007	1	0	17	0	0	18
	2008	1	0	13	0	0	14
	2009	2	0	11	0	4	17
ILLEGAL WEAPON ARRESTS	2007	0	0	0	0	0	0
	2008	0	0	0	0	0	0
	2009	0	0	0	0	0	0
ILLEGAL WEAPON DISCIPLINARY ACTION	2007	0	0	5	0	0	5
	2008	0	0	4	0	0	4
	2009	0	0	0	0	0	0

# Robert Morris University Annual Security & Fire Safety Report

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## Criminal Offenses – FBI/PA Uniform Crime Report

Note: The FBI/PA UCR crime statistics may differ from the Clery Act crime statistics due to the difference in locations, categories and report formats.

The crime rate for Robert Morris University is calculated by dividing the number of full-time equivalent undergraduate students, graduate students and employees into the number of incidents for each category of crime.

<b>Full Time Equiv. Students</b>	<b>2007</b>	<b>5055</b>	<b>2008</b>	<b>4816</b>	<b>2009</b>	<b>4783</b>
<b>Full &amp; Part Time Equiv. Employees</b>		<b>763</b>		<b>776</b>		<b>762</b>
<b>Totals</b>		<b>5818</b>		<b>5592</b>		<b>5545</b>

	Offense Type	2007	Crime Rate	2008	Crime Rate	2009	Crime Rate
	<b>PART ONE OFFENSES</b>	Criminal Homicide	0	0.0000	0	0.0000	0
	a. Murder / Nonnegligent Manslaughter	0	0.0000	0	0.0000	0	0.0000
	b. Manslaughter by Negligence	0	0.0000	0	0.0000	0	0.0000
	Forcible Rape (02)	0	0.0000	0	0.0000	0	0.0000
	Robbery	0	0.0000	0	0.0000	1	0.0002
	Aggravated Assault	0	0.0000	0	0.0000	0	0.0000
	Burglary	12	0.0021	6	0.0011	4	0.0007
	Larceny - Theft	39	0.0067	40	0.0072	38	0.0069
	Motor Vehicle Theft	0	0.0000	0	0.0000	0	0.0000
	Arson	0	0.0000	0	0.0000	0	0.0000
	<b>Total – Part One Offenses</b>	<b>51</b>		<b>46</b>		<b>43</b>	
<b>PART TWO OFFENSES</b>	Other Assaults – Not Aggravated	6	0.0010	3	0.0005	5	0.0009
	Forgery & Counterfeiting	0	0.0000	0	0.0000	0	0.0000
	Fraud	1	0.0002	1	0.0002	1	0.0002
	Stolen Property Possession/Receiving	0	0.0000	0	0.0000	0	0.0000
	Vandalism	31	0.0053	17	0.0030	11	0.0020
	Sex Offenses – Other	1	0.0002	2	0.0004	1	0.0002
	Drunkenness	3	0.0005	4	0.0007	2	0.0004
	Disorderly Conduct	8	0.0014	2	0.0004	4	0.0007
	Drug Violations	19	0.0033	31	0.0055	27	0.0049
	Liquor Laws	263	0.0452	224	0.0401	193	0.0348
	Weapons Violations	5	0.0009	4	0.0007	0	0.0000
	Vagrancy	0	0.0000	0	0.0000	0	0.0000
	All other Offenses (Except Traffic)	10	0.0017	12	0.0021	11	0.0020
	DUI (Counted under Liquor Laws)	0	0.0000	0	0.0000	0	0.0000
	<b>Total – Part Two Offense</b>	<b>347</b>		<b>300</b>		<b>255</b>	
	<b>TOTAL – ALL OFFENSES</b>	<b>398</b>	0.0684	<b>346</b>	0.0619	<b>298</b>	0.0537

### Important Phone Numbers

**Public Safety Department – 412-397-2424**

**University Counseling Center – 412-397-5861**

**Resident Life Office – 412-397-5252**

**Student Life Office – 412-397-4352**

**Student Judicial Affairs – 412-397-2596**

## Appendix A

### Definitions of Reportable Crimes

[Source: Clery Act]

**Murder and Non-negligent Manslaughter:** the willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter:** the killing of another person through gross negligence.

**Sex Offenses-Forcible:** 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.

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

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

**Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Sex Offenses, non-forcible:** Unlawful, non-forcible sexual intercourse.

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

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

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

**Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

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

**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.

**Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

**Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (enzedrines, enzedrine).

**Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

**Appendix B**

<b>Student Population</b>						
Student population at Robert Morris University as of Fall 2009						
	Moon Campus		Pgh. Center		Other	Total
Undergraduate Full-Time Students	2982		74		50	3106
Undergraduate Part-Time Students	318		100		133	551
Graduate Students	700		202		224	1126
<b>Total</b>	<b>4000</b>		<b>376</b>		<b>407</b>	<b>4783</b>

As of October 31, 2009, there were 1,314 students living in University housing on the Moon Township Campus. There is no other University Housing.

<b>Faculty and Staff Headcounts</b>						
Total number of non-student employees working at the University as of September 1, 2009.						
<u>Moon Campus Staff</u>		<u>Pgh. Center Staff</u>		<u>Island Sports Ctr.</u>		<b><u>Overall Total</u></b>
Full-time	326	Full-Time	20	Full-Time	29	375
Part-Time	20	Part-Time	2	Part-Time	5	27
<b>Total</b>	<b>346</b>		<b>22</b>		<b>34</b>	<b>402</b>
<b>Moon Faculty</b>						
Full-time	166	Full-time	11	Full-time	0	177
Part-Time	175	Part-Time	22	Part-Time	0	197
<b>Total</b>	<b>341</b>		<b>33</b>		<b>0</b>	<b>374</b>
<b>Total</b>	<b>687</b>		<b>55</b>		<b>34</b>	<b>776</b>