Morgan State University Campus Security and Fire Safety Report 2012

MORGAN STATE UNIVERSITY™

GATEWAY TO OPPORTUNITY • STAIRWAY TO EXCELLENCE

For emergencies, call:

On campus - Department of Police and Public Safety: Extension 3103 or 911

Off campus - Baltimore City Police/EMS: 911

University Health Services: 443-885-3236

After hours: 443-885-3103

University Counseling Center: 443-885-3130

After hours: 443-885-3103

TABLE OF CONTENTS

From the Executive Director Of Campus and Public Safety	**5**
The Campus Security Act, Legal Requirements	**6**
The Department of Police and Public Safety: Who Are We?	**8**
Our Mission Values	**9**
Campus Policing and Security Policies	**10**
Interagency Cooperation	**10**
Reporting Criminal Incidents and Other Emergencies	**11**
Monitoring and Recording Criminal Activity at Off-Campus Organizations	**11**
Access to Campus Physical Plant and Residence Hall	**11**
Special Procedures for Residence Hall Access	**11**
Security Considerations In the Maintenance of Campus Facilities	**12**
Emergency Response and Evacuation Procedures	**12**
Timely Warning Notices/Campus Safety Alerts	**13**
Campus Mobile Alert System	**14**
Distribution of Campus Safety Alerts	**14**
Daily Crime Log	**15**
Crime Prevention Education and Awareness Community Oriented Policing (COP)	**15**
Missing Students	**15**
Residence Halls Fire	**16**
Fire Drills	**16**

The 2012 Annual Fire Safety Report	**17-21**
Rape Aggression Defense (RAD)	**23**
Operations Identification	**24**
Crime Prevention Promotions, Flyers, and Other Advertisements	**24**
Emergency Blue Light Phones/Emergency Phones	**24**
Campus Escort Program	**24**
Security Surveys	**24**
Morgan State University Alcohol Policy	**25**
Campus Drug Policy	**32**
Preventing and Responding to Sexual Assault	**32**
Reporting a Sexual Assault	**33**
Rights, Rules, Responsibilities	**33**
What To Do If You or Someone You Know is Sexually Assaulted	**33**
Filing a Report with the Department of Police and Public Safety	**34**
How to Report A Crime	**34**
Confidential Reporting Procedures	**35**
Limited Voluntary Confidential Reporting	**36**
Campus Security Authorities	**36**
Hate Crime Reporting	**37**
Contacting Other Law Enforcement Agencies	**37**
Filing an Internal Complaint Within the University	**37**

Crime Statistics **38**

Definitions of Reportable Crimes **38**

Jeanne Clery Act Crime Statistics **42**

From the Executive Director of Campus and Public Safety

Thank you for taking time to read this year's annual security report. This report is designed to provide you with important information about your safety and security on the campus. In addition to outlining the details of the various programs the University offers community members, the report also contains statistics about crime on campus. When you review the statistics, you will note that Morgan State University is a safe campus. The safety you experience on the campus of Morgan State University is due in part to the combined efforts of many different departments and individuals. Safety is a community responsibility and we rely on all community members to contribute to security on campus by reporting suspicious activities and using common sense when going about their daily activities. The Department of Police and Public Safety is primarily responsible for developing services, programs, and strategies for maintaining a safe campus. We rely on our collaborative relationships with community members to fulfill that responsibility. We are committed to the philosophy of community-oriented public safety and problem solving which we carry out through our Community Oriented Policing (COP).Through this program, we have assigned officers to serve as liaisons with various student organizations, college and schools, varsity athletic teams, and administrative offices. In addition to engaging in some of the more routine crime prevention programming, the liaisons introduce other programs for problem identification and solving. Over the past two years, the COP program has become the cornerstone of our efforts to become more fully engaged with the campus community as partners in safety. We hope you find this report informative and helpful, and that your stay at Morgan State University will be enjoyable and safe. If you have questions or would like further information about safety and security at Morgan State University, please contact us at 443-885-3100.

Adrian J. Wiggins
Executive Director
Office of Campus and Public Safety

<u>The Campus Security Act, Legal Requirements</u>:

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October that contains three years of campus crime statistics and certain campus security policy statements;

- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security personnel, local law enforcement, and other University officials who have "significant responsibility for student and campus activities";

- Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees"; and

- Disclose in a public crime log "any crime that occurred on campus . . . or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department."

- **The Jeanne Clery Disclosure Compliance Statement,**
  The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the federal law, originally known as the Campus Security Act that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The Clery Act also requires reporting crimes on public property not owned or controlled by the University. Schools are required to publish an annual report every year that contains the three previous years worth of campus crime statistics and certain security policy statements including sexual assault policies that assure basic victims' rights, the law enforcement authority of campus police and where students should go to report crimes. The report is to be made available to all current students and employees. Prospective students and employees are to be notified of its existence and given an opportunity to request a copy. Perspective students and employees may request a copy at the Admissions Office, Police and Public Safety headquarters, and the Office of Human Resources. Reporting to compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics is a collective responsibility of the University. It is the responsibility of the Morgan State University Police and Public Safety Department to collect of crime reports and distribution of the annual crime statistics and report by October 1 of each calendar year.

  The Morgan State University Annual Safety Security and Fire Safety Report and Procedures is available to all current Morgan State University students and employees and to all prospective Morgan State University students and employees upon request. The Morgan State University Annual Safety and Security Report and Procedures includes:

- statistics on the number of on-campus murders, rapes, robberies, aggravated assaults, burglaries, motor vehicle thefts, bias-related crimes and arrests for weapons possessions and liquor and drug abuse violations;
- policies regarding security, access to University and other facilities, and University law enforcement;
- procedures for reporting crimes and other emergencies;
- information on University sexual assault and rape awareness programs, procedures to follow when a sex offense occurs, disciplinary action procedures, counseling opportunities and notification to students that Morgan State University will make reasonable changes of a victim's academic situation if the victim so chooses;
- policies on the use, possession and sale of alcoholic beverages and illegal drugs;
- a description of Morgan State University programs informing the campus community about alcohol and drug abuse education, crime prevention and campus security practices.

Each member of the University community receives an email that describes the report and provides its Web address. Prospective students, faculty and employees may obtain copies of this report by visiting the Morgan State University Police Department (MSUPD) Headquarters at the Washington Service Center room 300. Copies of this report are available at MSUPD Monday through Friday during normal business hours. For a paper copy, contact the Department of Police and Public Safety at 443-885-3100, or e-mail msupolice@morgan.edu.

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The Department of Police and Public Safety: Who Are We?

The Department of Police and Public Safety is open 24 hours a day, 365 days a year. The telephone number for emergency calls is 443-885-3103. The telephone number for routine business calls is 443-885-3100. The department consists of professional Police Officers and Public Safety Aides dedicated to providing best in class service to the community. Officers patrol the campus on foot, by bicycle, and in motor vehicles. Several officers and a supervisor are on duty 24 hours a day. The Communications Center is staffed with trained and certified dispatchers who receive calls for service, dispatch officers to respond to emergency calls for assistance and qualifying incidents, and monitor intrusion detection and fire alarms. The department staff also carries out a variety of roles, including operating the campus escort program**.**

Working in partnership with the community, we are committed to providing the highest quality of police service to the students, faculty, staff, and visitors of Morgan State University by maintaining community peace, safety, and quality of life. As a law enforcement department, our vision is to provide safety for our community and enhance the educational environment of our students through effective community policing and superior customer service.

The Morgan State University Police and Public Safety Department is committed to providing a safe community for students, faculty, staff, and visitors. Through progressive training, proactive enforcement, and ethical conduct, our department seeks to provide and maintain the delivery of quality services. The involvement of the community is important to the success of our efforts. We value the community in which we serve and we are always available for input and information from the community.

Our Mission Values

Humanity:

We respect life and liberty and are sensitive to the needs and concerns of the community, treating everyone with respect, compassion, and dignity.

