

# 2025 ANNUAL SECURITY *and* FIRE REPORT

INCLUDES CLERY SECURITY REPORT AND STATISTICS FOR 2022, 2023, AND 2024



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## **MISSION AND VISION STATEMENTS**

### **Allegheny College Mission Statement**

Allegheny's undergraduate residential education prepares young adults for successful, meaningful lives by promoting students' intellectual, moral, and social development and encouraging personal and civic responsibility. Allegheny's faculty and staff combine high academic standards and a commitment to the exchange of knowledge with a supportive approach to learning. Graduates are equipped to think critically and creatively, write clearly, speak persuasively, and meet challenges in a diverse, interconnected world.

### **Allegheny College Statement of Community**

Allegheny students and employees are committed to creating an inclusive, respectful and safe residential learning community that will actively confront and challenge racism, sexism, heterosexism, religious bigotry, and other forms of harassment and discrimination. We encourage individual growth by promoting a free exchange of ideas in a setting that values diversity, trust and equality. So that the right of all to participate in a shared learning experience is upheld, Allegheny affirms its commitment to the principles of freedom of speech and inquiry, while at the same time fostering responsibility and accountability in the exercise of these freedoms. This statement does not replace existing personnel policies and codes of conduct.

### **Public Safety Department Mission Statement**

The Department of Public Safety supports the academic mission of Allegheny College by providing a secure and safe environment for the entire campus community. To accomplish the mission, Public Safety performs law enforcement, safety, and security services within the College's jurisdiction. We strive to be advocates of the Allegheny College community while maintaining a professional service-oriented attitude and philosophy.

### **Public Safety Department Vision Statement**

To set the standard in providing ethical, efficient, and community-oriented law enforcement, emergency preparedness, and public safety services within the higher education field.

## Education for Safety, Awareness, and Wellness

Each year Allegheny College distributes to all students, faculty, and staff information about drug and alcohol abuse as well as available drug and alcohol education and treatment programs and options and counseling services.

A number of resources are available both on and off campus for education and assistance in promoting awareness of drug and alcohol abuse. The goal is to educate people about the causes and symptoms as well as the prevention of substance abuse.

Allegheny College also works closely with outside referral agencies in providing additional counseling and treatment services.

Throughout the academic year, particularly during Admissions Events, New Student Orientation, move-in, and College Open House events, the College works to educate students and the campus community about the issues of sexual assault, drugs, and alcohol. Educational and programming efforts at Allegheny College may include the following:

- Providing specific information and programs for faculty and staff, as well as specific guidelines on how to respond to reported incidents.
- Disseminating through Human Resources the Drug Free Workplace Policy.
- Providing periodic educational programs to promote awareness and to discuss issues associated with sexual assault and harassment.
- Issuing Crime Alerts and Crime Notifications regarding actual occurrences of crimes as appropriate (timely warnings).
- Providing information that includes definitions of rape, sexual assault, and sexual harassment, options and services available to victims, possible penalties for assailants, and suggestions on how to avoid high-risk situations.
- Disseminating information on the possible health risks associated with alcohol and other drugs.
- Disseminating information about college sanctions for violation of Allegheny College's drug and alcohol policies; as well as legal consequences for violations of PA Title 18, Crimes Code, and PA Title 75, Vehicle Code, relating to alcohol related offenses, and PA Title 35, Act 64, The Controlled Substance, Drug, Device, and Cosmetic Act relating to the manufacture, sale, and possession of controlled substances, other drugs, devices, and cosmetics.



## **DEPARTMENT OF PUBLIC SAFETY**

Allegheny College is a safe and secure community protected by a competent and committed staff that represents the core of the Department of Public Safety's professional law enforcement, safety, and security team. The Public Safety Department works 24 hours a day / seven days a week, patrolling the campus and adjacent streets and manages the emergency communications center, parking, safety programs, and numerous other duties. Our Public Safety Department officers are sworn law enforcement officers and have completed the State of Pennsylvania ACT 120 program, or an equivalent training, including but not limited to, the Pennsylvania State Police Academy. They have full powers of arrest as authorized by PA Title 22, Section 501, Private Police, and have the same authority as a municipal police officer on and within ¼ mile of the Allegheny College Campus.. The Department of Public Safety also employs Resource Officers, who do not possess law enforcement authority and who are not authorized to conduct criminal investigations. Resource Officers are tasked with conducting patrol duties, responding to non-emergency calls, completing dispatch duties, and enforcing campus parking regulations. While the majority of Public Safety's duties and responsibilities focus on crime prevention, we also provide educational programs for members of the college community.

### **Emergency Transportation**

When staffing allows, the Office of Public Safety will provide student transportation to the Meadville Medical Center, doctors' offices, or other medical facilities, and the Winslow Health Center. All transports must be within the City of Meadville (city limits only). Transportation shall be for medical reasons and/or emergency situations only. Students should arrange their own transportation or utilize Gator Express service for regularly scheduled and ongoing medical appointments. The Gator Express service is provided at no additional charge. Students needing transportation in town (within 25 miles of the College) can request a ride by submitting a Gator Express Shuttle Request Form at least 24 hours in advance. The Gator Express shuttle service is primarily intended for transportation to appointments, pharmacies, and/or storage. While all attempts will be made to accommodate requests, Gator Express services are not guaranteed. Transportation will be provided by student drivers in Allegheny College-owned vehicles. Hours available for requests are Monday through Friday, 10 am–5 pm. An additional transportation option is available through CATA (bus) at 814-336-5600.

If students are concerned about walking alone on campus, they should call Public Safety at 814-332-3357 for an escort on campus property. Please give advance notice so that the Department has ample response time. All emergency transports require an official College identification card for assistance.



## Vehicle Registration

All motor vehicles operated on Allegheny property by administration, faculty, students, and staff, whether resident or commuter, must be registered with Public Safety. All motor vehicles operated on campus during the current school year must have a valid registration. Enforcement of traffic and parking regulations are in effect at all times. The cost of motor vehicle registration for the school year is \$200 for all students operating motor vehicles on Allegheny College property. Registration stickers must be placed outside of the rear window in the extreme lower left-hand corner. For a canvas-topped vehicle, the parking sticker will be affixed to the left side of the rear bumper.

## Map of Parking Lots

### PARKING ASSIGNMENTS

- Allegheny Commons (pink)
- Baldwin Hall (dk blue)
- Brooks/Walker (red)
- College Court (yellow)
- Commuters (orange)
- Crawford Hall (purple)
- Edwards Hall (brown)
- Employees (gold)
- North Village (black)
- Ravine Hall (lt green)
- Schultz Hall (silver)

Color dots indicate lot number. Refer to color coded signs upon entry—lots may be sectioned off by permit.

### ACADEMICS

- 25 Alden Hall
- 30 Arnold Hall of Music
- 21 Arter Hall
- 6 Carnegie Hall
- 15 Carr Hall
- 32 Doane Hall (Art)
- 16 Doane Hall of Chemistry
- 27 Montgomery
- 29 Murray Hall
- 18 Oddfellows
- 19 Quigley Hall
- 9 Ruter Hall

- 17 Steffee Hall of Life Sciences
- 43 Vukovich Center for Communication Arts

### ADMINISTRATION/GENERAL

- 48 454 House
- 10 Bentley Hall
- 4a East Alcove Meeting Room
- 2 Financial Services
- 8 Ford Memorial Chapel
- 33 Henderson Campus Center
- 7 Newton Observatory

- 28 Academic Commons
- 5 Physical Plant
- 22 Reis Hall
- 4 Schultz Banquet Hall
- 31 Shafer Auditorium
- 26 Tippie Alumni Center at Cochran Hall
- 3 Winslow Health Center

### ATHLETICS

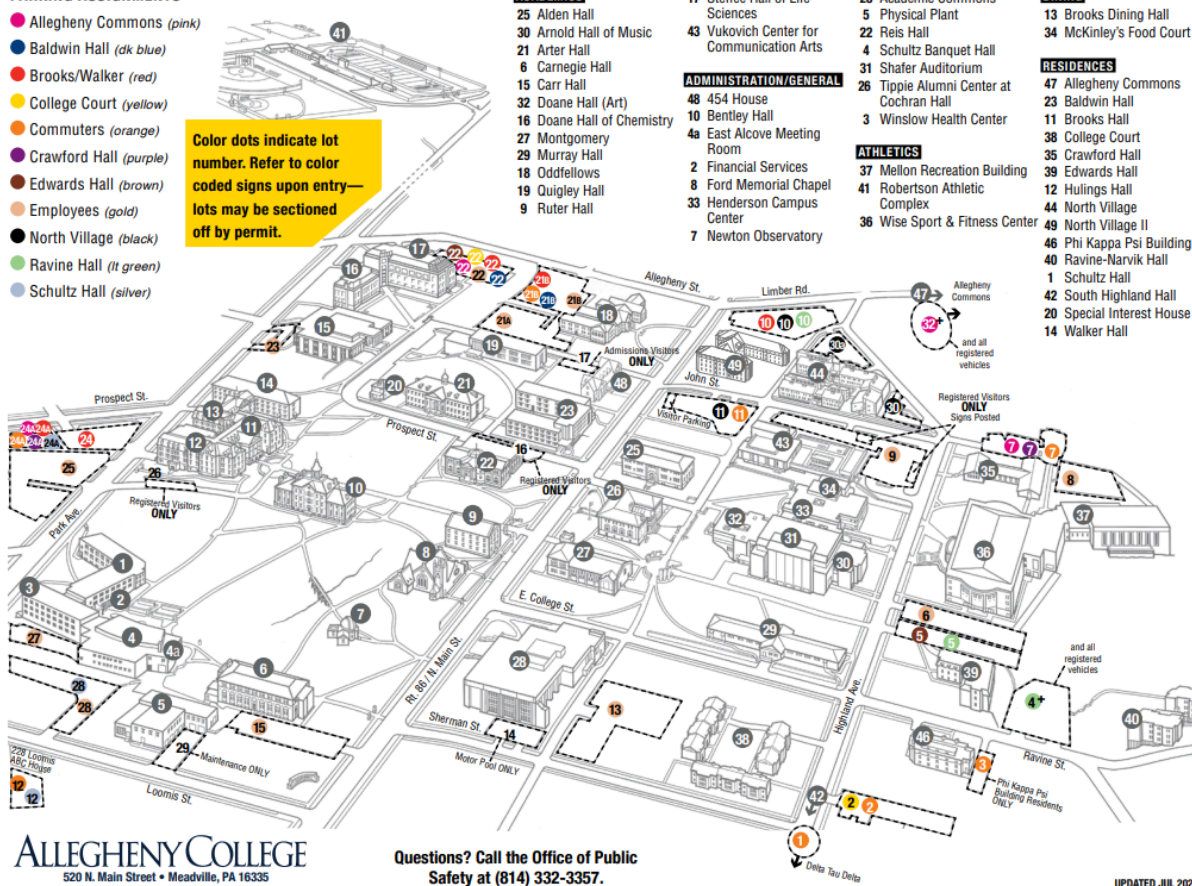
- 37 Mellon Recreation Building
- 41 Robertson Athletic Complex
- 36 Wise Sport & Fitness Center

### DINING

- 13 Brooks Dining Hall
- 34 McKinley's Food Court

### RESIDENCES

- 47 Allegheny Commons
- 23 Baldwin Hall
- 11 Brooks Hall
- 38 College Court
- 35 Crawford Hall
- 39 Edwards Hall
- 12 Hulings Hall
- 44 North Village
- 49 North Village II
- 46 Phi Kappa Psi Building
- 40 Ravine-Narvik Hall
- 1 Schultz Hall
- 42 South Highland Hall
- 20 Special Interest House
- 14 Walker Hall



**ALLEGHENY COLLEGE**  
520 N. Main Street • Meadville, PA 16335

Questions? Call the Office of Public Safety at (814) 332-3357.

UPDATED JUL 2025

## Use of Motor Pool Vehicles

Students, faculty and staff must complete an accredited course on van safety in order to be issued a Gator License to be eligible to drive vehicles in the motor pool. Motor pool vehicles are for college business only.



## **Campus Security Authorities (CSA)**

Members of the campus community may also report criminal incidents to Campus Security Authorities. The overall intent of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is to encourage the reporting and collection of accurate campus crime data and to promote crime awareness and enhance Public Safety. As part of the Clery Act, certain categories of crime, arrests and referrals occurring at Act reportable locations, are required to be reported in an Annual Security Report (published by October 1st each year).

Another key requirement of the Clery Act is the issuance of crime alerts to the campus community on crimes considered to be a serious or continuing threat to college community members that are reported to Campus Security Authorities (CSAs) or local law enforcement agencies and that are reported to Public Safety.

### **What Is a Campus Security Authority (CSA)?**

The Clery Act identifies certain categories of students and college employees as CSAs who have federally mandated responsibilities to report crimes that they witness or are reported to them. The intent of including non-law enforcement personnel in the role of CSA is to acknowledge that some community members, and students in particular, may be hesitant about reporting crime to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

Individuals may be designated as CSAs based on whether they perform the following functions: Their official job responsibilities involve significant interaction with students and/or campus activities; They serve as informal or formal mentors to students; They serve as a member in an office or of a committee to whom students are instructed and informed to report or discuss crimes, allegations of crimes, or other troubling situations; and/or they have oversight for or involvement in disciplinary procedures.

CSAs have an important role in complying with the Clery Act, which was enacted to help create a safer college community. Timely reporting of crimes by CSAs allows Allegheny College the opportunity to review whether or not a community crime alert should be issued and assists in maintaining accurate crime data.

### **CSA Crime Reporting Obligation**

A Clery Act crime is considered “reported” when it is brought to the attention of a CSA, Public Safety, or local law enforcement personnel by a victim, witness, other third party or even the offender. The crime reporting party need not be college affiliated. While CSAs are only obligated to report Clery Act qualifying crimes that are reported to them which occurred

on or within the institution's reportable Clery Geography, CSAs are encouraged to report all crimes reported to them to Public Safety. Student Affairs affiliated student employees are directed to report all non-emergency criminal incidents to their direct supervisor. If a CSA receives Clery Act qualifying crime information and believes it was provided in good faith, meaning that there is reasonable basis for believing that the information is not rumor or hearsay, then, the crime is Clery Act reportable. What you must report, therefore, are reports of alleged criminal incidents.

### **How a CSA Responds When a Crime Is Reported**

1. Regardless of your status (CSA or non-CSA), all Allegheny College community members are encouraged to promptly report all campus related criminal incidents, and other Public Safety related emergencies, to Public Safety. When a crime is reported, the CSA should always first handle emergencies and call 911 or use one of the Emergency Phones (call boxes) located throughout the campus.
2. If it is not an emergency, the CSA should ask the individual reporting the crime if they would like to report the incident to Public Safety. If they do, then the CSA should coordinate reporting and contact Public Safety via phone at 814-332-3357. You may also report in person at the Public Safety office located in Murray Hall at any time.
3. CSAs are encouraged to use the following statement when speaking with the crime reporting party:

*"As part of my position on campus, I am a federally mandated crime reporter for the college. I am required to report this incident to Public Safety for data gathering. If you request confidentiality, the Report Form will not include your name, or that of any other involved individuals. My report will contain only the information you provide. Do you have any questions? Would you like to help me fill it out?"*

4. As noted above in the CSA statement, the CSA should explain that they are a federally mandated crime reporter and are required to submit a crime report for statistical purposes and that the crime report can be submitted without identifying the crime reporting party and/or victim if the reporting party would like to remain anonymous.
5. If the CSA has firsthand knowledge/confirmation that the reporting party already filed a report with Public Safety, Student Life Office, or Title IX Office, then the CSA is not obligated to complete and submit a CSA Crime Report Form. However, if the reporting party says they will file a report with Public Safety, Student Life Office, or the Title IX Office, but the CSA has no firsthand knowledge/confirmation that a police report was filed; the CSA must complete and submit a Crime Report Form. When in doubt, a Report Form should be completed and submitted.
6. CSAs should not investigate a crime reported to them or attempt to determine whether in fact a crime took place. CSAs should simply report

the crime on a timely basis to Public Safety, Student Life Office, or Title IX Office.

7. It is very important that CSAs report crime on a timely basis. The reported crime may warrant a college issued crime alert to the College community.

### **What Is Done with CSA Report Forms?**

Public Safety and the Student Life Office reviews Report Forms and makes a determination if an incident warrants issuance of a crime alert / emergency notification to the college community and whether it is a qualifying (reportable) Clery Act crime to be included in the Allegheny College Annual Security and Fire Report (ASFR). The college consolidates crime data from multiple sources, reports qualifying crime data to the federal Department of Education, publishes campus ASFRs and informs the campus community when and where ASFRs are available. The College's ASFR is posted on the Public Safety web page under Annual Security and Fire Report. Hard copies are available from Public Safety upon request.

### **How Are CSAs Identified?**

#### **The law defines the following groups of CSAs:**

1. Group 1: All members of the campus police/public safety department.
2. Group 2: Individuals responsible for security, including student or professional employees. Examples include: Access monitors to any institution owned or controlled facility (including parking facilities; Contract and Event security, such as for sporting events or large registered parties; or individuals who provide safety escorts around campus (including other students).
3. Group 3: Officials of the institution with significant responsibility for student and campus activities. An "Official" is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the College. To determine which individuals of organizations are CSAs, consider job functions that involve relationships with students. Look for Officials (i.e., not support staff) whose functions involve relationships with students. If someone has significant responsibility for student and campus activities, then they would be considered a CSA. Some examples of CSAs in this category include, but are not limited to: Student Affairs Professionals such as the Dean and Assistant Dean(s) of Student Life, Directors/Coordinators of Student Housing, Resident Assistants, Student Conduct Officers, Coordinator(s) of Fraternity/Sorority Life; Director and Assistant Athletic Directors; Athletic Coaches, including volunteers and graduate assistants; Athletic Trainers; Administrators who oversee separate campuses; Students who monitor access to dormitories or buildings owned by

recognized student organizations; Title IX Coordinator; Study Abroad Coordinators and off-site trip coordinators; Faculty or staff advisors to student organizations; Students and other employees who are involved in adjudicating disciplinary issues on campus, including members of student conduct hearing/appeal boards and members of student organization hearing boards such as fraternity and sorority governing bodies authorized to discipline members; Human Resource employees and staff who receive reports of employee misconduct and have disciplinary authority within HR; Director of a campus health or counseling center; an ombudsperson, including student ombudspersons; Victim/witness advocates responsible for providing students with advocacy services; Officers from local law enforcement contracted by the institution to provide campus safety-related services; Greek Life governing bodies.

4. Group 4: Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. Examples include but are not limited to the Public Safety Department, Student Life Office, and/or the Title IX Coordinator.

