



**Fresno Pacific University**

**2011 Annual Security and Fire Safety**

**Report and Policy**

**Office of the Vice President for Finance and Business Affairs**  
**1717 S. Chestnut Avenue**  
**Fresno, CA 93702**  
**559-453-2000**

# Fresno Pacific University Annual Security and Fire Safety Report

## Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act was enacted by the United States Congress and signed into law by President George H. W. Bush in 1990. In addition, new federal regulations were published October 29, 2009 by the U.S. Department of Education.

These federal regulations apply to all institutions of higher learning, both public and private, that participate in any federally funded student aid programs. They also require these institutions to publicly disclose three years of campus crime and fire statistics and basic security policies.

To be in compliance with federal regulations, Fresno Pacific University has several obligations. They fall into three main categories: 1) policy disclosure, 2) records collection and retention, and 3) information dissemination. The next several pages present the crime and fire statistics from the past three years. Policies and guidelines for security and fire safety follow.

## Campus Three-Year Crime Statistics Report

2008 Crime Statistics	Main Campus				North Fresno Center		Visalia Center		Bakersfield Center	
	On-Campus	*Student Housing	Non-campus Property	Adjacent Public Property	On-Campus	Adjacent Public Property	On-Campus	Adjacent Public Property	On-Campus	Adjacent Public Property
<b>Offenses</b>										
Homicide	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	12	2	0	1	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>										
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0
<b>Referrals for Disciplinary Action</b>										
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0

**Hate Crimes (description of crime, perpetrator's bias, and location):** No hate crimes were reported.

**\*Notes:** Crimes reported in the student housing column are included in the on campus category. The three centers do not have student housing or non-campus property associated with them.

2009 Crime Statistics

	Main Campus				North Fresno Center		Visalia Center		Bakersfield Center	
	On-Campus	*Student Housing	Non-campus Property	Adjacent Public Property	On-Campus	Adjacent Public Property	On-Campus	Adjacent Public Property	On-Campus	Adjacent Public Property
<b>Offenses</b>										
Homicide	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	16	6	1	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	1	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	1	0	0	0	0	0	0	0	0	0
<b>Arrests</b>	1									
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	2	1	0	0	0	0	0	0	0	0
Liquor Law Violations	1	1	0	0	0	0	0	0	0	0
<b>Referrals for Disciplinary Action</b>	2	2	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	2	1	0	0	0	0	0	0	0	0
Liquor Law Violations	0	1	0	0	0	0	0	0	0	0

**Hate Crimes (description of crime, perpetrator's bias, and location):** No hate crimes were reported.

**\*Notes:** Crimes reported in the student housing column are included in the on campus category. The three centers do not have student housing or non-campus property associated with them.

**2010 Crime Statistics**

	Main Campus				North Fresno Center		Visalia Center		Bakersfield Center	
	On-Campus	*Student Housing	Non-campus Property	Adjacent Public Property	On-Campus	Adjacent Public Property	On-Campus	Adjacent Public Property	On-Campus	Adjacent Public Property
<b>Offenses</b>										
Homicide	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	4	0	0	0	0
Burglary	12	5	0	0	0	4	2	0	0	0
Motor Vehicle Theft	1	0	0	1	0	1	0	0	2	0
Arson	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	0	1	0	0	0	0	0	0
<b>Arrests</b>	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	1	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	1	0	0
<b>Referrals for Disciplinary Action</b>	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0

**Hate Crimes (description of crime, perpetrator's bias, and location):** No hate crimes were reported.

**\*Notes:** Crimes reported in the student housing column are included in the on campus category. The three centers do not have student housing or non-campus property associated with them. Beginning in 2009 our data collection method was changed which makes comparing prior years to 2009 not accurate.

# Campus Housing Three-Year Fire Report

## Definitions

**Cause of fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

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

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

**Fire-related death:** Any instance in which a person—(1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) Dies within one year of injuries sustained as a result of the fire.

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

## 2008 Fire Report

Number of Fires	0
Number of persons who received fire-related injuries that resulted in treatment at a medical facility, including the campus health center.	0
Number of deaths related to a fire	0
Value of property damage caused by a fire	Unknown

Date of Fire	Cause of Fire
N/A	N/A

## 2009 Fire Report

Number of Fires	0
Number of persons who received fire-related injuries that resulted in treatment at a medical facility, including the campus health center.	0
Number of deaths related to a fire	0
Value of property damage caused by a fire	0

Date of Fire	Cause of Fire
N/A	N/A

## 2010 Fire Report

Number of Fires	2
Number of persons who received fire-related injuries that resulted in treatment at a medical facility, including the campus health center.	0
Number of deaths related to a fire	0
Value of property damage caused by a fire	\$0.00

Date of Fire	Cause of Fire
2-1-2010	Heated oil on stove, fire started when frozen vegetables were added.
12-2-2010	Debris in oven caught fire during pre-heating process.

# Fresno Pacific University

## Annual Security and Fire Safety Policy

### Introduction

#### Policy Disclosure

This document provides the campus community and the public with accurate statements of its current policies and practices regarding procedures for students and others to report criminal actions, fires or other emergencies occurring on campus, security of and access to campus facilities, and campus law enforcement.