Professionalism:

We take pride in our University. We are committed to excellence in our profession, and maintain the highest standards of training, education, and discipline in our field.

Integrity:

We are guided by the principles of justice and honesty. We employ the highest ethical standards; we demand of ourselves accountability, consistency, fairness to the community, and truthfulness in the pursuit of our mission.

Campus Policing and Security Policies, University Police Officers, Law Enforcement Authority, and Interagency Cooperation:

University Police Officers derive their law enforcement authority from The Morgan State University Board of Regents as set forth by State of Maryland statutes. Annotated Code of Maryland, Education Article §14-106:
Throughout the State of Maryland, University Police Officers the same powers, privileges, immunities, and defenses as sheriffs, constables, police officers, and other peace officers including the powers of arrest. The University Police Officers have the authority to enforce the rules and regulations of the University set forth by the Board of Regents. University Police Officers also have the authority to make referrals to the Student Judicial Affairs. University Police Officers are required to complete a police-training course approved and authorized by the Maryland Police Training Commission. Officers also are required to attend mandatory in-service training throughout the year to enable them to perform more efficiently and more safely. The non-sworn public safety aides attend an in-house training that provides the aides with a basic orientation to the theories of campus security. All Police Officers participate in a minimum 200-hour Field Training and Evaluation Program to further orient them to public safety at Morgan State University.

Interagency Cooperation:

The Department of Police and Public Safety works closely with the Baltimore City Police Department and other police agencies. We rely on these relationships for support on several levels. In addition to sharing critical information, the Department of Police and Public Safety has immediate contact with the Northeast District of the Baltimore City Police Department. **The Department maintains a Memorandum of Understanding with the Baltimore City Police Department for mutual aide, and assistance with the investigation and enforcement of certain crimes both on and off campus.** This relationship gives us immediate access to communal aid and support from the Baltimore City Police Department and other first responder agencies. When a Morgan student is involved in an off-campus offense, police officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Baltimore City police routinely work and communicate with campus police officers on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. MSU operates off-campus housing facilities. Many students also live in the neighborhoods surrounding MSU. While Baltimore City police have primary jurisdiction in all areas off campus, MSU police officers can and do respond to student-related incidents that occur in close proximity to campus. MSU police officers monitor and communicate with Baltimore City police via a Baltimore City Police radio located at our police dispatcher station to facilitate rapid response in any emergency situation.

Reporting criminal incidents and other emergencies:

All students, employees, and guests should promptly report criminal incidents or accidents, and other emergencies to the Department of Police and Public Safety by dialing extension 3103 from a campus network phone or 443-885-3103. Individuals also may report incidents in person at the department's Communications Center at the Washington Service Center. The University has installed emergency two-way call boxes and blue light phones throughout campus for use during emergencies. By pressing the red button on the stations, users can communicate directly with our Communications Center. The location of the station is digitally displayed to the Communications Officer.

Monitoring and Recording Criminal Activity At Off-Campus Organizations:

The University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving MSU students. The Department of Police and Public Safety will actively investigate any crime information it receives concerning or involving a member of the campus community. If the University is notified of a situation in which a campus community member is the victim of a crime, the department may issue a Campus Safety Alert, detailing the incident and providing tips so that other community members may avoid similar incidents. Morgan State University made inquiry to the Baltimore City Policy Department to obtain information regarding reportable Clery Act occurrences which may have taken place on public property adjacent to and accessible from campus. We have received assistance with crime statistical data from the North East District of the Baltimore City Police Department prior to compiling the crime statistics in this report.

Access to Campus Physical Plant and Residence Halls:

Access to campus buildings and grounds is a privilege extended to students, faculty, staff, and authorized guests. The University encourages an open environment with limited constraints to ensure the reasonable protection of all members of the community.
Except for residence halls, most campus facilities are open only during regular weekday business hours. Individuals who wish to access University buildings or property during non-business hours or for special events should contact the appropriate department administrator, Event Services, and the Department of Police and Public Safety.

Special Procedures for Residence Hall Access:

All residence halls are equipped with an access control system. Unlimited access is available to students and authorized staff and faculty via the system. Guests and other visitors may visit residence halls as long as they have been authorized by a member of the University community. The exterior doors to student residence halls remain locked 24 hours a day. The University will change living situations if the request by the reporting party is reasonably available.

Security Considerations in the Maintenance of Campus Facilities:

Morgan State University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Representatives from various departments continually conduct security surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. Police Department members conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or dim, officers will initiate an immediate work order, which is acted upon by a representative of the appropriate maintenance office, usually within 24 hours or the next business day. We encourage community members to report any deficiency in lighting to the Physical Plant at 443-885-3177. Any community member who has a concern about physical security should contact the Police and Public Safety Department at 443-885-3103. The MSU Police and Public Safety Department, and the Physical Plant Department, together, work to identify inoperative locking mechanisms. We encourage community members, to promptly report any locking mechanism deficiency to the Physical Plant at 443-885-3177, or to the Department of Police and Public Safety at 443-885-3103. Maintenance staffs are available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions also may include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment.

Emergency Response and Evacuation Procedures:

In accordance with the Higher Education Opportunity Act of 1965 as amended (HEA) Morgan State University has implemented a comprehensive communications system to provide prompt warning notifications and alerts of emergencies or threats to the campus community using a variety of methods, including but not limited to: email notices; short message service text alerts, posters, website notices and other methods. The office of Public Relations and/or MSUPD will notify the campus community of emergencies of crimes that have occurred and necessitate caution, direct the campus community on evacuation routes and procedures, or other action on the part of students, employees, and campus visitors. The campus community will be "immediately" notified upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus unless the notification will compromise efforts to contain the emergency. "Timely warnings" will be provided to the community in the event that a situation arises either on campus or just off campus that in the judgment of the Chief of the MSUPD constitutes an ongoing or continuing threat to the University community. The Office of Public Relations and/or MSUPD will test this system annually and file the results of those tests. Annually, the offices of Public Relations and Human Resources provide communications to the University community regarding University procedures for authorized closings and campus closures due to inclement weather.

Timely Warning Notices/Campus Safety Alerts:

To help prevent crimes or serious incidents, the Department of Police and Public Safety, in conjunction with other departments on campus, issues Campus Safety Alerts in a timely manner to notify community members about certain crimes in and around our community. Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the Department of Police and Public Safety so that a Campus Safety Alert can be issued, if warranted. If community members report crimes or serious incidents to other University administrators, those administrators will notify the Department of Police and Public Safety. Representatives of these offices will promptly notify and collaborate with the Department of Police and Public Safety to issue a Campus Safety Alert, if one is appropriate. The Police Chief or a designee will develop timely warning notices for the University community to notify members of the community about serious crimes against people that occur on campus, where it is determined that the incident may pose an ongoing threat to members of the University community. Timely Warning Notices are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, and robbery. Cases of aggravated assault and sex offenses are considered on a case by case basis, depending on the facts of the case and the information known by the campus police department. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other University community members; therefore, a Timely Warning Notice would not be distributed. Sexual assaults are considered on a case by case basis depending on the facts of the case, when and where the incident occurred, when it was reported and the amount of information known by the campus Police Department. Timely Warning Notices may be distributed for other crimes as determined necessary by the Chief of Police or his or her designee in his or her absence.

The Police Chief or designee will develop Timely Warning Notice for the University community to notify members of the community about serious crimes against people that occur on campus where it has determined that the incident may pose an ongoing threat to members of the University community.

In an effort to provide timely notice to the University community, and in the event of a serious incident which may pose an ongoing threat to members of the University community, a blast email Timely Warning Notice is sent to all students and employees on campus. The alerts are generally written by the Chief of Police or a designee and they are approved and distributed to the community. Updates to the University community about any particular case resulting in a Timely Warning Notice may be distributed via blast email, may be posted on the campus police website or may be shared with the Student Newspaper for follow-up story. Timely Warning Notice posters may also be posted by the MSUPD in campus buildings when deemed necessary. When Timely Warning Notice are posted in campus buildings, they are printed on white paper and posted in the lobby/entrance area of the affected building (s) for seven days. In the event of an actual emergency the campus community will be notified through email, and short message service (SMS) text alert, and the MSU website. Students should take responsibility for regularly checking their email. Email accounts are automatically assigned to student upon enrollment into the University. Students who have difficulty accessing their email account should call the helpdesk at 443-885-4357 and request assistance.