### **Who Is Not a CSA?**

The following non-CSA positions and functions include, but are not limited to:

1. Faculty members who are not advisors of student groups and have no responsibility for student and campus activity beyond the classroom.
2. Physicians/nurses in Student Health who only provide care for students and have no other responsibility for student and campus activities; Professional Counselors and Pastoral Counselors when acting within the scope of their duties as a counselor or trainee.
3. Clerical or administrative support staff, food service workers , facilities maintenance staff, and information technology staff.

### **Confidential Support Services to Victims of Sexual Violence**

#### **Professional and pastoral counselors**

Victims of crime may want to report a crime but do not want to give their name and/or do not want to pursue action through the criminal justice or college judicial systems. As allowed by the Clery Act, pastoral and professional counselors who receive confidential reports are not required to report these crimes to the college for inclusion into the annual disclosure of crime statistics or for the

purpose of a timely warning. These positions are defined as follows:

**Pastoral Counselor** – A person, who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

**Professional Counselor** – A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. Pastoral counselors and professional counselors, if and when they deem it appropriate, are encouraged to inform the persons they are counseling of the procedures to report a crime to the Public Safety Department for inclusion in the annual disclosure of crime statistics. A pastoral or professional counselor, who is functioning within that scope at the time a crime is reported, is not considered a CSA and not required to report crimes. This exemption includes unlicensed trainees working under the supervision of these individuals. Although licensed professional mental health and pastoral counselors are exempt from Clery Act requirements, the college encourages such counselors to tell victims about the Confidential Reporting Process, if, in their judgment, it is appropriate to discuss crime reporting with this client. Victims have the option of reporting crimes confidentially to a CSA. This means the college will keep a record that a crime occurred but will not publish any identifying information. Reports filed in this manner are counted and disclosed in the annual Clery Act crime statistics.

### **Security Awareness, Crime Prevention, and Fire Safety Programs**

On a periodic basis, including during Admissions Events, New Student Orientation, student move-in, and Open House Events, the Allegheny College Department of Public Safety, in cooperation with the Dean for Student Life and other campus departments, the Meadville City Police, Crawford County Emergency Management, and the Meadville City Fire Department, conduct presentations and provide information online regarding crime prevention awareness, sexual assault (rape and acquaintance rape), theft and vandalism, personal safety, fire safety, and residence hall security. A common theme of these programs is to encourage students and employees to understand and take personal responsibility for their own security and the security of others, and to report any suspicious or criminal behavior immediately to the appropriate authorities.

## **Emergency Notification**

ALERTAllegheny is the Allegheny College emergency notification system. It delivers time-sensitive emergency notifications via email, text messaging, website alerts, social media and outdoor warning sirens to members of the Allegheny community when there is a confirmation of an immediate threat to health and safety. Allegheny College community members may register to receive ALERTAllegheny emergency notifications via text message from the Omnilert smartphone application. In addition to notifications, the Omnilert app includes a panic button to contact Public Safety for emergency assistance or to report an urgent situation.

In the event of a disaster or emergency affecting the Allegheny Community, the Dean for the Student Experience or Director of Public Safety may authorize an emergency notification through the ALERTAllegheny system.

## **Memorandum of Understanding (MOU)**

Allegheny College Public Safety has a Memorandum of Understanding with the Meadville City Police Department, which provides the department with assistance for incidents requiring specialized resources and expertise. The MOU also provides a clear procedure on the investigation of sexual assaults and other serious criminal incidents. The MOU is reviewed and updated annually. In addition to the Meadville City Police Department, the Department of Public Safety maintains strong working relationships with other law enforcement agencies including but not limited to the West Mead Township Police Department, the Pennsylvania State Police, Troop E - Meadville Station, and the Federal Bureau of Investigation - Erie Resident Agency.

## **Emergency Call Boxes**

In an effort to help provide the safest campus environment possible, emergency call boxes have been installed at strategic locations around campus. These call boxes provide an immediate connection to the Public Safety dispatch center, which is staffed 24 hours a day / 7 days a week. Officers are dispatched to the call box regardless of an audible transmission. Therefore, if you are in fear or unable to speak, simply push the button and public safety will dispatch an officer to the call box location. Familiarize yourself with campus emergency call box location (see map below). There are 14 exterior emergency call boxes located across campus. Maps are updated annually or after significant changes.





## Daily Crime and Fire Log

The Public Safety Department maintains a Daily Crime and Fire Log that records, using the reported date, all crimes that occur on campus, or at an off-campus college owned building or property. The Daily Crime and Fire Log for the most recent 60-day period is available for public inspection online on the Public Safety webpage (<http://sites.allegheny.edu/publicsafety/crime-log/>) or in person at the Public Safety Dispatch Center. The Daily Crime and Fire Log includes the nature of the crime/fire; date incident is reported, date and time of occurrence, and the general location of each reported incident, as well as the disposition if known. Any request for copies of the daily crime and fire log after 60 days will be provided within two days of the request.

## Facility Security and Access Policy Statement

### Academic and Administrative Buildings

The Allegheny College Campus is located within the City of Meadville, and as such, is open to the public. Most administrative and academic buildings are open



to the public during normal business hours. Most facilities have individual hours, and the hours may vary during different times of the year. Access to these buildings is also controlled by key lock access, or card access after normal business hours, and all of these buildings have varied levels of public and private access. Academic and administrative buildings do not have Public Safety Officers assigned to them on a regular basis, unless a special event is taking place, or a safety and security concern is identified; However, Public Safety Officers patrol the academic and administrative buildings on a regular basis. For more information about access protocol for a specific building you may contact the Building Coordinator, the Academic Department Chair, or Public Safety at 814-332-3357.

### **Residence Halls**

Access to residence halls is restricted to residents, their approved guests, and other approved members of the college community. Residents gain access through card access or use of a physical key. Residents are cautioned against permitting strangers to enter the building and are urged to require individuals seeking entry to use their access cards. Public Safety personnel actively patrol residence halls on a consistent basis. Residence Life Staff and Resident Assistants also enforce security measures and work with residents to achieve a community respectful of individual and group rights and responsibilities. Residence Life Staff and Public Safety personnel also conduct periodic educational sessions on the prevention of various crimes, including sexual assault, and emergency response procedures.

### **Maintenance of Campus Facilities Policy Statement**

Facilities and landscaping are maintained by Physical Plant personnel in a manner that minimizes hazardous conditions. Public Safety personnel regularly patrol the college campus and report hazards and other unsafe physical conditions to Physical Plant for correction. Lighting surveys are conducted during nighttime hours on a regular basis to ensure all lights on campus are functioning as intended, and to identify dark areas that are in need of additional lighting. Other members of the college community are encouraged to report hazardous conditions to Public Safety or Physical Plant. The Allegheny College Safety Committee meets monthly to discuss safety issues identified on campus and to recommend changes to policy or implement plans to mitigate or correct hazardous conditions at the college.



## STUDENT'S RIGHT TO KNOW

### Clery Act

In 1990, Congress enacted the *Crime Awareness and Campus Security Act of 1990* (Title II of Public Law 101-542), which amended the *Higher Education Act of 1965* (HEA). This act required all post-secondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998 and 2008.

The 1998 amendments renamed the law the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* in memory of a student who was slain in her dorm room in 1986. It is generally referred to as the *Clery Act*.

On Aug. 14, 2008, the Higher Education Opportunity Act or HEOA (Public Law 110-315) reauthorized and expanded the Higher Education Act of 1965, as amended. HEOA amended the Clery Act and created additional safety- and security-related requirements for institutions. The Campus Fire Safety Right-to-Know Act signed into law in 2008 required colleges and universities to publish an annual security report and an annual fire safety report, distribute the reports to all students and employees, and inform prospective students and employees about the reports. The reports contain descriptions of campus policies and programs relative to campus security and statistics concerning specific types of crimes and fire safety information.

The purpose of both acts is to inform students and employees of the incidents of crime and fire, and the policies and procedures to prevent crime and fire, or to report occurrences of crime or fire at institutions of higher education. The laws are also designed to encourage the development of security and fire prevention policies and procedures and to establish uniformity in reporting of crimes at all such institutions. The Public Safety Department is responsible for preparing, publishing, and distributing the Annual Security and Fire Report by October 1 of each year.

### The Pennsylvania College and University Security Act (Act 73)

The College and University Security Act of 1988 governs the responsibility of Pennsylvania institutions of higher education to report crime statistics and rates and to provide descriptions of security policies and procedures to applicants,

matriculated students, and employees. Colleges and universities are currently required to collect statistics and report rates of crimes occurring on campus. The Act requires colleges and universities to keep and maintain a daily log of campus crime activity and make it available for public inspection.

## **Violence Against Women Reauthorization Act (VAWA) of 2013**

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4). Among other provisions, this law amended section 485(f) of the Higher Education Act of 1965, as amended (HEA), otherwise known as the Clery Act (20 U.S.C. 1092(f)). These statutory changes require institutions to compile statistics for certain crimes that are reported to campus security authorities or local police agencies including incidents of sexual assault, domestic violence, dating violence, and stalking. Additionally, institutions will be required to include certain policies, procedures, and programs pertaining to these crimes in their Annual Security Reports.

The *Clery Act* requires institutions to publish an Annual Security and Fire Report (ASFR) containing safety, security, and fire-related policies & procedures and crime statistics. It must be distributed/made readily available to all current students and employees. Schools also must inform prospective students and employees about the availability of the report.

The *Clery Act* requires disclosure of crime statistics in four general categories:

- Criminal Offenses
- Hate Crimes
- VAWA – Violence Against Women’s Act
- Arrests & Referrals for Disciplinary Action



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## **CRIMINAL OFFENSES**

Per the *Clery Act*, crimes are classified based on the Federal Bureau of Investigation's (FBI's) *Uniform Crime Reporting Handbook (UCR)*. For sex offenses only, definitions are from the FBI's *National Incident-Based Reporting System (NIBRS)* edition of the *UCR*. Hate Crimes are classified according to the FBI's *Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection*. The following categories/types of crimes and crime definitions are part of the requirements of the *Clery Act*. These

definitions are as they appear in The Handbook for Campus Public Safety Reporting and refer to those crimes as required to be included in the HFC OCS Annual Security Report.

## **Clery Act Crime Definitions**

### **Murder and Non-Negligent Manslaughter**

The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

### **Negligent Manslaughter**

The killing of another person through gross negligence.

### **Sex Offenses - Forcible**

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

#### **A. Rape – Federal Definition**

Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. Attempts or assaults to commit rape are also included; however, statutory rape and incest are excluded.

#### **Rape – State (Pennsylvania) Definition**

A person commits a felony of the first degree when the person engages in sexual intercourse with a complainant:

- (1) By forcible compulsion.
- (2) By threat of forcible compulsion that would prevent resistance by a person of reasonable resolution.
- (3) Who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring.
- (4) Where the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance.

(5) Who suffers from a mental disability, which renders the complainant incapable of consent.

### **B. Fondling**

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

### **C. Date Rape Drug**

Under Clery, the administration of a date rape drug in an unsuccessful attempt to incapacitate and sexually assault the victim, and investigation determines that the perpetrator's attempt was to commit a sex offense, is a sexual assault. Administration of a date rape drug in which intent cannot be proven is an Aggravated Assault.

## **Sex Offenses, Nonforcible**

Unlawful, nonforcible sexual intercourse.

### **A. Incest**

Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

### **B. Statutory Rape**

Nonforcible sexual intercourse with a person who is under the statutory age of consent.

## **Domestic Violence**

### **A. Federal Definition**

We define domestic violence as a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

## **B. State (Pennsylvania) Definition**

Pennsylvania law defines domestic abuse as knowingly, intentionally or recklessly causing bodily injury of any kind, causing fear of bodily injury of any kind, assault (sexual or not sexual), rape, sexually abusing minor children, or knowingly engaging in a repetitive conduct toward a certain person (i.e. stalking) that puts them in fear of bodily injury. These acts can take place between family or household members, sexual partners or those who share biological parenthood in order to qualify as domestic abuse.

## **Dating Violence**

### **A. Federal Definition**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim is dating violence. The existence of such a relationship shall be determined based on a consideration of the following factors:

1. the length of the relationship
2. the type of relationship
3. the frequency of interaction between the persons involved in the relationship

For the purposes of complying with the requirements of this section, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### **B. State (Pennsylvania) Definition**

Behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.

## **Stalking**

### **A. Allegheny College Definition**

Allegheny College defines stalking under the general Discriminatory & Sexual Harassment Policy. The policy states that stalking is a course of conduct, or pattern of behavior, directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others; or to suffer substantial emotional distress. Cyber-stalking, or the repeated use of electronic communications to harass or cause fear, is also included in this definition.

## **B. Federal Definition**

Stalking is a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear.

Stalking can include:

1. Repeated, unwanted, intrusive, and frightening communications from the perpetrator by phone, mail, and/or email.
2. Repeatedly leaving or sending victim unwanted items, presents, or flowers.
3. Following or laying in wait for the victim at places such as home, school, work, or recreation place.
4. Making direct or indirect threats to harm the victim, the victim's children, relatives, friends, or pets.
5. Damaging or threatening to damage the victim's property.
6. Harassing victims through the internet.
7. Posting information or spreading rumors about the victim on the internet, in a public place, or by word of mouth.
8. Obtaining personal information about the victim by accessing public records, using internet search services, hiring private investigators, going through the victim's garbage, following the victim, contacting the victim's friends, family work, or neighbors, etc.

## **C. State (Pennsylvania) Definition**

The Stalking Law, 18 Pa.C.S. § 2709.1, defines stalking as a serious crime in Pennsylvania. There are two basic elements to the crime:

1. The stalker must complete at least two acts of unwanted stalking behavior, no matter how close or far apart in time they are, and
2. The victim must experience reasonable fear of serious bodily injury or substantial emotional distress.



**Robbery**

Robbery is defined as 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 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 or probably would result in a serious potential injury if the crime were successfully completed. Aggravated assault includes poisoning (date rape drug, etc.)

**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.

**Motor Vehicle Theft**

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).

**Arson**

The 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 kind.

**Liquor Law Violations**

The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any

of the aforementioned. (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 (e.g. barbiturates, Benzedrine).

### **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; illegal aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

(Crime definitions are from the Uniform Crime Reporting Handbook. Sex offense definitions are from the National Incident-Based Reporting System edition of the Uniform Crime Reporting Program).

### **Clery Act Hate/Bias Crimes**

A hate crime is defined as any crime that manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability, the crime is classified as a hate crime. For more information on the definition and classification of hate/bias crimes, see: <https://ucr.fbi.gov/ucr-program-data-collections>

### **Bias**

Bias is a pre-formed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity or national origin.

Although there are many possible categories of bias, under Clery, only the following eight categories are reported:

**Race**

A pre-formed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

**Gender**

A pre-formed negative opinion or attitude toward a group of persons because those persons are male or female.

**Gender Identity**

A pre-formed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

**Religion**

A pre-formed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Muslims, Jews, Protestants, atheists.

**Sexual Orientation**

A pre-formed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.

**Ethnicity**

A pre-formed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

## **National Origin**

A pre-formed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

## **Disability**

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

If a hate crime occurs during an incident involving larceny, simple assault, intimidation or vandalism, Clery law requires that the statistic be reported as a hate crime even though these four crime classifications by themselves are not Clery-reportable crimes.

A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the crime is classified as a hate crime.

## **Larceny-Theft**

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. as "where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.")

