



2016 Annual Security and Fire Safety Report
Statistics for 2015, 2014 and 2013



Youngstown State University Office of University Relations

Youngstown State University Police Department

This report is provided as part of Youngstown State University's commitment to safety and security on campus and satisfies the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Youngstown State University Police Department

Clingan-Waddell Hall

One University Plaza

Youngstown, Ohio 44555

Communications Center: (330) 941-3527

Facsimile: (330) 941-7474

www.yсу.edu/police

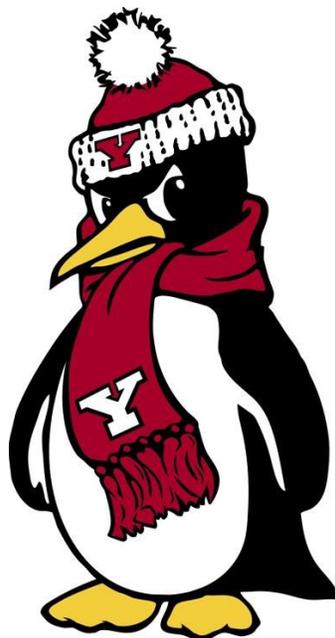


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Important Contact Information

Campus Contact Information

Youngstown State University Police Department (330) 941-3527
266 West Wood Street, Youngstown, Ohio 44503

Emergency (from a campus phone) 9-1-1

Counseling Clinic (330) 941-3056

Student Security Service (330) 941-1515

Recorded Emergency Information Line (330) 941-2222

City of Youngstown

Youngstown Police Department (330) 742-8926
116 West Boardman Street, Youngstown, Ohio 44503

Youngstown Fire Department (330) 747-7403
420 Martin Luther King Jr. Blvd, Youngstown, Ohio 44502

Mahoning County Sheriff/Justice Center (330) 480-5020
110 5th Ave., Youngstown, Ohio 44503

State of Ohio

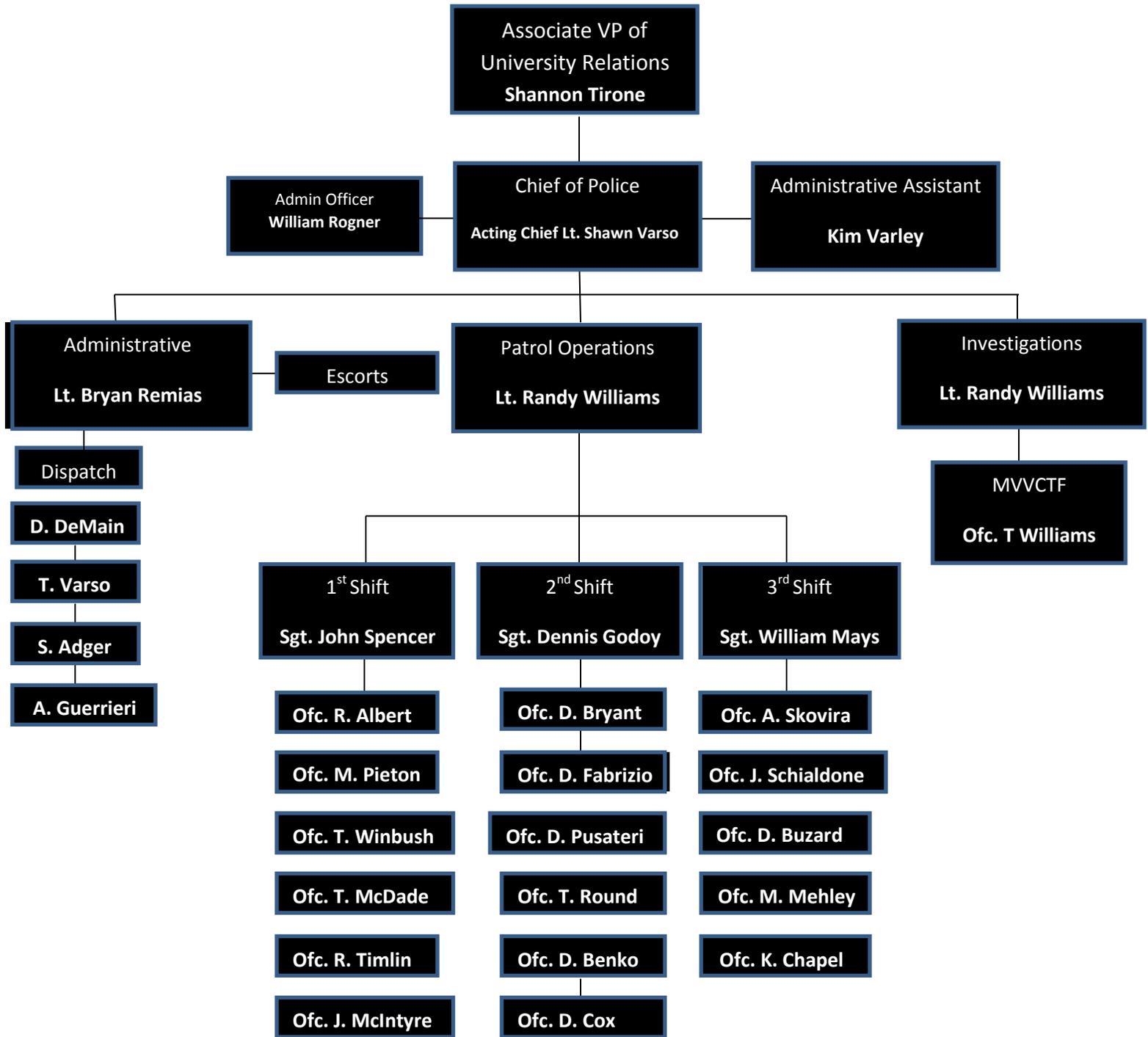
Ohio State Highway Patrol Mahoning District (330) 533-6866
Canfield Post- 500 South Broad St., Canfield, Ohio 44406