Campus Mobile Alert System:

A SMS (Short Message Service) has been procured to send emergency alerts, notifications, and updates to subscriber's text enabled devices and/or email accounts. In the event of an emergency, the Department of Police and Public Safety will send important alerts and updates to subscriber's cell phone or mobile device.

Morgan State University Mobile Alert System

We are pleased to inform you that Morgan State University has a state-of-the-art notification system for its community that is capable of sending messages instantly and simultaneously to all registered text-message capable mobile phones, wireless PDAs, pagers, smart or satellite phones, and e-mail addresses. The service will also post these messages on the university's Web site. Additionally, the messages will "pop up" on the computer screen for anyone using Google, Yahoo or AOL as their home page.

Students, faculty and staff are strongly encouraged to register— it only takes a minute. This will be the surest way for you to receive notifications critical to your safety and well being, as well as other campus information you may want to opt-in to receive.

Simply click on the link below, which will take you directly to the sign-up form. Have your cell phone with you and on. The opt-in list of groups now includes (1) public safety/ crime alerts; (2) campus closings; and (3) severe/ dangerous weather alerts. These groups will increase over time, and will always be available for you to update your personal e2Campus account. Announcements will be made when additional groups are available. (NOTE: Depending on your wireless service agreement a nominal charge may be incurred for receiving text messages)

- **Mobile Alert User Sign-Up Form**
  Please note: Username will be your Morgan email address and network password. This section is protected and available only to members of the University community

Once you complete the validation part of registering your mobile phone, the next page will say, "You have successfully signed up." You will see a "log in" button for your new account. To complete your registration, **you must** open your account and enter your email address, then click the ADD EMAIL button. You will instantly be emailed a verification email. **You must** open this email and click on the validation link. Then you're all done!

Distribution of Campus Safety Alerts:

The department distributes Campus Safety Alerts in various ways. Once the University determines that an alert will be issued, the department e-mails the announcement and posts it on its Web site www.morgan.edu/police. The department also posts alerts on bulletin boards throughout campus.

Daily Crime Log:

The Department of Police and Public Safety maintains a Daily Crime Log that records, by the date the incident was reported, all crimes, and other serious incidents that occur on campus, in a non-campus building or property, or public property, or within the department's patrol jurisdiction. The Daily Crime Log is available for public inspection at the department's communications base station. The Daily Crime Log includes the nature, date, time, and general location of each crime reported to the department, as well as the disposition of the complaint, if this information is known at the time the log is created. The department posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident and reserves the right to exclude reports from the log in certain circumstances. Any portion of the report that is older than 60-days will be made available within two business days of a request for public inspection.

Crime Prevention Education and Awareness
Community Oriented Policing (COP):

The Community Oriented Policing (COP) program assigns department members to each on college, school, and student organizations. The member serves as the primary liaison for all public safety services to the college, school, or organization. These activities include holding special topic and general crime prevention seminars, conducting building surveys, distributing literature, conducting customer satisfaction surveys, solving problems, and developing substantive relationships with members of the community.

Missing Students:

Morgan State University complies with Section 485(j) of the Higher Education Opportunity Act regarding missing student notification. If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify MSUPD at (443) 885-3103. MSUPD will generate a missing person report and initiate an investigation. After investigating the missing person report, should MSUPD determine that the student is missing and has been missing for more than 24 hours, MSU will notify the Baltimore City Police Department (BPD) and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, MSU will notify the student's parent or legal guardian immediately after MSMSUPD has determined that the student has been missing for more than 24 hours. In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by MSU in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, MSU will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so through the MSU Office of Residence Life web site. This information will be accessible only to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person's investigation. A report of a missing student, who resides off-campus, which is made directly to MSMSUPD, will be forwarded to the proper police agency, which maintains the proper jurisdiction for follow-up investigation.

Residence Halls Fire Safety:

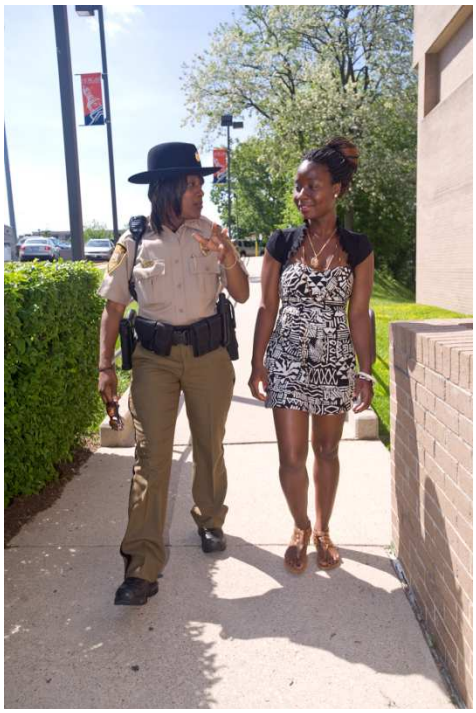
All residence halls have smoke detectors, sprinkler systems, and a Fire Alarm Control Panel. There are smoke detectors in each student room as well as in common areas. These are connected to the central alarm system, which, in turn, is connected to the Department of Police and Public Safety.

Fire Drills:

The Physical Plant Department, in conjunction with Residence Life staff, conducts two fire drills (evacuations) from each residence hall during the academic year. The University requires complete evacuation of buildings during a fire alarm. Individuals who ignore fire alarms and required evacuations may face disciplinary action. Since false alarms may lower the evacuation response from students, the University will analyze the cause or causes of false alarms and work to reduce their occurrence. By reducing the number of false alarms, we hope to maintain students' diligence in responding.

Report of fires at Residential Halls

The Morgan State University Department of Police and Public Safety is responsible for preparing and distributing this report. We may work with many other departments and agencies, such as the Office of Student Affairs, the Office of the Dean of the Graduate School, Office of Residence Life, and the Baltimore City Police and Fire Department, to compile the information. We encourage members of the Morgan State University community to use this report as a guide for safe practices on and off campus.
Each member of the University community receives an email that describes the report and provides its Web address. For a paper copy, contact the Department of Police and Public Safety at 443-885-3100, or e-mail msupolice@morgan.edu.



Physical Plant

As the largest non-academic department on Morgan State University campus, the Physical Plant is a service organization responsible for the high quality operations and maintenance of all university facilities, which include all campus structures, basic building components, utilities, energy conservation, environmental health and safety concerns, housekeeping, grounds, roads and fleet management.

The Physical Plant Department administrative office is located on the third floor of the Washington Service Center, Room 301. Physical Plant is responsible for the operation and maintenance of University buildings and grounds. The effectiveness of the Physical Plant in meeting its obligations and the service needs of the University community is largely dependent on a strong communication network between Physical Plant and user departments/programs. The reporting of problems (i.e., defective plumbing, broken doors, roof leaks, etc.) significantly assists the department in its endeavors. Additionally, the campus community's efforts in minimizing the abuse of the University facilities and emphasizing cleanliness and neatness assists the department in attaining its goals and is greatly appreciated.

Mission Statement
To provide a healthy, safe and clean learning environment for the Morgan State University community.

Individual printed copies of the 2011 Annual Fire Safety Report may be requested through the mail or in person from the Morgan State University Physical Plant Department, Office of Environmental Safety, 1700 East Cold Spring Lane Baltimore, MD 21251 or by calling 443-885-3740.

The Fire Report will maintain a fire log that records the date the fire was reported, whether the fire occurred in an on-campus student housing facility, the nature, date, time and general location of each fire. This Fire Safety Report is available for public inspection at the above referenced website. Any portion of the report that is older than 60-days will be made available within two business days of a request for public inspection.