#### Records Collection and Retention

FPU is required to keep some campus records and to request records from law enforcement agencies. Records of crimes and fires reported to campus security authorities are kept. A reasonable good-faith effort is made to obtain certain crime statistics from appropriate law enforcement agencies and to include it in an annual security report and the Web-based report to the Education Department. A daily **crime log** and a daily **fire log** is open to public inspection and available at the Department of Campus Safety.

#### Information Dissemination

To provide campus community members with information necessary to make informed decisions about their safety, information is disseminated in several ways. Unless otherwise noted, the Vice President for Finance and Business Affairs in conjunction with the Department of Campus Safety is responsible to see that the policies and procedures are carried out.

- A *timely warning* of any Clery Act crime that might represent an ongoing threat to the safety of students and/or staff is provided. The President and his cabinet are responsible to see that timely warnings are carried out.
- Emergency notification procedures will be followed if there is an immediate threat to the health or safety of students or employees.
- Access to the crime log and the fire log is provided during normal business hours at the main campus and at the centers.
- An annual security and fire safety report is posted on the university website and all current students and employees are notified via email annually by October 1. A printed copy is available from the Department of Campus Safety.

- Prospective students and employees are also notified about the content and availability of the report. The directors of admissions are responsible to inform prospective students and the director of human resources is responsible for informing prospective employees.
- The campus community is informed where to obtain the information about registered sex offenders later in this report.
- FPU crime statistics and fire statistics are submitted to the Education Department through the Web-based data collection system.

## Crime Reporting

### Geographic Area Associated with Fresno Pacific University

The Clery Act requires that institutions disclose statistics for offenses committed in certain geographic locations associated with that institution. Fresno Pacific University includes the following locations. All crimes, including hate crimes, are disclosed by geographic location.

#### **Main Campus**

1717 S. Chestnut Avenue  
Fresno, CA 93702

#### **Non Campus Facility**

Casa Pacifica  
39412 Woodland Road  
Shaver Lake, CA

#### **Separate Campuses**

North Fresno Center  
5 River Park Place West, Suite  
201 & 301  
Fresno, CA 93720

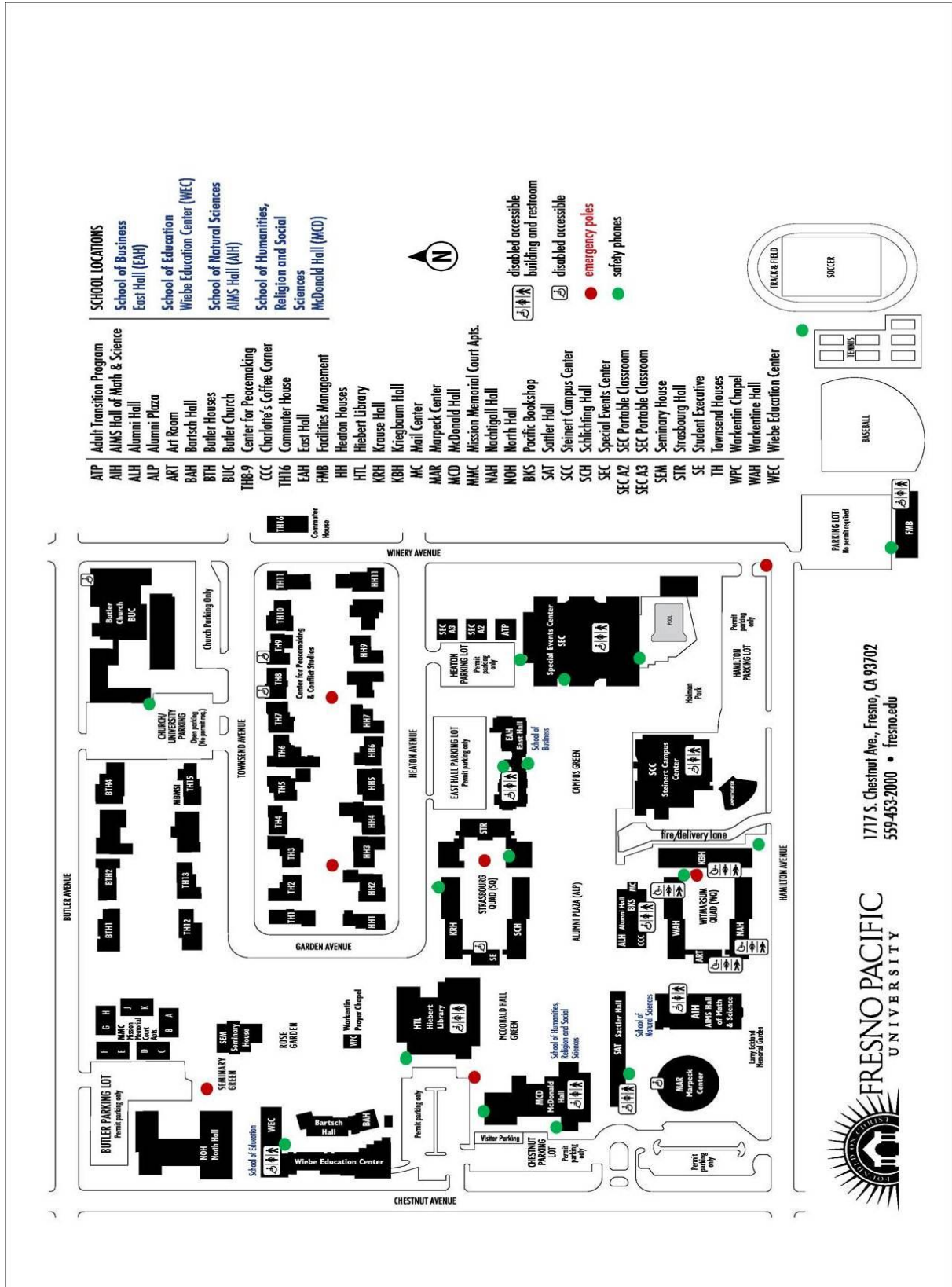
Visalia Center  
245 N. Plaza Dr.  
Visalia, CA 93291