## **Simple Assault**

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

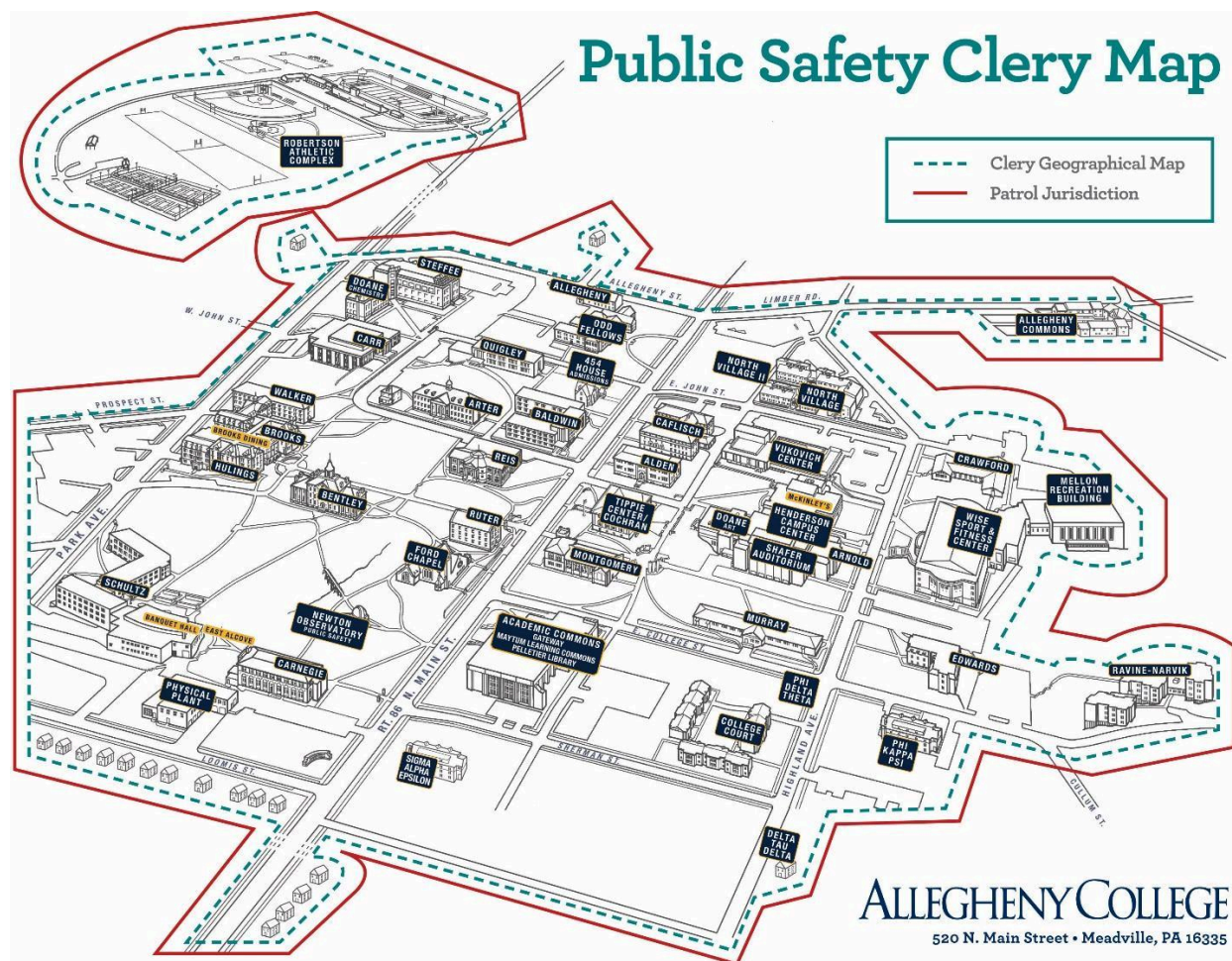
**Intimidation**

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

**Destruction/Damage/Vandalism of Property (Except "Arson")**

To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

## CLERY GEOGRAPHY



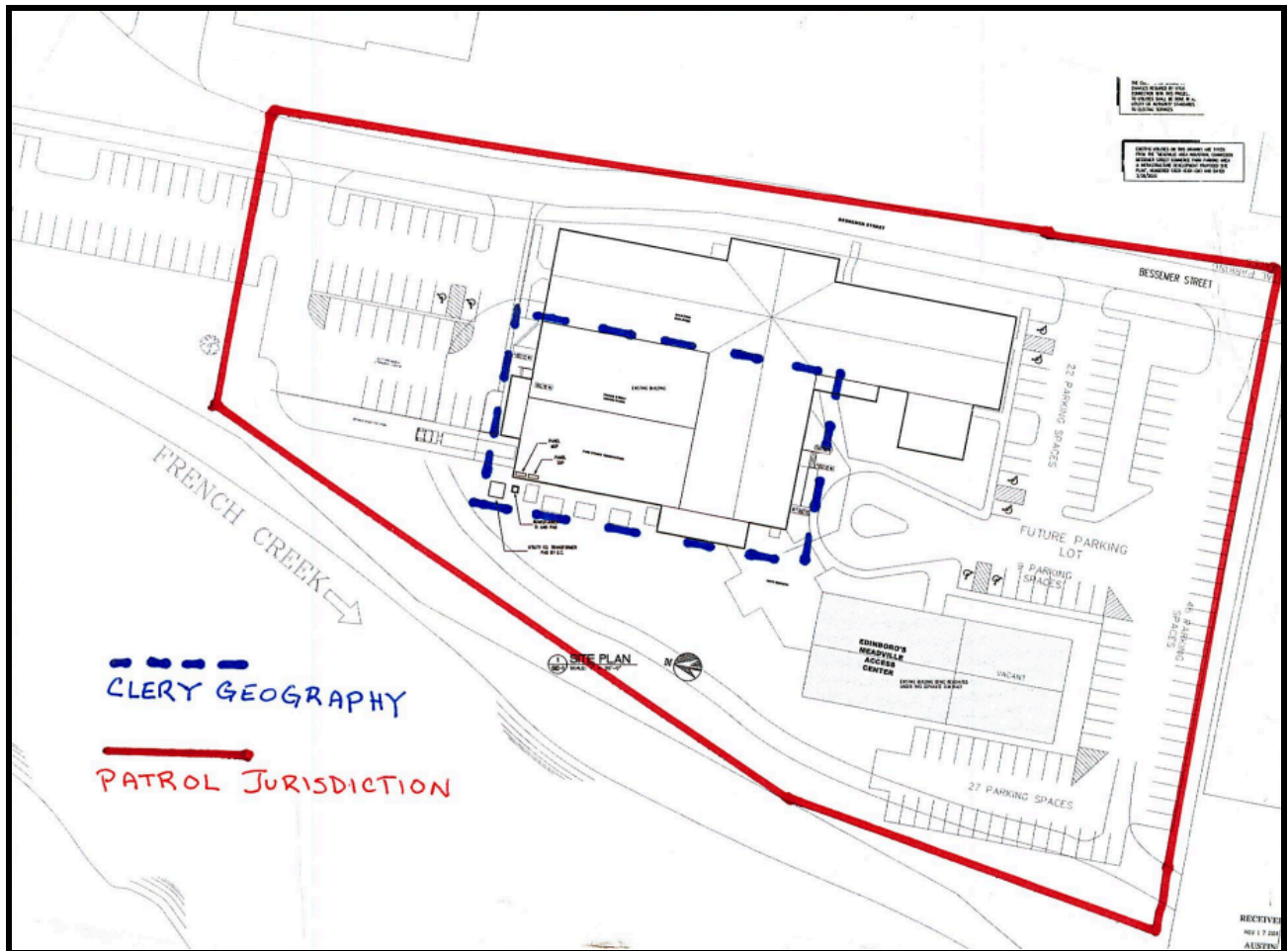
The Clery Geography includes the following:

- Allegheny College main campus and Robertson Athletic Complex
- Allegheny's Bousson Environmental Research Reserve, which is 283 acres of woodlands, ponds, streams, wetlands, and native wildlife. It is located just a couple miles east of campus in East Mead Township, Crawford County near Hunter Road, South Wayland Road, East Oil Creek Road, and Hinkson Road.
- Allegheny Lab for Innovation and Creativity, known as ALIC @ Bessemer, located at 764 Bessemer Street, Suite 105, Meadville, PA 16335. ALIC @ Bessemer is located within a mile of the main campus. It was in partial use during 2024 for non-credit bearing classes, but was officially commissioned in 2025 and will be considered a separate campus for the 2025 Clery Statistical Year.









**Allegheny Lab for Innovation and Creativity - ALIC @ Bessemer**



## CRIME STATISTICS

### Public Safety Crime Statistics 2024

<u>OFFENSE</u>	<u>YEAR</u>	<u>ON CAMPUS</u>	<u>NON CAMPUS</u>	<u>PUBLIC PROPERTY</u>	<u>TOTAL</u>	<u>*RESIDENTIAL FACILITIES</u>
MURDER & NON-NEGLIGENT MANSLAUGHTER	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
SEX OFFENSES- FORCIBLE	2024	5	0	0	5	4
	2023	5	0	0	5	4
	2022	6	0	0	6	5
SEX OFFENSES- NON FORCIBLE	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
VAWA-DOMESTIC VIOLENCE	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
VAWA - DATING VIOLENCE	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	1	0	0	1	0
VAWA - STALKING	2024	1	0	0	1	0
	2023	1	0	0	1	1
	2022	2	1	1	3	1
ROBBERY	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
AGGRAVATED ASSAULT	2024	0	0	0	0	0
	2023	0	0	0	0	0

	2022	0	0	0	0	0
BURGLARY	2024	1	0	0	1	1
	2023	1	0	0	1	1
	2022	2	0	0	2	1
MOTOR VEHICLE THEFT	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
ARSON	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
ARRESTS-WEAPO NS VIOLATIONS	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
ARRESTS-DRUG ABUSE VIOLATIONS	2024	1	0	0	1	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
ARRESTS-LIQUOR LAW VIOLATIONS	2024	1	1	1	2	1
	2023	0	2	2	2	0
	2022	0	0	0	0	0
DISCIPLINARY REFERRALS WEAPONS VIOLATIONS	2024	0	0	0	0	0
	2023	1	0	0	1	1
	2022	0	0	0	0	0
DISCIPLINARY REFERRALS DRUG ABUSE VIOLATIONS	2024	26	0	0	26	22
	2023	41	0	0	41	40
	2022	52	0	2	52	45
DISCIPLINARY REFERRALS LIQUOR LAW VIOLATIONS	2024	17	1	1	18	15
	2023	12	2	2	14	10
	2022	8	0	1	8	7

\*Residential Facilities crimes are also included in the 'On Campus' Number

## Public Safety Hate Crime Statistics 2024

<u>OFFENSE</u>	<u>YEAR</u>	<u>ON CAMPUS</u>	<u>NON CAMPUS</u>	<u>PUBLIC PROPERTY</u>	<u>TOTAL</u>	<u>*RESIDENTIAL FACILITIES</u>
MURDER & NON-NEGLIGENT MANSLAUGHTER	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
RAPE	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
FONDLING	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
INCEST	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
STATUTORY RAPE	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
ROBBERY	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
AGGRAVATED ASSAULT	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
BURGLARY	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
MOTOR VEHICLE THEFT	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
ARSON	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
SIMPLE ASSAULT	2024	0	0	0	0	0

	2023	0	0	0	0	0
	2022	0	0	0	0	0
ARRESTS WEAPONS VIOLATIONS	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
LARCENY-THEFT	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
INTIMIDATION	2024	2	0	2	2	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
DESTRUCTION / DAMAGE / VANDALISM OF PROPERTY	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	1	0	0	1	1

**\*\*Residential Facilities hate crimes are also included in the 'On Campus' Number**

## Pennsylvania Uniform Crime Report

Pennsylvania Uniform Crime Reporting System				
Summary Year 2024				
Month	Offense Code	Reported Offenses	Unfounded Complaints	Cleared Offenses
<b>January</b>	140 Vandalism	3	1	0
	18F-Drug Possession-Marijuana	1	0	0
	260 All Other Offenses (Except Traffic)	1	0	1
<b>January Total</b>		<b>5</b>	<b>1</b>	<b>1</b>
<b>February</b>	060 Larceny - Theft	2	0	0
	170 Sex Offense	1	0	1
	140 Vandalism	1	0	1
	220 Liquor Law	1	0	1
<b>February Total</b>		<b>5</b>	<b>0</b>	<b>3</b>
<b>March</b>	060 Larceny - Theft	1	0	0
	140 Vandalism	4	0	0
	220 Liquor Law	2	0	2
	260 All Other Offenses (Except Traffic)	2	1	0
<b>March Total</b>		<b>9</b>	<b>1</b>	<b>2</b>
<b>April</b>	060 Larceny - Theft	2	0	0
	240 Disorderly Conduct	1	0	1
	260 All Other Offenses (Except Traffic)	1	0	0
		0	0	0
<b>April Total</b>		<b>4</b>	<b>0</b>	<b>1</b>
<b>May</b>	140 Vandalism	2	0	1
	18F-Drug Possession-Marijuana	1	0	1
	240 Disorderly Conduct	1	0	1
	260 All Other Offenses (Except Traffic)	2	0	1
<b>May Total</b>		<b>6</b>	<b>0</b>	<b>4</b>
<b>June</b>	140 Vandalism	1	1	0
	18F-Drug Possession-Marijuana	1	0	0
<b>June Total</b>		<b>2</b>	<b>1</b>	<b>0</b>

<b>July</b>	060 Larceny - Theft	1	0	1
<b>July Total</b>		<b>1</b>	<b>0</b>	<b>1</b>
<b>August</b>	140 Vandalism	1	0	0
	240 Disorderly Conduct	1	0	0
	260 All Other Offenses (Except Traffic)	1	0	0
<b>August Total</b>		<b>3</b>	<b>0</b>	<b>0</b>
<b>September</b>	060 Larceny - Theft	4	1	3
	140 Vandalism	3	0	0
	18F-Drug Possession-Marijuana	3	0	3
	220 Liquor Law	1	0	1
	240 Disorderly Conduct	1	0	1
	260 All Other Offenses (Except Traffic)	4	1	3
<b>September Total</b>		<b>16</b>	<b>2</b>	<b>11</b>
<b>October</b>	060 Larceny - Theft	1	0	1
	140 Vandalism	1	0	0
	18F-Drug Possession-Marijuana	1	0	1
	260 All Other Offenses (Except Traffic)	1	0	0
<b>October Total</b>		<b>4</b>	<b>0</b>	<b>2</b>
<b>November</b>	060 Larceny - Theft	1	0	0
	140 Vandalism	2	1	0
	18F-Drug Possession-Marijuana	2	0	0
	220 Liquor Law	3	0	3
	260 All Other Offenses (Except Traffic)	2	0	0
<b>November Total</b>		<b>10</b>	<b>1</b>	<b>3</b>
<b>December</b>	060 Larceny - Theft	1	0	1
	140 Vandalism	1	0	0
	220 Liquor Law	2	0	2
<b>December Total</b>		<b>4</b>	<b>0</b>	<b>3</b>
<b>2024</b>	<b>Allegheny College - Overall Total</b>	<b>69</b>	<b>6</b>	<b>31</b>





## **POLICY STATEMENTS**

### **Harassment, Discrimination and Sexual Misconduct Policy and Procedures: Including Sexual Assault, Intimate Partner Violence and Stalking**

**Effective Date** - August 1, 2024. This policy applies to alleged violations that occurred on or after August 1, 2024. If the alleged policy violation occurred before August 1, 2024, the former version of this policy, effective July 1, 2021, will apply.

#### **Office of Primary Responsibility**

##### **Title IX Office**

Trae Yeckley

Dean for Student Life and Title IX Coordinator

814-332-4356

[tyeckley@allegheny.edu](mailto:tyeckley@allegheny.edu)

Office Address: Campus Center

#### **The following individual(s) serve as Deputy Title IX/EO Coordinators for purposes of this policy:**

Mark E. Kohnen, Title IX Deputy & Associate Director of Human Resources

Email: [mkohnen@allegheny.edu](mailto:mkohnen@allegheny.edu)

Phone: (814) 332-3314

Office Address: Bentley Hall

Joplin Osgood, Assistant Softball Coach

Email: [josgood@allegheny.edu](mailto:josgood@allegheny.edu)

Phone: 814-332-2815

Office Address: Wise Center

Anne Butcher, Executive Assistant to the Office of Student and Community Development

Email: [abutcher@allegheny.edu](mailto:abutcher@allegheny.edu)

Phone: 814-332-2363

Office Address: Bentley Hall

The Title IX Coordinator and Deputy Coordinators are responsible for overseeing reports and complaints brought forward under this policy to assure that the College provides a prompt and effective response, and for identifying and addressing patterns of misconduct and systemic issues. They also serve as resources available to anyone seeking additional information about the processes and procedures under this policy, anyone who wishes to file a complaint regarding an alleged violation of this policy, and anyone seeking other resources that may be available to victims of misconduct covered by this policy.

The Title IX Coordinator and Deputy Coordinators also coordinate the College's compliance efforts regarding harassment and discrimination and carry out the College's responsibilities under this policy and under Title IX of the Education Amendments of 1972, Titles VI and VII of the Civil Rights Act of 1964, Title III of the ADA, 504 of the Rehabilitation Act and state non-discrimination laws.

### **Nondiscrimination Policy**

Allegheny College is committed to providing a workplace and educational environment that is free from all forms of harassment, discrimination, and sexual misconduct. The College expressly prohibits discrimination and harassment on the basis of race, color, national origin, ethnicity, sex, sexual orientation, gender, gender identity, gender expression, age, religion, and disability. Allegheny College prohibits sex-based harassment, sexual violence, intimate partner violence, and stalking regardless of the gender, gender identity, gender expression, or sexual orientation of the individuals involved in any education program or activity that it operates, as required by Title IX, including admission and employment.

Allegheny College adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. The College does not discriminate in its admissions practices, in its employment practices, or in its educational programs or activities.

Allegheny College also prohibits retaliation against any person participating in good faith in any discrimination investigation or complaint process internal or external to the institution; for bringing a complaint of discrimination or harassment or for assisting someone with such a complaint.

Allegheny College is required to respond promptly and effectively, utilizing a fair, transparent, and reliable process, when they have knowledge of conduct that reasonably may constitute sex discrimination in its program, and must take steps to prevent the recurrence of discrimination and remedy its effects, the college must communicate their policies and procedures to all students, employees, and other participants in their programs and must monitor and address barriers to reporting instances of sex discrimination.

Allegheny College employees must notify their Title IX Coordinator when they have information that may reasonably rise to the level of sex discrimination, so long as the employee is not a confidential employee, as defined on page 3 of this policy. All employees must be trained upon hiring and annually thereafter on (i) the College's obligation to address sex discrimination, (ii) the scope of conduct

that constitutes sex discrimination under Title IX, including sex-based harassment, and (iii) all duties of employees upon receipt of a report of sex discrimination, including to provide the reporting individual with contact information for the Title IX Coordinator and information about how to report sex discrimination under Title IX.

## **Purpose of Policy**

All members of the Allegheny Community have a right to learn and work in an environment free from unlawful discriminatory, harassing, and violent conduct. To ensure compliance with federal and state civil rights laws and regulations and to affirm the College's commitment to promoting the goals of fairness and equity in all aspects of the educational program or activity, the College has developed internal policies and procedures that provide a prompt, fair and impartial process for those involved in allegations of harassment, discrimination, or sexual misconduct.

Promoting a diverse environment free of discrimination, discriminatory harassment, sex-based harassment, and sexual violence while supporting freedom of expression is not to be viewed as mutually exclusive; these values are to be considered in tandem when addressing incidents of alleged discriminatory harassment, sex-based harassment, or sexual violence. As affirmed in the Statement of Community, members of the College community will respectfully confront and proactively seek to prevent all forms of harassment, discrimination, and sexual misconduct, including sexual violence, intimate partner violence and stalking in the Allegheny College community, when it is safe to do so.

In establishing this policy, the College's purposes include:

1. to establish that no member of our College community should be subject to harassment, discrimination, or violence based on the individual's race, color, national origin, ethnicity, sex, sexual orientation, gender, gender identity, gender expression, age, religion, or disability.
2. to set forth the processes available for reporting, investigating, and resolving allegations of discrimination, discriminatory harassment and sex-based harassment, sexual violence, intimate partner violence and stalking. The College will respond promptly, equitably, and appropriately to notice or reports of any form of alleged misconduct under this policy occurring in the College community.

## **PART I – DEFINITIONS AND PROHIBITED CONDUCT**

### **Definitions**

- o **Admission:** Selection for part-time, full-time, or any other enrollment, membership, or matriculation in an education program or activity operated by the College.
- o **Advisor:** A person chosen by a party or appointed by the institution to accompany the party to meetings related to the resolution process, to advise the party on that process, and, in Title IX Regulatory Grievance

cases (Process “A”), to conduct cross-examination for the party at the hearing, if any. In cases involving sex discrimination, including sex-based harassment, sexual assault, dating or domestic violence or stalking, by law, the advisor of choice may be any one the party chooses to serve in this capacity. If a party does not have an advisor to ask questions on their behalf in a case involving sex discrimination, the College must provide the party with an advisor of the College’s choice whom is not a confidential employee, without charge to the party, for the purpose of advisor-conducted questioning. In all other cases, the individual must be a current student or employee of Allegheny College.

- o **Community Standards Board:** Refers to those who have decision-making and sanctioning authority.
- o **Complainant:** The person who experienced behavior alleged to constitute discrimination, discriminatory harassment, sex-based harassment, or any other form of misconduct based on a protected class and defined in this policy; or retaliation for engaging in a protected activity. Someone who is not a student or an employee can be a complainant if they were participating or attempting to participate in the College’s program or activity at the time of the alleged misconduct.
- o **Confidential Employee:** An employee of the College (i) whose communications are privileged or confidential under Federal or State Law, (ii) whom the College has designated as providing confidential services related to the conduct and processes covered by this policy, or (iii) who is conducting an Institutional Review Board-approved human subjects study designed to gather information about the conduct covered by this policy. Confidential employees are only confidential when they are acting within the scope of the duties enumerated herein.
- o **Confidential Resource:** An employee, or community resource, who provides privileged and confidential support under Federal, State or local law, or by virtue of their profession, such as physicians and clergy, regardless of whether they are employed by the College.
- o **Day:** A business day when the College is in normal operation.
- o **Education program or activity:** All operations of the College in the United States, including any building owned or controlled by a student organization that is officially recognized by the College. The College has an obligation to address sex-based hostile environment in its education program or activity even when some conduct alleged to be contributing to the hostile environment occurred outside of the College’s education program or activity or outside of the United States.
- o **Final Determination:** A conclusion by a preponderance of the evidence that the alleged conduct did or did not violate policy, followed by sanctioning if the finding was “responsible” and the period for appeal.
- o **Finding:** A conclusion by preponderance of the evidence that the conduct did or did not occur as alleged (as in a “finding of fact”). The burden is on the College to gather evidence that meets the preponderance of the evidence standard of proof, not the complainant or the respondent.
- o **Formal Complaint:** An oral or written request to the College that can be understood by a reasonable person as a request for the College to investigate and make a determination about alleged misconduct under this policy. If the request can be objectively understood as a request that the College make a determination about alleged sex discrimination under Title IX, then the College must interpret it as a request to initiate the

grievance procedures outlined below. Generally, a student or employee's general questions about this policy or grievance procedures will not amount to a formal complaint.