The 2012 Annual Fire Safety Report

The 2012 Fire Safety Report for Morgan State University is now available. The 2012 Fire Safety Report is made available in compliance with the Higher Education Act of 1965 (HEA) as amended by the Higher Education Opportunity Act of 2008 (HEOA). The Annual Fire Safety Report contains fire safety information about on campus student housing including: Fire statistics for 2008, fire safety systems, fire drills, fire safety rules, evacuation procedures, fire safety education and training policies, fire reporting procedures and plans for future fire safety improvements.

The 2012 Annual Fire Safety Report is available on line and may be downloaded from **http://www.morgan.edu/msupolice/cleryreport** .

2012 Annual Fire Safety Report

The Higher Education Opportunity Act, enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an Annual Fire Safety Report that contains information about campus fire safety practices and standards of the institution.

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1. 2009 Fire Statistics for On-campus Student Housing Facilities

Location	Number of fires	Cause	Injuries	Deaths	Property Damage
Baldwin Hall	0	N/A	0	0	0
Cummings Hall	0	N/A	0	0	0
Harper House	0	N/A	0	0	0
Tubman House	0	N/A	0	0	0
Rawlings Hall	0	N/A	0	0	0
Blount Towers	0	N/A	0	0	0
O'Connell Hall	0	N/A	0	0	0
Thurgood Marshall	0	N/A	0	0	0

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2. 2010 Fire Statistics for On-campus Student Housing Facilities

Location	Number of fires	Cause	Injuries	Deaths	Property Damage
Baldwin Hall	0	N/A	0	0	0
Cummings Hall	0	N/A	0	0	0
Harper House	0	N/A	0	0	0
Tubman House	0	N/A	0	0	0
Rawlings Hall	0	N/A	0	0	0
Blount Towers	0	N/A	0	0	0
O'Connell Hall	0	N/A	0	0	0
Thurgood Marshall	0	N/A	0	0	0

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3. 2011 Fire Statistics for On-campus Student Housing Facilities

Location	Number of fires	Cause	Injuries	Deaths	Property Damage
Baldwin Hall	0	N/A	0	0	0
Cummings Hall	0	N/A	0	0	0
Harper House	0	N/A	0	0	0
Tubman House	0	N/A	0	0	0
Rawlings Hall	1	Unknown item dropped into trash chute.	0	0	0
Blount Towers	0	N/A	0	0	0
O'Connell Hall	0	N/A	0	0	0
Thurgood Marshall	1	Food on stove ignited.	0	0	$6,000

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1. **Description of On-Campus Student Housing Fire Safety Systems:**
   Each Residence Life Facility has the following:
   a. Complete automatic sprinkler system
   b. Fire alarm system
   c. Smoke alarms
   d. Egress corridors and stairwells are fire rated
   e. Residents with disabilities are accommodated according to their needs.

2. **Number of Fire Drills:**
   The Office of Residence Life in conjunction with the Physical Plant Department, conduct one fire drill every year at each On-Campus Student Housing Facility.

3. **Policies on portable electrical appliances, smoking and open flames:**
   On-Campus student housing facilities have prohibitions against the following activities:
   a. Smoking.
   b. Using lighted candles or other open flame devices.
   c. Setting fires, intentionally or recklessly misusing or damaging fire safety equipment, including, but not limited to, alarms, heat sensors, smoke detectors, hoses, fire extinguishers, and emergency telephones.
   d. Failure to exit any building when a fire alarm has sounded or a building is evacuated.
   e. Unauthorized use, possession or storage of any weapon.
   f. Unauthorized use or possession of fireworks on University premises.
   g. Cooking in unapproved areas such as bedrooms.

4. **Procedures for Student Housing Evacuation:**
   In the event of a fire or any other emergency that would warrant the complete evacuation of the building, the departments of Police & Public Safety and the Physical Plant will work together along with the designated authorities, to evacuate the building as the prevailing conditions will allow. All building occupants must participate without exception. Before opening any door which leads to the main hallway, feel the door with the back of your hand to ascertain if it is hot.

   <u>If the door is not hot, open it slowly</u>. Then if conditions allow, proceed to your assigned stairwell and follow the evacuation plan. If the smoke is too heavy, do not enter the hallway. Close the door, place a towel or cloth along the bottom of the door and then proceed to your balcony (if applicable). If your office or room has no balcony, open the window for fresh air. Hang a sheet out of the window to let the Fire department know you are there.

   <u>If the door is hot, do not open it.</u> Follow the same procedure as outlined above. If for any reason you must remain in your office or room during a fire or emergency, remain calm and wait for the Fire Department to assist you.

   Hats, coats or other personal property must be disregarded in the event of an actual fire. Time is of the utmost importance (seconds count) the evacuation of the building must be executed as soon as possible.

Fire Drill Procedures

Total evacuation of the building is necessary; therefore proceed to your designated means of egress. After you reach ground level, proceed to your designated meeting place. Make sure you are accounted for with your Floor Evacuation Coordinator or his/her assistant.

While evacuating, avoid carrying hot liquids, i.e. coffee, tea, hot chocolate, someone could get scalded.

During a fire drill in this building, each resident is responsible for making sure their room is locked and all valuables secured.

Turn off stoves, ovens and all appliances, if in use at the time of the drill.

5. **List of the titles of each person or organization to which individuals should report that a fire has occurred:**
   All fires should be reported by the following methods, activating the manual pull station and then calling the Campus Police at extension 3103.

6. **Plans for future improvements in fire safety:**
   The University and its fire alarm and sprinkler system contractors continually evaluate the fire protection systems in residential facilities. All major repairs and necessary upgrades are planned and performed through joint consultation between the University and its contractors. Through capital projects that include building upgrades, renovations and additions new state of the art fire alarm and sprinkler systems are installed.

Rape Aggression Defense (RAD):

The Department of Police and Public Safety offers the Rape Aggression Defense (RAD) systems program. This self-defense class, designed specifically for women, is a nationally recognized course that gives women the skills they need to prevent and survive a violent attack. The department usually offers a RAD Systems program each semester. Preventing crime through collaboration and cooperation is a crime prevention technique and a top priority of the department. Together with other the Office of Residence Life and Housing, the department provides programs to enhance personal safety, teach proactive crime-reduction strategies, and help community members develop self-esteem, which contributes to a healthy community. The campus crime-prevention strategy rests on a multilayered foundation of a proactive area patrol of the campus, crime prevention, education and training, building and area security surveys, and property registration. This approach relies on the dual concepts of eliminating or minimizing criminal opportunities, whenever possible, and encouraging community members to take responsibility for their own and other's safety. Members of the department are available to assist any individual or group in planning, presenting, and coordinating programs of interest or concern.

Operation Identification:

This nationally organized program encourages engraving personal identification numbers on valuable property. Thieves tend to shy away from property with engraved numbers due to the difficulty of selling it on the open market. If an item is stolen and later recovered, the identification number will assist law enforcement agents in returning it to its rightful owner.

Crime Prevention Promotions, Flyers, and Other Advertisements:

The department publishes a general crime prevention brochure that outlines the many crime prevention programs and strategies available in the community. In addition, the department periodically chooses a special topic to highlight in flyers or on the department's Web site. Flyers, brochures and pamphlets are distributed to the community in departmental mailboxes, on announcement boards, and via email announcements. Crime prevention and awareness posters are posted at each residence hall and at various buildings on campus.

Emergency Blue Light Phones/ Emergency Phones:

These two-way call boxes are located strategically around campus. They allow an individual in need of assistance to speak directly with a member of the department. The communications officer will dispatch the appropriate emergency response team to the caller.

Campus Escort Program:

If you must travel alone at night, the campus escort program provides a safe, reliable way to travel throughout the campus. The program consists of an escort by a member of the Police and Public Safety Department.

