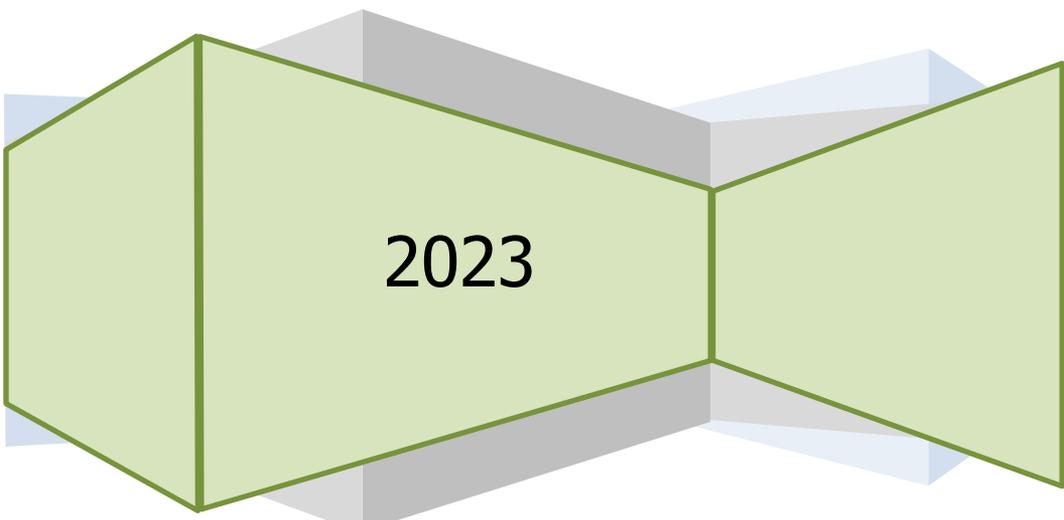


MANSFIELD 

COMMONWEALTH UNIVERSITY

Annual Security & Fire Safety Report and Crime Statistics

Commonwealth University - Mansfield Main
Campus and Sayre Campus



2023

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INTRODUCTION

Mansfield University is a state-owned institution and a member of the State System of Higher Education in the Commonwealth of Pennsylvania. The campus is located in Tioga County in northcentral Pennsylvania and within the borough of Mansfield, Pennsylvania. The full time equivalent (FTE) students and employees for calendar year 2021 was 1,834 total, with 1,543 students and 291 employees. The Department of Health Sciences at Mansfield University is in a collaborative program for Nursing, Community Health Education, Radiologic Technology, Respiratory Therapy, and Nutrition with Robert Packer Hospital in the Borough of Sayre, Bradford County, Pennsylvania (Sayre Campus). Students in those academic programs may choose to live in a residential facility, Patterson Hall, which is adjacent to the hospital. During the year 2021, 91 of our students attended the Sayre Campus, 18 of which were housed in Patterson Hall.

Mansfield University owns two (2) off campus properties within the borough of Mansfield, which are not adjacent to campus. One property, located at 18 North Main Street, houses businesses which lease the property from the University. This is not a residential property and does not house any students nor contain any campus offices. The second property, located at 306 East Elmira Street, is the water treatment plant for the University and is staffed by a University employee during regular business hours.

As a recipient of Federal Title IV student financial aid, Mansfield University is required to adhere to The Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act (The Clery Act). One of the provisions in the Clery Act is for all postsecondary institutions receiving federal Title IV financial aid to publish an annual report disclosing campus security policies and the three (3) most recent years of selected crime statistics.

Mansfield University is committed to campus safety and security and compliance through The Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act (The Clery Act), the Accuracy in Campus Crime Reporting Act of 1997, the Pennsylvania Uniform Crime Reporting Act, and the Pennsylvania College and University Security Information Act. Safety and security at Mansfield University is a shared responsibility among faculty, staff and students. Although crime occurs everywhere, fortunately the majority of faculty, staff, students and guests will never experience crime on the Mansfield University campus. Mansfield University has implemented procedures and offers programming to enhance campus safety and increase awareness, emphasizing the prevention and reporting of crimes to various authorities. A campus community that is informed, aware, and alert is the best prevention to campus crime. Furthermore, a campus community promotes safety and security by encouraging reason and caution and by employees, students, and guests to report crimes to the appropriate authorities. The Mansfield University Police Department is committed to helping provide a safe environment in which to live, learn, work, and enjoy the campus community. The information contained in this Annual Security and Fire Report is made available and is distributed as required by statute to all new and prospective students and employees, as well as their families, as well as all current members of the campus community. This report is prepared by the Mansfield University Police Department, with the cooperation of various local law enforcement agencies and campus offices. It is our hope that this report will increase your awareness of the potential for crimes to occur, as well as to inform you of the steps we take to enhance safety. If you have any questions, concerns, or suggestions about our department, or about compliance with federal or state laws, please contact the Chief of Police at 570-662-4900.

ANNUAL SECURITY AND FIRE REPORT DISTRIBUTION AND REQUEST

The crime and fire statistics reported in this publication are issued annually by October 1st for Mansfield University, and may also be located and/or requested by:

MAIL: Mansfield University Police Department, 65 Clinton Street, Doane Center 104, Mansfield, PA 16933

PHONE: (570) 662-4900

E-MAIL: police@mansfield.edu

ONLINE: Department website <https://www.mansfield.edu/police/> or the United States Department of Education, Office of Post-Secondary Education Campus Security website <http://ope.ed.gov/security>

ANNUAL PREPARATION OF CRIME STATISTICS

It is the responsibility of the Chief of Police to prepare and disseminate Mansfield University's Annual Clery Security and Fire Report each year. The full text of this report is located at <http://www.mansfield.edu/police/annual-report-and-crime-statistics.cfm> . It is the policy of Mansfield University to compile the Clery Report in accordance with state and federal mandates in the following manner: The Mansfield University Police Department gathers statistical data from their records of all reported crimes, as well as from information provided by various offices, departments, and agencies, both internal and external to campus, and from other designated Campus Security Authorities (CSAs). These offices, entities, departments, and agencies include:

- Campus Judicial Office
- Office of Housing and Campus Life
- Office of Human Resources
- Office of Institutional Research
- Title IX Coordinator
- Environmental Health and Safety Director
- President's Commission on the Status of Women
- Women's Center for Living and Learning
- Mansfield Borough Police Department
- Sayre (Pennsylvania) Borough Police Department
- Coordinator of Sayre Student Services, Orientation, and Commencement - Sayre (PA) Campus

DISCLOSURE OF CRIME STATISTICS

The Annual Security and Fire Report is prepared each year in compliance with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act, which requires all colleges and universities receiving Title IV financial aid in the United States to report their crime statistics and their campus security policies and reporting procedures to the United States Department of Education and to the campus community annually by October 1st of each year. These crime statistics are compiled and reported in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) system, and with the Clery Act. This information is available online at <http://ope.ed.gov/security> . A paper copy of this report is available free of charge from Mansfield University Police Department upon request, or a copy can be obtained by visiting the department lobby at 65 Clinton Street, 104 Doane Center, Mansfield, PA. The annual report

contains crime and fire statistics for the most current three-year period and is made available each year to all prospective students and employees. An e-mail notification is sent to all students and employees annually, which provides the direct web link <http://www.mansfield.edu/police/annual-report-and-crime-statistics.cfm> to access the Annual Security and Fire Report. All prospective students and employees receive notification of the availability of the report and how to obtain a copy of the report during the application process.

SECURITY ADMINISTRATION

The Office of the President is responsible for the administration of campus security. The Chief of Police, who heads the University Police Department, reports to the President. The Mansfield University Police Department is responsible for providing security to the main campus. Security on the Sayre Campus is provided by Safety & Security personnel of the Guthrie Robert Packer Hospital.

GEOGRAPHIC LOCATIONS

Mansfield University is required to report Clery designated crime statistics and issue timely warnings for those crimes that represent a severe and continuing threat that occur in the following geographic locations: on campus, public property, and non-campus buildings and property.

ON CAMPUS – Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and any building that is within or reasonably contiguous to the preceding paragraph of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor).

Mansfield University campus buildings and property on the main campus would be included as *on campus*.

PUBLIC PROPERTY – all that property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to, the institution’s educational purposes.

Mansfield University public property are the streets, alleys, sidewalks, and parks that are adjacent to campus or that bisect campus, would be included as *public property*.

NON-CAMPUS BUILDING OR PROPERTY – Any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution’s educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution.

Mansfield University has no *non-campus* buildings or properties.

REPORTING PROCEDURES FOR CRIMINAL ACTIONS & EMERGENCIES

On April 5th, 1986, Jeanne Clery, a young woman attending Lehigh University, was brutally attacked and killed in her dorm room. Through lobbying efforts by her parents, Congress passed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Clery Act, as it has become known, requires that all universities make people aware if certain crimes occur on campus through an annually released crime report. The Clery Act requires that all reported incidents of murder, manslaughter, forcible and non-forcible sex offenses, domestic violence, dating violence, stalking, robbery, aggravated assault, burglary, motor vehicle theft, and arson that occur on campus or on property contiguous to campus be included in the annual report. If a victim of a crime which occurred on campus informs University Police that he/she does not wish to have University Police investigate, University Police will provide the victim with contact information for another appropriate law enforcement agency to investigate.

On March 7th, 2013, when the Violence Against Women Act was reauthorized, the Clery Act was expanded. It now requires that all instances of relationship violence, sexual assault, and stalking that occur on campus be part of the crime report. This allows everyone to know the number of crimes that are occurring on or near campus. The Clery Act does not require anything other than a number be reported; these numbers are based on both the confidential and formal reports that are made. Information on how the Violence Against Women Act changed the Clery Act can be found at this link: <http://www.acenet.edu/news-room/Documents/VAWA-Summary.pdf>

Title IX was designed to make sure that everyone has equal access to an education, free of coercion and harassment. Sexual assault, relationship violence, and stalking hinder an individual's ability to reach their educational potential. All incidents of sexual assault, relationship violence, and stalking that are reported to University Police must then be reported by police to the Title IX Coordinator, so they cannot be held in confidence. All incidents of these crimes must be reviewed. The Title IX Coordinator will respect a complainant's request not to investigate, but must (by law) inform the complainant of his or her rights. The Title IX Coordinator is Jennifer Raup, 400 East Second Street, Bloomsburg, PA 17815, (570) 389-4808 or (570) 389-4063. For Title IX violations, go to <http://www.mansfield.edu/title-ix/index.cfm>

The Higher Education Opportunity Act (HEOA) specifies campus safety requirements in the following areas: hate crime reporting and emergency response and evacuation procedures required of all Title IV institutions, and missing student notification and fire safety issues required of any Title IV institution that maintains an on-campus student housing facility.

All members of the campus community are strongly encouraged to report crimes to the University Police Department on the main campus, or Sayre Borough Police at the Sayre Campus. This provides for the crime to be included in the Annual Security and Fire Report and enables campus authorities to determine whether a timely warning or campus alert should be broadcast to the campus community. A variety of University employees MUST report promptly and accurately any incidents of these specified crimes to campus law enforcement authorities; these employees are known as Campus Security Authorities (see pages 10-11). All members of the campus community are required to notify the Mansfield University Police Department when any event or incident involves a dangerous situation or significant emergency that constitutes an immediate or ongoing threat to the health and safety of any person on campus.

The following information is provided for procedures to follow if you become aware of any of the crimes specified. Definitions for the applicable crimes appear under item MU Crime Statistics Report on pages 35-37.