Ohio Mental Health and Addiction Services (614) 466-2596

www.mha.ohio.gov

30 East Broad Street, 36th Floor, Columbus, Ohio 43215

Organizational Chart



About the YSUPD

Mission Statement

The Youngstown State University Police Department, in partnership with the university community, strives to create a peaceful and safe environment, as free as possible from the threats to safety and well being, in order to enhance the quality of academic life at Youngstown State University.

Vision Statement

The vision of the YSU Police Department is to pursue excellence into the 21st Century through dynamic, interactive participation in community-oriented policing within a culturally diverse community.

About the YSU Police Department

The Youngstown State University Police Department provides law enforcement and security services to Youngstown State University.

The YSUPD is comprised of state certified police officers, communications staff and student security personnel. Youngstown State police officers are commissioned by the Ohio Peace Officer Training Commission. Officers have full police enforcement authority granted to any municipal law enforcement officer, including the authority to make arrests. Police jurisdiction includes property owned by, or under the control of, Youngstown State University, which includes adjacent public streets and sidewalks. While they do not have police enforcement authority, YSUPD also provides student security for the YSU community who work closely with the YSUPD providing students, faculty and staff escorts.

The YSUPD works with the Mahoning County Sheriff, Youngstown City Police and Ohio State Highway Patrol to investigate alleged criminal offenses that occur on and off campus.

Monitoring and Recording Off-Campus Criminal Activity

The Youngstown State University Police Department has written operating protocols with the Youngstown City Police Department (YPD) regarding patrol boundaries, daily operations and the investigation of alleged criminal offenses. The YSUPD relies on our professional relationship with YPD to receive information about off campus criminal incidents that YSU staff, faculty and students may be involved in. Reporting of such incidents by YPD is handled per the operating protocol between the two departments.

YSUPD will investigate any report it receives concerning such activity involving a YSU community member. If an incident occurs that is determined to be outside YSUPD jurisdiction, the department will notify the appropriate law enforcement agency.

Reporting Procedures

Prompt Reporting of an Emergency or Crime

Community members, students, faculty, staff and visitors are encouraged to promptly and accurately report all crimes and public safety-related incidents to the Youngstown State University Police Department.