Security Surveys:

These surveys are conducted on a regular basis with other members of the University community, including members of the student government. The primary goal of these surveys is to identify areas of the campus that may present vulnerabilities to one's safety. The department works with the appropriate Physical Plant office to address concerns noted in the surveys.

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Morgan State University Alcohol Policy

Students at Morgan State University are expected to be acquainted with and abide by state laws, rules and regulations set forth by the Board of Regents regarding alcohol and drugs and to be aware of the social, physiological, and psychological consequences of excessive drinking in order to make responsible and informed decisions about the serving and consumption of alcohol. The University provides regular educational programs on alcohol and drug abuse as well as counseling services. The University's alcoholic beverage policy is designed to be consistent with the laws of the State of Maryland, which, in general, prohibit the possession, consumption, and serving of alcoholic beverages by and to persons less than twenty-one (21) years of age. If you have questions or concerns, call the Counseling Center at ext. 3130. The Drug-Free Schools and Communities Act Amendments of 1989, 20 U.S.C. 1 145g (1989), requires that as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must adopt and implement a program designed to prevent the unlawful possession, use, or distribution of alcohol and illegal drugs by faculty, staff and students.

The document, Drug and Alcohol Abuse Policy is a description of University policies and programs and a statement of information required to be distributed annually to students and employees under the Dru2-Free Schools and Communities Act. It contains information the University also is required to provide under the Drug-Free Workplace Act of 1988. In addition to meeting the requirement of the federal law, this policy is designed to comply with the State of Maryland Substance Abuse Policy, Executive Order .01.01 .1991 .16.

It is imperative that all faculty, students and staff are aware of the information contained in the attached document and understand that the University is committed to maintaining a drug free campus for its employees and students.

This policy is effective as of January 15, 1997. Any other Morgan State University Drug and Alcohol Policies are hereby repealed.

Please read this document carefully. Faculty and staff may contact the Office of Human Resources at 443.885.3195 if there are any questions. Students should direct their questions to the Division of Student Affairs at 443.885.3528.

DRUG AND ALCOHOL ABUSE POLICY

Morgan State University (the "University), is dedicated to providing a campus environment free of the illegal and/or abusive use of alcohol and/or drugs. The illegal and/or abusive use of drugs and/or alcohol by members of the campus community jeopardizes the safety of the individual and the campus community, and is contrary to the academic learning process. Morgan State University is therefore committed to having a campus that is free of the illegal and/or abusive use of drugs and alcohol. In keeping with this commitment, it is the policy of the University that the illegal and/or abusive use of drugs or alcohol is prohibited on University property or as part of University activities. In order to inform all University employees and students of their responsibilities under this policy, the following information is provided:

I. Prohibited Conduct.

II. Disciplinary Sanctions that the University will Impose on Employees and Students.

III. Applicable Legal Sanctions under Federal, State and Local Laws.

IV. Health Risks Associated with the Use of Illegal Drugs and/or Abuse of Alcohol.

V. Drug/Alcohol Prevention, Consultation, Education, and Referrals.

VI. Responsible Administrative Office.

VII. Effective Date.

I. **PROHIBITED CONDUCT**

The University prohibits the unlawful possession, use, distribution, manufacture, or dispensing of illicit drugs by students and employees on University property or as part of University activities. The use or possession of alcoholic beverages is prohibited on University premises, except as expressly permitted in writing by the President or designee. Without exception, alcohol consumption is governed by Maryland statutory age restrictions.

A. Employees and students are prohibited from:

1. Abusing alcohol or drugs;

2. Committing a controlled dangerous substance offense:

3. Committing an alcohol driving offense;

4. Working, attending class or participating in a University activity while under the influence of alcohol;

5. Working, attending class or participating in a University activity while under the influence of prescription drugs or over-the-counter drugs, if such use impairs the participants' ability to participate safely in the class or activity and/or the use is contrary to the prescribed or instructed dosage of the drug;

6. Working, attending class or participating in a University activity while under the influence of a controlled dangerous substance.

B. Federal Drug-Free Workplace Act Requirements

1. The University will not hire anyone who is known to engage in the illegal and/or abusive use of drugs and/or alcohol.

2. When the University learns or suspects, (based on observation or reliable information), that an employee, and/or student employee, has committed a controlled dangerous substance

offense, the University shall refer the matter to an appropriate law enforcement authority for further investigation and prosecution.

3. When an employee and/or student employee, is taking medically authorized drugs or other substances which may alter job performance, the student or employee, has a duty to notify the appropriate supervisor of that information.

4. All employees shall cooperate fully with law enforcement authorities in the investigation and prosecution of suspected criminal violations.

5. An employee charged with an alcohol driving offense or controlled dangerous substance offense shall report to the employee's supervisor no later than five (5) work days after: a finding of guilty, an acceptance of a plea of no contendere, or probation before judgment.

6. The supervisor shall report the final conviction of an alcohol driving offense or a controlled dangerous substance* offence immediately to the Director of Human Resources, and in the case of controlled dangerous substance offense only, to the Vice President to whom the supervisor reports and to the Vice President for Academic Affairs. In the event it is determined by the University that an employee, including a student employee, convicted of a controlled dangerous substance offense which occurred in the workplace, was employed in the performance of a federal contract or grant in excess of twenty-five thousand dollars ($25,000.00), the Vice President of Academic Affairs shall notify the sponsoring agency within ten (10) days of receiving notice from the employee or otherwise receiving actual notice thereof.

* "Controlled substances" and "illegal and/or abusive use of drugs" prohibited under this policy are those set forth in Schedules I through V in Article 27, part 279 of the Annotated Code of Maryland.

II. **DISCIPLINARY SANCTIONS**

A. Students

A student who is determined to have violated the University's Drug and Alcohol Policy is subject to sanctions outlined in the University Code of Student Conduct & Disciplinary Procedures, which may include, but are not limited to suspension or expulsion from the University.

B. Employees

1. In General.

Any employee found to have abused drugs and alcohol in the workplace shall be subject to disciplinary action set forth in applicable University personnel policies, including, but not limited to: the University Faculty Handbook, Personnel Manual for Executive and Professional Administrative Staff, and the University Classified Employees Manual. Potential disciplinary actions include, but are not limited to, suspension and termination from University service. As a condition of continued employment, the University may require an employee to participate successfully in a drug abuse assistance or rehabilitation program. Violation of this policy may also lead to referral for prosecution to the appropriate federal, state, and or local authorities.

2. Sensitive Employees.

a. "Sensitive employee" is defined as an employee whose classification or position has been designated sensitive by the University. "Sensitive classification" means a classification in which the President has determined that any of the following conditions exist:

(1) An employee in the classification has a substantially significant degree of responsibility for the safety of others and there is a potential that impaired performance of the employee could result in death of or injury to the employee or others;

(2) An employee in the classification is required to carry a firearm;

(3) An employee in the classification is directly involved in efforts to interdict the flow of narcotics; or

(4) An employee in the classification who is directly involved with narcotics law enforcement.

b. The first time a sensitive employee is convicted of an at-the workplace alcohol driving offense, or found under the influence of alcohol while at-the-workplace, the employee shall be suspended for fifteen (15) days and required to participate successfully in an alcohol treatment program designated by Office of Human 6 Resources.

c. A sensitive employee convicted of an off-the-workplace alcohol driving offense, and a non-sensitive employee convicted of any alcohol driving offense shall:

(1) On the first conviction be referred to the Office of Human Resources, and in addition, be subject to any other appropriate disciplinary actions;

(2) On the second conviction, at a minimum, be suspended for at least five (5) days, be referred to the Office of Human Resources, be required to participate successfully in a treatment program, and in addition, be subject to any other appropriate disciplinary actions, up to and including termination;

(3) On the third conviction, be terminated.

d. A sensitive employee convicted of any controlled dangerous substance offense shall be terminated.

e. A sensitive employee who tests positive for a controlled dangerous substance as a result of a random drug test shall be suspended for fifteen (15) work days and be required to participate successfully in a drug treatment program designated by the Office Human Resources.

f. A sensitive employee who abuses a legally prescribed drug or an over-the-counter drug shall, on the first offense:

(1) Be suspended for five (5) work days; and

(2) Be required to participate successfully in a drug treatment program designated by the Office of Human Resources.