Bakersfield Center  
11000 River Run Blvd., Suite 200  
Bakersfield, CA 93311

### Public Locations

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus is included in crime reports. For reporting purposes public property generally ends at the sidewalk across any street that adjoins the campus.

# Map of the Main Campus



## **Crime Data**

A crime is reported when it is brought to the attention of a campus security authority or the local police by a victim, witness, a third party or even the offender. Fresno Pacific University discloses reported crimes and crime statistics based on four factors: 1) where the crime occurred, 2) the type of crime, 3) to whom the crime was reported, and 4) when the crime was reported.

FPU discloses crime reports regardless of whether any of the individuals involved in either the crime itself, or in the reporting of the crime, are associated with the institution. If the institution is in doubt as to whether a crime has been reported, the institution relies on the judgment of law enforcement professionals.

FPU discloses three general categories of crime statistics:

1. **Types of Offenses:** Criminal homicide; including murder, and non-negligent manslaughter and negligent man-slaughter; sex offenses including forcible and non-forcible; robbery; larceny-theft; simple or aggravated assault; intimidation; burglary; destruction/damage/vandalism of property; motor vehicle theft and arson.
2. **Hate Crimes:** disclose whether any of the above-mentioned offenses, or any other crimes involving bodily injury, were hate crimes. A hate crime occurs when the perpetrator is motivated by one of six categories of bias: race, gender, religion, sexual orientation, ethnicity/national origin, or disability.
3. **Arrests and referrals for disciplinary action for illegal weapons possession and violation of drug and liquor laws.**

In addition to disclosing statistics for the aforementioned offenses, FPU discloses both the number of arrests and the number of persons referred for disciplinary action. Violations of FPU policies that resulted in persons referred for disciplinary action if there is no violation of the law are not reported.

*Arrest* for Clery Act purposes is defined as persons processed by arrest, citation, or summons.

## **Crime Log**

Access to the crime log is provided at each campus during normal business hours. Information for the past 60 days is available immediately upon request. Older information is available with two days notice. The crime log includes the crime classification, date/time reported, date/time occurred, general location, and disposition.

## The Clery Act Crime Code Definitions

**Intimidation:** The act of making timid or fearful or the act of deterring by threats.

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

**Manslaughter by Negligence:** The killing of another person through gross negligence.

**Destruction/Damage/Vandalism of Property:** The intentional and malicious destruction of or damage to the property of another.

**Robbery:** The taking or attempting to take anything of value from the care, custody or control of another by fear and/or force or threat of force and/or violence.

**Larceny-Theft:** Unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Crimes include shoplifting, pocket-picking, purse-snatching, thefts from motor vehicles, thefts of motor vehicle parts and accessories, bicycle theft, and so forth in which no use of force, violence, or fraud occurs.

**Simple Assault:** A criminal assault that is not accompanied by any aggravating factors. (Infliction of serious injury, use of a dangerous weapon)

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

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. Classify as motor vehicle theft all cases where the motor vehicles were taken by

person(s) not having lawful access even though the vehicles were later abandoned. This includes joyriding.

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

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

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

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

### **Sex Offenses**

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

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

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

**Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slight, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the

person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

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

***Non-Forcible:*** Unlawful non-forcible sexual intercourse.

***Incest:*** Non-forcible sexual intercourse between persons who are related to one another within the degrees where marriage is prohibited by law.

***Unlawful Sexual Intercourse with a Minor:*** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

## **Campus Safety**

### **Department of Campus Safety**

The FPU Department of Campus Safety is located at 1719 S. Winery Avenue (on Winery Avenue south of Hamilton Avenue) in the Facilities Management Building of the Main Campus. The department is staffed and operational 24 hours a day, seven days a week, year round. Campus Safety Officers patrol the Fresno Campus 24 hours a day. The North Fresno, Visalia, and Bakersfield Centers are patrolled when class is in session by a third-party security company. The campuses in North Fresno, Visalia and Bakersfield are not operational on a 24-hour/day basis and thus are not patrolled on a 24 hour basis.