Any suspicious activity or persons observed in the parking lots loitering around vehicles, inside buildings or around residence halls should be reported to the YSUPD.

Crimes should be reported to the YSUPD for the purpose of making timely warning reports to the campus community and for inclusion in the annual statistical disclosure.

Reporting crime to the YSUPD can be accomplished in several ways. The first is to use one of the emergency telephones throughout the campus. The second way is to dial 9-1-1 from a telephone within the campus network. If 9-1-1 is dialed from a cellular phone, the call will be routed to the City of Youngstown Communications Center. The direct line to the YSUPD Communications Center is (330) 941-3527. Finally, reports can be made in person at the YSUPD located in Clingan-Waddell Hall at 266 West Wood Street, Youngstown, Ohio 44555.

Response to Calls

Dispatchers are available 24 hours a day to answer your calls. The YSUPD responds immediately to emergency calls. Priority response is given to crimes against persons and personal injuries. In response to non-emergency calls, YSUPD will take the required action, either dispatching an officer or asking the victim to report to the YSUPD to file an incident report. Special services include experienced investigators as well as the availability of local, state and federal law enforcement agencies in providing support assistance. YSUPD incident information involving students is forwarded to the Student Conduct Division for potential action as appropriate. Also, if the incident involves an employee, the information may be reported to Human Resources.

Campus Security Authorities

Preferred CSAs

Youngstown State University has designated a list of employees who have significant responsibility for student and campus activities as preferred Campus Security Authorities.

Official	Location	Contact
YSU Police	Clingan-Waddell Hall	330-941-3527
Student Experience	Kilcawley Center 2071	330-941-2018
Student Conduct	Kilcawley Center 2077	330-941-4704
Director of Housing	Kilcawley House 105	330-941-3539
Director of Athletics	Stambaugh Stadium 2006	330-941-1576

The university recognizes that roles and responsibilities of university employees continually evolve and change. Therefore in addition to the designated CSAs, YSUPD sends annual communication to deans, directors and department heads defining a Campus Security Authority and discussing the responsibility of those who fit the definition in an attempt to broadly promote a culture of reporting criminal events.

Voluntary and Confidential Reporting

Occasionally, victims of crime wish 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 university 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 YSUPD 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 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 crime to

the Youngstown State University Police Department for inclusion in the annual disclosure of crime statistics.

Certain other university departments may accept confidential reports from a victim. The Clery Act, however, requires these departments to report the crime to the YSUPD. This reporting allows the university to maintain accurate records on the number of incidents for inclusion in the annual disclosure of crime statistics, determine if there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community of an ongoing threat if needed.

You may also report incidents or information anonymously at the Youngstown State University Police website through this [link](#) (or navigate to ysu.edu/police and select “Anonymous Reporting” at the bottom of the screen). The anonymous tip form is designed to provide the police with crime information along with reports in which complete anonymity is desired.

Timely Warning Notification

Timely warnings are provided to heighten safety awareness by giving students, faculty and staff notification of crimes that occur on campus, on public property within or immediately adjacent to the campus, and in or on non-campus buildings or property that YSU owns or controls; that poses a serious or continuing threat. The warnings are timely, withhold the names of the victims, and may aid in the prevention of similar occurrences.

Youngstown State University Police are responsible for preparing a timely warning when a crime is reported to or brought to the attention of YSUPD, and that crime represents a continuing threat to the safety of students and employees. Information for alerts may come from other law enforcement agencies or other offices. While every attempt will be made to distribute the alert as soon as possible after an incident or series of incidents is reported, the release will occur after the YSUPD Chief of Police has determined that the crime(s) represents a continuing threat to students and employees and is subject to the availability of accurate facts concerning the incident(s). The alert will go out to the entire campus community or to appropriate segments of the community if the threat is limited to a particular building or segment of the campus.

Criminal suspects are often unknown to the victims; however, in the instance of violent crime occurring between two individuals who know one another, YSUPD will look at each instance to determine if the suspect poses a continued threat to the campus community and issue a warning when necessary.