III. APPLICABLE LEGAL SANCTIONS UNDER FEDERAL, STATE AND LOCAL LAWS RELATING TO ALCOHOL AND DRUG USE.

Employees and students at the University are subject to federal, state, and local laws regarding the possession and distribution of illegal drugs.

Federal law states that it is unlawful to possess a controlled dangerous substance, including marijuana, cocaine, LSD, PCP, heroin, designer drugs, etc.[2] If the substance is cocaine, or contains a cocaine base, the penalty for simple possession is a fine and/or imprisonment from 5 to 20 years. For other illegal drugs, the penalty for simple possession is a fine of at least $1000.00 and/or imprisonment up to 3 years. The penalties increase if the possession includes intent to manufacture, distribute, or dispense a controlled substance, especially if done near a public or private elementary, vocational, or secondary school or a public or private college or university. Additionally, any person who violates this law shall be liable for an amount up to $10,000.00 in civil penalties.

- **Federal Law Title 21 U.S.C. Sections 841 and 844 to 845.**

In addition to Federal laws, the State of Maryland has its own laws dealing with distribution, manufacturing, and possession of controlled substances. For instance, any person who unlawfully manufactures or distributes any narcotic drug may be fined up to $25,000.00 and may be imprisoned for up to 20 years for a first offense.[3]

Employees and students at the University are subject to state and local laws for drinking and obtaining alcohol. It is illegal in the State of Maryland for any person under 21 years of age to drink alcohol.[4] It is also illegal for a person under 21 years of age to falsify or misrepresent his or her age to obtain alcohol, or to possess alcoholic beverages with the intent to consume them.[5] It is also illegal in most situations to furnish alcohol to a person under 21 years of age.[6] The penalty is a fine of up to $500.00 for a first offense, and up to $1000.00 for repeat offenses.

In addition, state law dictates that it is illegal to possess alcohol in an open container in any parking lot of any shopping center or retail store, unless given permission by the owner. The penalty is a fine of up to $1OO.OO.[7] It is also illegal to consume alcohol on any public property or highway, unless authorized by the governmental entity which has jurisdiction over the property, with penalties including a fine of up to $ 100.00.[8]

Employees and students are also subject to state and local laws governing drinking and driving. A person may not drive or attempt to drive while intoxicated or under the influence of alcohol.[9] Individuals under 21 years of age with a blood alcohol level ("B.A.L.") of only .02

(approximately 1 drink) will be charged with a violation of restricted license and result in suspended license until the age of 2l years.[10] Any individual with a B.A.L. of .07 or more will result in a violation of Driving While Under the Influence.[11] A B .A.L. of . 10 or more will result in a violation of Driving While Intoxicated.[12] Any of these violations will result in fines, imprisonment, or both.

It is also unlawful to drive while under the influence of any Controlled Dangerous Substances whether or not they are illicit (prescribed or unlawfully obtained).[13] A person can still be charged with these violations even though they possess a driver's license from another state.

- **[3]Md. Ann. Code Art. 27, Section 286.**
- **[4]Md. Ann. Code Art. 27, Section 400A.**
- **[5]Md. Ann. Code Art. 27, Sections 400 to 403.**
- **[6]Md Ann. Code Art. 27, Section 4OlA.**
- **[7]Md. Ann. Code Art. 2B, Sections 19-30 1, 19-302.**
- **[8]Md. Ann. Code Art. 2B. Sections 19-203 to 19-204.**
- **[9]Md. Ann. Code Transportation Art., Section 21-902.**
- **[10]Md. Ann. Code Transportation Art., Section 16-113(b).**
- **[11]Md. Code Courts and Judicial Proceedings Art., Section 10-307(d).**
- **[12]Md. Ann. Code Courts and Judicial Proceedings Art., Section 10-307(e).**
- **[13]Md. Ann. Code Transportation Art., Sections 21-902(c)(d).**

IV. HEALTH RISKS ASSOCIATED WITH THE USE AND ABUSE OF ALCOHOL AND ILLICIT DRUGS

Substance abuse, the abuse of alcohol and drugs, is now recognized as the number one public health problem in the United States. Approximately 30% of all admissions to general hospitals and 50% of admissions to psychiatric hospital have detectable substance abuse. Substance abuse accounts for approximately 150,000 deaths annually. This includes deaths from stroke, disease of the heart and liver, and all alcohol and drug related suicides, homicides, and accidents. Early detection can minimize or prevent the devastating consequences of substance abuse.

Substance abuse and substance dependence are two different phenomena, as delineated below. Taken together, however, they are the leading cause of death, dysfunction and disability for much of the working-age population individuals between the age of 18 and 50.

Substance abuse is a practiced behavior involving intoxication and high risk actions. Substance abuse is a pattern of behavior (not a disease) which involves use of alcohol or drugs to levels of disinhibition and associated high risk actions. Substance abuse is periodically practiced by twenty to eighty percent of the people who are between 20 and 40 years old.

Substance dependence is a disease that responds to treatment and relapses when treatment is stopped. Substance dependence is a disease affecting ten to twelve percent of the population, resulting in an intermittent inability to control the use of alcohol or drugs, with repetitive adverse consequences. As a disease, it has defined risk factors, signs and symptoms, a predictable natural history, a good response to treatment if treatment is effectively embraced, and a risk of relapse if the treatment regimen is not followed. More detailed information may be obtained by calling: Campus Counseling Center at 443.885.3130.

V. DRUG AND ALCOHOL PROGRAMS AVAILABLE ON CAMPUS

A. BACCHUS (Student Volunteer Organization)

Peer Education for Drug/Alcohol Prevention
Room 202 – Carter Grant Wilson Building
Phone: (443) 885-3056

BACCHUS (Boost Alcohol Consciousness Concerning the Health of University Students) offers peer education, prevention, intervention, and referrals

B. Counseling Center

Room 202 – Carter Grant Wilson Building
Phone: (443) 885-3130
The Counseling Center provides consultation, information referral services to students.

C. Drug (Alcohol) Education, Prevention, and Referral

Room 202 – Carter Grant Wilson Building
Phone: (443) 885-3056

This office provides information, prevention-education, consultation, and referrals designed to enhance Drug/Alcohol awareness. Intervention efforts consist of drug/alcohol and psycho-educational workshops, and referrals to substance abuse agencies and support groups located in the community.

E. Student Health Services

University Heath Center
Director of Health Center
Phone: (443)885-3236

The Student Health Services provide short-term counseling, health education, and referrals. Physicians, psychologist, and nurses are available to provide immediate counseling as well as educational material related to drug and alcohol abuse.

F. Employee Assistance Program

Phone: (410)767-1012 (Baltimore); 1-800-411-5123 (Outside of Baltimore)

The Employee Assistance Program (EAP) is a confidential service provided to help State employees who are facing personal situations that affect their lives and job performance. Employees are referred to Greenspring Mental Health Services 12 or their health care provider for further counseling or treatment.

VI. RESPONSIBLE ADMINISTRATIVE OFFICE

The Policy on Drug and Alcohol Abuse shall be distributed annually as follows:

The Director of Human Resources shall conduct a biennial review (every two years) of the University's policy and its implementation and shall report to the President on the effectiveness of the program, including a determination that the policy and applicable disciplinary sanctions are being followed. The report shall also include recommendations for corrective action or additional activities to enhance the program's effectiveness. The Director of Human Resources and the Vice President of Student Affairs shall be responsible for overseeing all actions and programs relating to this policy.

VII. EFFECTIVE DATE

The effective date of this policy shall be **January 15, 1997**. All preceding Morgan State University Drug and Alcohol Policies are hereby repealed.