The Department of Campus Safety's goal is to ensure the safety and security of faculty, staff, students and visitors. This goal is carried out via vehicle patrols, foot patrols, bicycle patrols, escorts, preparing written reports of crimes and incidents, observation and reporting concerns. Campus Safety Officers are not sworn peace officers. All full-time officers are registered with the California Department of Justice, Division of Consumer Affairs as security officers and have completed as a minimum, California Penal Code 832 and 832.3 training as prescribed by P.O.S.T. specifications. The Department of Campus Safety works closely with the Fresno Police Department and other local, state and federal law enforcement agencies, reporting all serious crimes to the agency having jurisdiction. The Fresno Police Department responds to the main campus and the North Fresno Center when immediate response is requested, since the campuses are within the City of Fresno limits. The Visalia Police Department responds to the Visalia campus, the Bakersfield Police Department responds for the Bakersfield

campus. Safety officers do not have peace officer authority to arrest individuals based on PC 832 but may detain them until the arrival of local law enforcement with probable cause or may affect a private person's arrest per PC 834.

### **Campus Security Authorities**

In addition to the Department of Campus Safety, certain officials have significant responsibility for student and campus activities. Crimes may also be reported to these individuals.

- Dean of Students
- Director of Residence Life
- Director of Athletics
- Team Coaches
- Faculty Mentors/Advisors
- Resident Directors
- Resident Assistants
- Regional Center Directors

These individuals are trained annually on how to report a crime.

It is important to note that the University Pastor and professional counselors are exempt from reporting crimes under the Clery Act. They may however encourage their clients to voluntarily report crime to the Department of Campus Safety or one of the above mentioned persons.

### **Security and Access to Buildings**

Generally, buildings on the campus are open Monday through Friday, 7:00 A. M. to 10:00 P.M. and closed on the weekends and holidays unless classes or other authorized functions have been scheduled. Department of Campus Safety personnel are prepared to assist those needing access to a building or classroom. University identification must be provided upon request and authorization to enter a building/classroom must be documented and on file with the Department of Campus Safety prior to granting access after hours.

### **Safety and Crime Prevention Education**

Safety and security information is presented annually at traditional undergraduate new student orientation. This information is also presented annually with students who live in campus housing. For other students this report, which contains safety and crime prevention information, is posted on the university web site. Students are notified of its existence annually.

## **Reporting Crimes and Requesting Assistance**

Reporting crimes is vital to achieving our goal of providing a safe learning and working environment for the campus community. Persons who are either a victim of or witness to a crime should report the occurrence as soon as is practical to either the Department of Campus Safety or their local law enforcement agency. Reporting such occurrences by either victims or witnesses may be accomplished on a voluntary basis. At times, sensitive situations may occur and the Department of Campus Safety Officers may cooperate with individuals on a confidential basis. However privileges of confidentiality in criminal matters that are referred for prosecution in a court of law may be subject to exposure. The main campus and the North Fresno campus will work with the Fresno County District Attorney's Office on these matters. The Visalia Center will work with the Tulare County District Attorney's Office and the Bakersfield Center will work in conjunction with the Kern County District Attorney's Office. The welfare of the victim and/or victims is paramount.

Housing residents may also contact the Department of Campus Safety for response by on duty Campus Safety Officers. To report a crime or incident, call (559) 453-2298, or for emergencies, call **911** from any campus telephone.

### **Emergency Telephones**

Emergency telephones have been placed throughout the main campus and in building elevators. They are marked on the campus maps. To operate the telephones within the boxes, open the door and dial 2298 for Campus Safety or Dial 911 for Emergencies.

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**If you dial 911 for an Emergency, you will be connected with a Fresno Police Department Dispatcher. Be prepared to provide the following information:**

- 1. Your name, telephone number, and location.**
- 2. Describe the incident as clearly and accurately as possible.**
- 3. Do not hang up. Let the individual providing the help end the call. More information may be requested.**

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### **Cell Phones**

If you are making an emergency telephone call from a cell phone, it is advisable to dial **(559) 453-2298** rather than emergency 911 as calls made from cell phones are answered by the California Highway Patrol. The California Highway Patrol dispatcher must be advised that your call is from Fresno Pacific University and your specific location must be provided, possibly delaying assistance. The Highway Patrol Dispatcher should connect

the call to local law enforcement. When connected to the Campus Safety Dispatcher be prepared to provide the above mentioned information.

### **Emergency Phone Towers**

To operate the 13 foot tall tower type emergency phones push the button located on the front and to the right of the silver speaker box to summon help. Be prepared to provide the above mentioned information.

### **Safety Escort Services**

Radio-equipped, uniformed and trained Campus Safety Officers are available to accompany students, staff, faculty and visitors to and from their destinations on the main campus 24 hours/7 days a week. Call **(559) 453-2298** or locate any emergency phone and request a safety escort.

### **Safety Survey**

Upon request Campus Safety Officers will evaluate any university facility and make recommendations to increase personal safety and strengthen crime prevention. To arrange for a Safety Survey call the Department of Campus Safety at (559) 453-2298.

### **Lighting and Landscape Safety**

Campus Safety Officers work closely with facilities personnel regarding lighting and landscaping maintenance to enhance safety and crime prevention. Campus Safety Officers will often notify facilities personnel in the event any of the university lights are not functioning or should physical facilities need addressing.