Mansfield University advises all student and employees, through handbooks, orientations, presentations, and electronic and direct mail, to report all incidents, emergencies, crimes or potential safety hazards promptly to the Mansfield University Police Department by

1. calling the Department's 24-hour police line at 570-662-4900
2. using the emergency blue light phones www.mansfield.edu/police/blue-light-phones/index.cfm
3. e-mailing police@mansfield.edu,
4. appearing in person to the Department at 104 Doane Center on the main campus

Incidents occurring off-campus should be reported by calling 911, and to the Mansfield University Police Department when appropriate.

Emergencies at the Sayre campus should be reported by calling 911, and notifying Guthrie Safety and Security by calling 570-887-4207 when appropriate.

If you learn from a victim or witness that a crime has occurred on campus, or contiguous to campus, encourage them to report the incident to the Mansfield University Police Department at 570-662-4900. If the crime occurred off-campus the Mansfield University Police Department will also assist you or the victim or witness with contacting the appropriate law enforcement agency. If the crime has occurred on the Sayre Campus, please notify the Sayre Borough Police Department by calling 911.

It is critical that accurate information about criminal activity on or adjacent to campus be available and provided to members of the campus community. Your cooperation in these efforts is appreciated.

If you have any questions about reporting a crime, or your obligations to report, please contact **Chief Jeffrey Perry at (570) 662-4900**, or via electronic mail at jperry@mansfield.edu.

Mansfield University has policies and procedures in place to facilitate the initiation of a complaint by any member of the campus community against any other individual(s) for behavior that they deem inappropriate and in violation of university policy and/or criminal statutes.

Specific policies and procedures are found here regarding student code of conduct. <https://www.mansfield.edu/student-affairs/upload/MU-Code-of-Conduct.pdf>

For harassment and non-discrimination policies, see: <https://www.mansfield.edu/policies-procedures/upload/Non-Discrimination-Policy-1-21-20-2.pdf>

Mansfield University has established a Behavioral Intervention Team that assists in identifying at risk individuals who display disruptive or threatening behaviors that have the potential to endanger their own or others' safety. Any person observing these behaviors, or having concerns about another individual in this regard should report to Mansfield University Police at 570-662-4900.

Any individual who is subject to any form of behavior that they deem to be contrary to university regulations is strongly encouraged to report such behavior to the **University Community Conduct Officer at 326 Alumni Student Center or by calling (570) 662-4936**. Violations of university policies and/or crimes that occur in the residence halls can be reported to the Resident Director for the respective building in which the incident occurred, in addition to reporting to University Police at 570-662-4900.

Victims or witnesses reporting crimes on a voluntary confidential basis to non-police persons, such as University Counseling Center counselors or Campus Ministers, are encouraged to report to police so that these crimes can be included in the Annual Security and Fire Report. If they do not wish to report to the matter to police, the counselor may do so on their behalf, but the identities of the victim(s) are not divulged to police.

When a crime is reported to University Police, an officer is assigned to investigate. University Police Officers can only investigate incidents that occur on-campus. If a student, staff member, or visitor reports a crime to University Police that did not occur on-campus, University Police will assist that person in contacting the appropriate law enforcement agency having jurisdiction in which the crime occurred.

It is prohibited for any person to retaliate, intimidate, threaten, coerce, or otherwise discriminate against individuals in connection with the implementation of the Clery Act.

VICTIMS' RIGHTS AND OPTIONS

Regardless of what a victim chooses to do in pursuing a criminal complaint or whether the alleged offense occurred on or off campus, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking, and provide each victim with a written explanation of their rights and options. Such written information will include the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault, or stalking has occurred, including:

- information about how the institution will protect the confidentiality of victims and other necessary parties
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures
- an explanation of the procedures for institutional disciplinary action.

Mansfield University complies with Pennsylvania law in recognizing orders of protection by advising any person who obtains an order of protection from any state within the United States to provide a copy to the University Police Department and to the Office of the Title IX Coordinator. A complainant may then meet with the police to develop a safety action plan, which is a plan for university police and the victim to reduce the risk of harm while on campus or traveling to and from campus. This plan may include, but is not limited to, escorts, special parking arrangements, changing classroom locations, or allowing a student to complete assignments off-campus. Other options may be available for a student on a case by case basis as the University determines what other measures may be taken.

The University cannot apply for a legal order of protection/protection from abuse (PFA) from the applicable jurisdiction(s). The victim is required to apply directly for these services and can be assisted by University Police if desired. To obtain a PFA order, Monday – Friday between 8:30 a.m. and 2:00 p.m., the victim must go to Tioga County Courthouse, 118 Main Street, Wellsboro,

Pennsylvania. To obtain a PFA after 4:00 p.m. on weekends or holidays, the on-call Magisterial District Judge can issue an emergency PFA. The victim should call 911 or their local police department to arrange for notification of the on-call Magisterial District Judge. The emergency PFA is valid only through the close of the next business day.

MANSFIELD UNIVERSITY POLICE DEPARTMENT REPORTING CRIMES TO LOCAL AND STATE POLICE

Crime reports and arrest information for offenses which occur on campus as required by state criminal history record retention laws are reported on a monthly basis to the Pennsylvania State Police for use in the Uniform Crime Report.

TIMELY WARNINGS AND CRIME ALERTS

It is the University's policy to be open with students and employees about incidents occurring on campus that could be potentially dangerous to the campus community. When a Clery Act crime is reported to Mansfield University Police or to a campus security authority, is considered by the University to represent a serious or continuing threat, and occurred on or within the University's Clery geography, a timely warning is approved by the President. The Clery geography is defined as the core campus boundaries, which includes on university owned or controlled property on campus and public property that is within or immediately adjacent to the campus. The purpose of timely warnings and crime alerts is to notify the campus community members about crimes that have occurred on campus or on non-campus property or public property where it is deemed that the incident may pose a serious or ongoing threat to the campus community members. These reports shall be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. Depending on the particular circumstances of the threat such as severity, location, type of incident, and ongoing nature of the threat, the information may be disseminated using news releases to the campus newspaper, *The Flashlight*, campus mail, campus radio station announcements, residence hall and floor meetings, campus e-mail, and crime alert postings throughout the residence halls, academic buildings, library, dining hall, and student center when appropriate, and/or activation of the University emergency notification system. Crime alerts will be posted on the University Police webpage for a minimum of 60 days. More information on this policy can be found here: <https://www.mansfield.edu/police/upload/Timely-Warning-and-Crime-Alert-Policy-3-10-14-2.pdf>

During an on-campus emergency, persons have the option of calling 911 or University Police at 570-662-4900. University Police maintain direct contact with Tioga County Emergency Communications through phone and radio. Campus community members can subscribe to the Campus Alert messaging system to receive voice and text messages on their mobile devices and phones by going to this page <http://www.mansfield.edu/environmental-health-safety/>.

CAMPUS SECURITY AUTHORITIES

As required by the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, or Clery Act, colleges and universities must annually compile and publish crime, fire and security information about their campuses. Under this law, "campus security authorities" are mandated to report crimes brought to their attention for inclusion in Mansfield University's Annual Security and Fire Safety Report. If you or someone who reports to you is listed on the distribution

list below, you are a “campus security authority” as that term has been defined by the United States Department of Education. Campus Security Authorities are those individuals with campus security responsibility, those individuals designated by the campus, and those individuals with **significant responsibility for students or campus activities**, such as:

- Associate Vice President Student Life
- Dean of Students
- Associate Vice President Student Affairs
- Judicial Conduct Officer
- Director of Student Activities
- Coordinator of the Women’s Center
- All Resident Assistants, Residence Directors, Graduate Assistants in Residence Life, Associate Directors of Residence Life and Housing
- Office of Residence Life
- Office of Human Resources
- Advisors to Student Organizations
- Faculty, staff and administrators with student employees
- Athletic Director and all Coaching Staff
- Director of the Kelchner Fitness Center
- International Student Services
- Coordinator of Greek Life
- Study Abroad Programs
- Alumni Relations
- Registrar
- University Police and Security Officers
- University Building Monitors and Student Staff on Special Events

If the victim or witness is not willing, elects not to, or is unable to report the crime to the police, you **MUST** inform them that, as a Campus Security Authority (CSA), you are required by law to report the incident to the University Police. You are not required to provide the name of the victim(s) or witness(es) to the police. Your report should include the date, time, location, and a detailed description of the incident. University Police will then include the information in the annual security report.

CONFIDENTIAL REPORTING

Victims, witnesses or persons with relevant information regarding an incident may report to Mansfield University Police confidentially through the Chief of Police, Residence Life and Housing, the Counseling Center, Title IX Coordinator or Deputy Coordinator, or any other university official, for the purposes of investigation, verification, informing the campus community, resolution, or statistical recording. The purpose of the report is to comply with the wish to keep the matter and identity of the victim(s) confidential, as much as possible under the individual circumstances of the case, while taking steps to insure the future safety of the person(s) involved. This information enables the university to accurately record and report the incident to the community through the Annual Security and Fire Report, e-mail alerts, and campus postings so the community can be aware of the potential for danger.

Individuals who wish to make a confidential or anonymous report may do so by contacting a staff member in the offices listed above. Please be advised that the University may not be able to guarantee absolute confidentiality, based on the need to take possible action to preserve the

safety of others. Reports made by pastoral or professional counselors, while acting in their counseling role, are afforded confidentiality under the law, but these professionals are encouraged to make voluntary reports to University Police for the sake of a secure and safe campus environment. The University encourages pastoral and professional counselors, if and when deemed appropriate, to inform persons they are counseling of any procedures to report crimes on a voluntary and confidential basis for inclusion in the Annual Security and Fire Report.

OFF-CAMPUS BEHAVIOR, RELATIONSHIP WITH LOCAL AND STATE POLICE

The University works cooperatively with local and state police agencies to monitor and record reports of criminal activity at any off-campus location where the primary occupants are students who are members of a recognized student organization. The university also reserves the right to take disciplinary action against students for violations of Commonwealth or Federal laws, regardless of where such actions occur, if the actions adversely affect the mission of the university or the health, safety, or welfare of members of the university and local community.

Mansfield University expects that students will conduct themselves at off campus locations in the same way as they do on campus, that is, with the highest respect and consideration of others. Mansfield University Police work closely with all local, state, and federal law enforcement and other related agencies to preserve the safety of the surrounding communities, assisting those agencies with the sharing of demographic information and through the participation in investigations of various incidents, to maintain a positive relationship regarding the behavior of all students living off campus.

If a Mansfield University student is involved in an off-campus incident, Mansfield University officers are often requested to assist other agencies with information or participation in the investigation. Additionally, the University also works with surrounding jurisdictions relating to recurrent noise complaints to the satisfaction of those residing in areas adjacent to campus.

Mansfield University also maintains a close working relationship with local schools and other institutions of higher education, so any on-campus incidents involving students or guests from those schools are properly addressed by the appropriate authority.

DAILY CRIME LOG

The Clery Act requires that the community be informed about selected crimes that occur on campus. One way that the Mansfield University Police Department accomplishes this is through the daily crime log. The daily crime log is available to any person requesting it 24 hours every day at the Mansfield University Police Department, 65 Clinton Street, Doane Center 104, on the Mansfield University Campus, Mansfield, Pennsylvania. The most current 180 days of incident information is available on line <http://www.mansfield.edu/police/press-releases.cfm> and at the department. Upon request, the log is available for immediate viewing; logs older than 180 days will be made available for viewing within 48 hours of request.