Campus Drug Policy:

Morgan State University does not condone the possession, use, manufacture, or distribution of illegal substances or drug paraphernalia of any kind in any amount. Students in violation of this policy may be jeopardizing their own wellbeing as well as the wellbeing of the University community. Among those violations considered to be most serious are the manufacture, sale, or distribution of illegal drugs; any involvement in illegal drug use or traffic with minors, particularly from the local area; and possession or use of the more dangerous or highly addictive drugs. Morgan State University's policy prohibits the unlawful possession, use, or distribution of alcohol and controlled/illegal drugs by any member of the University community. All community members are expected to fulfill their obligations and responsibilities pursuant to Morgan State University policy as well as federal, state, and local laws. Disciplinary action imposed by the University may be in addition to criminal penalties. Both students and employees are subject to the applicable state and federal laws.

Preventing and Responding to Sexual Assault:

Morgan State University is committed to creating and maintaining a community in which students, faculty, and staff can work and study in an atmosphere free from all forms of harassment, exploitation, or intimidation. Every member of the University community should be aware that the University does not tolerate sexual assault and harassment and that such behavior is prohibited both by federal and state law and by University policy.

Morgan State University will take whatever action may be needed to prevent, correct, and, if necessary, discipline and/or prosecute behavior that violates this policy and the law. All forms of sexual assault and all attempts to commit such acts are regarded as serious University offenses that are likely to result in suspension, required withdrawal, expulsion, or termination. Prosecution may take place, in accordance with State of Maryland criminal law, independent of University actions.

For further information about the University's stance on sexual assault or sexual harassment, contact the Counseling Office at 443-885-3130.

Reporting a Sexual Assault:

Reporting a sexual assault to the Department of Police and Public Safety may help to prevent another assault. Reporting the incident does not mean that the survivor must proceed with a prosecution. Immediately following an attack, the survivor should try to write down everything she or he remembers about the incident, including the physical description of the suspect(s) and any further information about the identity or location of the suspect(s). A civilian counselor trained to deal with sexual assault issues in a confidential way will be available to talk to you. The counselor can assist you in contacting on- and off-campus resources for medical, legal, or emotional support. They also can assist you in changing an academic and/or living situation following an incident of sexual assault. The Counseling Center office in Room 202 of Carter Grant Wilson is open Monday through Friday from 8:00 a.m. until 5:00 p.m. after hours and weekends, please call ext. 3103.

Rights, Rules, Responsibilities:

Services at the Counseling Center are available Monday through Friday, from 8:00 a.m. until 5:00 p.m. After hours and weekends, a survivor or witness can contact the Department of Police and Public Safety and arrange for a COUNSELING CENTER counselor to meet with you. When you talk to a COUNSELING CENTER counselor, you are not making a report or a formal complaint. All discussions are private and confidential and do not commit you to further action. Conversations with counselors are not disclosed to anyone without your expressed permission, unless there is a threat of physical harm to you or others. No matter when the assault occurred or what you decide to do, consider counseling. Sometimes talking can be the most important step to healing. You may contact the COUNSELING CENTER office at any time to arrange an appointment. Friends of survivors may seek counseling and support as well.

COUNSELING CENTER can:

- provide information on legal and disciplinary reporting options;
- support a complainant through any private University complaint;
- assist confidentially to manage the impact on academic and living situations following a sexual assault (provided reasonable alternatives are available);
- Assist in obtaining on- and off-campus resources for medical, legal, or emotional support.

What to do if you or someone you know is sexually assaulted:

Go to a place that is safe and seek medical treatment. If a sexual assault occurs, safety and medical assistance are the first considerations. 24-hour assistance is available on campus and in the local area by calling Health Services at ext. 3236. On weekends and off hours contact the University Police and Public Safety Department at ext. 3103. Whether or not you decide to report the incident, seek medical treatment immediately, and get counseling as soon as possible. Do not douche, bathe, shower, or change clothes before seeking medical attention. Preserving evidence is important in later pursuing a criminal or other judicial case. Do not wash sheets or other bed coverings where critical DNA evidence may be found.

Any member of the University community who wishes to file a complaint should contact the Department of Police and Public Safety at 443-885-3103.

The officers' primary concern will be the safety of the survivor. Reporting the incident to the Department of Public Safety does not mean that a survivor must file criminal charges. The survivor maintains the ultimate decision of whether to go forward with an investigation. Call the Department of Police and Public Safety at 443-885-3103 to arrange for transport to a medical facility during off hours and weekends. Contacting the Department of Police and Public Safety will not result in an investigation unless the survivor wants to pursue one. Visits to University Health Services for medical treatment and counseling are confidential. A qualified sexual assault counselor will meet with you and provide emotional support and advice on disciplinary and legal options. Conversations with clinicians and counselors are not disclosed to anyone (unless there is a threat of physical harm to that individual or others) without the expressed permission of the person seeking assistance.

Seek counseling. Even if you do not report the sexual assault or press charges, you should contact the COUNSELING CENTER office at ext. 3130, for counseling assistance. After hours, call Police and Public Safety.

Report the sexual assault to the authorities. The more often sexual assaults are reported, the easier it may be to prevent them. Reporting the incident does not mean that the survivor must proceed with a criminal prosecution.

Immediately following an attack, the survivor should write down everything she or he remembers about the incident, including contacting the Department of Police and Public Safety, or a local law enforcement agency. Also the following:

- Any physical description of the suspect(s);
- Information about the identity or location of the suspect(s);
- The use of any threats or force.
- Regardless of whether the survivor wants to pursue criminal prosecution, seek assistance from the University Police Department.

Filing a Report with the Department of Police and Public Safety:

If the survivor or witness elects to contact the Department of Police and Public Safety to file a formal report of the assault, an officer trained in investigating sexual assault will work with the individual to gather the pertinent information. The survivor always retains the right to decide whether or not she or he wants to proceed with a criminal prosecution. The officer will ensure that the survivor gets the counseling and other assistance she or he needs. The safety of the survivor will always remain the top priority of the Police and Public Safety personnel.

How to Report a Crime:

Any member of the University community who is the victim of a crime on campus, or who witnesses a crime on campus, should call the Morgan State University Police Department **immediately at x3103** (443-885-3103) or by pushing the red emergency button on any blue light emergency phone. Crimes may be reported to persons in the positions below; however, the University prefers that complainants report crimes directly to the Morgan State University Police Department.

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Department of Police and Public Safety (MSUPD) in a timely manner. This publication focuses on MSUPD because it patrols the majority of the Morgan State University campus and the some adjacent areas.

To report a crime or an emergency on the Morgan State University campus, call MSUPD at extension 3103 or, from outside the University phone system, (443) 885-3103. To report a non-emergency security or public safety related matter during business hours, call MSUPD at extension 3100 or, from outside the University phone system, (443) 885-3100. After business hours call 443-885-3103 for assistance.

To report a crime or emergency on the Estuarine Center , call local police by dialing 911 To report a non-emergency security or public safety related matter call MSUPD at 443-885-3100.

Dispatchers are available at these respective telephone numbers 24 hours a day to answer your call. In response to a call, MSUPD will take the required action, dispatching an officer or asking the victim to report to MSUPD to file an incident report.

All MSUPD incident reports regarding crimes and/or the Code of Student Conduct are forwarded to the Chief Judicial Affairs Office. MSUPD Investigators will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Student Judicial Affairs

If assistance is required from the Baltimore City Police Department or Baltimore City Fire Department, MSUPD will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including MSUPD, will offer the victim a wide variety of services.

This publication contains information about on-campus and off campus resources. That information is made available to provide Morgan State University community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about “resources” is not provided to infer that those resources are “reporting entities" for MSU.

Crimes should be reported to the MSUPD to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For example, a crime that was reported only to the local law enforcement may not be included in the MSU crime statistics.