- o **Gender Identity:** An individual's sense of their gender, which may or may not be different from their sex assigned at birth.
- o **Harassment: For purposes of this policy harassment is defined as:** Unwelcome conduct directed toward an individual or group of individuals that is based on that individual's or group's membership (or perceived membership) in a particular demographic group, including race, color, religion, age, gender, gender identity, gender expression, national origin or ethnicity, mental or physical disability, or sexual orientation, that is offensive or disrespectful but does not rise to the level of creating a hostile environment. Reports of harassing conduct will be addressed through the Bias Response Protocol.
- o **Hostile Environment Harassment:** Unwelcome conduct directed toward an individual or group of individuals that is based on that individual's or group's membership (or perceived membership) in a particular demographic group, including race, color, religion, age, gender, gender identity, gender expression, national origin or ethnicity, mental or physical disability, pregnancy, parental status, or sexual orientation that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the College's education program or activity. The standard of objectively offensive is assessed from the perspective of a reasonable person in the complainant's position. Harassment includes online harassment, which can include, but is not limited to, unwelcome conduct on social media platforms such as derogatory name-calling based on a person's membership or perceived membership in a particular demographic group, the nonconsensual distribution of intimate images (including authentic images and images that have been altered or generated by artificial intelligence (AI) technology), cyberstalking, and other discriminatory conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the College's education program or activity. The College will evaluate online conduct with the same factors that are used to determine whether in-person conduct creates a hostile environment.
- o **Incest:** A type of sexual assault defined as non-forcible sexual intercourse, between persons who are related to each other, within the degrees wherein marriage is prohibited by Pennsylvania law.
- o **Intimate Partner Violence:** Any intentional act, or threat, of physical, sexual, or psychological violence or abuse, including acts of intimidation and coercion, by a current or former partner in an intimate relationship upon the other partner. Intimate Partner Violence may include a pattern of abusive behavior by one partner to consistently maintain power and control over the other partner. This type of violence can occur regardless of the sex, gender, gender identity, gender expression or sexual orientation of the other person.
- o The existence of an intimate relationship will be evaluated considering the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

- o Dating and domestic violence are forms of Intimate Partner Violence and all are prohibited by this policy.
- o **Investigator:** The person or persons charged by the College with gathering facts about an alleged violation of this Policy, assessing relevance and credibility, synthesizing the evidence, and compiling this information into an investigation report and file of directly related evidence.
- o **Knowledge:** The College is deemed to have knowledge of sex-based discrimination in its education program when any non-confidential employee has information about conduct that reasonably may constitute sex discrimination.
- o **Lactation Space:** A space other than a bathroom that is clean, shielded from view, free from intrusion of others and may be used by a student or employee for expressing breast milk or breastfeeding as needed.
- o **Mandated Reporter:** For purposes of this policy includes all Allegheny College employees, including student employees in the scope and course of their job, except the professional counselors in the College Counseling and Personal Development Center, professional staff in the Winslow Health Center, College Ombudsperson or any other individual employed by the College with an assigned ministerial role, in performance of that role. Mandated Reporters must promptly report incidents of discriminatory harassment, hostile environment harassment, sex-based discrimination, or other types of misconduct prohibited by this policy to the Title IX Coordinator or one of the Deputy Title IX Coordinators.
- o **Notice:** When an employee, student, or third-party informs the Title IX Coordinator or other Official with Authority of the alleged occurrence of harassing, discriminatory, and/or retaliatory conduct.
- o **Official with Authority (OWA):** An employee of the college explicitly vested with the responsibility to implement corrective measures for harassment, discrimination and/or retaliation on behalf of the college. At Allegheny College this includes members of the Board of Trustees, the President's Cabinet, the Title IX Team, and the Dean for Student Life.
- o **Parental Status:** The status of a person who, with respect to another person who is under the age of 18 or who is 18 or older but is incapable of self-care because of physical or mental disability, is: (1) a biological parent, (2) an adoptive parent, (3) a foster parent, (4) a stepparent, (5) a legal custodian or guardian, (6) in loco parentis with respect to such a person, or (7) actively seeking legal custody, guardianship, visitation, or adoption of such a person.
- o **Pregnancy or Related Conditions:** Pregnancy, childbirth, termination of pregnancy, or lactation, as well as medical conditions or recovery related to pregnancy, childbirth, termination of pregnancy, or lactation.
- o **Preponderance of the Evidence:** The standard of evidence applied in determining a violation of this policy. Generally considered to be "more likely than not" or "the greater weight of the evidence".
- o **Remedies:** Post-finding actions following a determination of a violation of this policy, provided to the Complainant and/or the community as mechanisms to address safety, prevent recurrence, and restore access to the College's educational program.
- o **Respondent:** The person whose conduct is alleged to constitute discrimination, discriminatory harassment, sex-based harassment, other forms of misconduct or retaliation described in this policy.



- o **Resolution:** The result of an Informal or Formal Grievance Process.
- o **Sanction:** A consequence imposed by the college on a Respondent who is found to have violated this policy.
- o **Sex-based harassment:** The umbrella category including the offenses of sexual harassment, and harassment based on sex stereotypes, sex characteristics, pregnancy, or related conditions, sexual orientation, or gender identity, sexual assault, stalking, and dating violence and domestic violence as set forth in Title IX regulations (34 CFR §106.20) and identified in detail in this policy.
- o **Supportive Measures:** Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, without burdening a complainant or respondent, and without fee or charge to the parties to (i) restore or preserve access to the College's education program or activity, including measures designed to protect the safety of all parties or the College's educational environment, and/or deter harassment, discrimination, and/or retaliation, or (ii) provide support during the College's grievance procedures or during informal resolution of the Complaint. The College will not disclose information about supportive measures to persons other than the person to whom they apply unless necessary to provide the supportive measure.
- o **Title IX Coordinator:** The official designated by the College to ensure compliance with Title IX and the College's Title IX program. References to the Coordinator throughout this policy may also encompass a designation of the Coordinator for specific tasks. The Title IX Coordinator retains ultimate oversight over the College's responsibilities and compliance with Title IX of the Education Amendments of 1972.
- o **Title IX Team:** The Title IX Coordinator, any Deputy Coordinators, and Investigators responsible for overseeing designated elements of Title IX compliance. The Title IX Team also monitors the College's education program for barriers to reporting potential violations of this policy and takes steps reasonably calculated to address such barriers.

## Prohibited Conduct

### **Retaliation:**

It is a violation of this policy, and federal law, for anyone (individual or group) to retaliate against anyone who makes a report or brings a complaint under this policy or who cooperates with or otherwise participates in the investigation or resolution of a complaint under this policy. This includes, but is not limited to, bullying and harassment through electronic media as well as in person. Allegheny College will take steps to prevent retaliation and will also take strong responsive action if the College finds that retaliation has occurred.

Retaliation includes intimidation, threats, coercion, or discrimination against any person by the College, a student, or an employee or agent of the College for the purpose of interfering with any right or privilege protected by this policy because that person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in any proceeding under this policy.

Retaliation includes but is not limited to:

- o pressuring the person to drop or not support the complaint or to provide false or misleading information,
- o engaging in conduct that may reasonably be perceived to affect adversely that person's educational, living, or work environment,
- o threatening, intimidating, or coercing the person, or otherwise harassing or discriminating against any person for exercising their rights or responsibilities under this policy.

Retaliation under this policy may be found whether or not the complaint is ultimately found to have merit.

***Discrimination:***

It is a violation of this policy to treat a person or group of people differently or less favorably because of – or because of one's perception of – their race, color, religion, sex, sexual orientation, gender identity, age, disability, marital status, parental status, citizenship, national origin, genetics, pregnancy, or any other characteristic protected by law (together, "protected characteristics"). This includes any decision, act, or failure to act that adversely affects a person or group, when that decision, act, or failure to act is based on a protected characteristic or a perception that the person or group has a protected characteristic.

***Hostile Environment Harassment:***

The College prohibits Hostile Environment Harassment, which is unwelcome conduct directed toward an individual or group of individuals that is based on that individual's or group's membership (or perceived membership) in a particular demographic group, including race, color, religion, age, gender, gender identity, gender expression, national origin or ethnicity, mental or physical disability, pregnancy, parental status, or sexual orientation that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the College's education program or activity.

The standard of objectively offensive is assessed from the perspective of a reasonable person in the complainant's position.

The College will consider many factors in assessing whether a hostile environment has been created including:

- the degree to which the conduct affected the complainant's ability to access the College's education program or activity;
- the type, frequency, and duration of the conduct;
- the parties' ages, roles within the College's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
- the location of the conduct and the context in which the conduct occurred; and
- other harassment in the recipient's education program or activity.

Harassment includes online harassment, which can include, but is not limited to, unwelcome conduct on social media platforms such as derogatory name-calling based on a person's membership or perceived membership in a particular demographic group, cyberstalking, and other discriminatory conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the College's education program or activity. The College will evaluate online conduct with the same factors that are used to determine whether in-person conduct creates a hostile environment.

### ***Nondiscrimination in Admissions***

No person will be denied admission or be subject to discrimination in admission to Allegheny College based on that individual's or group's membership (or perceived membership) in a particular demographic group, including race, color, religion, age, gender, gender identity, gender expression, national origin or ethnicity, mental or physical disability, pregnancy, parental status, or sexual orientation.

### ***Nondiscrimination Based on Pregnancy or Related Conditions***

Allegheny College does not discriminate based on pregnancy or related conditions, including childbirth, termination of pregnancy, lactation, related medical conditions, or recovery.

Allegheny College provides reasonable support measures and accommodations for pregnancy and related conditions, including reasonable break time for lactation and a clean, private lactation space for both students and employees. Lactating students and employees can voluntarily access the lactation space regardless of gender identity or gender expression.

The private lactation space is located in Walker Hall. Access can be granted by contacting the Title IX office at 814-332-3085, or Student Life at 814-332-4356

Additionally, if an applicant, student, employee, or other participant in the College's program notifies a College employee of their pregnancy or related condition, that employee must provide the person with the Title IX Coordinator's contact information and inform the student that the Title IX Coordinator can coordinate specific actions to ensure the student's equal access to educational opportunities (§106.40(b)(2)).

### ***Sex-Based Harassment broadly defined***

The Department of Education's Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and the State of Pennsylvania regard sex-based Harassment as an unlawful discriminatory practice.

Allegheny College has adopted the following definition of sex-based harassment in order to address the unique environment of an academic community and in compliance with Title IX regulations (34 CFR §106.20).

Acts of sex-based harassment may be committed by any person upon any other person, regardless of the sex, sexual orientation, and/or gender identity of those involved.

Sex-based harassment is an umbrella category including the offenses of sexual harassment, and harassment based on sex stereotypes, sex characteristics, pregnancy, or related conditions, sexual orientation, or gender identity, sexual assault, stalking, and dating violence and domestic violence as set forth in Title IX regulations (34 CFR §106.20) and identified in detail in this policy.

***Hostile Environment Sex-Based Harassment:***

The College prohibits Hostile Environment Harassment, which is unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the College's program or activity. The standard of objectively offensive is assessed from the perspective of a reasonable person in the Complainant's position.

The College will consider many factors in assessing whether a hostile environment has been created including:

- the degree to which the conduct affected the complainant's ability to access the College's education program or activity;
- the type, frequency, and duration of the conduct;
- the parties' ages, roles within the College's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
- the location of the conduct and the context in which the conduct occurred; and
- other harassment in the recipient's education program or activity.

Hostile Environment Sex-Based Harassment includes online harassment, which can include, but is not limited to, unwelcome conduct on social media platforms such as derogatory sex-based name-calling based on a person's membership or perceived membership in a particular demographic group, the nonconsensual distribution of intimate images (including authentic images and images that have been altered or generated by artificial intelligence (AI) technology), cyberstalking, and other discriminatory conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the College's education program or activity. The College will evaluate online conduct with the same factors that are used to determine whether in-person conduct creates a hostile environment.

***Quid Pro Quo Sex-Based Harassment:***

- An employee, agent, or other person
- authorized by the College to provide aid, benefit, or service under the College's education program or activity
- explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct. A threat of detriment falls within the definition of quid pro quo sex-based harassment, whether or not the threat is actually carried out because a threat to, for example, award a poor grade unless a student participates in unwelcome sexual conduct, is an impermissible condition placed on the provision of the student's education by the College.

***Sexual Assault, (20 U.S.C. 1092(f)(6)(A)(v))***

***a) Sex Offenses, Forcible:***

- Any sexual act directed against another person
- without the consent of the Complainant,
- including instances in which the Complainant is incapable of giving consent.

***Forcible Sexual acts include:***

***Forcible Rape:***

- o Penetration,
- o no matter how slight,
- o of the vagina or anus with anybody part or object, or
- o oral penetration by a sex organ of another person,
- o without the consent of the Complainant.

***Forcible Sodomy:***

- o Oral or anal sexual intercourse with another person,
- o forcibly,
- o and/or against that person's will (non-consensually), or
- o not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

***Sexual Assault with an Object:***

- o The use of an object or instrument to penetrate,
- o however slightly,
- o the genital or anal opening of the body of another person,
- o forcibly,
- o and/or against that person's will (non-consensually),
- o or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of

temporary or permanent mental or physical incapacity.

***Forcible Fondling:***

- o The touching of the private body parts of another person (buttocks, groin, breasts),
- o for the purpose of sexual gratification,
- o forcibly,
- o and/or against that person's will (non-consensually),
- o or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

***b) Sex Offenses: Non-forcible:***

***Incest:***

- o Non-forcible sexual intercourse
- o Between persons who are related to each other
- o Within the degrees wherein marriage is prohibited by Pennsylvania law

***Statutory Rape:***

- o Non-forcible intercourse
- o With a person who is under the statutory age of consent in Pennsylvania

***Dating Violence (34 U.S.C. 12291(a)(10)), defined as:***

- violence,
- on the basis of sex,
- committed by a person,
- who is in or has been in a social relationship of a romantic or intimate nature with the Complainant
  - o The existence of such a relationship shall be determined with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition:
  - o Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - o Dating violence does not include acts covered under the definition of domestic violence.

***Domestic Violence (34 U.S.C. 12291(a)(8), defined as:***

- felony or misdemeanor crimes of domestic violence,
- committed by
- a current or former spouse or intimate partner of the Complainant,
- a person with whom the Complainant shares a child in common, or



- a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, or
- by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Pennsylvania, or
- by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of the state of Pennsylvania or the United States.

\*To categorize an incident as Domestic Violence, the relationship between the Respondent and the Complainant must be more than just two people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship similarly situated to a spouse.

***Stalking (34 U.S.C. 12291(a)(30)), defined as:***

- engaging in a course of conduct,
- directed at a specific person, that would cause a reasonable person to
  - o fear for the person's safety, or the safety of others; or
  - o suffer substantial emotional distress.
- For the purposes of this definition:
  - . Course of conduct means two or more acts, including, but not limited to, acts in which the Respondent directly, indirectly, or through third parties, by any action, method, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
  - i. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
  - ii. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

***Sexual Exploitation***

Based on Allegheny Policy, Sexual Exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include:

- o invasion of sexual privacy;
- o recording or attempting to record nude, partial nude or sexual media without the consent of the person or person depicted in the media;
- o streaming, sharing, or distributing nude, partial nude, or sexual media without the consent of the person depicted in the media;
- o non-consensual sexual voyeurism;
- o inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity;
- o administering sexual assault facilitating drugs including, but not limited to, alcohol, sleeping pills, sedatives, tranquilizers, anesthetics, depressants, and psychotropics without a person's knowledge and permission;
- o going beyond the boundaries of consent (such as knowingly allowing another to surreptitiously watch otherwise consensual sexual activity);
- o exposing one's genitals in non-consensual circumstance;
- o inducing another to expose their genitals;
- o prostituting another person;
- o knowingly transmitting or exposing another person to a sexually transmitted infection (STI) without the knowledge of the person.

## **PART II – REPORTING A VIOLATION OF THIS POLICY**

### **Reporting**

#### ***Options for Reporting***

Any student, prospective student, employee, applicant for employment, or campus visitor who believes that they have been subjected to conduct in violation of this policy during their participation in the College's program or activity and any individual who has observed, knows of, or suspects an occurrence of discrimination, discriminatory harassment or sex-based harassment, sexual violence, intimate partner violence, or stalking has the following on-campus reporting options:

1. Report to Allegheny's Title IX Coordinator and/or Deputy Title IX Coordinator(s)
2. Report to Allegheny's on-campus confidential resources

Additionally, an individual may report and seek support from off-campus sources including:

1. Local law enforcement agencies
2. Off-campus community resources

Allegheny College employees are considered Mandatory Reporters and are obligated by this policy to immediately report knowledge of such conduct to the Title IX Coordinator or one of the Deputy Title IX Coordinators.

### ***When the Title IX Team Receives a Report***

When the Title IX Coordinator or a Deputy Title IX Coordinator is notified of conduct that reasonably may constitute a violation of this policy, the Title IX Team will take actions to promptly and effectively end the prohibited conduct by notifying the Complainant or, if the Complainant is unknown, the individual who reported the conduct, of the grievance procedures and informal resolution procedures outlined below.

If the Complainant chooses to pursue the procedures outlined below, the Title IX Team will (i) treat the complainant and respondent equitably, (ii) offer and coordinate supportive measures to both parties, and (iii) coordinate the procedures as explained below.

If the Complainant chooses not to pursue the procedures outlined below, the Title IX team will offer Supportive Measures to the Complainant. In limited circumstances where the alleged conduct presents an imminent and serious threat to the health and safety of the complainant or other person or prevents the College from ensuring equal access to its education program, the Title IX Coordinator may initiate the formal process without the Complainant's participation. The Title IX Coordinator will evaluate multiple factors to decide if such a process is required, including:

- the Complainant's requests for how the Title IX Coordinator should proceed and any reasonable safety concerns the Complainant may face if a process is initiated;
- the risk additional violations of this policy would occur if the Title IX Coordinator does not pursue the procedures outlined below;
- the severity of the alleged policy violation, including whether the violation, if established, would require the removal of the respondent from campus or imposition of another disciplinary sanction to prevent its recurrence;
- the age and relationship of the Complainant and Respondent, including whether the respondent is an employee;
- the scope of the alleged violation, including information suggesting a pattern, ongoing discrimination, or discrimination impacting multiple individuals;
- the availability of evidence; and
- whether the College could end and prevent the alleged policy violation's recurrence without initiating the procedures outlined below.