The Daily Crime Log records all criminal incidents and alleged criminal incidents that have been reported on campus or on public property immediately adjacent to and accessible from campus, and crimes that occurred within the patrol jurisdiction of the campus police. The daily crime log contains all crimes reported to the Department regardless of the classification of the crime. Officers are required to complete a news release form on every crime that is reported. The release includes

information on the nature, date, time, general location, and disposition of each crime. New information about a log entry is also recorded in the log no later than two business days after the information has become available to the department, and is designated as an update to the original entry. Examples of this would be if criminal charges are not immediately filed but are at a later date pursuant to the outcome of an investigation. Daily crime logs do not include identifying information for victims.

Mansfield University Police Department reserves the right to exclude reports from the crime log in certain cases where there is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence, until that damage is no longer likely to occur from the release of such information.

FIRE LOG

A fire log is available to anyone to view 24 hours every day at the Mansfield University Police Department, 65 Clinton Street, Doane Center 104, on the Mansfield University Campus, Mansfield, Pennsylvania. The fire log contains information about fires that occurred in residence halls, and includes the location, date, time and general location the fire(s) occurred.

EMERGENCY PHONES – Mansfield Campus

There are 24 emergency “blue light” phones located throughout campus. Pressing the red emergency button on any of the phones will activate the blue strobe light atop the phone and immediately connect the caller to the Tioga County 911 Emergency Services Communications Center. The exact location of the phone will be relayed to the Mansfield University Police Department when a call is received by the 911 Center, and a University Police Officer will be sent to the location of the activated phone. The telephones may be used for any emergency; however misuse of the phones may result in criminal prosecution.

ENHANCED 911 PHONE SYSTEM

The enhanced 911 system on campus facilitates prompt fire and ambulance response to campus. When dialing 911 from any campus phone, the Tioga County 911 Emergency Services Communications Center will be able to display the specific location (building and room number) of the campus caller. This system does not work with wireless cellular phones. When the Tioga County 911 Emergency Services Communications Center receives a 911 call from a campus location, they will dispatch appropriate fire and/or ambulance service. The Communications Center will also then contact University Police regarding the location and nature of the emergency call, and University Police will also respond.

SAFETY ESCORTS

Individuals are urged not to walk alone and to practice personal safety precautions, especially during hours of darkness. **The Mountie Express**, the campus shuttle, is in operation to transport students around campus and to various areas in Mansfield Borough including Walmart. Additional information can be found at <https://www.gobesttransit.com/routes/tioga/mountie-express/>

Mountie Express Hours of Operation

	Day Shuttles		Evening Shuttles	
Days of Week	Start	End	Start	End
Monday - Thursday	7:30 a.m.	3:00 p.m.	4:30 p.m.	10:00 p.m.
Friday	7:30 a.m.	3:00 p.m.	4:30 p.m.	10:00 p.m.
Saturday			5:00 p.m.	10:00 p.m.
Sunday			5:00 p.m.	10:00 p.m.

When the Mountie Express is not in operation, University Police will provide a safety escort. When an escort is requested, every effort is made to accommodate the request. The safety escort service is intended for on-campus use only. To request the escort service when the Mountie Express is not in service, call University Police at 570-662-4900.

Safety escorts can be obtained on the Sayre Campus by calling Guthrie Safety & Security at: 570-887-4207.

SECURITY SCREENING ADMISSION & EMPLOYMENT APPLICANTS

At this time the Office of Admissions does not request criminal background information from applicants. The Office of Human Resources currently screens job applicants and conducts a criminal background check of prospective employees before a position is proffered. A signed background waiver form is requested before any background checks are conducted. Under the Protection of Minors policy all University employees, student workers, and volunteers are required to have criminal background screening clearances in accordance with applicable procedures, standards, and guidelines as established by the chancellor. The required checks are as follows:

1. A report of criminal history record from the Pennsylvania State Police (PSP) or statement from PSP that no criminal record exists.
2. Certification from the Pennsylvania Department of Human Services as to whether the person has been named in the statewide database as a perpetrator in a pending child abuse investigation or in a founded report or indicated report of child abuse.
3. A report of federal criminal history record information. A full set of fingerprints must be submitted to the PSP to obtain this report.

Before being allowed to use or lease university facilities, program administrators and/or independent contractors of non-university-sponsored programs, or non-university groups and/or independent contractors providing services to university-sponsored programs are required to certify that they have conducted criminal background checks and determined the fitness of all authorized adults and program staff.

PROTECTION OF MINORS

The University policy on the protection of minors may be found here <http://www.mansfield.edu/hr/protection-of-minors.cfm>

The Pennsylvania State System of Higher Education (PASSHE) has established a Protection of Minors Policy to protect the safety and security of the thousands of pre-school, elementary, middle, high school, and minor-aged university students who participate in programs held on PASSHE university campuses and other properties each year and to provide guidance to students, faculty, and staff who are involved with such programs and activities.

If you would like to report a concern regarding the safety of a minor, please contact: Child Line, Department of Human Services at 1-800-932-0313.

REGISTERED SEX OFFENDER INFORMATION

Offenders that are required to register as sexual offenders or predators under Pennsylvania's Megan's Law may be found at the following websites: www.meganslaw.state.pa.us/. National information about sexual offender registries may be obtained at: <https://www.nsopw.gov/>

ENFORCEMENT AUTHORITY AND JURISDICTION - UNIVERSITY POLICE DEPARTMENT

The Mansfield University Police Department is responsible for police services as well as providing security on main campus. The Department consists of a full-time commissioned director, 8 full-time commissioned officers, 3 full-time security officers and 1 part-time clerk. All police officers have completed the required training or equivalent of the Pennsylvania Municipal Police Officers Training Academy (Act 120), and have received their commission from the Governor and the Secretary for the Department of Education for the Commonwealth of Pennsylvania. All officers are required to maintain certifications in CPR including the use of AEDs, firearms, and annual Act 180 mandatory in-service training through the Municipal Police Officers Education and Training Commission or the Pennsylvania Chiefs of Police Association. Complete background investigations are made on all applicants considered for University Police employment, including Pennsylvania State Police records and personal reference checks. The police department is open and staffed 24 hours each day of the year. The Department officers patrol campus on foot as well as in two marked and one unmarked police vehicle.

Guthrie Safety & Security provides security for the Sayre Campus. Two security officers are on duty on the Sayre Campus at all times. The Sayre Borough Police Department provides police services for the Sayre Campus.

The mission of the Mansfield University Police Department is to work with our students and staff to keep the university a safe place to live and learn and work; to welcome visitors and ensure their stay is enjoyable; to protect life and property; and to reduce the opportunity for crimes to occur on campus. The Mansfield University Police Department has adopted a Community Oriented Policing approach in all campus buildings on all shifts to provide high officer visibility and access. These regular foot patrols act as a deterrent to criminal activity and enable students, staff, and visitors to get to know the officers.

University Police have full police powers granted by the Pennsylvania Administrative Code, Section 2416. Police matters on campus are handled by the department, including investigations, arrests, and resulting arraignments and court actions. Reports to state and local police are not required.

University police officers may also initiate on campus judicial referral for criminal violations and/or violations of the Student Code of Conduct, found here: <https://www.mansfield.edu/student-affairs/upload/MU-Code-of-Conduct.pdf>

University security officers have the responsibility for dispatching police officers to routine and emergency calls, and assist with security at special events. These officers can enforce University policies and may detain individuals for violations until custody can be transferred to a University police officer. Security officers are non-commissioned and have no power to arrest, and are not armed. The Mansfield University Police Department maintains a 24-hour operation to answer calls for assistance. When a call comes into the dispatcher, a police officer or other appropriate staff member is dispatched to the location. When a crime is reported, a police officer is dispatched and responds to conduct an investigation as the nature of the crime. If a student is arrested as a result, a judicial referral is sent to the Campus Judicial Conduct Officer. Students are held responsible by the Judicial Conduct Officer for their actions, whether they occurred on or off campus.

Sayre campus: To report a crime on the Sayre Campus contact the Sayre Borough Police by calling 911. The Sayre Borough Police Department is located at 234 South Lehigh Avenue Sayre PA 18840.

RELATIONSHIP WITH LOCAL AUTHORITIES

In emergencies or at the request of university police officers, the Pennsylvania State Police and local police are contacted for assistance. There is a reciprocal working relationship among the campus, state and local police agencies. The University Police and The Mansfield Borough Police Department have a written emergency aid agreement. The University Police Department is a member of the Tioga County Law Enforcement Group and attends regularly scheduled meetings to share information among the members to enhance safety and successful investigations leading to prosecutions for criminal activity.

The university does not have written agreements with any other agencies, however under ACT 48, university police officers may investigate crimes outside campus jurisdiction under certain conditions.

SUBSTANCE ABUSE

The use and/or sale and/or possession of alcoholic beverages, the use, possession, manufacture, sale, or distribution of drugs, the possession of drug paraphernalia and controlled substances prohibited by law are strictly prohibited in the residence halls or anywhere on campus. The University Police enforce the underage possession, consumption, transportation, or sale of alcoholic beverages by persons under the age of 21 through the issuance of citations or filing of criminal charges, and the filing of judicial referrals with the University Judicial Officer. Contact of parent or legal guardian for alcoholic beverages violations of law, as required by Pennsylvania law, is performed by the University Police. University Police investigate on campus incidents of use, sale, or possession of controlled substances and file appropriate criminal charges as well as on-campus judicial referrals.

Mansfield University is an active member of the Network of Colleges and Universities committed to the elimination of drug and alcohol abuse. The standards of the network have also been adopted by the Board of Governors of the State System of Higher Education as policy for all state universities.

The University has the responsibility to provide a drug free environment where the use of alcohol and other drugs do not interfere with learning. Persons violating this prohibition will face university disciplinary sanction, and/or arrest by university police. University disciplinary actions will include an educational component to encourage the individual's acceptance of the responsibility for his/her own choices and behavior.

Mansfield University will educate and provide information to the campus community for the purpose of preventing the abuse of alcohol and other drugs. The university will also provide counseling and referrals for persons with alcohol or other drug problems.

The university has a comprehensive drug and alcohol education program that begins during the orientation program prior to starting school. It includes an educational component for policy violators. Residence hall programs are offered throughout each semester as needs arise. The staff is trained to identify students with potential problems and is made aware of referral resources on campus.

A comprehensive brochure, *The Drug Publication*, by the Office of Drug and Alcohol Education in 326 Alumni Hall, is provided annually to all students and staff. This publication contains an overview of all appropriate campus policies, programs and assistance opportunities related to the use of drugs/alcohol. You may access this publication at the following link:
<https://www.mansfield.edu/policies-procedures/upload/MUDAAPP.pdf>

For additional information, the Office of Drug and Alcohol Education can be contacted at (570) 662-4936.

WEAPONS

The possession or use of explosives, firearms, weapons, and/or ammunition of any type in the residence halls or anywhere on campus is strictly prohibited. All firearms, weapons, and ammunition brought to campus for hunting purposes must be registered through the University Police Office and stored in the University Police Department.

STUDENT LIVING AND RESIDENCE HALL ACCESS

On the Mansfield campus housing is available for approximately 1,300 students in four different residence halls. There are five available room/suite configurations, which include both 2 or 4-person suites and semi-suites. Graduate students are housed with undergraduates and gender-neutral housing is also available. On the Sayre campus student housing is available in Patterson Hall.