Confidential Reporting Procedures:

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief or a designee of MSUPD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

For confidential reporting of crime and other serious incidents, Morgan State University has several methods for individuals to report crimes and other serious incidents on a voluntary and confidential basis, such as the Anonymous Report of Sexual Assault. This report allows victims or witnesses to anonymously convey an incident of sexual assault. This assists the University in evaluating whether a Campus Safety Alert should be issued and in collecting valuable information about sexual assaults. It is a valuable tool available to any member of the community. To obtain the form, contact the Department of Police and Public Safety.

Limited Voluntary Confidential Reporting:

The MSUPD Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the MSUPD Police Department cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other Morgan state University campus security authorities. Campus security authorities are provided training about the universities crime reporting areas, types of Clery reportable crimes and how to convey such reports to the police for computation into our crime report.

Campus security authorities, as identified below.

Campus Security Authorities	
1. Vice President for Student Affairs	443-885-3527 Truth Hall Room 207
2. Associate Vice President of Student Affairs	443-885-3527 Tubman Hall Room 207
3. Chief Judicial Officer	443-885-4670 Truth Hall Room 207
4. Executive Director of Campus and Public Safety	443-885-3169 Washington Service Center Room 300
5. Director of the Office of Residence Life and Housing	443-885-3217 Truth Hall Room 114
6. EEOC Officer	443-885-3580 Truth Hall Room 103
7. Director of Human Resources	443-885-3195 Carter Grant-Wilson Room 100
8. Director of the Counseling Center	443-885-3130 Carter Grant – Wilson Room 202
9. Director of Athletics	443-885-3575 Hill Field House Room 107
10. Director of Student Activities	443-885-3460 University Student Center Room 303F

Hate Crime Reporting:

Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual victim or group based on perceived or actual personal characteristics, such as their race, religion, ethnicity, gender, sexual orientation, or disability. If you are a victim of, or witness to, a hate/bias-related crime on campus, report it to University Police by calling the University Police **immediately at x3103** (443-885-3103) or by pushing the red emergency button on any blue light emergency phone.

Contacting Other Law Enforcement Agencies:

Students may also contact local law enforcement agencies. Members of the Department of Police and Public Safety and other University officials will assist the student in notifying the appropriate agency in the applicable jurisdiction.

Filing an Internal Complaint Within the University:

If you have been sexually harassed or assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor or an adviser in the Counseling Center Office, or another confidential counselor. The University's response system is designed to afford a complainant (the person who is bringing a charge) and a respondent (the person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help persons who need support as they address these incidents, and incorporates both informal resolutions and formal disciplinary procedures. To resolve a complaint informally, University designated individuals are available to answer questions, provide guidance, discuss options, and refer persons to other appropriate resources. The primary role of the designated individuals is to see that the University responds promptly and fairly to complaints of sexual assault or harassment. The resolution of a formal sexual assault complaint is handled by the appropriate University officer. The full text of the protocol for handling informal and formal complaints involving faculty and staff is available in the Office of Diversity and Equal Employment. The full text of the protocol for handling informal and formal complaints involving students is in the Office of Student Judiciary Affairs. In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered.

Procedures for resolving complaints regarding sexual harassment are detailed in the Student Code of Conduct and the Office of Diversity and Equal Employment Opportunity. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding. During any sexual assault complaint proceeding, the University has a wide range of latitude when determining sanctions. Those sanctions may range from probation to expulsion from the University.

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. In the State of Maryland, this information is accessible at http://www.socem.info/. On this site you will be able to find sex offenders living near you, track sex offenders' movements (select SOCEM Search button below), provide law enforcement with tips to help find offenders, get assistance if your child is the victim of sexual abuse (select Community Protection button below), and help find abducted children through the use of an enhanced cell phone AMBER Alert system (select Enhanced Amber Alert button below).

By calling Maryland's toll-free Sex Offender Alert Line at 1-866-559-8017, you can sign up for telephone notification any time a registered sex offender moves in your area. The Alert Line is designed to contact individual homes, schools, daycare centers, recreational centers and churches registered by zip code when a sex offender moves into the neighborhood or if there is a change in the offender's compliance status.

Crime Statistics:

The Department of Police and Public Safety maintains a close relationship with the Baltimore City Police Department to ensure that it is notified of any crime report that is made directly to them. The Department of Police and Public Safety will disclose any crime report made directly to any local law enforcement agency by a member of the campus community. Criminal events where there is evidence that the victim was intentionally selected because of the victim's actual or perceived race, religion, sexual orientation, gender, ethnicity, or disability shall be documented within the Hate Crime Statistics.

Definitions of Reportable Crimes:

Criminal homicide

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

- **Negligent manslaughter:** The killing of another person through gross negligence.

Forcible sex offenses

- **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 or her temporary or permanent mental or physical incapacity (or because of his or her youth).

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

- **Sexual assault with an object:** The use of an object or instrument to unlawfully penetrate, however slight, 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 or her youth or because of his or her temporary or permanent mental or physical incapacity.

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

Non-forcible sex offenses

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

- **Statutory rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

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

- **Motor vehicle theft:** The theft or attempted theft of a motor vehicle. (Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.)

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

Other offenses

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

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

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

The Department of Police and Public Safety collects the crime statistics disclosed in the charts through a number of methods. Public Safety staff enters all reports of crime incidents made directly to the department. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only).

Morgan State University
Crime Statistics

These statistics are compiled in accordance with the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (The Clery Act.)

CLERY ACT STATISTICS
The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act
The Clery Act mandates the manner and format in which statistics are to be collected and published.

2009 , 2010 & 2011	Year	Campus		Noncampus Buildings Or Property	Public Property	
		All Campus	(Residential Facilities)			
Crime Reports						Total
Murder & Non Negligent Manslaughter	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Negligent Manslaughter	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Sex Offenses-Forcible	2009	0	0	2	0	2
	2010	0	0	1	0	1
	2011	1	0	0	0	1
Sex Offenses – Non Forcible	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Robbery	2009	7	1	2	2	11
	2010	5	2	4	2	11
	2011	6	1	5	2	13
Aggravated Assault	2009	2	2	3	0	5
	2010	2	1	1	0	3
	2011	2	0	0	0	2
Burglary	2009	20	13	16	0	36
	2010	12	7	3	0	15
	2011	6	4	9	0	15
Motor Vehicle Theft	2009	1	0	2	1	4
	2010	4	0	2	0	6
	2011	1	0	0	0	1
Arson	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0

2009, 2010 & 2011	Years	Campus		Noncampus Building or Property	Public Property	Total
		All Campus	Residential Facility			
Arrests						
Liquor-Law Violations Arrests	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	4	0	0	0	4
Drug-Related Violations Arrests	2009	7	0	1	0	8
	2010	0	0	12	1	13
	2011	9	7	6	0	15
Illegal Weapons Possessions Arrests	2009	0	0	0	0	0
	2010	1	0	0	0	1
	2011	0	0	0	0	0
Campus Disciplinary Referrals						
Liquor-Law Violation Referrals	2009	5	5	0	0	5
	2010	12	12	1	0	13
	2011	4	4	0	0	4
Drug-Related Violations Referrals	2009	24	23	4	0	28
	2010	1	1	1	0	2
	2011	7	4	2	0	9
Illegal Weapons Possession Referrals	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0

2009, 2010 & 2011	Year	Campus		Noncampus Buildings Or Property	Public Property	
		All Campus	(Residential Facilities)			
Hate Crime Statistics						Total
Murder & Non Negligent Manslaughter	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Negligent Manslaughter	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Sex Offenses-Forcible	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Sex Offenses – Non Forcible	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Robbery	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Aggravated Assault	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Burglary	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Motor Vehicle Theft	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Arson	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Hate Crimes Involving Bodily Injury	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0

2009, 2010 & 2011	Years	Campus		Noncampus Building or Property	Public Property	Total
		All Campus	Residential Facility			
Hate Crime Continued						
Larceny-Theft	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Simple Assault	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Intimidation	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0
Campus Disciplinary Referrals						
Destruction of Property/damage/ vandalism	2009	0	0	0	0	0
	2010	0	0	0	0	0
	2011	0	0	0	0	0