If the Title IX Coordinator decides, after weighing this list of factors, to initiate the procedures below without the Complainant's participation, the Title IX Coordinator will notify the Complainant

prior to doing so and appropriately address reasonable concerns about the Complainant's safety or the safety of others.

When the Title IX Team receives information about of a potential violation of this policy, the Title IX team will use this information to inform its efforts to prevent sex-based harassment, including by providing tailored training to address alleged sex-based harassment in a particular part of its education program or activity or at a specific location when the information indicates there may be multiple incidents of sex-based harassment.

### ***Confidential Resources***

Behavior which is impermissible under this policy should be reported.

If a person would like to understand the options available under this policy and keep the details of an incident confidential, that person may contact any of the following Confidential Resources:

#### On Campus:

*Winslow Health Center*  
Schultz Hall  
whc@allegheny.edu  
814-332-4355

#### *Office of Spiritual and Religious Life*

Student Affairs Suite  
3rd Floor Campus Center  
814- 332-2800

#### Off-Campus:

*Meadville Medical Center*  
Emergency Department \*  
751 Liberty Street  
814-333-5000

\*provide professional staff who specifically handle sexual assaults

#### *Women's Services, Inc.*

204 Spring Street  
Business line: 814-724-6347  
24-hour HOTLINE: 814-333-9766 or 1-888-881-0189

### ***Importance of Prompt Reporting***

Although the College does not impose a limitation period for reviewing complaints of alleged violations of this policy, prompt reporting of such incidents makes investigation of the incident more effective and enhances the ability of the College to take appropriate action regarding a complaint or report, including the ability to undertake appropriate supportive measures.

## **Privacy**

The College makes every effort to preserve the privacy of reports. The College will not share the identity of any individual who has made a report or complaint of discrimination, harassment or retaliation; any Complainant, any individual who has been reported to be the perpetrator of harassment, discrimination, any Respondent, or any witness, except as permitted by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g; FERPA regulations, 34 CFR part 99; or as required by law; or to carry out the purposes of the Title IX regulations, including the conducting of any investigation, hearing, or grievance proceeding arising under these policies and procedures.

The College reserves the right to determine which College officials have a legitimate educational interest in being informed about incidents that fall within this policy, pursuant to the Family Educational Rights and Privacy Act (FERPA).

Information will be shared as necessary with Investigators, the Community Standards Board, witnesses, and the parties. The circle of people with this knowledge will be kept as tight as possible to preserve the parties' rights and privacy.

The College may contact parents/guardians to inform them of situations in which there is a significant and articulable health and/or safety risk but will usually consult with the student first before doing so.

## **Jurisdiction**

This policy applies to the education program and activities of Allegheny College, to address conduct that takes place on the campus or on property owned or controlled by the college at college-sponsored events, or in buildings owned or controlled by the college's recognized student organizations.

The College is responsible for addressing alleged discriminatory conduct over which it exercised disciplinary authority or otherwise has substantial control. Where the respondent has dual status or where there are multiple respondents with varying statuses, College officials have discretion to determine whether to pursue the matter under the Code of Student Conduct or under the process.

This policy also applies if the effects of off-campus misconduct effectively deprive someone of access to Allegheny College's educational programs. The College may also extend jurisdiction to off-campus and/or to online conduct when the College exercises jurisdiction over those contexts pursuant to other College policies or the Title IX Coordinator determines that the conduct affects a substantial college interest.

The Title IX Coordinator will evaluate the totality of the circumstances to determine whether allegations about conduct that occurred outside of the College's program or activity may be contributing to a hostile environment, including (1) the degree to which the conduct affected the complainant's ability to access the recipient's education program or activity; (2) the type, frequency and duration of the conduct; (3) the parties' ages, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct; (4) the location of the conduct and the context in which the conduct occurred; and (5) other sex-based harassment in the recipient's education program or activity.

Regardless of where the conduct occurred, the college will address notice/complaints to determine whether the conduct occurred in the context of its employment or educational program or activity and/or has continuing effects on campus or in an off-campus sponsored program or activity. A substantial College interest includes, but is not limited to:

- a. Any off-campus action that effectively deprives an individual of access to the Allegheny College's educational program.
- b. Any action that constitutes a criminal offense as defined by law that has a direct impact on Allegheny College or members of the Allegheny Community. This includes, but is not limited to, single or repeat violations of any local, state, or federal law.
- c. Any situation in which it is determined that the Respondent poses a substantial threat to the physical health or safety of any student or other individual.
- d. Any situation that significantly impinges upon the rights, property, or achievements of oneself or others or significantly breaches the peace and/or causes social disorder; and/or
- e. Any situation that is detrimental to the educational interests, reputational interest or mission of the college.

If the Respondent is unknown or is not a member of the college community, the Title IX Coordinator will assist the Complainant in identifying appropriate campus and local resources and support options and/or, when criminal conduct is alleged, in contacting local or campus law enforcement if the individual would like to file a police report. Further, even when the Respondent is not a member of the college's community, supportive measures and resources may be accessible to the Complainant by contacting the Title IX Coordinator.

In addition, Allegheny College may take other actions as appropriate to protect the Complainant against third parties, such as barring individuals that are not students or employees from college property and/or events.

All vendors serving Allegheny College through third-party contracts are subject to the policies and procedures of their employers or to these policies and procedures to which their employer has agreed to be bound by their contracts.



Similarly, the Title IX Coordinator may be able to assist and support a student or employee Complainant who experiences harassment or retaliation in an externship, study abroad program, or other environment external to the college where harassment policies and procedures of the facilitating or host organization may give recourse to the Complainant.

### **Record Keeping**

The College must maintain records, including records of the actions the College took to prevent the continuation or recurrence of discrimination in its program, training of employees and students regarding the provisions in this policy, supportive measures, investigative reports, hearing outcomes, dismissals of a complaint or allegations therein, hearing media files or transcripts, sanctions, remedies, appeals, and informal resolutions, for a period of seven years.

## **PART III – ALLEGHENY COLLEGE GRIEVANCE PROCEDURES**

Any individual may make a report of a violation of this policy to the Title IX Coordinator. Upon notice by a third party the Title IX Coordinator will engage in outreach to the identified Complainant to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. The Office of Human Resources will be consulted in circumstances when allegations are made against an employee.

**Privacy:** The College will take reasonable steps to protect the privacy of the parties and witnesses during the procedures without restricting the ability of the parties to prepare for or participate in the procedures, obtain and present evidence, and consult with family, confidential resources, and/or advisors.

### **Investigation and Resolution Team**

**Title IX Coordinator:** The official designated by the College to ensure compliance with Title IX and the College's Title IX program. References to the Coordinator throughout this policy may also encompass a designation of the Coordinator for specific tasks. The Title IX Coordinator retains ultimate oversight over the College's responsibilities and compliance with Title IX of the Education Amendments of 1972.

**Title IX Team:** The Title IX Coordinator, any Deputy Coordinators, and Investigators responsible for overseeing designated elements of Title IX compliance. The Title IX Team also monitors the College's education program for barriers to reporting potential violations of this policy and takes steps reasonably calculated to address such barriers.

**Advisor of Choice:** The complainant and respondent are permitted and encouraged to have an Advisor of Choice accompany them throughout the process. In cases involving sex discrimination, including sex-based harassment, sexual assault, dating or domestic violence or stalking, by law, the advisor of choice may be anyone the party chooses to serve in

this capacity. If a party does not have an advisor to ask questions on their behalf in a case involving sex discrimination, the College must provide the party with an advisor of the College's choice whom is not a confidential employee, without charge to the party, for the purpose of advisor-conducted questioning. In all other cases, the individual must be a current student or employee of Allegheny College.

***Community Standards Board:***

- o Allegheny College will designate a three-member Community Standards Board. One of the three members will serve as the Chair.
- o The Community Standards Board members(s) will not have had any previous involvement with the investigation.
- o Those who have served as Investigators will be witnesses in the hearing and therefore may not serve as Community Standards Board members or Advisors. Those who are serving as Advisors for any party may not serve as Community Standards Board members in that matter.
- o The Title IX Coordinator may not serve as a Community Standards Board member or Chair in the matter but may serve as an administrative facilitator of the hearing if their previous role(s) in the matter do not create a conflict of interest. Otherwise, a deputy may fulfill this role. The hearing will convene at a time determined by the Chair or designee.

**Reporting: Initiation of the Formal or Informal Resolution Process**

Following a written or oral Complaint by the Complainant that can be understood by a reasonable person as a request for the College to investigate and make a determination about alleged misconduct under this policy, the Title IX Coordinator, or designee, will initiate either the informal resolution process or the formal resolution process under this policy by notifying the accused party ("respondent") that a complaint has been filed against them and inform the respondent of the nature of the complaint.

The Title IX Coordinator, or Deputy Coordinator, shall explain to both parties the avenues for informal and formal action, including a description of the process and the relevant avenues of redress, and provide each with a copy of this policy

If the Complainant chooses not to pursue the procedures outlined below, the Title IX team will offer Supportive Measures to the Complainant. In limited circumstances where the alleged conduct presents an imminent and serious threat to the health and safety of the Complainant or other person or prevents the College from ensuring equal access to its education program, the Title IX Coordinator may initiate the formal process without the Complainant's participation. The Title IX Coordinator will evaluate multiple factors to decide if such a process is required, including:

- the Complainant's requests for how the Title IX Coordinator should proceed and any reasonable safety concerns the Complainant may face if a process is initiated;
- the risk additional violations of this policy would occur if the Title IX Coordinator does not pursue the procedures outlined below;
- the severity of the alleged policy violation, including whether the violation, if established, would require the removal of the respondent from campus or imposition of another disciplinary sanction to prevent its recurrence;
- the age and relationship of the Complainant and Respondent, including whether the respondent is an employee;
- the scope of the alleged violation, including information suggesting a pattern, ongoing discrimination, or discrimination impacting multiple individuals;
- the availability of evidence; and
- whether the College could end and prevent the alleged policy violation's recurrence without initiating the procedures outlined below.

If the Title IX Coordinator decides, after weighing this list of factors, to initiate the procedures below without the Complainant's participation, the Title IX Coordinator will notify the Complainant prior to doing so and appropriately address reasonable concerns about the Complainant's safety or the safety of others.

When the Title IX Team receives information about of a potential violation of this policy, the Title IX team will use this information to inform its efforts to prevent sex-based harassment, including by providing tailored training to address alleged sex-based harassment in a particular part of its education program or activity or at a specific location when the information indicates there may be multiple incidents of sex-based harassment.

### **Supportive Measures**

Upon notice of alleged harassment, discrimination, and/or retaliation, and during the pendency of an investigation or other proceedings under this policy, the College will offer and implement appropriate and reasonable supportive measures to the parties to ensure equal access to its education programs and activities, to protect the parties, and/ or to safeguard the College community.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to the College's education program or activity, including measures designed to protect the safety of all parties or the College's educational environment, and/or deter sex-based harassment and/or retaliation.

The Title IX Coordinator promptly makes supportive measures available to the parties upon receiving notice or a complaint. At the time that supportive measures are offered, the College will inform the Complainant, in writing, that the Complainant may file a formal complaint with the College either at that time or in the future, if the Complainant has not done so already.

The Title IX Coordinator works with the Complainant to ensure that the Complainant's wishes are reasonably taken into account with respect to the supportive measures that are planned and implemented. The Title IX Coordinator will offer appropriate supportive measures to the Respondent upon notice of allegations and during the pendency of the grievance procedures, if applicable.

The College will maintain the privacy of the supportive measures, provided that privacy does not impair the College's ability to provide the supportive measures. College will act to ensure as minimal an academic or occupational impact on the parties as possible.

The College will implement measures in a way that does not unreasonably burden the other party.

These actions may include, but are not limited to:

- o referral to counseling, medical, and/or other healthcare services,
- o referral to the Employee Assistance Program,
- o referral to community-based service providers,
- o student financial aid counseling,
- o altering work arrangements for employees or student-employees,
- o safety planning,
- o providing campus safety escorts,
- o implementing contact limitations (no contact orders) between the parties,
- o academic support, extensions of deadlines, or other course/program-related adjustments,
- o class schedule modifications, withdrawals, or leaves of absence,
- o increased security and monitoring of certain areas of the campus, and
- o any other actions deemed appropriate by the Title IX Coordinator

Violations of no contact orders will be referred to appropriate student or employee conduct processes for enforcement.

### **Emergency Removal**

The College can act to remove a student Respondent entirely or partially from its education programs or activities on an emergency basis when an individualized safety and risk analysis has determined that a substantial threat to the physical health or safety of any student or other individual justifies removal.

The College will not disclose of personally identifiable information it obtained in the course of assessing the grounds for emergency removal unless (i) the College has written consent from the person with the legal right to consent to the disclosure, (ii) the College must disclose the information to a parent, guardian, or other legal representative with a legal right to receive disclosures on behalf of the person whose personally identifiable information is at issue, (iii) the disclosure is necessary to address the substantial threat, or (iv) Federal or State law requires the disclosure.

This risk analysis is performed by the Title IX Coordinator in conjunction with the Threat Assessment Team using its standard objective violence risk assessment procedures. In all cases in which an emergency removal is imposed, the accused student will be given notice of the action and the option to request to meet with the Title IX Coordinator prior to such action/removal being imposed, or as soon thereafter as reasonably possible, to show cause why the action/removal should not be implemented or should be modified.

This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal is appropriate.

When this meeting is not requested in a timely manner, objections to the emergency removal will be deemed waived.

This section also applies to any restrictions that a coach or athletic administrator may place on a student-athlete arising from allegations related to Title IX.

A Respondent may be accompanied by an Advisor of their choice when meeting with the Title IX Coordinator. The Respondent will be given access to a written summary of the basis for the emergency removal prior to the meeting to allow for adequate preparation.

The Threat Assessment Team will conduct the risk analysis of the referred student and will make recommendations to the Title IX Coordinator for appropriate action. Violation of an emergency removal under this policy will be grounds for discipline, which may include expulsion.

Allegheny College will implement the least restrictive emergency actions possible in light of the circumstances and safety concerns. As determined by the Title IX Coordinator, these actions could include, but are not limited to: temporarily re-assigning an employee, restricting a student's or employee's access to or use of facilities or equipment, allowing a student to withdraw or take grades of incomplete without financial penalty, authorizing an administrative leave, and suspending a student's participation in extracurricular activities, student employment, student organizational leadership, or intercollegiate/intramural athletics.

At the discretion of the Title IX Coordinator, alternative coursework options may be pursued to ensure as minimal an academic impact as possible on the parties.

Where the Respondent is an employee, existing provisions for interim action are applicable.

### **Informal Resolution Process**

The College provides an informal resolution process, following a formal complaint and upon voluntary consent of both parties, when the parties desire to resolve the situation cooperatively. Informal resolution may include inquiries into the facts but does not typically rise to the level of a formal investigation. Informal resolution

may not be used to resolve cases involving allegations of an employee harassing students.

Where the parties elect to pursue an informal resolution process, the Title IX Coordinator will take other appropriate prompt and effective steps to ensure that discrimination does not continue or recur within the College's program or activity. The College may decline to allow the parties to pursue an informal resolution process if the College determines that the alleged conduct presents a future risk of harm to others.

The informal process, which is overseen by the Title IX Coordinator, or designee, is designed to resolve complaints quickly, efficiently, and to the mutual satisfaction of all parties involved. Where circumstances allow, the informal process will be initiated as soon as possible after the filing of the formal complaint, absent any unusual circumstances.

Before the initiation of an informal resolution process, the College will provide the parties a written notice that explains:

1. the allegations;
2. the requirements of the informal resolution process;
3. that, prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and to initiate or resume a formal investigation process;
4. the parties' agreement to a resolution at the conclusion of the informal resolution proves precludes the parties from initiating or resuming a formal investigation process arising from the same allegations;
5. the terms that may be requested or offered in an informal resolution process, and notice that the informal resolution is binding only on the parties; and
6. the information the College will maintain from the informal resolution process and whether such information can be used if a formal investigation is initiated or resumed prior to the resolution of an informal resolution process.

Informal resolution may include, but is not limited to, options such as meeting informally with the Complainant and the Respondent with the intent of bringing about resolution; meeting privately with the respondent and acting as intercessor; separation of the parties; restrictions on contact between the parties; referral of the parties to counseling programs, conducting educational and/or training programs, mediation, restorative justice, or other remedial measures. In cases where groups are involved, the Title IX Coordinator may require that one or two members of the group be authorized in writing to act on behalf of the group in the informal process; all members of the group would be bound by the terms of the informal process.

Where the informal resolution process is undertaken after the initiation of a formal resolution or the informal resolution is abandoned in favor of a formal resolution, the facilitator of the informal resolution process will not be the same person as the investigator or the decision maker in a formal resolution of the same allegations.

Situations that are resolved through the informal process are usually subject to follow-up after a period of time. Steps taken by the Title IX Coordinator or a Deputy Title IX Coordinator to help the parties achieve informal resolution will be documented. Some reports of alleged violations of this policy may not be appropriate for informal resolution but may require a formal investigation at the discretion of the Title IX Coordinator, in consultation with the Dean of Institutional Diversity and/or other appropriate offices. Both the complainant and the respondent have the right to bypass or end the informal complaint process at any time in order to begin the formal complaint process.

### **Formal Grievance Process**

If the alleged violation of this policy has not been resolved as a result of the informal process or is not suited for informal efforts, or if either the complainant or the respondent requests to invoke the formal complaint process, the following process will be initiated. Once a formal process is underway, the parties may still elect to engage in an informal resolution process at any time prior to the final resolution of the formal process.

The Title IX Coordinator will provide simultaneous written notice of the investigation and allegations (the “NOIA”) to the Respondent and Complainant upon commencement of the Formal Grievance Process. This facilitates the parties’ ability to prepare for the interviews and to identify and choose an Advisor to accompany them.