Timely warnings also seek information that may lead to arrest and conviction of the offender when violent crimes against persons or major crimes against property have been

reported to the police and may contain prevention and safety information. Timely warnings may be issued for the following crime classifications: aggravated assault, arson, burglary, criminal homicide, dating violence, domestic violence, motor vehicle theft, robbery, sex offenses, and stalking when the crime is deemed to pose an ongoing threat to the YSU community.

Timely Warning Procedure

The Youngstown State University Police Department will prepare the content for a timely warning notice, and then send it out to the campus community.

These warnings will be distributed by:

A posting as a Campus Crime Alert on the [YSUPD website](#) and/or the [YSUPD Facebook page](#);

Sent via E-mail and/or text message to subscribers of PenguinAlert. To subscribe, visit <http://alert.ysu.edu>;

Posted on the Campus Announcements channel of the MyYSU portal;

Posted on Crime Prevention Bulletin Boards in campus buildings.

The timely warning will provide the following information if possible:

- The date and time the alert was issued;
- A succinct statement of the incident;
- Physical description, photograph or composite of the suspects;
- Actions taken by the YSUPD in response to the crime(s).
- Relevant tips and warnings relating to the incident to educate the campus community, promote personal safety and prevent similar occurrences.

Emergency Procedures

Emergency Response Plan

The Youngstown State University Campus Emergency Management Plan (CEMP) is the university's emergency response plan. The CEMP documents the framework, processes and communications required for a successful response to, and recovery from, an emergency incident. The plan includes descriptions of categories for classifications of emergency incidents, as well as specific responsibilities and actions by department. The CEMP also discusses the role of the Emergency Resource Team (ERT), which is a group of university officials with responsibilities involving the preparation and response.

Youngstown State University Police supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. If a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are the YSUPD, Youngstown Police and Youngstown Fire Department; they typically respond and work together to manage the incident. Depending on the nature of the incident, other university departments and other local or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for Youngstown State University are publicized each year as part of the institution's Clery Act compliance efforts, and that information is available on the [Youngstown State University Police website](#).

Emergency Alert Notification Systems (Immediate Notification)

YSU will immediately notify the campus community 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. Examples of significant emergencies or dangerous situations are: fire, outbreak of a serious illness, approaching extreme weather condition (i.e. tornado), earthquake, gas leak, terrorist incident, armed intruder, bomb threat, civil unrest or rioting, explosion, nearby chemical or hazardous waste spill.

In the event of a potential emergency situation, the YSU Police Department (YSUPD) will consult with the Office of the President and/or the Provost and/or the Vice President for University Relations and confirm that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the YSU community.

YSUPD and/or the Office of Marketing and Communications will collaborate to immediately notify the campus community of the situation. YSUPD and/or MC 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 judgment of the first responders (including, but not limited to YSUPD, Youngstown Police Department, Youngstown Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

YSUPD and/or MC will use some or all of the systems described below to communicate the threat to the YSU community, or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The entire campus community will be notified when there is at least the potential that a very large segment of the community will be affected by a situation, or when a situation threatens the operation of the campus as a whole. The situation will be continually assessed to determine if additional segments of the campus should be notified.

Some or all of the following notification methods will be used:

- Penguin Alert emergency text messages and emails (sign up for this service at alert.ysu.edu);
- YSU campus-wide mass communications and alarm voice broadcast system;
- [YSU homepage](#);
- Campus Announcements channel of the MyYSU portal;
- YSU Emergency Information Line (330-941-2222);
- [University Facebook](#);
- [YSU Twitter](#);
- WYSU 88.5 FM, the official radio source of YSU.

Members of the larger community outside campus will receive information about a campus emergency via many of the same methods listed above. In addition, the university will disseminate information via local news media (TV, radio and newspaper).

Those responsible for carrying out the actions above include:

- Confirmation of an emergency: YSUPD in consultation with the Office of the President and/or the Provost.
- Content of message/segment of campus to be notified: YSUPD and/or Office of Marketing and Communications.
Initiation of the notification system: YSU PD and/or Office of Marketing and Communications.