### **Timely Warnings**

Code of Federal Regulations 668.46(e). In the event that a situation arises, either on or off campus that in the judgment of competent university authority constitutes an ongoing or continuing threat, a campus-wide *timely warning* will be issued. The *timely warning* bulletins must be related to a crime that is reportable under The Clery Act and represents a threat to the campus community; i.e. murder, robbery, sexual assault, arson, etc.

Persons with information warranting a timely warning should report the circumstances to the Department of Campus Safety, 1719 S. Winery Avenue or other university supervisory personnel. The university president and cabinet, in consultation with the Chief of Campus Safety or his designee, will approve all *timely warnings* prior to posting.

Reasonable steps will be taken to notify campus personnel, including but not limited to emails, texting, cell phones, voice messages, and/or public postings, as appropriate to the situation. Students, staff and faculty who wish to sign up for the cellular telephone emergency notification service can do so online by logging into CampusCruiser and following the prompts. A notification of this opportunity is made annually.

Persons with information warranting a timely warning should report the nature of the warning to the Department of Campus Safety or other university supervisory personnel.

### **Emergency Response and Evacuation Procedures**

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the university will use this process:

1. Confirm that such an emergency exists;
2. Determine the appropriate segment or segments of the campus community to receive a notification;
3. Determine the content of the notification; and
4. Initiate the notification system.

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

The university president and cabinet, in consultation with the chief of campus safety or his designee, will be responsible for the emergency response and evacuation procedures.

Reasonable steps will be taken to notify campus personnel, including but not limited to personal visits by Campus Safety Officers, personal visits by President's Cabinet members, emails, texting, cell phones, and/or voice messages, as appropriate to the situation. Students, staff and faculty who wish to sign up for the cellular telephone emergency notification service can do so online by logging into CampusCruiser and following the prompts.

On at least an annual basis the Vice President of Business and Finance will instruct the department of Campus Safety to conduct a test of the emergency response and evacuation procedures, including

1. Tests that may be announced or unannounced;
2. Publicizing its emergency response and evacuation procedures in conjunction with at least one test per calendar year; and
3. Documenting, for each test, a description of the exercise, the date, time, and whether it was announced or unannounced.

Tests are defined as regularly scheduled drills, exercises, and appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities.

## **Alcohol and Drugs**

### **Alcohol/Drug Policy**

Fresno Pacific University is dedicated to creating a safe and healthy learning environment for all in the campus community. All students and employees are prohibited from unlawful possession, sales, manufacture, use and/or distribution of illegal drugs and alcohol on property used or owned by FPU. Violations of state laws pertaining to the possession, sale, use, of alcoholic beverages and illegal drugs are enforced under the California Business & Professions Code and other applicable state and federal laws.

Members of the Fresno Pacific University community, are prohibited from using or serving drugs or alcohol as part of any university sponsored functions, whether on or off campus. This policy also extends to the North Fresno, Visalia and Bakersfield Centers, and CASA.

### **Alcohol & Drug Abuse Education**

Educational information on alcohol and drug abuse is contained in the traditional undergraduate student handbook, which is available on the university website. Information is also contained in this report and follows. Counseling referrals are available to both students and staff. Counseling and treatment programs are confidential. All students and employees are encouraged to participate in drug awareness education offered through Student Life. Information is available through that office.

**Negative consequences may be exhibited through alcohol/drug abuse.** Some examples are:

#### ***Alcohol***

- Decreased performance and absenteeism
- Drowsiness and mood swings
- Poor judgment and coordination/tremors
- Lower morale/self esteem
- increase in conflict with others

#### ***Marijuana***

- Disruption of space and distance judgment
- Slower motor skills and coordination

- Dilated pupils powers
- Drowsiness/mood swings
- Forgetfulness
- Diminished mental powers

***Cocaine/Crack***

- Short attention span
- Mood swings; euphoria
- Irritability, depression
- Impaired judgment and decision making ability
- Stealing to cover cost of drugs
- Lack of dependability
- Runny nose; excessive sweating

***Hallucinogens: PCP, LSD, Ecstasy***

- Loss of memory/concentration
- Pupils dilated or constricted
- Visual/auditory hallucinations
- Sudden bizarre behavioral changes
- Moodiness
- Interpersonal conflicts

***Amphetamines: Benzedrine, Dexedrine, Cross-tops, Whites, Uppers***

- Dilated pupils
- Increased accidents
- Diminished reflexes

***Methamphetamines: Crank, Crystal***

- Impaired judgment/decision making
- Hyperactivity, irritability, anxiety, depression
- Decreased appetite, weight loss, tremors

***Sedatives/Barbiturates/Tranquilizers: Valium, Xanax, Seconal, Tuinal, Reds, Downers***

- Diminished reflexes/lower productivity
- Memory loss
- Slurred speech/depression
- Slowed mental process

FPU recognizes alcohol, drug and chemical dependency as illnesses and as a major health concern. Counseling and referrals are available for students through Student Life (559) 453-2073 or the Fresno Pacific Biblical Seminary, On-Site Counseling Center (559) 453-8050.