Notice will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official College records or emailed to the parties’ College-issued email or designated accounts. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

#### The NOIA will include:

- o A meaningful summary of all of allegations,
- o the identity of the involved parties (if known),
- o the precise misconduct being alleged,
- o the date and location of the alleged incident(s) (if known),
- o the specific policies implicated,
- o a description of the applicable procedures,
- o a statement of the potential sanctions/responsive actions that could result,
- o a statement that the College operates with the presumption that the respondent is not responsible for the reported misconduct unless and until the respondent is determined to be responsible for a policy violation by the applicable standard of proof.
- o a statement that determinations of responsibility are made at the conclusion of the process and that the parties will be given an opportunity to inspect and review all relevant and permissible evidence obtained during the review and comment period,
- o a statement about the College’s policy on retaliation,
- o information about the privacy of the process,



- o information on the need for each party to have an Advisor of their choosing and suggestions for ways to identify an Advisor,
- o a statement informing the parties that the College's Policy prohibits knowingly making false statements, including knowingly submitting false information during the resolution process,
- o detail on how the party may request disability accommodations during the interview process,
- o a link to the College's VAWA Brochure,
- o the name(s) of the Investigator(s), along with a process to identify, in advance of the interview process, to the Title IX Coordinator any conflict of interest that the Investigator(s) may have, and
- o an instruction to preserve any evidence that is directly related to the allegations.

### **Initial Assessment and Permissive Dismissal:**

The Title IX Coordinator will conduct an Initial Assessment following the filing of a formal complaint.

The College may dismiss the formal complaints if:

1. the College is unable to identify the respondent after taking reasonable steps to do so;
2. the respondent is not participating in the College's education program or activity and is not employed by the College;
3. the Complainant voluntarily withdraws any or all of the allegations in the Complaint via written notice of withdrawal and the Title IX Coordinator determines the College will not proceed with initiating a Complaint against the College and, without the allegations that that are withdrawn, the remaining allegations, if proven, would not constitute a violation of this policy; or
4. the College determines after reasonable efforts to clarify the allegations that the conduct alleged, if proven, would not constitute a violation of this policy.

If the College dismisses a Complaint for any of the reasons enumerated above, the College will:

1. provide the parties, simultaneously, with written notice of the dismissal and the basis for the dismissal, unless the dismissal occurs before the respondent has been notified of the allegations, in which case the College will provide written notice only to the Complainant;
2. offer Supportive Measures to both parties as appropriate; and
3. take prompt and effective steps to ensure that the alleged discrimination does not continue or recur within the College's program or activity.

This dismissal decision is appealable by any party under the procedures for appeal.

In formal complaints of sex-based harassment (as defined by Title IX Regulations, 34 CFR §106.20) the following general principles and procedures

will govern this process, to the extent consistent with the College's legal obligations.

### **Investigation Process**

The investigation of formal complaints generally includes interviews of (a) the complainant, (b) the respondent, and/or (c) any witnesses as needed, and (d) the review of relevant documents as appropriate. Disclosure of facts to non-party witnesses will be limited to what is reasonably necessary to conduct a fair and thorough investigation.

Both the complainant and respondent will be given an equal opportunity to be heard, to provide a statement, documentation, and other evidence, and to suggest the names of other persons who they believe might have relevant information.

All investigations are thorough, reliable, impartial, prompt, and fair. Investigations involve interviews with all relevant parties and witnesses; obtaining available, relevant evidence; and identifying sources of expert information, as necessary.

The burden is on the College, not the parties to conduct an investigation that gathers sufficient evidence to determine whether a policy violation has occurred.

The College will provide any party whose participation in the investigation is invited or expected written notice of the date, time, location, participants, and purpose of all meetings or proceedings in which the party's participation is invited or expected with sufficient time for the party to prepare to participate. The College will allow for reasonable extension of timeframes in the investigation on a case-by-case basis for good cause with written notice to the parties that includes the reason for the extension.

All parties have an equal, full, and fair opportunity, through the investigation process, to suggest witnesses and questions, to provide evidence and expert witnesses, and to fully review and respond to all relevant and not otherwise impermissible evidence on the record. The College will take reasonable steps to prevent and address, including through disciplinary sanctions if necessary, any unauthorized disclosure of information and evidence obtained through the grievance procedures

All parties have the same opportunities to be accompanied to any meeting or proceeding by an Advisor. Advisors of each party have an equal opportunity to access the evidence that is relevant and not otherwise impermissible that is included in the written investigation report or available upon request of any party.

The College may establish restrictions regarding the extent to which advisors of all parties may participate in meetings or written communication during the investigation process.

The College will provide the opportunity to all parties to review the investigative report in advance of the hearing. Prior to the conclusion of the investigation, the College will provide the parties and their respective Advisors (if so desired by the

parties) a secured electronic or hard copy the draft investigation report as well as an opportunity to inspect and review all of the evidence obtained as part of the investigation that is directly related to the reported misconduct, including evidence upon which the College does not intend to rely in reaching a determination, for a ten (10) business day review and comment period so that each party may meaningfully respond to the evidence. The parties may elect to waive the full ten days.

The Investigator(s) may elect to respond in writing in the investigation report to the parties' submitted responses and/or to share the responses between the parties for additional responses. The Investigator(s) will incorporate relevant elements of the parties' written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report. The Investigator(s) should document all rationales for any changes made after the review and comment period.

***In cases involving student respondents***, the investigator will share the report with the Title IX Coordinator for feedback. The Investigator will incorporate any relevant feedback, and the final report is then shared with all parties and their Advisors through secure electronic transmission or hard copy at least ten (10) business days prior to a hearing. The parties are also provided with a file of any directly related evidence that was not included in the report. the Title IX Coordinator, or designee, will provide the full final investigative report to the Community Standards Board.

***In cases involving employee respondents***, the investigation report will be shared with either (i) the appropriate President's Cabinet member(s) for the department or unit where the respondent is located, or (ii) the Provost and Dean of the College in consultation with the Office of Human Resources for a decision regarding a staff or faculty respondent respectively.

#### ***Impermissible Evidence:***

The College will exclude the following types of evidence and questions seeking these types of evidence as impermissible:

- evidence that is protected under a privilege as recognized by Federal or State law or evidence provided to a Confidential Employee, unless the person to whom the privilege or confidentiality is owed voluntarily waives the privilege or confidentiality;
- records maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness unless the recipient of the treatment provides voluntary consent in writing for the use of such records in the College's grievance procedures; and
- evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless it is evidence offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged harassment.
  - o The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or

imply the complainant's consent to the alleged harassment or preclude a determination that a policy violation occurred.

The College must redact Impermissible Evidence that is contained within documents or evidence otherwise produced as relevant to the allegations. The College may redact information that is not relevant to the allegations in the Complaint but is contained within documents or evidence relevant to the allegations.

### **Notice of Community Standards Board Hearing for Allegations of Sex-Based Harassment**

Where the Complainant or Respondent is a student, the full investigation report will be provided to the Community Standards Board to conduct a hearing.

No less than ten (10) business days prior to the hearing, the Title IX Coordinator or the Chair of the Community Standards Board will send notice of the hearing to the parties. Notice will be made in writing and may be delivered by mail, in person, or by email to the parties' College-issued email or designated accounts. Once mailed, received in-person, and/or emailed, notice is presumptively delivered.

Hearings for possible violations that occur near or after the end of an academic term (assuming the Respondent is still subject to this Policy) and are unable to be resolved prior to the end of term will typically be held immediately after the end of the term or during the school break.

#### The hearing notice will contain:

- o A description of the alleged violation(s), a list of all policies allegedly violated, a description of the applicable procedures, and a statement of the potential sanctions/responsive actions that could result.
- o The time, date, and location of the hearing and a reminder that attendance is mandatory, superseding all other campus activities.
- o Any technology that will be used to facilitate the hearing.
- o Information about the option for the live hearing to occur with the parties located in separate rooms using technology that enables the Community Standards Board and parties to see and hear a party or witness answering questions. Such a request must be raised with the Title IX Coordinator at least five (5) business days prior to the hearing.
- o A list of all those who will attend the hearing, along with an invitation to object to any Community Standards Board member on the basis of demonstrated bias. This must be raised with the Title IX Coordinator at least two (2) business days prior to the hearing.
- o Information on how the hearing will be recorded and on access to the recording for the parties after the hearing.
- o A copy of all the materials provided to the Community Standards Board about the matter unless they have been provided already.
- o An invitation to each party to submit to the Chair an impact statement pre-hearing that the Community Standards Board will review during any sanction determination.
- o An invitation to contact the Title IX Coordinator to arrange any disability accommodations, language assistance, and/or interpretation services that

may be needed at the hearing, at least five (5) business days prior to the hearing.

- o Whether parties can or cannot bring mobile phones/devices into the hearing.
- o A statement that if any party or witness does not appear at the scheduled hearing, the hearing may be held in their absence. For compelling reasons, the Chair may reschedule the hearing.
- o Notification that the parties may have the assistance of an Advisor at the hearing and will be required to have one present for any questions they may desire to ask. The party must notify the Title IX Coordinator if they do not have an Advisor, and the College will appoint one. Each party must have an Advisor present. There are no exceptions.

### **Hearing Procedures Where the Respondent is a Student**

Participants at the hearing will include the Chair, any additional board members, the Investigator(s) who conducted the investigation, the parties, Advisors to the parties, any called witnesses, and anyone providing authorized accommodations or assistive services.

- o The Chair will allow witnesses who have relevant information to appear at a portion of the hearing in order to respond to specific questions from the Community Standards Board and the parties' advisor and then will then be excused.

Each party may propose questions to be asked of the other party or witnesses. A party is prohibited from directly asking the other party questions. The Chair will determine whether a proposed question is relevant and not otherwise impermissible and will, prior to the question being posed, explain any decision to exclude a question as not relevant or otherwise impermissible. The Chair must give the party an opportunity to clarify or revise an unclear question unless the question is not relevant or is otherwise impermissible. If a party proposes questioning the credibility of the other party, the Advisor of the party that proposed the questions or the Chair will ask those questions.

- o The College does not permit questions that are unclear or harassing of a party or witness.
- o The parties may not introduce individuals or information at the hearing that was not previously introduced to or interviewed by the Investigator and assessed for relevance to be included in the Investigation Report and accompanying materials.

The Chair will answer all questions of procedure. Any witness appearing at the hearing to provide information will respond to questions on their own behalf.

At the hearing the Community Standards Board has the authority to hear and make determinations on all alleged policy violations that have occurred. The Board may choose to place less or no weight upon statements by a party or a witness who refuses to respond to questions deemed relevant and permissible by the Chair. The Community Standards Board will not however draw an inference about whether sex-based harassment occurred based solely on a party's or witness's refusal to respond to questions at the hearing.

After the hearing, the Community Standards Board will deliberate privately and come to an agreement about whether, by a preponderance of the evidence, it is more likely than not that the respondent violated this Policy. The Community Standards Board will draft a deliberation statement to share with the Title IX Coordinator that lists the Community Standards Board's decision and rationale.

A determination that a policy violation did not occur is not and cannot be used as proof that a false statement was made by the Complainant or any other witness involved in the formal resolution process.

**Recording:** Hearings (but not deliberations) are recorded by the College for purposes of review in the event of an appeal. The parties may not record the proceedings and no other unauthorized recordings are permitted.

### **Notice of The Outcome**

***For cases involving student respondents,*** the Title IX Coordinator will work with the Chair to prepare a Notice of Outcome using the Community Standards Board's deliberation statement. The Title IX Coordinator will then share the Notice of Outcome, including the final determination, rationale, and any applicable sanction(s) with the parties and their Advisors within one business day of receiving the Community Standards Board deliberation statement.

- o The Notice of Outcome will be shared with the parties simultaneously. Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official college records, or emailed to the parties' College-issued email or otherwise approved account. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.
- o The Notice of Outcome will articulate the specific policy(ies) reported to have been violated, including the relevant policy section, and will contain a description of the procedural steps taken by the college from the receipt of the misconduct report to the determination, including any and all notifications to the parties, interviews with parties and witnesses, site visits, methods used to obtain evidence, and hearings held.
- o The Notice of Outcome will specify the finding on each alleged policy violation; the findings of fact that support the determination; conclusions regarding the application of the relevant policy to the facts at issue; a statement of, and rationale for, the result of each allegation to the extent the college is permitted to share such information under state or federal law; any sanctions issued which the college is permitted to share according to state or federal law; and any remedies provided to the Complainant designed to ensure access to the college's educational or employment programs or activities, to the extent the college is permitted to share such information under state or federal law (this detail is not typically shared with the Respondent unless the remedy directly relates to the Respondent).
- o The Notice of Outcome will also include information on when the results are considered by the College to be final, any changes that occur prior to finalization, and the relevant procedures and bases for any available appeal options.



***For cases involving employee respondents:***

- In the case of a staff respondent, the written report of findings, using the preponderance of evidence standard, and the Title IX Coordinator's recommendations shall be submitted to the appropriate President's Cabinet member(s) for the department or unit where the respondent is located. Final decisions in cases where a staff employee is the respondent shall be made by the President's Cabinet member who has oversight responsibility for the department in consultation with the Office of Human Resources.
- In cases where a faculty member or other instructional employee is the respondent, final decisions shall be made by the Provost and Dean of the College in consultation with the Office of Human Resources. If the proposed action by the Provost and Dean of the College includes dismissal of a faculty member, the matter will be referred to the process described in the Faculty Handbook under Termination for Cause.

**Sanctions**

Sanctions and corrective actions will be determined and implemented on a case-by-case basis for violations of this policy, and they will be appropriate to the circumstances and gravity of the violation and may range from personal coaching/counseling to an official warning, suspension, termination, or expulsion.

Factors considered when determining a sanction/responsive action may include, but are not limited to:

- the nature, severity of, and circumstances surrounding the violation(s),
- the Respondent's disciplinary history,
- previous allegations or allegations involving similar conduct,
- the need for sanctions/responsive actions to bring an end to the sex-based harassment and/or retaliation,
- the need for sanctions/responsive actions to prevent the future recurrence of sex-based harassment and/or retaliation,
- the need to remedy the effects of the sex-based harassment and/or retaliation on the Complainant and the community,
- the impact on the parties, and
- any other information deemed relevant by the Community Standards Board(s).

The sanctions will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested. In cases where the Respondent is a graduating senior the College reserves the right to rescind a degree after graduation upon a finding of violation of the policy.

The sanctions described in this policy are not exclusive of, and may be in addition to, other actions taken, or sanctions imposed by external authorities.



## Appeals

Both the complainant and the respondent have the right to appeal. An appeal must be submitted in writing to the Title IX Coordinator within 5 calendar days after receiving notification of the outcome of the hearing.

The College will promptly notify the parties upon receipt of any appeal. And each party will have a reasonable and equal opportunity to make a statement in support of or challenging the outcome.

Appeals are limited to the following grounds:

1. Procedural irregularity that affected the outcome of the matter.
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
3. The Title IX Coordinator, Investigator(s), or Community Standards Board had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

Failure to appeal within the allotted time will render the original decision final and conclusive.

Appeals will be decided upon the record of the original proceeding and upon written materials submitted by the parties.

***For cases involving student respondents***, the appeal will be reviewed by a three-member sub-committee of the Community Standards Board. No member of the original hearing board is eligible to serve on the appeal board.

The appeal board reviewing an appeal may:

- o Affirm the finding and the sanction imposed by the original board.
- o Affirm the finding and modify, but not eliminate, the sanction if it is found to be disproportionate to the offense.
- o Assign the case to a new hearing board to resolve procedural errors, or errors in interpretation of College regulations were so substantial as to effectively deny the participant a fair hearing, or if new and significant evidence became available which could not have been discovered by proper diligence before or during the original hearing. The board will be directed not to repeat the specified errors that caused the case to be reheard.

Deference shall be given to the determinations of the hearing board.

***For cases involving employee respondents***, details for employee appeal processes may be obtained by contacting the Office of Human Resources.

A Notice of Appeal Outcome will be sent to all parties simultaneously including the decision on each approved ground and rationale for each decision. The

Notice of Appeal Outcome will specify the finding on each ground for appeal, any specific instructions for remand or reconsideration, any sanctions that may result which the college is permitted to share according to state or federal law, and the rationale supporting the essential findings to the extent the college is permitted to share under state or federal law.

Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official institutional records, or emailed to the parties' college-issued email or otherwise approved account. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

Any sanctions imposed as a result of the hearing are stayed during the appeal process. Supportive measures may be reinstated, subject to the same supportive measure procedures above.

## **PART IV – STANDARDS APPLIED TO GRIEVANCE PROCESSES**

### **STANDARDS APPLIED TO GRIEVANCE PROCEDURES INVOLVING SEX BASED HARASSMENT**

For alleged policy violations fitting within the umbrella category of sex-based harassment, the decisionmakers in the formal grievance process will apply the standards for assessing conduct defined below. Sex-based harassment includes the offenses of sexual harassment, and harassment based on sex stereotypes, sex characteristics, pregnancy, or related conditions, sexual orientation, or gender identity, sexual assault, stalking, and dating violence and domestic violence as set forth in Title IX regulations (34 CFR §106.20) and identified in detail in this policy.

#### ***Consent***

##### **Consent is:**

- o knowing, and
- o voluntary, and
- o clear permission
- o by word or action
- o to engage in sexual activity

Individuals may experience the same interaction in different ways. Therefore, it is the responsibility of each participant to determine that the other has consented before engaging in the activity.

If consent is not clearly provided prior to engaging in the activity, consent may be ratified by word or action at some point during the interaction or thereafter, but clear communication from the outset is strongly encouraged.

For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Reasonable reciprocation can be implied. For example, if someone kisses

you, you can kiss them back (if you want to) without the need to explicitly obtain *their* consent to being kissed back.

Consent can also be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated. If consent is withdrawn, that sexual activity should cease within a reasonably prompt time.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent.

Proof of consent or non-consent is not a burden placed on either party involved in an incident. Instead, the burden remains on the College to determine whether its policy has been violated. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

### ***Force***

Force is the use of physical violence and/or physical imposition to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that is intended to overcome resistance or produce consent.

### ***Incapacitation***

A person cannot consent if they are unable to understand what is happening or are disoriented, helpless, asleep, or unconscious, for any reason, including by alcohol or other drugs. As stated above, a Respondent violates this policy if they engage in sexual activity with someone who is incapable of giving consent.

It is a defense to a sexual assault policy violation that the Respondent did not know and should not have known that the Complainant was physically or mentally incapacitated. “Should have known” is an objective, reasonable person standard that assumes that a reasonable person is both sober and exercising sound judgment.

Incapacitation occurs when someone cannot make rational, reasonable decisions because they lack the capacity to give knowing/informed consent (e.g., to understand the “who, what, when, where, why, or how” of their sexual interaction).

Incapacitation is determined through consideration of all relevant indicators of an individual’s state and is not synonymous with intoxication, impairment, blackout, and/or being drunk.

This policy also covers a person whose incapacity results from a temporary or permanent physical or mental health condition, involuntary physical restraint, and/or the consumption of incapacitating drugs.