All residence hall doors are locked 24 hours a day. Cameras monitor the elevators and entrances to all residence halls. A card access system controls all entrance doors. Only persons possessing cards programmed for building entrances may enter. Student Living Staff regularly tour the buildings to

check that locked doors are not propped open. A security system monitors all entrance doors, and doors that do not latch properly or are propped open cause a signal to be sent. Each student residence door is equipped with a locking device and a peephole. University Police Officers also check doors during their patrols.

Guests stay in university residence halls only when sponsored by a member of the University who is responsible for them. The host is responsible for informing the guest of university security policies and procedures and is always responsible for the behavior of their guest(s) and face disciplinary action themselves if their guest(s) cause any problems. All guests must be escorted/accompanied by a resident of a university residence hall at all times and are only allowed in specified areas.

All students are expected to contribute to a safe and secure environment by reporting suspicious behaviors or persons to University Police or Student Living Staff. In addition, resident students are asked to report unescorted visitors to University Police or Student Living Staff and to deny access to unauthorized persons.

Ground level windows and doors are equipped with locks. Repair requests for window and door locks are considered emergency requests and are given top priority. When a lost/stolen room key is reported, a lock change is ordered. All lost or stolen keys should be reported to a Student Living Staff immediately.

Employees assigned to student housing facilities include:

Residence Directors – These are fulltime professional staff members responsible for the daily operation of the residence halls. They receive training in enforcement of security policies and procedures and train their subordinates. This training includes handling emergencies, fire safety, escort policy, guest procedures, repair procedures, confrontation training, and expectations of students and student workers.

Resident Assistants – These are student staff members responsible for an individual floor in a residence hall. They also receive extensive training in security policies and procedures as do the Residence Directors and Head Resident Assistants.

Custodial Staff – These are individuals employed by an outside contractor and receive no official training from the University. They are required to wear identification and be in residence hall areas only during specified times.

Maintenance Workers – These are University employees who have been informed of security policies and procedures.

During low occupancy periods such as holidays and vacations, a limited number of students are permitted to stay on campus. If possible, they are reassigned to one residence hall for the holiday period. All other residence halls are locked and no one is permitted inside. Both Student Living Staff and University Police Officers inspect all residence halls with extra tours scheduled for the occupied hall(s).

During summer sessions, participants of conferences, camps, and workshops occupy residence halls. These participants are placed in different buildings than regular summer session students and are not permitted in other residence halls. If they must be housed in the same residence hall as students, they are not permitted on the floors occupied by students.

EDUCATIONAL PROGRAMS

The Student Living Staff provide security policies and procedures information to all residence hall students at the mandatory floor meetings at the beginning of each semester, as well as in the Residence Hall Handbook and Code of Conduct. Off-campus students and staff receive information about security procedures through the Code of Conduct and through informational programs and campus postings. Student Living Staff hold follow-up discussions and programs throughout the semester. Program topics include, but are not limited to, sexual assault, rape, acquaintance rape, domestic violence, dating violence, and stalking awareness and prevention, personal safety, theft prevention, and alcohol/drug awareness and the drug and alcohol policy, building security, fire safety, and the campus safety shuttle. Presentations on these topics are made throughout the academic year and are sponsored by Student Living, University Police, the Environmental Health and Safety Coordinator, the Women's Center, the Office of Academic and Human Development, the Title IX Coordinator, and the President's Commission on the Status of Women. Representatives from University Police provide presentations at new student orientation sessions each summer. Information is also announced on the campus radio station and at residence hall floor meetings when warranted. Signs are posted throughout the residence halls reinforcing security policies and procedures. The Annual Security and Fire Report is updated and distributed annually to all students, and contains security policies and procedures, and procedures for emergencies and evacuations.

The University Police Department and the Student Government Association sponsor a "Safety Walk," which is composed of staff and student representatives, along with a University Police Officer. This group documents areas in need of improved lighting and replacing or changing landscaping that could conceal criminal behavior. Recommendations for repairs or renovations from the Safety Walk receive priority by the Facilities Management Department.

PROGRAMS TO PREVENT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

Annually, the Social Equity Office and the Women's Center offers programs to educate and prevent violent sex offenses, including sexual assault, rape, stalking and other types of relationship violence. Programs include nationally recognized personalities presenting lectures on domestic violence and positive imagery for women; special programs focused on sexual violence prevention such as the "Red Zone" and the "Red Flag" programs, the "Pink Ribbon" campaign to promote healthy relationships, "Women's Day of Dialogue" to build awareness of sexual violence, and the "National Day of Silence" to encourage bystander intervention. In addition, faculty collaborate with the Women's Center office in developing widely distributed publications focusing on sexual violence issues and presentations in the classroom.

The University has established campus-wide committees such as the Behavioral Intervention Team and the Title IX team which ensure preparedness for reported incidents of sexual violence and review policies and training materials.

Students may report a sex offense to the University Police Services and Safety Department and/or the University's Title IX Coordinator who is responsible for ensuring compliance with Title IX requirements. Specific information for Title IX is available at <http://www.mansfield.edu/title-ix/>.

RESPONSIBILITY

The safety of students, staff and visitors to the Mansfield University campus is paramount. Each of us needs to work cooperatively to enhance the safety of our campus by securing personal property and following personal safety guidelines. Be aware of your surroundings at all times; report suspicious persons and behavior to university officials or police; do not share personal information over the phone or your computer; lock your residence hall door at all times when sleeping or out of your room; lock office doors when out of your office; let University Police know when you are working alone in your building or office outside of normal business hours; know the location of the emergency phones; use **The Mountie Express** or the **safety escort**; use the **University Police Operation ID program** to engrave and record serial numbers of valuables; lock vehicles at all times and secure valuables out of sight or in the trunk. For more tips, visit the Mansfield University Police web page at <http://mansfield.edu/police/student-safety/>.

ACCESS TO FACILITIES/GROUNDS

Most University facilities are open to the public during normal business hours. All individuals accessing University facilities are subject to all federal and state laws, as well as University policies and regulations. Academic buildings are locked by University Police officers daily and are closed between the hours of 10 p.m. and 7 a.m. Unauthorized persons are not permitted in the buildings during these hours. Individuals needing access after normal business hours can request special access from the department or building chairperson. University Police maintains a list of these individuals along with a key sign out log. Proper identification must be presented to University Police for key issuance and admittance to the closed buildings.

Access to university facilities and programs is restricted to university persons except for special programs. Facilities and events open to the public are so advertised.

The maintenance of campus facilities provides for the regular upkeep of grounds and buildings to promote safety: snow/ice removal, replacement/repair of defective lighting, and removal of safety hazards. The university police report unsafe campus conditions related to grounds/facilities to the maintenance department for immediate attention.

SEXUAL ASSAULT POLICY & PROCEDURES

According to the Higher Education Amendments of 1992, a sex offense is defined as "either a forcible or non-forcible sexual act directed against another person, against that person's will, or where the survivor is incapable of giving consent, and may include rape or acquaintance rape."

Because Mansfield University seeks to provide an environment that protects the rights and well-being of everyone on campus, in an atmosphere of mutual respect among all, the university will not tolerate sexual assault against any person by a member of the university community. Judicial action may be taken by the university's judicial system, whether or not action is pursued under the Commonwealth's criminal or civil codes. Severe penalties may be imposed by the university judicial system including, but not limited to, removal from university housing and suspension and/or expulsion from the university, and may be imposed by the university judicial system.

Mansfield University encourages men and women to take the initiative in stopping sexual assault on campus. Victims however are not required to resist the perpetrator in any manner and are in no way at fault if they fail to avoid the assault. Using drugs and alcohol greatly impairs the ability of persons to make sound judgments. Therefore, persons under the influence of drugs and alcohol are deemed incapable of giving consent. Persons accused of sexual assault cannot use being under the influence of drugs or alcohol as an excuse or defense. Because the university recognizes that sexual assault can cause severe physical and/or emotional trauma for the victim, the victim is advised that there are various resources available. These include:

Medical Treatment:

UPMC Wellsboro Hospital	570-723-7764
Emergency:	911
University Police	570-662-4900
Non-Emergency:	
Campus Clinic	570-662-4350
Laurel Health Clinic	570-662-2002
Guthrie Clinic Mansfield	570-662-7766
Robert Packer Hospital – Sayre Campus	570) 888-6666

Counseling:

University Counseling Center	570-662-4436
Tioga County Crisis line	877-724-7142
Crisis Text Line:	Text START to 741-741
Haven of Tioga County	570-724-3549 or 800-550-0447

ALL COUNSELING IS CONFIDENTIAL

CONSENT

The Pennsylvania Crimes Code does not define consent in relation to sexual activity. Consent under a general definition is permission or agreement, and Mansfield University policy further defines consent as a voluntary, sober, wanted, informed, mutual, honest, active, verbal agreement. Consent is never implied and cannot be assumed, so the absence of “no” does not mean “yes”. Consent is explicitly communicated and is a reversible mutual agreement where all parties are capable of making a decision. Consent exists when all parties exchange mutually understandable affirmative words or behaviors indicating their agreement to participate voluntarily in sexual activity.

Each participant in a sexual encounter must obtain consent for all sexual activities. Consent to one form of sexual activity does not constitute consent to engage in all forms of sexual activity.

Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Relying on non-verbal communication can lead to misunderstandings. Consent cannot be inferred from silence, passivity, lack of resistance, or lack of response alone. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.

If at any time it is reasonably apparent that either party is hesitant, confused, or unsure, both parties should stop and obtain mutual verbal consent before continuing sexual activity.

Consent may be withdrawn by either party at any time. Once withdrawal of consent has been made through words or actions, sexual activity must cease.

An individual who is physically incapacitated from alcohol or other drug consumption (voluntarily or involuntarily), or is unconscious, unaware, or otherwise physically impaired is considered unable to give consent. For example, one who is asleep, passed out or unconscious cannot give consent.

Individuals with a previous or current intimate relationship do not automatically give either initial or continued consent to sexual activity. Even in the context of a relationship, there must be mutually understandable communication that clearly indicates a willingness to engage in sexual activity.

COERCION

Consent must be freely given. Consent is not freely given if there is the use or threat of physical force, intimidation, coercion, or any other factor that would cause an individual’s ability to exercise his/her free will to be compromised. Coercion includes the use of pressure or oppressive behavior, including express or implied threats of harm or severe or pervasive emotional intimidation, which places the individual in fear of immediate or future harm or physical injury, or causes a person to engage in unwanted sexual activity. Coercion also includes administering drugs, intoxicants, or similar substance that impairs the person’s ability to give consent.

INCAPACITATION

An individual is incapacitated when he/she is not able to make rational, reasonable judgements and is thus incapable of giving consent. Incapacitation is the inability, whether temporary or permanently, to give consent because he/she is mentally and/or physically impaired due to alcohol or other drug consumption, either voluntarily or involuntarily, or he/she is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. An individual is also incapacitated if he/she demonstrates being unaware of where he/she is, how he/she got there, or why or how he/she became involved in sexual activity. Some indicators of incapacitation include, but are not limited to, lack of control over physical movements, being unaware of circumstances or surroundings, or being unable to communicate for any reason.

ALCOHOL AND OTHER DRUGS

Intoxication or impairment by alcohol or other drugs is never an excuse for sexual assault, sexual harassment, or other sexual misconduct, and does not diminish one's responsibility to obtain consent. Alcohol and other drugs impair a person's decision-making ability, awareness of the consequences, and ability to make informed judgements. The use of alcohol or other drugs can limit a person's ability to clearly and voluntarily give consent and can create an atmosphere of confusion over whether or not consent has been clearly and voluntarily sought or given.