## **Weapons Policy**

Students may not possess or use fireworks on campus or any other Fresno Pacific University facility including Casa Pacifica. The unauthorized possession, use or sale of BB guns, Air-Soft, paintball guns, firearms, ammunition, explosives, fireworks or other dangerous weapons, as defined in sections 12020, 653k and 626.10 of the Penal Code on FPU property is forbidden and is subject to university discipline and/or criminal prosecution.

## **Hate Crimes/Incidents**

Crimes or incidents involving the degradation of any race, religion, creed, life/sexual orientation will not be tolerated. Incidents of a criminal nature shall be submitted to the proper authorities for prosecution.

## **Workplace/Domestic Violence Policy**

The personal safety & welfare of the campus community and its visitors is of paramount importance to FPU. University policy does not tolerate violence, threats of violence, or acts of aggression towards members of the campus community or its visitors.

Any violence, threats of violence, or acts of aggression should be reported immediately to the Department of Campus Safety or to the appropriate supervisory personnel. Personnel engaging in this behavior shall be subject to disciplinary action by the university, and may also be subject to applicable civil and/or criminal actions as well.

## **Sexual Assault**

### **Sexual Assault Policy**

Campus community personnel are keenly aware that the victim of a sexual assault may be physically and/or emotionally traumatized by an attack and each occurrence requires prompt and immediate attention. Sexual assaults are not tolerated and each incident will be investigated, and the appropriate disciplinary, criminal or legal actions will be taken with the consent of the victim.

### **Education**

A brochure that promotes awareness of rape, acquaintance rape and other forcible and non forcible sex offenses is available in the Student Health Center .

**If you are the victim of a sexual assault, please do the following:**

- Go to a safe place as soon as you are able.
- Contact someone you trust.
- Try to preserve all of the physical evidence. Do not wash, use the toilet, or change clothing if it can be avoided. If your clothing must be changed, place all of the clothing that you were wearing at the time of the attack in a paper bag. **Do not place the clothing in a plastic bag.** Campus Safety Officers will assist, when requested, in assisting the victim and preserving evidence until law enforcement officers arrive.
- Contact the Campus Safety Department, the Director of Residence Life, the Dean of Student Life or any other university official as soon as possible by calling **911** or **(559) 453-2298** for assistance from a Campus Safety Officer. If the attack did not occur on campus then call the law enforcement agency having jurisdiction where the assault happened. Campus Safety Officers will assist the victim in notifying the appropriate law enforcement agency.
- Obtain medical assistance. Campus Safety Officers will assist when requested, with summoning medical help.
- Speak with a counselor. University officials will assist the victim in contacting a trained professional, whether you wish to seek prosecution or not. Victims have the right to have an advocate or support person present with them.

Victims may choose to contact any of the following:

***On the Main Campus:***

Department of Campus Safety: (559) 453-2298

Residence Life: (559) 453-2073

Student Life: (559) 453-2073

Fresno Pacific Biblical Seminary, On-Site Counseling Center: 453-8050 (referral line); (559) 453-8060 (director)

***Off Campus:***

Fresno Area: Rape Counseling Center: (559) 222-7273

Fresno Area: Marjaree Mason Center: (559) 237-4706

Visalia Area: Family Services of Tulare County: (800) 448-2044

Bakersfield Area: Alliance Against Family Violence & Sexual Assault (800) 273-7713 or (661) 327-1091

## **Assistance for Victims of Sexual Assault**

With the permission/consent of the victim, university officials will assist in contacting support services for the victim of a sexual assault. Such services may include:

- Notifying the Director of Residence Life, the Dean of Student Life, Rape Counseling Center, Marjaree Mason, family members, etc.
- Confidentiality, medical attention, and physical protection.
- Academic and Residence Life intervention, including changing the academic situation of the victim when reasonable accommodations can be made.
- Relocation of the victim and/or the alleged suspect if they are on-campus residents. Other sanctions may be placed against the alleged suspect.

If the victim does not wish to initiate legal action, this will be noted. The victim has the right to file charges at a later date if desired. In any event, general medical treatment may be provided. Fresno Pacific University and its personnel are committed to assisting the victim in any way possible.

The victim's written consent is required for the release of any public information regarding the assault.

A Third Party Rape Report is an alternative to remaining silent about a sexual assault. The victim remains anonymous and the incident, time, place, and description of the suspect(s) are relayed to the proper authorities for preventative action.

## **Disciplinary Actions for Sexual Assault**

Rape, acquaintance rape, and other forcible and non-forcible sex offenses are crimes. All university efforts involving students will be coordinated through Student Life. Criminal sanctions will be coordinated through the Fresno County District Attorney's Office.

- Discipline is handled through a formal restorative justice process that is outlined in the Restorative Discipline handbook, available online. The accuser and accused are entitled to the same opportunities to have others present during the judicial process; Both the accuser and the accused are involved in the resolution of and informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense (the final determination and any sanction against the accused.)
- In exceptional circumstances, the Judicial Officer, in consultation with the Dean of Student Life, may suspend a student or take other disciplinary action pending a hearing, especially in matters of safety or well-being of the community.
- Sanctions the institution may impose following a final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape or other

forcible or non forcible sex offenses include warning, educational consequences, behavioral contracts, community service, restitution, community service, fines, disciplinary probation, loss of privileges, deferred suspension, suspension, interim suspension, and expulsion.