### ***Coercion***

Coercion is unreasonable pressure for sexual activity. Coercive conduct differs from seductive conduct based on factors such as the type and/or extent of the pressure used to obtain consent. When someone makes clear that they do not want to engage in certain sexual activity, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

## **STANDARDS APPLIED TO ALL GRIEVANCE PROCEDURES**

- o All persons concerned are to be treated with respect and impartiality.
- o Allegheny College will treat complainants and respondents equitably.
- o The College operates with the presumption that the respondent is not responsible for the reported misconduct unless and until the respondent is determined to be responsible for a policy violation by the applicable standard of proof.
- o Any person designated as a Title IX Coordinator or deputy, investigator, or decision maker will not have a conflict of interest or bias against complainants or respondents generally or an individual complainant or respondent.
- o The College will abide by reasonably prompt timeframes for all major stages of the grievance procedure, with reasonable extensions of time allowed on a case-by-case basis for good cause and with notice to the parties that includes the reason for the extension.
- o The College will take reasonable steps to protect the privacy of the parties and witnesses during the procedures without restricting the ability of the parties to prepare for or participate in the procedures, obtain and present evidence, and consult with family, confidential resources, and/or advisors.
- o The Investigator(s) typically take(s) the following steps, if not already completed (not necessarily in this order):
  - o In coordination with campus partners (e.g., the Title IX Coordinator), initiate or assist with any necessary supportive measures
  - o Identify all policies implicated by the alleged misconduct and notify the Complainant and Respondent of all of the specific policies implicated
  - o The Title IX Coordinator will conduct a prompt initial assessment to determine if the allegations indicate a potential policy violation
  - o The College will commence a thorough, reliable, and impartial investigation by identifying issues and developing a strategic investigation plan, including a witness list, evidence list, intended investigation timeframe, and order of interviews for all witnesses and the parties.
  - o The College will make good faith efforts to notify the parties of any meeting or interview involving the other party, in advance when possible.

- o When participation of a party is expected, the College will provide that party with written notice of the date, time, and location of the meeting, as well as the expected participants and purpose.
- o The College will interview all available, relevant witnesses and conduct follow-up interviews as necessary.
- o The College will allow each party the opportunity to suggest witnesses and relevant questions they wish the Investigator(s) to ask of the other party and witnesses, and document in the report which questions were asked, with a rationale for any changes or omissions
  - Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decisionmaker in determining whether the alleged sex discrimination occurred.
- o The College will complete the investigation promptly and without unreasonable deviation from the intended timeline.
- o Prior to the conclusion of the investigation, the College will provide the parties and their respective Advisors (if so desired by the parties) with a list of witnesses whose information will be used to render a finding.
- o The College will provide each interviewed party and witness an opportunity to review and verify the Investigator's summary notes (or transcript) of the relevant evidence/testimony from their respective interviews and meetings.
- o The Investigator(s) will gather, assess, and synthesize evidence, but make no conclusions, engage in no policy analysis, and render no recommendations as part of their report.
- o At any time during the investigation, the Title IX Coordinator, or designee, may recommend supportive measures be provided by College officials. Failure to comply with the terms of supportive measures may be considered a separate violation of this policy.
- o Sanctions and corrective actions or remedies will be determined and implemented on a case-by-case basis for violations of this policy, and they will be appropriate to the circumstances and gravity of the violation and may range from personal coaching/counseling to an official warning, suspension, termination, or expulsion.

## **Drug and alcohol Policy Statements / Drug-Free Schools and Communities Act of 1989**

Allegheny College is committed to providing a drug-free, healthful, safe, and secure work environment. Use or abuse of alcohol or any other drug in a manner that affects or impairs an individual's ability to carry out his or her job responsibilities is prohibited. In addition, the Drug-Free Workplace Act of 1988 requires that federal grant recipients take several very specific steps to ensure a drug-free workplace.

In 1989, Congress passed the Drug-Free Schools and Communities Act Amendments (Public Law 101-226) to the Higher Education Act of 1965. Those amendments require that -- as a condition of receiving funds or any other form of financial assistance under any Federal program after October 1, 1990 -- all institutions of higher learning must certify that they have adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. This notice is provided to all members of the Allegheny College community in compliance with that law. Allegheny employees and students are also subject to laws of the Commonwealth of Pennsylvania.

In accordance with state law, students under the age of 21 are not permitted to possess, transport, and/or consume alcohol. Alcohol is permitted only in rooms/houses in which at least one person living in the room/ house is of the legal drinking age. No person or organization may furnish alcohol to persons under the age of 21. Regardless of a student's age, alcoholic beverages are prohibited in any non-residential building, outside, and in any public areas of residential buildings including porches, corridors, lounges, study rooms, and bathrooms except when written approval is received in advance from the Dean for Student Life.

In accordance with state law, alcoholic beverages may not be sold on campus except by licensed vendors. Sale of alcohol to students or persons under the age of 21 is prohibited. Selling includes, but is not limited to: cover charges, charging for cups, or "passing the hat."

In accordance with Pennsylvania statute 18 § 6310.1.b, and with the approval of the Spiritual and Religious Life Office, a reasonable amount of wine may be served as an integral part of a religious service or ceremony.

Students have a responsibility to observe PA state laws regarding the use of alcohol and other drugs. A copy of the relevant sections of the Liquor and Crimes Codes of Pennsylvania is on file at the Department of Public Safety.

Penalties for the use and possession of illicit drugs, along with illegal use of prescription drugs, vary greatly. Possession of a larger amount of a drug will typically result in charges of distribution, leading to much stiffer penalties.

Violations of Alcohol and Drug Policies will be referred to the College student conduct system and may also be referred to the criminal justice system. Allegheny College utilizes a range of sanctions to respond to drug and alcohol

violations. The length and severity of these sanctions is ultimately at the discretion of the Student Conduct Officer or the Student Conduct Board.

It is the policy of Allegheny College that the unlawful manufacture, dispensation, use, possession, consumption or distribution of illicit drugs and alcohol by employees on College property or as part of any of its activities is strictly prohibited.

The College will impose disciplinary sanctions on employees for violations of this Policy, based on the severity of the violation, up to and including termination of employment and referral for prosecution consistent with local, state and federal law.

As a condition of employment or continued employment with the College, all employees will be required to: (a) abide by the terms of Allegheny College's policy statement and (b) notify Allegheny College in writing within five calendar days after receiving notice of any criminal drug statute conviction for a violation occurring in a workplace.

Allegheny College is committed to the education of students, faculty, and staff regarding the dangers of alcohol and other drug abuse. The College adheres to the laws and the regulations that the state has mandated through the Pennsylvania Crimes Code and Act 31 (enacted March, 1988). The College does not tolerate or condone the misuse or abuse of alcoholic beverages. Any person violating the specific offenses outlined in the Pennsylvania Crimes Code is subject to external prosecution through the criminal justice system.

Allegheny College supports Act No. 64 (effective June 13, 1972) from the Pennsylvania Crimes Code which states that an individual(s) is in violation of the law if he/she manufactures, uses, sells, delivers, possesses and/or transfers controlled substances. Any employee in violation of any part of this Act is subject to disciplinary action and criminal prosecution.

Several resources exist, both on and off campus, for students and employees to receive counseling, consultation, information, and programming resources related to alcohol and other drug use. Throughout the 2023 - 2024 academic year the following programs/presentation discussed the impact of AOD use on students:

- Residential Life Student Staff Training
- Orientation Leader Student Staff Training
- "Game of Gators" - Orientation Sessions
- Get Inclusive Modules - Orientations Sessions
- Banned Substances/NCAA - Athletics



- Get Inclusive Modules - orientation sessions
- Speak About It - Orientation
- Transfer Student Orientation
- Wellness Tabling throughout the Academic year
- Numerous Residential Programs
- Several workshops with Fraternity and Sorority Life, including:
  - Alcohol Training
  - Antihazing Training
  - Title IX Training

Students referred to the conduct process for violating AOD policies were required to meet with a staff member and provided, among other things, educational materials regarding AOD use, abuse, and safety; as well as required to complete an AOD online module via Alcohol 101+.

In addition, students, faculty, and staff are notified about college alcohol and drug policies through the following means: Student Handbook, Employee Handbook, admissions materials, student academic orientation, residence hall orientation, new employee orientation, formal speaking engagements, and through information available on the Allegheny College web page.

A biennial review of Allegheny College's drug and alcohol policies is conducted to determine the program's effectiveness and implement changes if needed; to determine the number of drug and alcohol-related violations and fatalities that occur on campus or as part of the college's activities; to determine the number and type of sanctions that are imposed by the college as a result of drug and alcohol related violations and fatalities on campus or as part of the college's activities; and to ensure that the sanctions are consistently enforced. The most recent biennial review of Drug-Free Schools and Communities Act Compliance covered the period of August 1, 2022 through July 31, 2024. The review was conducted by the Dean for Student Life and documentation for this review is housed in the Student Life Suite.

### **Hazing Laws (Pennsylvania P.L. 1595, NO. 175)**

"Hazing:" Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any organization operating under the sanction of or recognized as an organization by an institution of higher education. The term shall include, but not be limited to, any brutality of

a physical nature, such as whipping, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of the individual, and shall include any stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be “forced” activity, the willingness of an individual to participate in such activity notwithstanding.

## **Unmanned Aircraft Policy**

For reasons of safety, security and privacy, Unmanned Aircraft Systems, typically referred to as drones, quadcopters, and similar small airborne objects are not permitted to be used on the campus of Allegheny College without prior written authorization from the Director of Public Safety. Students violating this policy may be referred to student conduct. Any drones found on campus will be confiscated and returned upon completion of the semester.

Any requests for use of unmanned aircraft systems that will be taking images need to be approved by the Office of Marketing & Communications.

### **Definitions**

**Unmanned Aircraft System (UAS):** defined by the FAA as “as the unmanned aircraft (UA) and all of the associated support equipment, control station, data links, telemetry, communications and navigation equipment, etc., necessary to operate the unmanned aircraft UA. The UA is the flying portion of the system, flown by a pilot via a ground control system or autonomously through the use of an on-board computer, communication links and any additional equipment that is necessary for the UA to operate safely”. As used in this policy, the term UAS includes model aircraft.

**Model Aircraft:** defined by the FAA as “an unmanned aircraft that is (1) capable of sustained flight in the atmosphere; (2) flown from within the visual line of sight of the person operating the aircraft; and (3) flown for hobby or recreational purposes”.

If you have any questions about this policy, please contact any of the following:

Mark J. Weindorf , Director (814) 332-3357 mweindorf@allegheny.edu  
Public Safety

Trae Yeckley, Dean for (814) 332-2921 tyeckley@allegheny.edu  
Student Life

## **Missing Student Protocol**

This protocol applies to all Allegheny College students, faculty, staff and administrators. This protocol applies when any residential student is missing or believed missing. For purposes of this protocol, a residential student is a currently enrolled student who resides in an on-campus residence hall or house under a housing contract, or a student residing in designated housing while enrolled in an Allegheny College program. The purpose of this protocol is to ensure an effective, cooperative College response to any missing student situation. This protocol complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) by establishing procedures for the College community regarding the reporting, investigation and required emergency notification when a student residing in on-campus housing is determined to be missing.

### **Reporting a Missing Student**

If any student or employee has reason to believe a residential student is missing, he/she should immediately report this information to Public Safety (814) 332-3357 and/or the Dean for Student Life at (814) 332-4356. Anyone who receives a missing student report should immediately contact the Public Safety Office. Public Safety officials will follow their own investigation procedures.

### **Confidential Contact for Emergencies**

Each student has the option to designate a confidential contact by submitting an Emergency Contact Form to the Dean for Student Life. The College will contact the designated person within 24 hours of the time that a student is considered missing by the College. For students who are under 18 and not emancipated, the College is obligated to notify parent(s) or legal guardian(s) within 24 hours of receiving a report that the student is missing. The College may also contact other individuals if deemed necessary to prevent harm to a student or others, necessary to the investigation, or otherwise appropriate under the circumstances.

## **Solicitation Policy**

Allegheny College prohibits unauthorized solicitation on campus property. We require prior approval for any student organization, group or individual looking to provide information or sell products on campus. In general, for-profit

organizations are not permitted to solicit on campus. (For example, credit card, phone card, and cell phone companies are not permitted on campus.) Other solicitors looking for permission to be on campus must seek approval through the Office of Student Involvement. If granted permission, then authorized solicitors (e.g. organizations selling class rings or photos for seniors) will only be permitted in the Henderson Campus Center. The purpose of this process is to maintain an environment that supports the academic objectives of our community.

Off-campus religious or faith groups wishing to visit campus must first be invited by a recognized student organization or College department. The College department or organization must receive authorization from the Spiritual, Religious, and Personal Wellbeing office before the off-campus group may come to Allegheny College. Authorized groups or individuals will be hosted in the Henderson Campus Center unless prior permission is granted to visit other facilities or grounds. The purpose of this process is to establish a campus environment that is free of coercion and proselytization.

### **Peaceful Assembly Policy**

One of the primary functions of Allegheny College is to discover and disseminate knowledge by means of research, teaching and civic engagement. To fulfill this function, an open interchange of ideas is necessary not only within the College, but also in the larger society. As such, Allegheny College believes peaceful assembly is an acceptable means of expression within our community.

Freedom of speech is also an idea encouraged and supported at Allegheny. Implicit in this freedom is the right to dissent. We seek to provide the right to engage in peaceful assemblies for all faculty, staff, and students in our academic community. In providing individuals the right to peaceful assembly, there must also be room for others in the community to access academic and educational processes, to reside in residential spaces, and to take advantage of normal business operations.

By law, only peaceful assemblies are protected. Participation in a peaceful assembly must be voluntary, and must support the basic exchange of ideas with persons who may be opposed to the ideas or claims that a particular assembly is promoting. To engage in obstruction is a form of censorship, no matter who initiates it or for what reasons.

Actions such as blocking, obstructing or impeding passage of a person or vehicle, bodily harm, and/or erecting or placing of obstructions that result in depriving others of their rights are unacceptable. In all cases, students, faculty, and staff must be afforded an opportunity to decline to participate in and to exit and enter freely from all spaces.

## Core Principles

The following are the core principles of peaceful assembly:

- A. Students are part of the College community and have the right of lawful access to the College land and buildings, other than personal work spaces and other areas to which the College restricts access in the exercise of its normal responsibilities (e.g. the Cashiers, for the purpose of protecting public finances, or staff offices where files are held for the purpose of protecting personal privacy).
- B. All students, faculty, staff, and other persons legitimately occupying Allegheny land and buildings have the right to a safe environment at all times.
- C. The College has the right to go about its business and not be subjected to unreasonable disruption of, or increased cost associated with, the conduct of its business and delivery of services to students, faculty, staff and the greater Meadville community.
- D. The College promotes and recognizes the principle of academic freedom as per Section 161 of the Education Act 1989.
- E. The following does not constitute a trespass: non-violent peaceful assembly on College property and buildings (other than restricted locations) by students, faculty and staff, provided the assembly is lawful and does not involve property damage or unreasonable disruption to the daily routine of management, academic staff, general staff and other persons legitimately on College land and buildings.
- F. For an action to constitute non-violent peaceful assembly, the participants must avoid:
  - 1. Actions that cause harassment or physical harm to any person,
  - 2. Actions that subject a person to abuse or intimidation,
  - 3. Actions that cause a person to be fearful for their own safety or the safety of others, and
  - 4. Actions that cause or are likely to cause damage to any property.

## Forms of Peaceful Assembly

Peaceful assembly includes meetings, speeches, debates, demonstrations, marches, vigils, sit-ins, rallies, protests, picket lines and similar meetings or gatherings. The examples and information below are not intended to be an exhaustive list.

**Demonstration** A large group of people, usually gathering for a political cause. It usually includes a group march, ending with a rally

or a speaker. A demonstration is similar to a protest in that they both can use the same or similar methods to achieve goals. However, demonstrations tend to be more abrasive and spontaneous, whereas protests tend to be more organized.

<b><i>March</i></b>	A walk by a group of people to a place in order to express an objection with any event, situation, or policy.
<b><i>Picket Line</i></b>	A line or group of people who are refusing to go to work until their employer agrees to certain demands.
<b><i>Protest</i></b>	A way to express objections with any event, situation, or policy. These objections can be manifested either by actions or by words.
<b><i>Sit-In</i></b>	Any organized protest in which a group of people peacefully occupy and refuse to leave college premises.
<b><i>Vigil</i></b>	An observance of commemorative activity or event meant to demonstrate unity around a particular issue or concern, and/or to promote peace and prevent violence.

### **Guidelines for Planning a Peaceful Assembly**

Because we care about the general health, safety and welfare of our students, faculty, staff, alumni and guests, we encourage organizers to contact the Office of the Dean for Student Life so that we can assist with planning for the safety of those engaged in peaceful assembly and those who choose not to participate. The Dean for Student Life can also assist with identifying spaces for individuals and groups interested in engaging in peaceful assembly.

Public Safety is required to ensure that the rights of all concerned are protected. Notification helps us to ensure the safety of all participants and members of our community. You may contact the Office of the Dean for Student Life at (814) 332-4356 for further assistance.

### **Counter-Assembly**

A peaceful assembly on campus may invite another form of assembly. When these occasions arise, the expression of all parties is important. Please note that another area may be identified for those persons with views that differ from those held by the event organizers. In order to further support the peaceful assembly guidelines are upheld, Public Safety may be required in order to ensure the safety of all participants.

## **Class Attendance**

Students are expected to attend all their classes as scheduled. Specific class attendance policies are the prerogative of the individual faculty member. Students will be held responsible for any missed coursework. Any arrangements for missed coursework will be at the discretion of the faculty. In some cases, missed coursework may result in a reduction in grade or no grade at all for unauthorized absences.

## **Timely Warning Policy**

The purpose of this policy is to ensure the issuance of timely warnings regarding crimes posing a serious or ongoing threat to the campus community. This policy complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) by establishing procedures for the College regarding the circumstances and delivery of warnings of serious or on-going threats.

Timely warnings are provided to notify students, faculty, and staff of certain crimes that may represent a serious or ongoing threat to the campus community and to heighten safety awareness. Timely warnings include information about the crime that triggered the warning, but do not include personally identifiable information about the victim of the crime. The content and amount of information varies depending on the nature of the threat, the amount of information available to first responders, the risk of compromising law enforcement efforts, and other factors.

Timely warnings are made only in response to the occurrence of crimes specified in the Clery Act. Decisions to issue a warning are made on a case-by-case basis considering the nature and circumstances of the crime and the danger posed to the community. A warning is only required when the reported crime occurred on campus, public property bordering campus, or property controlled by Allegheny College. In the event that a situation arises either on or off campus that, in the judgment of the Dean for Student Life in consultation with the President and/or Dean for the Student Experience constitutes an ongoing threat, a campus wide "timely warning" may be issued.

Timely warnings typically are made by the Allegheny Public Safety staff. Warnings may also be issued by the Dean for the Student Experience and Dean for Student Life or for warnings arising from crimes not involving students. The Dean consults with the Public Safety staff or local police and, for crimes occurring off campus, the College official with responsibility for the property or program at the location where the crime occurred. Timely warnings typically are made through campus wide e-mails sent to students and employees.