HARASSMENT AND NON-DISCRIMINATION POLICY

All members of the Mansfield University community are protected by and subject to the University's Harassment and Non-Discrimination Policy. This policy provides the framework for eliminating harassment and discrimination from the campus community, preventing its recurrence, and addressing its effects.

It is the policy of Mansfield University to ensure a work, educational and residential environment dedicated to the ideals of equity, justice, and fairness; that is free of unlawful harassment and/or discrimination or the denial of equal employment opportunity because of race, color, religion, disability, ancestry, national origin, age, sex, veteran status, political affiliation or sexual orientation, including sexual harassment. In accordance with state and federal laws including Title VI of the Civil Rights Act of 1964, Section 1604 of Title VII of the Civil Rights Act of 1964, Executive Order 11246 and 11375, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Pennsylvania Human Relations Act and all other applicable legislation, Mansfield University prohibits and will not tolerate unlawful harassment and/or discrimination on the basis of an individual's race, ethnicity, color, religion, sex, sexual orientation, national origin, ancestry, disability, age, veterans status, political affiliation or other factors.

Mansfield University is responsible for educating all of its students, faculty and staff about what constitutes unlawful harassment and discrimination because they diminish the value of human dignity and are contrary to Mansfield's policy of respecting all individuals regardless of belief or status; and what steps will be taken to resolve complaints.

Conduct will be deemed harassing and/or discriminatory in accordance with and as defined in applicable state and federal statutes and case law decisions.

Discrimination - A behavior, action or practice that results in an allegation of different treatment, whether intended or unintended, based on age, color, disability, gender, marital status, national origin, race, religion, sex, sexual orientation, veteran status, political status, or ethnicity. Discrimination may also occur when a requirement, qualification or factor which, taken at face, is not discriminatory on the basis of the protected groups but which results in the exclusion or restriction of a protected group.

Harassment - Behavior intended to harass, annoy, or alarm another person that can include but not be limited to: strikes, shoves, kicks or other forms of physical contact, including threats to do the same; stalking or repeatedly following a person in or about a public place or places; engaging in a course of conduct or repeatedly committing acts that have no legitimate purpose, which harm or seriously annoy another person.

Racial Harassment - Verbal or physical conduct that is directed at an individual because of his/her race, color, national origin, ancestry or ethnicity, that is sufficiently severe or pervasive and has the effect of creating an intimidating, hostile or offensive work or educational environment, which unreasonably interferes with work or educational performance, or negatively affects an individual's employment or educational opportunities.

Disability Harassment - Verbal or physical conduct that is directed at an individual because of his/her disabling mental or physical condition that is sufficiently severe or pervasive and has the effect of creating an intimidating, hostile or offensive work or educational environment, which unreasonably interferes with work or educational performance, or negatively affects an individual's employment or educational opportunities. Section 504 of the Rehabilitation Act of 1973 provides that "no otherwise qualified individual with a disability shall, solely by reason of her/his disability, be excluded from the participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal assistance." Mansfield University is committed to making reasonable accommodations so that students with disabilities are able to fulfill academic requirements.

Sexual Harassment - Unwelcome gender related behavior, including unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature when submission to such conduct is made either by an explicit or implicit term or condition of an individual's employment or education; submission to, or rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting such individuals; or such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or of creating an intimidating, hostile or offensive working, education or living environment. The U. S. Department of Education Office for Civil Rights further defines sexual harassment as verbal or physical conduct of a sexual nature, imposed on the basis of sex, by an employee or agent of a recipient of federal funds that denies, limits, provides different conditions or provision of aid, benefits, services, or treatment protected under Title IX.

Assistance in implementation, dissemination and explanation of this policy may be obtained by contacting the university's Multicultural Affairs Officer, Alumni Student Center Room 311: 570-662-4071.

Anyone who is a victim of a sexual assault should get to a safe place as soon as possible and contact **University Police at (570) 662-4900, 104 Doane Center**. Reporting it to police does not require that the victim must prosecute the assailant. The choice of initiating and/or continuing with either a

criminal or a campus judicial proceeding is the victim's choice. The police department will assist in reporting the assault and in contacting the Advocacy Program Coordinator and the Associate Director of Residence Life whenever appropriate and if approved by the victim. All physical evidence should be preserved – the victim should not shower or bathe, use the bathroom, brush teeth, drink or eat anything, or change clothes if it can be avoided. If necessary to change clothing, all clothing should be put into a paper bag. The University Police will also arrange for medical treatment and for transportation to the nearest hospital. Treatment at the emergency room will include the following: assessment and treatment of any internal or external physical injuries; beginning of testing for sexually transmitted diseases, human immunodeficiency virus (HIV), and pregnancy; collection of physical evidence. The victim may or may not choose to prosecute, but preserving the evidence will give the option to do so later. University Police will also provide the victim with the Pennsylvania Victim's Bill of Rights brochure that outlines the rights and services available to victims of crime in Pennsylvania.

If the victim chooses not to contact police to report, the victim should know that there are other options available. **The Women's Center in 301 Alumni, (570) 662-4939**, can arrange for medical treatment and transportation to the nearest hospital. The Women's Center provides support and outreach; support and accompaniment to medical, legal, judicial, and counseling appointments and proceedings; options counseling; referrals to other offices providing services; community education, consultation, and speaking engagements, and if requested and reasonably available, assistance with changes in academic and/or housing situations. **The Director of Housing, (570) 662-4342**, will also assist with changes in housing.

The victim may also choose to contact the **University Judicial Officer at (570) 662-4936, 326 Alumni Hall**. If a victim has been assaulted on or off campus by a student of the university, the victim has the option of university judicial action. This should be discussed with the Campus Judicial Officer, or the Advocacy Program Coordinator. They can help the victim in reviewing the procedures. Discussions are confidential and do not obligate the victim to pursue any action with the University. Procedures are also outlined in the student handbook, The Mountie Manual.

In the university judicial proceeding, the accuser and the accused are entitled to the same opportunities to have others present during the proceeding, and both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.

The Advocacy Program, Residence Life, and the University Police sponsor and coordinate educational programming for students regarding sexual assault awareness and prevention, and personal safety and security. **Information about these programs can be obtained by contacting the Women's Center Coordinator, (570) 662-4939, the Director of Housing (570) 662-4342, or the Chief of Police at (570) 662-4900.**

If the assault occurs off campus, victims are encouraged to report the crime to the local police by calling 911. The Advocacy Program Coordinator will assist the victim in notifying police and an advocate from the university is available to accompany the victim throughout any proceedings.

When the victim chooses to go forward with a criminal prosecution, the **Tioga County District Attorney's office, (570) 724-1350**, will provide a Victim/Witness coordinator to be a contact person. The Victim/Witness Coordinator gives support and information regarding the criminal justice system.

SEXUAL ASSAULT INFORMATION & RESOURCES

<p>Mansfield University Counseling Center www.mansfield.edu/counseling-center/</p> <p>The Mansfield University Counseling Center is committed to the success of our students. We offer individual, couples, and family counseling to students. A Counselor is on-call for crisis situations after hours regular fall and spring academic year. The services of the Counseling Center are supportive of the academics and are not to replace long-term outpatient therapy programs. A student requiring psychiatric evaluation will be referred accordingly. Drug and alcohol assessments can be completed at the Center and students requiring more treatment may be referred to an outside agency or program. Our services are strictly confidential.</p>	<p>570-662-4695/4436</p>
<p>Mansfield University Title IX Coordinator, Jennifer Raup www.mansfield.edu/title-ix/index.cfm</p> <p>Title IX covers all forms of sexual violence, including but not limited to sexual harassment, rape, sexual assault, coercion, and intimate partner violence. Mansfield University is committed to ensuring that all reports of sexual violence including assault and the crimes of domestic and dating violence, stalking, and harassment reported by an individual are promptly addressed to determine what occurred, take interim steps to protect the individual if necessary, provide a timely response to end any violence, and prevent its recurrence and eliminate the effects of any discrimination. Reports of sexual assault and harassment should be made to the Title IX Coordinator who is charged with overseeing the University’s investigation and resolution of reports of sexual violence as well as coordinating the University’s compliance with Title IX.</p>	<p>570-389-4808</p>
<p>Mansfield University Women’s Center www.mansfield.edu/womens-center/</p> <p>Provides a resource for research, education and involvement towards gender justice and women's issues, and provides a safe and generative space for all students. SAFE (Students Advocating For Everyone) is a 24-hour confidential service to women and men who may have experienced date rape, coerced sex, acquaintance rape, sexual harassment, or relationship violence. SAFE members assist victims of sexual assault, dating violence and sexual harassment.</p>	<p>570-662-4939</p>
<p>HAVEN of Tioga County www.havenoftiogacounty.org/</p> <p>HAVEN of Tioga County is a private non-profit organization committed to helping all individuals affected by domestic and sexual violence. HAVEN provides services to all men, women, and children, regardless of age, sex, class, ethnic background, or sexual orientation. All services are free and confidential.</p>	<p>570-724-3549 1-800-550-0447</p>
<p>Tioga County Human Services Agency http://www.tiogacountypa.us/departments/human-services/our-services</p> <p>Bridge Housing -The 11-apartment Bridge Housing program is located at the St. James Complex in Mansfield. The goal of this program is to assist the homeless and victims of domestic violence to find and retain permanent housing. This is accomplished by providing temporary housing and supportive services, such as case management, housing counseling, training and life skills education to those living in Bridge Housing.</p>	<p>570-724-5766</p>
<p>A Way Out: Domestic Violence & Sexual Assault Services—Potter County www.myawayout.org/</p> <p>A Way Out provides services to survivors of domestic violence and sexual assault. Services to individuals and their family members are strictly confidential and free of charge. There may be a fee for some public presentations.</p>	<p>814-274-0240</p>
<p>PA Coalition Against Domestic Violence www.pcadv.org</p> <p>The mission of the Pennsylvania Coalition Against Domestic Violence is to eliminate personal and institutional violence against women through programs providing support and safety to battered</p>	<p>800-799-7233 717-545-6400</p>

women, direct services, public information and education, systems advocacy and social change activities.	
PA Coalition Against Rape www.pcar.org	888-772-7227 717-728-9740
Founded in 1975, PCAR advocates for the rights and needs of sexual assault victims and works to end sexual violence. PCAR partners with a network of rape crisis programs to bring help, hope and healing around issues of sexual violence to the Commonwealth of Pennsylvania.	
National Sexual Violence Resource Center www.nsvrc.org	877-739-3895
Provide a variety of resources to assist in preventing and responding to sexual violence.	
Rape, Abuse & Incest National Network www.rainn.org	800-656-4673
Operates the National Sexual Assault Hotline (800.656.HOPE and online.rainn.org) in partnership with more than 1,100 local rape crisis centers across the country and operates the DoD Safe Helpline for the Department of Defense. RAINN also carries out programs to prevent sexual violence, help victims, and ensure that rapists are brought to justice.	

STUDENT CODE OF CONDUCT

The Student Code of Conduct is a guide to the standards of conduct required for a learning community in which members pursue their goals. This code provides much of the detailed behavioral guidelines students are responsible for knowing. The policies published on Mansfield University's Web site supersede all previously published policies. All students should read the contents and become familiar with the information; students are responsible for knowing the material in this book. For more information contact the Community Conduct Officer in Alumni Hall 326 at 570-662-4936.