### **Megan's Law**

Megan's Law permits law enforcement agencies to advise the public about registered sex offenders from whom they may be at risk. Megan's Law is available for viewing at the following local law enforcement agencies with an appointment:

Fresno County Sheriff's Office  
2200 Fresno Street,  
Fresno, California 93701  
Ph: 559 488-3939

Fresno Police Department  
2550 Mariposa Street,  
Fresno, California 93701  
Ph: 559 621-7000

Fresno State University Police Department  
2311 E. Barstow Avenue,  
Fresno, California 93740  
Ph: 559 278-2800

Fresno City College Police Department  
1101 E. University Avenue  
Fresno, California 93701  
Ph: 559 442-8201

The California Department of Justice, Office of the Attorney General's website, dedicated to Megan's Law, is also available for searching:  
<http://www.meganslaw.ca.gov>.

### **Missing Students**

As a provider of on-campus housing, FPU has adopted the following policies and procedures.

#### **Reporting a Missing Student**

Students who have been missing for 24 hours should be reported to the Department of Campus Safety. In addition to the Department of Campus Safety, certain officials have

significant responsibility for student and campus activities. Missing students may also be reported to these individuals.

- Dean of Students
- Director of Residence Life
- Director of Athletics
- Team Coaches
- Faculty Mentors/Advisors
- Resident Directors
- Resident Assistants
- Regional Center Directors

These individuals are trained annually on how to report a missing student or a crime. They will immediately report the missing person to the Department of Campus Safety.

## **Notifications**

Housing students identify an emergency contact person on their housing applications. This person or persons will be notified within 24 hours of the determination that the student is missing. This contact information will be held confidentially and be accessible only to authorized campus officials and to law enforcement personnel in furtherance of a missing person investigation. If students are under 18 years of age and not emancipated, FPU must also notify a custodial parent or guardian within 24 hours of the determination that the student is missing. The Department of Campus Safety will also notify local law enforcement agency within 24 hours of the determination that the student is missing, no matter what the student's age is.

## **Lost & Found**

The Fresno Pacific University Business Office is the central repository for all found property. If an item has been lost or misplaced, contact the Business Office, Monday-Friday between 9:00 A. M. and 5:00 P. M. The telephone number is (559) 453-2075.

## **Fire Safety**

### **University Housing Fire Safety System**

#### ***East Hall***

- System Type: Local fire alarm with central station monitoring.
- Control type: Honeywell/Ademco Vista 128FB
- Protection devices: Fire sprinkler and fire pump supervision, smoke detectors, manual pull stations and horn/strobes

#### ***Strausbourg Quad (includes Strasbourg East, Krause Hall and Schlicting Hall)***

- System type: Local fire alarm with central station monitoring

- Control type: Honeywell/Ademco Vista 128FB
- Protection devices: Fire sprinkler supervision, smoke detectors, manual pull stations and horn/strobes

***Witmarsum Quad (includes Kriegbaum Hall, Nachtigall Hall and Warkentin Hall)***

- System type: Local fire alarm with central station monitoring
- Control type: Honeywell/Ademco Vista 128FB
- Protection devices: Fire sprinkler supervision, smoke detectors, manual pull stations and horn/strobes

***Mission Memorial Court Apartments***

- Protection devices: Stand-alone smoke detector/alarms

***Townsend and Heaton Avenue Homes***

- Protection devices: Stand-alone smoke detector/alarms

**Student Housing Rules**

***Candles, Fires, and Oil Lamps***

Burning any open flame item or incense in any university building at any time is prohibited. This includes, but is not limited to oil lamps and all types of candles. Violations of this policy may be referred to the Restorative Discipline Process. Candles are only allowed in campus residences if the wicks are cut off or dislodged from the candle entirely. Candle warmers are permitted.

***Appliances and Cooking***

Students may have one microwave and one refrigerator (max. 3.0 cubic feet) in each room. Residents may have a coffee maker, but it must contain an automatic shutoff function. Fire regulations prohibit the use of appliances with exposed heating coils. The use of toaster ovens and hot plates are restricted to house, apartment kitchen and Kriegbaum Suites. Hot plates are not allowed in any other student's rooms. Hot air corn poppers (but not those that use oil) and hot pots that do not have exposed heating coils are permitted in all living areas.

***Christmas Trees***

Any Christmas trees put up in campus facilities must be flameproof. Please contact Facilities to learn more about this service. Please keep in mind that all Christmas lights must be plugged into a surge protector or an outlet. Students are responsible to appropriately dispose of Christmas trees before the Christmas break.

### ***Electrical Cords***

For safety reasons, extension cords are not allowed. However, UL-rated power strips with built-in circuit breakers are an acceptable alternative. The Fresno Fire Department does not allow microwaves, refrigerators or any other heavy appliance to be plugged into a power strip. Microwaves, refrigerators or other heavy appliance must be plugged directly into the wall outlet.