ALERTAllegheny is the Allegheny College emergency notification system. It delivers time-sensitive emergency notifications via email, text messaging,



website alerts, social media and outdoor warning sirens to members of the Allegheny community. Allegheny College community members may register to receive ALERTAllegheny emergency notifications via text message from the Omnilert smartphone application. In addition to notifications, the Omnilert app includes a panic button to contact Public Safety for emergency assistance or to report an urgent situation.

## **Sex Offender Registration Policy**

Incarceration of sex offenders may temporarily remove an offender from the community, but it does not prevent the offender from committing another crime once they are released. The federal Campus Crime Prevention Act, enacted on October 28, 2000, went into effect on October 28, 2002. This law, along with the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by the State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State Law, of each institution of higher education in that State at which a person is employed, carries on a vocation, volunteers services, or is a student.

In the State of Pennsylvania, convicted sex offenders are required to register with the Pennsylvania State Police. Pennsylvania's Megan's Law, 42 Pa.C.S. § 9799.32(1) and § 9799.67(1), requires the State Police to create and maintain a registry of persons who reside, or is transient, work/carry on a vocation, or attend school in the Commonwealth and who have either been convicted of, entered a plea of guilty to, or have been adjudicated delinquent of certain Sexual Offenses in Pennsylvania or another jurisdiction. The State Police Megan's Law website may be accessed at [www.meganslaw.psp.pa.gov/home](http://www.meganslaw.psp.pa.gov/home). The State Police Megan's Law Section may also be reached by phone, toll free, at 1-866-771-3170.

## **General College Policies**

The following is a list of examples of prohibited behaviors/violations of College policies applicable to students of Allegheny College. This list and/or examples of prohibited behaviors are not intended to be a fully exhaustive list of all policies and procedures.

1. Acts of dishonesty, including but not limited to the following:
  - a. Cheating, plagiarism, or other forms of academic dishonesty as outlined in the Honor Code.
  - b. Furnishing false information to any College official, faculty member, or office.
  - c. Forgery, alteration, or misuse of any College document, record, or instrument of identification.

2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other College activities, or of other authorized non-College activities when the conduct occurs on College premises.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, hazing, or other conduct which threatens or endangers the health or safety of any person.

**Threatening behavior:** includes harming, abusing, assaulting, threatening, endangering, intimidating, stalking, or harassing another person and extends to all oral or written statements, communications, conduct, gestures, expressions, or acts made in any medium (e.g., in person, via letter, telephone, text message, electronic mail, social media, or any other method) that causes a reasonable apprehension of physical or emotional harm to another person.

**Harassment:** Harassing conduct is subject to disciplinary action if severe or pervasive enough to create an educational or work environment that limits or denies access. Examples of conduct that may rise to such a level may include: offensive jokes, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, and interference with work performance.

4. Violation of the College's Policy Against Discriminatory And Sexual Harassment, Including: Sexual Assault and Other Forms of Sexual Violence, Dating Violence, Domestic Violence, and Stalking.
5. Hazing as described in the Pennsylvania State Hazing Laws section of this publication.
6. Attempted or actual theft of and/or damage to property of the College or personal property of a member of the College community or other personal or public property, on or off campus, as well as theft of services.
7. Failure to comply with directions of College officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
8. Unauthorized possession, duplication, or use of keys to any College premises or unauthorized entry to or use of College premises, including Residence Halls.
9. Use, possession, manufacture, or distribution of marijuana, cocaine, heroin, narcotics, or other controlled substances, as well as drug paraphernalia, except as expressly permitted by law.
10. Use, possession, manufacture, or distribution of alcoholic beverages

(except as expressly permitted by law and the College's Alcohol Policy), including but not limited to the following:

- a. Possession/consumption by persons under the age of 21.
  - b. Public intoxication by persons of any age.
  - c. Providing alcohol to persons under the age of 21.
  - d. Possession of a common source (keg, mini-keg, etc. - empty or full).
  - e. Hosting an unregistered event with alcohol present as described in the "Allegheny College Alcohol Policy."
11. Participation in on-campus or off-campus activities that disrupt the normal operations of the College and/or infringe on the rights of other members of the College community; inciting others to disrupt scheduled and/or normal activities within any campus building or area.
12. Obstruction of the free flow of pedestrian or vehicular traffic on campus or at College-sponsored or supervised functions.
13. Conduct which is disorderly, disruptive or indecent while on campus or at functions sponsored by, or participated in by, the College. This includes misconduct during EL Seminars, Study Abroad experiences, entertainment groups, and off campus gatherings.
14. Action or inaction by a witness and/or bystander which fails to discourage a violation of College policy, causing damage to College property or harm to an individual(s).
15. Violation of state, local, or campus fire policies, including
  - a. failure to evacuate a College-owned building during a fire alarm;
  - b. improper use of College fire safety equipment;
  - c. tampering with or improperly engaging a fire alarm in a College-owned building;
  - d. acts of arson; and
  - e. use of open flames.

A complete copy of the College's Fire Regulations is available at the Department of Public Safety.
16. Smoking is prohibited in all College buildings. (Refer to Residence Life policies for guidelines for residential areas.)
17. Bringing pets or other animals into College buildings, except assistance or service animals used by persons with disabilities. Some exceptions exist in residential areas. See applicable Residence Life policies.

18. The use of Allegheny's technology resources is a privilege granted to members of the Allegheny community to support the education of Allegheny's students and the function of the College. It is expected that community members will always treat other individuals and entities with respect when exercising the privileges granted them by the College. In particular, community members are expected to use computing resources in ways that

- a. are consistent with the values articulated in Allegheny College's Statement of Community,
- b. respect the privacy of others,
- c. honor others' work by adhering to copyright and other laws, regulations, and agreements protecting intellectual property,
- d. ensure that all community members have equitable access to the College's computing resources,
- e. maintain the security and integrity of the College's information systems,
- f. are consistent with the College's educational mission and non-profit status, and
- g. abide by College policies, including the Computing Policies, as well as applicable local, state, and federal statutes.

Failure to abide by these principles may result in sanctions, which may include revocation of access to the College's technology resources or even dismissal from the College. Procedures defined in these LITS Policies, the student handbook, the Faculty Handbook, and the Employee Handbooks will be used to respond to alleged violations of these principles.

For additional clarification, please contact Library and Information Technology Services in the Pelletier Library or at (814)332-3768. LITS Policies may also be accessed at:

<http://sites.allegheny.edu/lits/policies/>

19. Abuse of the student conduct system, including but not limited to:
- a. Failure to attend meetings scheduled for disciplinary purposes.
  - b. Falsification, distortion, or misrepresentation of information.
  - c. Attempting to discourage an individual's proper participation in, or use of, the conduct system.
  - d. Harassment (verbal or physical) and/or intimidation of a member of the community standards board prior to, during, and/or after a conduct proceeding.
  - e. Failure to comply with the sanction(s) imposed within the Conduct System.
  - f. Influencing or attempting to influence another person to commit an abuse of the conduct system.

20. Violation of other published College policies, rules, or regulations.
21. Violation of federal, state, or local law, whether on or off campus.

### **Photography Policy**

Allegheny College and its representatives occasionally take photographs and video recordings in public spaces on campus for the College's use in print and electronic media. Allegheny College does not attempt to collect photo release forms from members of its faculty, staff, students, and/or guests. Instead, we make the assumption that Allegheny faculty, staff, students and guests are our best resources for marketing the College to its constituencies and that they will welcome involvement in these activities

Therefore, we reserve the right to take and use photographs, video and electronic images of faculty, staff, students and visitors taken on college property and at college-sponsored events where subjects would not have an expectation of privacy. All photographs, video and electronic images are used for marketing and promotional purposes.

This serves as public notice of the College's intent to do so and as a release to the College of permission to use such images as it deems fit. If you should object to the use of your photograph, you have the right to withhold its release by filing a written objection with Marketing & Communications. The objection must be made in writing to the Office of Marketing & Communications in the 454 House.

### **Smoke-Free Workplace**

Evidence of the harmful effects of secondary smoke has grown stronger and stronger in recent years. Even brief exposure to smoke can cause physical distress in some individuals, and tobacco usage is the leading avoidable cause of sickness and death in our society. We have also learned that simple separation of smokers and nonsmokers within the same airspace does not protect nonsmokers from environmental tobacco smoke, and even separation into different physical spaces within the same building is not adequate, given the nature of building ventilation systems. Finally, we know that smoking increases maintenance and liability costs, decreases productivity, and increases sick time. For all of these reasons, Allegheny has a smoke-free workplace.

Smoking in any form is prohibited inside all nonresidential college-owned or leased buildings, residence halls, and college-owned or rented vehicles. Smoking is also prohibited at all formal outdoor assemblies where people are in close proximity, including athletic events, commencement, and concerts. Smokers are also encouraged to take care that their outside smoking is not picked up through windows and air intakes.

Responsibility for enforcement of this policy rests with the President and the Administrative Executive Committee (AEC). Because Allegheny is the kind of place it is, we have every expectation that voluntary, thoughtful compliance will make formal enforcement almost unnecessary. We know that implementation of this policy will cause inconvenience to smokers in our community, but we believe strongly that the evidence of harmful effects of secondary smoke on non-smokers warrants its adoption. Information about smoking cessation is available through the Winslow Health Center. Allegheny's Smoking Policy was approved by the Administrative Executive Committee, and has not changed since its implementation on May 1, 1994, except for the inclusion of residence halls beginning with the 1997-1998 academic year. Changes to the smoking policy, if authorized, would also have to be approved by the Administrative Executive Committee of Allegheny College. Policy changes are made, as circumstances require. (Rev. 4/1/03)

### **Outdoor Event Guidelines**

The Outdoor Event Guidelines were created to help coordinate the numerous outdoor events that occur in our community that are likely to affect neighbors or others not directly participating. Students and organizations wishing to hold outdoor events on College property and/or College recognized organizations that wish to hold an outdoor event in areas surrounding the College must get prior approval from the Office of Student Involvement. The purpose of this approval is to attempt to schedule outdoor activities in an effort to be sensitive to our community.

### **Firearms and Explosives Policy**

Any possession and/or use of firearms, explosives, other weapons, or dangerous chemicals while on College premises is strictly prohibited, unless properly authorized. The definitions are listed below.

**Firearm** - Any device that shoots a bullet, pellet, flare, tranquilizer, spear dart, paintball or other projectile, whether loaded or unloaded, including those powered by CO<sub>2</sub>. This includes, but is not limited to, guns, air guns, dart guns, pistols, revolvers, rifles, cannons, etc., and any ammunition for any such device.

**Weapon** - Any device that is designed to or traditionally used to inflict harm. This includes, but is not limited to:

1. Firearms, slingshots, switchblades, daggers, blackjacks, brass knuckles, bows and arrows, hand grenades, hunting knives, nun-chucks, throwing stars, etc.

2. Any object that could be reasonably construed as a weapon.
3. Any object legally controlled as a weapon or treated as a weapon under the laws of the Commonwealth of Pennsylvania. Electric or electronic incapacitation devices including but not limited to stun guns, stun batons, and tasers.

**Explosives** - Any chemical compound or mechanical mixture that contains any oxidizing and combustible units, or other ingredients, in such proportion, quantities or packing that an ignition by fire, friction, concussion, percussion, or detonator, or any part of the compound or mixture, may cause a sudden generation of highly heated gases that results in gaseous pressures capable of producing destructive efforts on contiguous objects or of destroying life or limb. This includes, but is not limited to, firecrackers, black powder, dynamite, etc. as well as detonating devices such as detonators, blasting caps, timers, incendiary wire and the like.

**Pepper Spray** - Any liquid or gaseous substance that when sprayed into the atmosphere irritates and blinds the eyes with tears, is not permitted in any container greater than 3 ounces.



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## FIRE SAFETY

### Fire Extinguishers, Fire Alarms, and Smoke Alarms

Public Safety is responsible for the implementation of policies concerning fire extinguisher and fire alarm stations in residence halls. A check of the fire extinguisher, fire alarm boxes, EXIT lights and smoke alarms will be conducted every six months by Public Safety. In addition, any person who observes misused, or defective or inoperative equipment shall report the violation immediately to Public Safety.

If a fire extinguisher is leaking, it is the responsibility of the residents of a section to notify Public Safety immediately. Failure to do so may result in an assessment for the cost of that extinguisher. If an individual or group sets off or tampers with a fire alarm, fire extinguisher or any other fire equipment, that person or group shall be subject to a fine between \$100 and \$500. The fined party may appeal within ten days through the Office of Residence Life. This charge, assessed by Public Safety, may be borne by an individual or group divided equally among the members of the section if the guilty party cannot be found. The charged parties



may appeal through the Office of Residence Life to determine guilt and how to apportion the cost of a missing fire extinguisher.

## **Open Flame**

Open flames such as candles or incense are not permitted. If you need to use extension cords, please make sure you use heavy-duty cords with a minimum of 14-gauge wire. If you use surge protectors, please make sure that they are heavy duty with a self-tripping breaker. As a safety measure, you are not allowed to hang tapestries from the ceiling or in front of the door. Additionally, we do not allow halogen lamps due to fire safety concerns.

## **Fire Drills**

Fire drills will be scheduled periodically in each residence hall. Residence Life Staff will assist Public Safety personnel with administering the fire drills. The fire doors are not to be used except in the case of an emergency. Activating fire alarms or using fire extinguishers outside of an emergency is a serious crime, and offenders will be appropriately prosecuted in accordance with the Meadville City and Pennsylvania codified ordinances, in addition to being subject to student conduct action for a violation of the Code of Conduct. You are required to evacuate College-owned buildings in the event that a fire alarm sounds and must refrain from tampering with or disabling fire safety equipment. Violations of fire safety policies are subject to disciplinary action including a fine up to \$1,000 and/or removal from housing.

## **Fire Safety Education**

Public Safety and the Meadville Fire Department provide fire safety training for Residence Hall staff at the beginning of each academic year. Fire safety awareness information is posted on bulletin boards and distributed to parents and resident students during orientation programs and at residence hall meetings.

## **Report a Fire**

Students, staff and faculty should report all fires, fire alarms and other emergency situations to Public Safety at (814) 332-3357, the Meadville Fire Department at **9-1-1**. On receiving a report of a fire or fire alarm, a Public Safety Officer immediately notifies the local fire department. The Public Safety Officer will then notify other campus administrative staff as necessary.

## **Fire Safety Systems**

Residence Hall facilities are equipped with fire alarm systems, including smoke, manual pull stations, and signaling devices (e.g. fire alarm horns, speakers and strobes). In addition to sounding a local alarm, each residence hall fire alarm

panel communicates with a central monitoring station located in the Public Safety office (Murray Hall), where trained dispatchers continuously monitor the panel for alarm and trouble conditions. Fire extinguishers are located throughout the residence halls. Sprinkler systems are provided. However, some buildings with partial sprinkler systems will have sprinklers located in certain utility closets and certain common areas.

### **Future Improvement in Fire Safety**

The Higher Education Opportunity Act (HEOA Public Law 110-315) signed into law by President George H. Bush on August 14, 2008 and effective July 1, 2010 requires institutions with on campus student housing facilities to provide plans for future improvements in fire safety to enrolled students and current employees. Fire safety has always been and continues to be a high priority at Allegheny College. We continue to assess what more can be done to:

- Assure a Fire Safe Environment
- Raise our Fire Preparedness and Prevention
- Renew the Fire Safety Instructions and Fire Evacuation Procedures
- Update Available Training and Information

Allegheny College, at minimum, will conduct an annual review of the College's Fire Safety Policies and Procedures. Inspections and tests of our fire suppression and protection systems will continue on an annual schedule and any deficiencies will be corrected in accordance with the State of Pennsylvania Code 82.17 Safety—fire Prevention and Egress.

## Residence Hall Fire Protection Systems

### REPORT – ACTUAL FIRES 2024

ALLEGHENY COLLEGE RESIDENTIAL FACILITIES	# OF FIRES	DATE	CAUSE	ESTIMATED PROPERTY DAMAGE	ESTIMATED CONTENT DAMAGE	# OF INJURIES	# OF DEATHS	TOTAL FIRES IN EACH BUILDING
288/290 LOOMIS ST.	0	0	N/A	0	0	0	0	0
292 LOOMIS ST.	0	0	N/A	0	0	0	0	0
296 LOOMIS ST.	0	0	N/A	0	0	0	0	0
300 LOOMIS ST.	0	0	N/A	0	0	0	0	0
302 LOOMIS ST.	0	0	N/A	0	0	0	0	0
309 LOOMIS ST.	0	0	N/A	0	0	0	0	0
312 LOOMIS ST.	0	0	N/A	0	0	0	0	0
314 LOOMIS ST.	0	0	N/A	0	0	0	0	0
647 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
645 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
643 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
641/641 ½ NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
635 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
629 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
627 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
606 NORTH MAIN ST.	0	0	N/A	0	0	0	0	0
BALDWIN HALL	0	0	N/A	0	0	0	0	0
CAFLISCH HALL	0	0	N/A	0	0	0	0	0
NORTH VILLAGE 11 BUILDING (421 NORTH MAIN ST.)	0	0	N/A	0	0	0	0	0
PHI KAPPA PSI BUILDING (430 EAST COLLEGE ST.)	0	0	N/A	0	0	0	0	0
RAVINE-NARVIKHALL (547 E. COLLEGE ST.)	0	0	N/A	0	0	0	0	0
575 PARK AVE.	0	0	N/A	0	0	0	0	0
SCHULTZ HALL (549 PARK AVE.)	0	0	N/A	0	0	0	0	0
534/534 ½ PARK AVE.	0	0	N/A	0	0	0	0	0
BROOKS, WALKER, WALKER ANNEX, HULINGS (517 NORTH MAIN ST.)	0	0	N/A	0	0	0	0	0
ALLEGHENY HALL (404 ALLEGHENY ST.)	0	0	N/A	0	0	0	0	0
373/373 ½ SHERMAN ST.	0	0	N/A	0	0	0	0	0
377 SHERMAN ST.	0	0	N/A	0	0	0	0	0
294 WEST PROSPECT ST.	0	0	N/A	0	0	0	0	0
298 WEST PROSPECT ST.	0	0	N/A	0	0	0	0	0
304 WEST PROSPECT ST.	0	0	N/A	0	0	0	0	0
306 WEST PROSPECT ST.	0	0	N/A	0	0	0	0	0
308 WEST PROSPECT ST.	0	0	N/A	0	0	0	0	0
ALLEGHENY COMMONS (326 JEFFERSON ST.)	0	0	N/A	0	0	0	0	0
NORTH VILLAGE 1 BUILDING A (436 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0
NORTH VILLAGE 1 BUILDING B (426 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0
NORTH VILLAGE 1 BUILDING C (416 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0
CRAWFORD HALL (461 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0
COLLEGE COURT (510 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0
EDWARD HOUSE (535 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0
DELTA TAU DELTA BUILDING (607 HIGHLAND AVE.)	0	0	N/A	0	0	0	0	0

**All fire and life safety concerns should be addressed to the Office of Public Safety at (814-332-3357).**