<https://www.mansfield.edu/student-affairs/upload/MU-Code-of-Conduct.pdf>

UNIVERSITY JUDICIAL REFERRALS FOR DISCIPLINARY ACTION

The referral of any student for disciplinary action for weapons, alcohol or drugs, which initiates an action for which a record is kept and which may result in the imposition of a sanction, is published in the Mansfield University's Annual Security and Fire Report.

The University will, upon written request disclose to the alleged victim of any crime of violence, or a non-forcible sex offense, the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense.

If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

PROCEDURE FOR REPORTED SEXUAL MISCONDUCT INCIDENTS

Report Form: https://cm.maxient.com/reportingform.php?MansfieldUniv&layout_id=9

For complaint by student against student:

Every formal complaint of sexual misconduct, a violation of the Student Code of Conduct, will be handled in accordance with the procedures described herein:

Complaint

1. Any student, faculty member, staff member or University administrator may file a formal complaint against a student alleging a violation of the Student Code of Conduct.
2. If the complaint relates to conduct involving alleged sexual discrimination or sexual misconduct, the matter will be referred to the Title IX Coordinator. The Title IX Coordinator will, barring extenuating circumstances, strive to complete the investigation within 60 days of receiving the report. Once the investigation is completed, the Community Conduct Officer will determine if the complaint will go to a Student Conduct Hearing Board
3. The Complainant and Respondent will both be contacted by the Mansfield University Title IX Coordinator to schedule a Sexual Misconduct investigation. Both parties will have the opportunity to supply witnesses to also be interviewed in the investigation.
4. After all parties are interviewed by the Title IX Coordinator or Title IX Deputy, The Community Conduct Officer and Service Coordinator will review the Title IX investigation completed by the Title IX Coordinator or Title IX Deputy. The complainant and the respondent will both be informed if the Community Conduct Officer determines that no grounds or insufficient grounds exist to believe that a violation occurred and dismisses the complaint.
5. The complainant and respondent will both be informed if a hearing is scheduled for the student against whom the complaint has been made and that he or she may attend the hearing. Upon request, the complainant will be provided with a copy of the notice of the complaint sent to the student.
6. Both the complainant and respondent will be informed that he or she may have one other support person or an attorney present at the hearing, but this person will be an observer only and cannot participate. The student must inform the Community Conduct Officer at least two business days prior to the hearing if a support person or an attorney will be present.
7. If the complainant or respondent believes that there are witnesses in addition to those listed in the tentative list of potential witnesses provided to the student who should testify at the hearing, he or she must notify the Community Conduct Officer in writing of the identity of those witnesses and the expected nature of their testimony. The complainant may request to review copies of all written evidence that the Community Conduct Officer has which may be presented at the hearing. If the complainant has additional written evidence that he or she desires to be presented at the hearing, he or she must provide copies to the Community Conduct Officer. Any notice regarding witnesses or copies of written evidence must be provided to the Community Conduct Officer at least five business days prior to the scheduled date of the hearing. The Community Conduct Officer will decide prior to the hearing whether to present the additional witnesses or written evidence suggested by the complainant and inform the complainant of the decision as soon as possible prior to the start of the hearing.

8. The report completed by the Title IX Coordinator or Title IX Deputy will be presented by the Community Conduct Officer and Service Coordinator or the Title IX Coordinator or Title IX Deputy at the University Conduct Board Hearing to the Hearing Board. The Hearing Board will make a determination of “In Violation” or “Not in Violation” based on a preponderance of evidence of the facts presented in the Title IX Report.
9. If the complainant or respondent are witnesses at the hearing, the students will not be permitted to directly question or cross-examine one another. If the student wants to present questions to the complainant or respondent, he or she must write the questions down and ask the Chair of the Student Conduct Hearing Panel to ask them. The decision of whether to ask these questions shall be made by the Chair.
10. The complainant and the respondent will simultaneously be sent a copy of the written decision of the Student Conduct Hearing Board.
11. The access of the respondent and the complainant to information about the other may be limited by the Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g or other laws relating to confidentiality or privacy, and in some cases, these procedures may be adjusted to comply with such laws.
11. If the complaint relates to conduct involving alleged Sexual Discrimination or Sexual Misconduct, the complainant and respondent will be informed in writing:
 - A. if either student appeals, they have the opportunity to provide a written statement setting forth why the student believes the decision and sanction should be upheld;
 - B. that he or she may appeal the decision, in accordance with the same time periods, procedures, and grounds for appeal set forth below.
 - C. both the Respondent and the Complainant have the ability to appeal the decision and sanctioning of the University Conduct Hearing Board.

A Sexual Misconduct Hearing must be completed within 90 days after a complaint is made

Possible Sanctioning for Gender based discrimination and Sexual Misconduct can range from:

- Disciplinary Probation
- Suspension
- Dismissal

Appeal Process

If the student wants to appeal the decision of the Student Conduct Administrative Hearing or the Student Conduct Hearing Board, the following process applies:

1. The respondent or complainant must deliver a written letter of appeal to the Vice President for Student Affairs. The letter of appeal must set forth why the students believes the decision or sanction should be over turned or modified, based on one or more of the grounds set forth below. The letter of appeal must be postmarked or hand delivered within ten (10) days after the decision of the Student Conduct Hearing Board or the Student Conduct Administrative Hearing results were delivered to the student.
2. Appeals are limited to the following grounds:
 - a. Whether the decision is in accordance with the facts presented.

- b. Whether the decision was reached through a procedure in accordance with the Student Code of Conduct.
 - c. Whether the sanction is appropriate for the conduct violation.
 - d. Whether new information not available at the time of the Student Conduct Conference or Student Conduct Hearing should be considered, and if so, what impact does the new information have on the decision?
3. The Vice President for Student Affairs will review all of the materials submitted by the student, will review the University file on the matter, may review the recording of the Hearing Board, and may interview the student and/or other relevant persons. If the student has submitted new information allegedly not available at the time of the Student Conduct Conference or Student Conduct Hearing, the Community Conduct Officer will receive a copy of the new information and may present a response or other additional information related the student's new information. The student will receive a copy of or be present for the presentation of any such information from the Community Conduct Officer.
4. The Vice President for Student Affairs will determine whether the decision of the Student Conduct Conference or Student Conduct Hearing Panel will be upheld, whether there should be a reduced sanction, or whether the case should be remanded to the Hearing Panel for an additional hearing. The decision of the Vice President for Student Affairs will be put in writing and a copy will be sent to the student via regular U.S. mail. The Vice President for Student Affairs will issue the decision within ten (10) calendar days of the date of receipt of the student's appeal letter if possible.
5. If the complaint relates to conduct involving alleged sexual discrimination or sexual misconduct, the complainant will be informed in writing:
 - A. if the student appeals and have the opportunity to provide a written statement setting forth why the student believes the decision and sanction should be upheld;
 - B. that he or she may appeal the decision, in accordance with the same time periods, procedures, and grounds for appeal set forth above.
6. At the conclusion of the appeal process, all records of the proceedings will be returned to the Community Conduct Officer for storage and retention in accordance with University policy and applicable law.

For complaint against employee (faculty or staff):

1. Any student, employee or other University community member may file a formal complaint against an employee alleging a violation of the Non-Discrimination policy, including sexual discrimination or misconduct by contacting the Social Equity Office.
2. If the complaint related to conduct involving alleged sexual discrimination or misconduct, the matter will be referred to the Title IX Coordinator.
3. The Title IX Coordinator will assign an investigator to meet with the Complainant and Respondent and conduct an investigation. The Complainant and Respondent will be informed that each of them may have a support person, acting as an observer but not a participant, present during the various phases of the investigative proceedings. Both parties will have the opportunity to supply the names of witnesses who will also be interviewed in the course of the investigation.
4. At the conclusion of the investigation, a fact-finding report will be prepared by the investigator and shared with the Title IX Coordinator.

5. If no grounds or insufficient grounds exist to support a finding (based on the preponderance of the evidence) that a violation occurred, the Complainant and Respondent will be notified simultaneously of the determination and the complaint will be dismissed.
6. If the investigator concludes that sufficient grounds exist to support a finding (based on the preponderance of the evidence) that a violation occurred, pre-disciplinary and final disciplinary hearings will be conducted in accordance with the University's Non-Discrimination Policy and any applicable collective bargaining agreement. All determinations will be made based upon the preponderance of the evidence standard.
7. The final determination may be appealed through the processes set forth in the policies for non-represented employees or those contained in the respective collective bargaining agreements. The determination is final only after the available appeal mechanisms have been exhausted or the time to appeal has elapsed.

Discipline, up to and including termination from employment, may be imposed.

MISSING RESIDENTIAL STUDENT NOTIFICATION POLICY

As required by the Higher Education Opportunity Act of 2008, and consistent with Mansfield University's commitment to student safety, this policy establishes procedures in the event that a residential student is presumed missing. The purpose of the missing student notification policy is to respond to missing residential student alerts in a timely manner. While the scope of policy and procedures is primarily within Student Affairs and the Mansfield University Police Department, all members of the university community – employees and students – are encouraged to report to University Police at 570-662-4900 when they believe that a student is missing. It is the policy of Mansfield University to thoroughly investigate all reports of missing persons. Additionally, the University maintains that every person reported as missing will be considered at risk until significant information to the contrary is confirmed. All official missing student reports are to be referred immediately to University Police.

All resident students are given the option of providing confidential contact information in the event that he/she is reported as missing. If so, the University will use the information provided for the following purposes:

- Notify the contact person provided by the student
- Notify the student's parent or guardian if the student is under 18
- Notify the appropriate law enforcement officials in the event no contact information is supplied

Providing confidential contact information is strictly voluntary and all information provided will be kept confidential. The information provided will be added to student records for access in case of emergency.

The objectives of the Residential Missing Student Policy include the following:

1. Clearly define the reporting protocol when a residential student is presumed missing
2. Announce reporting requirements

3. Establish procedures for implementing the policy

A residential student is defined as a person who resides in on-campus housing, has a signed housing contract, and is currently enrolled in the university. A residential student is presumed missing if he/she is unaccounted for in excess of 24 hours. The organizations to which individuals should report that a student has been missing for 24 hours are

1. The Office of Housing and Residence Life
2. University Police

The responsibilities of the Mansfield University Police Department include the following:

1. Provide notification of this policy in the Annual Safety and Security Brochure.
2. Publish this policy university-wide through the Annual Safety and Security Brochure.
3. Investigate when a resident student is reported missing, including coordinating with Student Affairs and Residence Life personnel. Investigation will include notifying all external agencies including issuing a report in the form of a BOLO (be-on-the-lookout) with missing person's information including a picture. The investigating officer will also post information to NCIC issuing an alert for missing person.
4. Initiate emergency contact procedures, including notifying designated confidential contact persons, custodial parents, legal guardians, university officials, and inform appropriate law enforcement agencies.
5. Inform university employees, who receive a report that a student is missing, or has independent information that a student is missing, that they should immediately report the information or evidence to the Mansfield University Police.
6. Upon receipt of a report of a presumed missing person, notify the Office of Housing and Residence Life, whose staff will determine whether the missing person is a residential student.
7. If the student is determined to be missing, University Police will provide information to relevant outside law enforcement agencies including, if known, those operating in the student's normal routes of travel or hometown.
8. Notify all law enforcement agencies involved of status reports during the course of the investigation.
9. Encourage the person making the report to report the missing person to local police if appropriate.
10. The Office of Housing and Residence Life will assist in the communication about and investigation of a student presumed missing by notifying University Police of a missing student and taking action to locate the student.