### ***Fire Safety Equipment***

Campus fire safety equipment is an important, life-saving necessity. Individuals who tamper with fire safety equipment place themselves and the campus community at risk. Tampering with any smoke detector, fire alarm, fire extinguisher, fire safety map/signs, fire access key or fire exit is strictly prohibited. Any person found responsible for tampering with fire safety equipment will be fined \$50 in addition to any repair or replacement costs. If the person responsible is not identified, the fine and repair/replacement cost will be distributed between all members of the living area.

All fire alarms should be treated as a real emergency and students shall exit all building to the amphitheater, keeping the fire lanes clear. A \$300 fine will be levied for misuse of a fire alarm; this will be applied to your student account. It is a misdemeanor to tamper with fire equipment (under Calif. Penal Code Section 148.4). Damaged equipment or emptied fire extinguishers will incur additional charges. Tampering with smoke detectors will result in a \$25 fine. If a low battery causes the smoke detector or exit alarm to "beep," tell your RA immediately who will then email a work order request to [facman@fresno.edu](mailto:facman@fresno.edu) or telephone Facilities Management at ext. 2089 to have the battery replaced. No furniture or personal items may be within 18 inches of the smoke detector or a fire sprinkler. Candles, flammable devices or open flames shall not be permitted or used in any dorm or condo.

### ***Fire Arms and Fireworks***

Students may not possess or use fireworks on campus or any FPU facility (Casa Pacifica). Violators will be fined \$300 per incident and /or maybe subject to dismissal. No firearms, BB guns, Air-soft, Paintball guns and ammunitions, knives, switchblades (other than pocket knives) or dangerous weapons as defined in CPC 12020 and 653k and 626.10 P.C. or devices as proscribed by law are permitted on campus or campus housing.

### ***No Smoking***

No member of the community may use or possess tobacco, alcohol or illegal drug products on campus. This includes the areas in and around university houses, on the streets Heaton, Garden, and Townsend, within the university block, in the Willow Garden Condominiums and at Casa Pacifica.

## **Education and Training**

FPU provides students and employees with the following education and training programs:

### ***Fire Drills***

Fire drills will be conducted among campus housing residents once each semester. Training on fire drill procedures occurs at residence hall meetings annually.

### ***Reporting a Fire/Evacuation Procedures***

A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. Students are to follow these procedures when a fire occurs.

Notify Campus Safety first, then the residence assistant or residence director and observe the following procedures:

1. Leave room immediately at the sound of the alarm. Be sure doors and windows are closed.
2. Move away from the building. (Emergency evacuation maps are in each module and office.)
3. When the fire alarm is heard, all residents are required to exit to amphitheater. The residence life staff will ensure that all are accounted for.
4. Residents may return to their rooms only after the building has been cleared by the fire department/Campus Safety.

## **Fire Log**

The Department of Campus Safety maintains a fire log that includes the date that the fire was reported, any fire that occurred in an on-campus student housing facility, and the nature, date, time and general location of the fire. Entries must be made within two business days of the receipt of the information. The log for the most recent 60-day period is open to public inspection during normal business hours. Portions of the log older than 60 days are available within two business days of a request for public inspection.

## Appendix

### ***Prepared with input from***

- Gary L. Mejia, Chief of Campus Safety
- Sean Bradbury, Sargent of Campus Safety
- Diane Catlin, Vice President for Finance and Business Affairs
- Linda Pryce-Sheehan, Registrar
- Randy Worden, Dean of Student Life
- Shirley Warkentin, Policy Analyst
- Carol DeBellis, Director of Human Resources
- Alan Ours, Emergency Committee Chair
- Pam Schock, Director of Residence Life
- U.S. Department of Education, The Handbook for Campus Crime Reporting, 2005
- Security on Campus, Inc. website

### ***The following FPU employees will be involved in the ongoing implementation of this policy:***

Vice President for Finance and Business Affairs	Primary oversight
Chief of Campus Safety and Department of Campus Safety	Primary responsibility for overall implementation
Dean of Student Life, Director of Residence Life	Notification & education of TUG students, Crime & Fire Reporting
Residence Directors, Resident Assistants	Crime & Fire Reporting
President & Cabinet	Authorization of timely warnings for emergencies
Health Center Nurse	Drug, alcohol, and sexual abuse education
Director of Human Resources	Notification & education of employees and prospective employees
Directors of Admissions	Notification of prospective students
Director of Athletics, Coaches	Crime & Fire Reporting
Faculty Mentors/Advisors	Crime & Fire Reporting
Director of Facilities	Landscape safety

### ***The following need to be notified of this policy and FPU crime statistics:***

- Students
- Faculty
- Staff
- Prospective Students
- Prospective Faculty
- Prospective Staff

**Questions about this policy may be directed to the Chief of Campus Safety.**

**Approved for distribution and web posting:**

- *Academic Cabinet. 10.14.09*
- *President's Cabinet. 10.27.09*

**Deadline:** To be in compliance, this document needs to be posted and notifications sent out by October 1 of each year.

**Review:** This policy was reviewed in August 2011 and revised to comply with federal regulations. Changes approved by Presidents Cabinet: September 2011.