The responsibilities of the Office of Housing and Residence Life include the following:

1. Inform residential students via e-mail at the start of every academic semester of the option of registering a confidential contact person through the Office of Housing and Residence Life to be notified by the university 24 hours after the time the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.

2. Inform residential students under the age of 18 and not emancipated that University Police is required to notify custodial parents or legal guardians within 24 hours after the time a student is determined to be missing.
3. Conduct a preliminary investigation to verify the situation and determine the circumstances which exist relating to the reported missing residential student, including the following:
 - Attempting to contact the student via phone, text message, and e-mail
 - Visiting the residential student's room to verify whereabouts and/or wellness, and in some cases, delivering -a message to contact a parent or family member who is searching for him/her
 - Conducting a health and safety check of the room, if no one answers at the student's residence
 - Gathering information from roommates, suitemates, hall mates, friends, neighbors, etc.
 - Checking card access system logs
 - Checking dining usage records
 - Coordinating with other university officials to determine class attendance, participation in university activities, organizations, services (health, counseling, disabled student services)
4. Report findings to University Police for appropriate continued follow up

Even if students have not registered a contact person local law enforcement will be notified that the student is missing. Parents or guardians of students less than 18 years of age and not emancipated will be contacted. The responsibility of residential students is to ensure that their contact information is current and accurate.

If an off-campus, non-campus, and/or commuter student is reported missing to Mansfield University Police, immediate notification will be made to the appropriate jurisdiction. The Mansfield University Police Department will assist external authorities with these investigations as needed.

EMERGENCY NOTIFICATIONS

If the University Police confirms that there is an emergency or dangerous situation that poses an immediate threat to the health and safety of some or all members of the campus community, the Department will use some or all of the systems described below to communicate the threat to the community or to the appropriate segment of the community, if the threat is limited to a particular building or specific location of campus.

EMERGENCY/EVACUATION PROCEDURES

The University will immediately notify the campus community in the event of a significant campus emergency or dangerous situation involving an immediate threat to the health and safety of students and/or employees such as fire, personal injury, sickness, death, building collapse or explosion, natural disasters, and bomb threats via the following:

Mansfield Campus

- Text messaging subscription service to subscribers. Students should register to receive emergency text messaging by logging in to <https://ct.mansfield.edu/mu-mobile-alerts.cfm>. Employees login to my.mansfield.edu/.
- E-mail via University assigned e-mail accounts.
- Campus alert posting to University Internet home page www.mansfield.edu.
- Recorded message on the University emergency information line, **570-662-4499**.
- System broadcast message on University voicemail system.
- Emergency message on the University's external speakers system.

Sayre Campus

- * Email via assigned email accounts
- * Emergency message & Instructions on the campus public addressing system

The persons responsible for the university emergency notification process include:

1. University Police Shift Supervisor
2. Director of Police Services
3. Provost
4. Associate Vice President of Student Life
5. President

During an emergency, building occupants may be required to stay safely sheltered where they are located unless there is a specific threat within the building that requires them to exit. Police and other emergency personnel responding to the emergency will instruct occupants on what to do. If sheltering in place, all students and employees must remain in the building until such time as the emergency status has been lifted. Notification of an "All-Clear" will be transmitted through all above listed available communications methods.

The University will without delay, and considering 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 University is connected to a network of police and other emergency support via a County Emergency Communications Center that allows police and other emergency personnel to coordinate their response across agencies.

Access to campus by outside constituents may be denied during the emergency.

The University's Office of Public Relations will be responsible for disseminating information to the larger community.

LOCK-DOWN INFORMATION

A lockdown at a college campus refers to the securing of the exterior doors to a building. Shelter-in-place refers to the securing of the interior classroom and common area doors

During a Lock-Down situation, all persons on the campus property are asked to secure the outside entrance doors and shelter-in-place.

During a crisis or major emergency, faculty, staff and students are encouraged to follow the instructions provided by the MU Emergency Alert systems.

The goal of the Lock-Down Policy/Procedure is to Stay Informed/Stay Safe. Get the emergency message, get to a safe location and wait for more information.

Prepare now to learn and practice your own personal emergency plan. Learning where to find information, as well as becoming aware of building evacuation procedures for not only those buildings where you live or work, but for those that you visit during the course of your day is vital.

It is your responsibility to immediately report an emergency, suspicious activity, or any situation or troubling person that is causing serious anxiety, stress or fear. Program the University police number 570-662-4900 as well as 911 into your personal phones. Become familiar with the Emergency Blue Light phones strategically located on campus; these phones connect directly to Tioga County Communications 911.

Details regarding MU's emergency preparedness can be found at www.mansfield.edu/environmental-health-safety/.

TESTING OF EMERGENCY RESPONSE AND EVACUATION

Information is provided to students and employees regarding the emergency response and evacuation procedures and testing of all levels of the emergency response and notification is conducted every semester. Following testing, surveys are also distributed to students and employees to seek input on communication improvements and to upgrade emergency procedures. Detailed information is available from Jim Welch, Environmental Health and Safety Specialist, jwelch@mansfield.edu, 570-662-4906 or by going to www.mansfield.edu/environmental-health-safety/.

MU CRIME STATISTICS REPORT

The following definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are provided from the Uniform Crime Reporting Handbook, in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions of forcible and non-forcible sex offenses are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting

Handbook, in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program.

Murder

The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter

The killing of another person through gross negligence.

Aggravated Assault

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

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 putting the victim in fear.

Auto Theft

The theft or attempted theft of a motor vehicle. All cases where automobiles are taken by person not having lawful access even though the vehicles are later abandoned, including joyriding, are included in this definition.

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, or personal property of another.

Burglary

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with the intent to commit a larceny; housebreaking; safe cracking; and all attempts to commit any of the aforementioned. Non-forcible burglary is the unlawful, non-forcible entry into a building or room with the intent to commit a crime therein; a forcible breaking and entering is not required.

Sex Offenses – Forcible

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

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

B. Forcible Sodomy – Oral or anal 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 permanent mental or physical incapacity.

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

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

Sex Offenses – Non-forcible

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

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

Domestic Violence – Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with who the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Dating Violence – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based upon a consideration of these factors: the length of the relationship, the type of relationship, the frequency of interaction between the persons involved in the relationship.

Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others, or suffer substantial emotional distress

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 in a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).

Drug Law Violations

State and local law violations 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 (barbiturates, Benzadrine).

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.

Hate Crimes

Includes the crimes of murder, forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, arson, larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and of other crime involving bodily injury to any person, in which the victim is intentionally selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim, which shall be reported according to category of prejudice.

CRIME STATISTICS MANSFIELD

This Crime Statistics Report is published in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly known as the Campus Security Act of 1990. This Act mandates the manner in which Statistics are to be collected and the format in which statistics are to be published. Table I below reflects the reported crimes for the Mansfield University campus in Mansfield, Pennsylvania.

TABLE I REPORTED CRIMES	On Campus			Residence Hall			*Non-Campus			**Public Property		
	19	20	21	19	20	21	19	20	21	19	20	21
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible:	4	1	1	2	1	1	0	0	0	0	0	0
Rape	1	1	1	1	1	1	0	0	0	0	0	0
Fondling	3	0	0	1	0	0	0	0	0	0	0	0
Sex Offenses - Non-Forcible:	1	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	2	3	2	2	3	1	0	0	0	0	0	0
Dating Violence	1	0	0	1	0	0	0	0	0	0	0	0
Stalking	1	0	0	1	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	1	0	0	0	0	0	0	0	0	0	0
Burglary	1	0	2	0	0	1	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
ARRESTS												
Weapons Laws	0	0	0	0	0	0	0	0	0	0	0	0
Drug Laws	16	2	4	8	1	3	0	0	0	2	1	1
Liquor Laws	6	0	7	4	0	7	0	0	0	2	2	0
REFERRALS***												
Weapons Laws	1	0	1	1	0	1	0	0	0	0	0	0
Drug Laws	40	20	15	35	19	7	0	0	0	0	0	0
Liquor Laws	36	2	16	33	0	6	0	0	0	0	0	0

*These Incidents took place off campus in university-recognized student organizations and were reported to the Mansfield Borough Police

**These incidents reported to Mansfield Borough Police occurred on streets, sidewalks, and lots adjacent to campus, campus owned, leased, or controlled property.

***Individuals not arrested nor cited but referred to judicial officer for possible campus disciplinary action.

The crimes of Domestic Violence, Dating Violence, and Stalking were added to the reporting requirements effective January 1, 2013. A blank cell (-) in the table above for the Non-Campus and Public Property categories indicates that the requested data was not provided by Mansfield Borough Police Department.

Totals may differ from Uniform Crime Report total due to inclusion of non-police university officials' confidential or anonymous reports. There may also be duplication in reporting due to confidentiality,

These figures include incidents reported by other officials on campus which may not have been reported to and investigated by the Mansfield University Police Department and may differ from statistics provided for the Uniform Crime Report.

None of the incidents reflected in the above statistics for reported crimes on-campus or in residence halls, nor any other reported crimes involving bodily injury, larceny-theft, simple assault, intimidation, or destruction, damage or vandalism of property, nor any other reported crimes involving bodily injury were classified as **hate crimes**.

Hate Crime Statistics Mansfield Campus

There were no reported hate crimes for the years 2019 or 2020 for on campus, on campus student housing facilities, non-campus, or public property.

There was one (1) reported hate crime incident in 2021 involving an intimidation incident that involved an indicated racial and sexual orientation bias.

Unfounded Crimes Mansfield Campus

Year 2019 – 0 unfounded crimes

Year 2020 – 0 unfounded crime

Year 2021 – 0 unfounded crimes

Unfounded Crimes Reported by Mansfield Borough Police

2019 – 3 Unfounded Crimes – 1 Larceny, 2 Domestic Violence

2020 – 0 Unfounded Crimes

2021 – 0 Unfounded Crimes

CRIME STATISTICS SAYRE

This Crime Statistics Report is published in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly known as the Campus Security Act of 1990. This Act mandates the manner in which Statistics are to be collected and the format in which statistics are to be published. Table II below reflects the reported crimes for Non-Campus and Public Property for the Sayre campus in Sayre, Pennsylvania.

TABLE II REPORTED CRIMES SAYRE PA	On Campus			Residence Hall			*Non- Campus			**Public Property		
CRIME	19	20	21	19	20	21	19	20	21	19	20	21
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible:	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	1	0	0	0	0	0	0	0	0	0
Sex Offenses - Non-Forcible:	0	0	2	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	4	0	0	0	0	0	0	0	1	1
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	5	3	7	0	0	0	0	0	0	0	0	1
Burglary	0	2	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS												
Weapons Laws	0	0	0	0	0	0	0	0	0	0	0	0
Drug Laws	5	3	2	0	0	0	0	0	0	2	0	2
Liquor Laws	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS***												
Weapons Laws	0	0	0	0	0	0	0	0	0	0	0	0
Drug Laws	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0	0	0	0	0

*University-recognized student organizations located in Sayre borough

**Public property is defined as streets, sidewalks, and lots adjacent to the Sayre campus

***Individuals not arrested nor cited but referred to judicial officer for possible campus disciplinary action.

The crimes of Domestic Violence, Dating Violence, and Stalking were added to the reporting requirements effective January 1, 2013. A blank cell (-) in the table above indicates that the requested data was not provided by Sayre Borough Police Department.

Totals may differ from Uniform Crime Report total due to inclusion of non-police university officials' confidential or anonymous reports. There may also be duplication in reporting due to confidentiality,

These figures include incidents reported by other officials on campus which were not reported to and investigated by the Mansfield University Police Department and may differ from statistics provided for the Uniform Crime Report.

None of the incidents reflected in the above statistics for reported crimes on-campus or in residence halls, nor any other reported crimes involving bodily injury, larceny-theft, simple assault, intimidation, or destruction, damage or vandalism of property, nor any other reported crimes involving bodily injury were classified as **hate crimes**.

Hate Crime Statistics Sayre Campus

There were no reported hate crimes for the years 2019, 2020, 2021 for on campus, on campus student housing facilities, non-campus, or public property.

Unfounded Crimes Sayre Campus

Year 2019 – 0 unfounded crimes

Year 2020 – 0 unfounded crime

Year 2021 – 4 unfounded crimes – 2 non-forcible sex offenses, 2 domestic violence offenses

CRIME STATISTICS FTE MANSFIELD

Crimes reported to the Mansfield University Police Department compiled in accordance with Act 1988-73, the College and University Information Act. The crime rate is the number of reported crimes in each category divided by the gross number of full-time equivalent (FTE) students and employees on the Mansfield campus. The number of arrests is listed below; in some instances, the number of arrests may be greater than the number of offenses. This can occur when a crime is reported during one calendar year and the arrest is made in the following calendar year.

Crime Statistics for 2021, FTE = 1,834							
Offenses	# Reported	Cleared by Arrest	Crime Rate/FTE	Res. Hall Reported	Campus Reported	Res. Hall Arrests	Campus Arrests
Aggravated Assault	0	-	0.00	0	0	-	-
Assault	0	-	0.00	0	0	-	-
Arson	0	-	0.00	0	0	-	-
Burglary	2	1	.00109	1	2	1	1
Dating Violence	0	-	0.00	0	0	-	-
Domestic Violence	2	1	.00109	1	1	1	1
Drug Abuse	6	3	.00327	5	6	2	3
DUI	0	-	0.00	0	0	-	-
Disorderly Conduct	1	0	.00055	0	1	0	0
Drunkenness	0	-	0.00	0	0	-	-
Larceny	5	0	.00273	1	5	0	0
Liquor Laws	5	1	.00273	4	5	1	1
Motor Vehicle Theft	0	-	0.00	0	0	-	-
Murder	0	-	0.00	0	0	-	-
Rape	1	0	.00055	1	1	0	0
Robbery	0	-	0.00	0	0	-	-
Sex Offenses	0	-	0.00	0	0	-	-
Stalking	0	-	0.00	0	0	-	-
Stolen Property	0	-	0.00	0	0	-	-
Vandalism	5	0	.00273	4	5	0	0
Weapon	1	0	.00055	1	1	0	0
Other**	3	0	.00164	0	3	0	0

**Offenses that, by definition, are not included in any other above categories.

FIRE SAFETY

Fire Safety Report

Definition of a fire: A fire is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

The Mansfield University student housing facilities are each equipped with automatic smoke and heat detection systems, which upon sensing a fire or smoke condition, report directly to the University Police Department, by a direct communication system. MU Police department is staffed 24 hours a day, 7 days a week. Upon notification of an alarm, university police staff respond to the location of the alarm to determine if additional resources are required. When maintenance and safety staff are available, they are notified to respond to the location as well. Each residence hall is equipped with fire sprinkler systems which provide full building coverage. Each sleeping room is equipped with a smoke detector, audible base alarm, voice speaker system and sprinkler head for detection, notification and suppression purposes. The fire alarm systems are tested by an outside contractor annually to assure the equipment is operating properly. The fire sprinkler systems are tested semi-annually as well and reports electronically through the fire alarm system.

Fire drills are held in each residence hall monthly at varying times when the halls are at regular occupancy during the semester. These drills include full evacuation of the building by use of the fire alarm systems. Random room checks are performed to assure evacuation compliance. During the first fire drill of each semester housing staff are trained on the proper evacuation procedures of each residence hall. Following this training the housing staff report to the various floors of the buildings to direct students on the proper evacuation routes.

- Evacuation maps are posted at each exit pathway throughout the building, and indicate the locations of the building fire extinguishers.
- Mansfield University has a policy prohibiting the use of portable electric appliances, smoking, and open flame in the residence halls.
- The residence hall assistants are provided training on fire safety at the beginning of each semester and then pass on the information during scheduled floor meeting within each building.
- The RA (resident assistants) staff are provided hands on fire extinguisher training at the beginning of each fall semester.

Fire safety education and training programs for students and employees are provided by the Environmental Health and Safety Office.

Fire Reporting

Any fire that is noted on campus shall be reported immediately to the

1. University Police at 570-662-4900

If evidence is found that a fire has occurred and has been extinguished please call

1. University Police at 570-662-4900
2. Environmental Health & Safety Coordinator at 570-662-4906

A Crime and Fire Log, made accessible for public inspection, will be maintained at the university police station to record the following information:

- Nature of the fire
- Date the fire occurred
- Time of day the fire occurred, and
- General location of the fire

Fire Statistics

Each year Mansfield University will collect and report the following:

1. Number of fires on campus
2. Cause of any fires that occur
3. The number of injuries or deaths
4. The value of property damage that is related to each fire occurrence
5. Any cases of arson that occurred
6. The number of fire drills that were performed in each residence hall
7. The number of reported fire alarms in each residence hall

Future Improvements to Fire Safety Systems

Mansfield University will enhance the systems as improvements are available through technologies and systems improvements. Also, any hazards that are identified as a new unknown fire hazard will be addressed through the Environmental Health & Safety Office in conjunction with the Residence Life, Maintenance, and other university staff and departments. MU will continue to work with local emergency responders to enhance their knowledge of the university facilities, fire detection, suppression and access systems.

Continuous monitoring of the changes in building and fire codes associated with residence halls is important to identify needed updates. Monitoring reports and recommendations from groups such as NFPA, UL, Campus Fire & Safety, and other safety organizations will be the basis for improvements to existing systems.

Mansfield University Fire Safety Report – Clery Reporting

Mansfield University Fire Safety Report - Clery Reporting											
Statistics and Related Information Regarding Fires in Residential Facilities for Year 2019											
Residential Facilities	Total Fires Each Building	Fire Number	Fire Severity	Cause of Fire	# of Injuries Med. Facility Treatment	Numbers of Deaths related to Fire	Value of Property Fire Damage \$	Intentional Malignous/In Activation; Vandalism	Accidental Cooking, Dust, Steam, hairspray, smoking	Other mechanical Problem, maintenance, contractors	Carbon Monoxide Alarms
Sycamore: 50 Morris Dr	0	-	-		0	0	0	0	4	1	N/A
Oak: 64 Morris Dr	0	-	-		0	0	0	0	3	2	0
Hickory: 66 Morris Dr	0	-	-		0	0	0	0	2	0	0
Spruce: 125 Clinton St.	0	-	-		0	0	0	0	13	4	N/A
Laurel: 20 College Pl.	0	-	-		0	0	0	0	0	1	N/A
Pinecrest: 15 Pinecrest Dr	0	-	-		0	0	0	0	0	1	N/A
Sayre-Patterson Bldg	N/A	-	-		N/A	N/A	N/A	N/A	N/A	N/A	N/A
(Outside vegetation, mulch, vehicles, etc.)											
Statistics and Related Information Regarding Fires in Residential Facilities for Year 2020											
Residential Facilities	Total Fires Each Building	Fire Number	Fire Severity	Cause of Fire	# of Injuries Med. Facility Treatment	Numbers of Deaths related to Fire	Value of Property Fire Damage \$	Intentional Malignous/In Activation; Vandalism	Accidental Cooking, Dust, Steam, hairspray, smoking	Other mechanical Problem, maintenance, contractors	Carbon Monoxide Alarms
Sycamore: 50 Morris Dr	0	-	-		0	0	0	0	1	0	N/A
Oak: 64 Morris Dr	0	-	-		0	0	0	0	1	4	0
Hickory: 66 Morris Dr	0	-	-		0	0	0	0	1	2	0
Spruce: 125 Clinton St.	0	-	-		0	0	0	0	7	8	N/A
Sayre-Patterson Bldg	N/A	-	-		N/A	N/A	N/A	N/A	N/A	N/A	N/A
Statistics and Related Information Regarding Fires in Residential Facilities for Year 2021											
Residential Facilities	Total Fires Each Building	Fire Number	Fire Severity	Cause of Fire	# of Injuries Med. Facility Treatment	Numbers of Deaths related to Fire	Value of Property Fire Damage \$	Intentional Malignous/In Activation; Vandalism	Accidental Cooking, Dust, Steam, hairspray, smoking	Other mechanical Problem, maintenance, contractors	Carbon Monoxide Alarms
Sycamore: 50 Morris Dr	0	-	-		0	0	0	0	1	2	N/A
Oak: 64 Morris Dr	0	-	-		0	0	0	0	2	2	0
Hickory: 66 Morris Dr	0	-	-		0	0	0	0	0	0	0
Spruce: 125 Clinton St.	0	-	-		0	0	0	0	10	2	N/A
Sayre-Patterson Bldg	N/A	-	-		N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fire Drills											
Mansfield University conducts a minimum of one (1) fire drill per full month occupancy residence hall. A minimum of two (2) fire drills per year are conducted in all other occupied buildings.											
Residential Facilities	2019	2020*	2021								
Sycamore: 50 Morris Dr	6	4	6								
Oak: 64 Morris Dr	6	4	6								
Hickory: 66 Morris Dr	6	4	6								
Spruce: 125 Clinton St.	6	4	6								
Sayre-Patterson Bldg	4	2	4								
All other Buildings	28	16	28								
*COVID precautions necessitated deferring fire drills to prevent large groups to congregate and result in exposure issues.											

MANSFIELD UNIVERSITY MAP

Mansfield University – Main Campus Clery Crime and Fire Report Map



[Mansfield University Campus Interactive Map](#)

This map does not include non-campus locations which are buildings or properties owned or controlled by the university that are used in direct support of, or in relation to, the university's educational purposes, are frequently used by students, and are not within the same reasonable contiguous geographic area of the university campus.

SAYRE CAMPUS MAP

Mansfield University – Sayre Campus Clery Crime and Fire Report Map Sayre PA 18840



[For Interactive Sayre Campus Map Please Click on Sayre Campus Tab](#)

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THE MANSFIELD CREED

At Mansfield University, we develop leaders.

We accomplish this by focusing on the four core values that have been our tradition since 1912:
Character, Scholarship, Culture, and Service.

CHARACTER

We believe in integrity. We act with honesty and respect toward others. We take responsibility for our actions and reflect on their impact on ourselves and others.

SCHOLARSHIP

We believe in learning. We use rigorous, responsible, and critical inquiry to understand existing knowledge, acquire and share new knowledge, and apply what we learn. Each of us is both student and teacher.

CULTURE

We believe in celebrating humanity. We enrich ourselves and others by sharing and exploring our similarities and differences. We honor the past as we invent the future.

SERVICE

We believe in helping others. We work with others to improve the communities in which we now live and will touch in the future. Knowledge invests us with the power to improve our world and the responsibility to act.

In 1912, our student body adopted the above words, emphasizing their order: "Character as the essential, Scholarship as the means, Culture as the enrichment, and Service as the end of all worthy endeavor."

Developed by the Leadership Committee of the Focus on Student Learning Forum; last revised May 19th, 2004.