Emergencies are unpredictable – preparing for them is not!

Like many other colleges and universities across the nation, Youngstown State University has been reviewing its safety policies and procedures and developing new initiatives to address the issues raised by recent tragedies. Although no university is completely safe, Youngstown State University has taken positive steps to enhance the safety of students, employees and visitors. With the cooperation and support of the campus community, we can only continue to improve. Five of the most important steps that students and employees can take are:

- 1) Activate and maintain regular access to your university-provided electronic mail accounts. In an emergency, YSU will quickly alert students, faculty and staff of emergency conditions by sending an email to your official YSU-assigned address.
- 2) Subscribe to text messaging service (Penguin Alert). While the university has a wide variety of methods to communicate with members of the campus community, the number of mobile telephones has dramatically increased in recent years, and text messaging has become a key method to reach people immediately. The text messaging service allows the university to use some of the latest technology to reach students, faculty and staff in the event of an emergency.
- 3) Know whom to contact in an emergency! Individuals witnessing or involved with an emergency situation at Youngstown State University should notify the Youngstown State University Police Department by dialing 911 from any campus phone or 330-941-3527. Program the campus emergency phone number 330-941-3527 into personal cell phones and prominently post this number in conspicuous places within your office, classroom setting and course syllabi.
- 4) Report all emergencies and suspicious activity. It is the responsibility of faculty, staff and students to immediately report any situation that could possibly result in harm to anyone at the university. If you become aware of a troubling person or situation that is causing serious anxiety, stress or fear, this information should be reported immediately to the Youngstown State University Police Department.

In cases where a person may pose an immediate risk of violence to self or others, the Youngstown State University Police Department should be contacted at 330-941-3527 or by calling 911 on any campus phone.

- 5) Learn your responsibilities during an emergency. In light of the recent tragedies across the nation, it is important that you understand how the university will proceed and respond in the case of an emergency on campus. In addition to the day-

to-day coverage by the Youngstown State University Police Department, we have an Emergency Operations Plan in place that includes procedures to ensure a rapid response to an unanticipated emergency or threatening situation. If a situation arises on or around campus that could potentially threaten the health or safety of university community members, senior administrative officials and members of the Youngstown State University Police Department are immediately summoned as part of YSU's crisis response procedure. This group determines the appropriate actions to be taken, using YSU's Emergency Operations Plan as its basis and guideline.

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

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

Evacuation Procedures

In rare and extreme circumstances, an emergency may require the evacuation of the YSU Campus. The purpose of evacuation is to remove all persons not engaged in life-safety duties as quickly as possible from an impending threat at the campus to protect lives. This is accomplished by directing vehicular and pedestrian traffic to pre-designated egress routes according to their physical location on campus and proximity to the routes. Evacuation is distinguished from closure of the campus in that it requires prompt implementation with little or no advance notice.

Cooperation and Mutual Assistance

Evacuation places an extraordinary demand on limited police resources under emergency conditions and requires extraordinary sacrifice, patience and cooperation on the part of the students, faculty, staff and visitors being evacuated. Individuals may need to assist others not able to care for themselves; personal property may need to be left behind; personal vehicles may be inaccessible; individuals and groups may become separated; and persons may be required to egress by routes not of their choosing. Persons evacuating by vehicle are encouraged to provide transportation to as many others as possible. Above all, persons will be called upon to remain calm under tumultuous conditions and to cooperate with and follow directions given by police and others assisting with traffic control.

Campus Evacuation Plan

Youngstown State University Police Department has developed a comprehensive plan for the evacuation of the Youngstown campus. The development of this plan was accomplished in collaboration with Parking Services, Facilities, Marketing and Communications, Housing and Residence Life, the Mahoning County Emergency Management Agency, the Western Reserve County Regional Transit Authority, the Ohio State Highway Patrol and police agencies surrounding the university. This plan identifies critical traffic control intersections with preferred direction of egress toward primary evacuation routes and utilizes police and non-police traffic controllers as well as illuminated traffic control devices accordingly. This plan accommodates alternative evacuation routes in the event that the emergency or other conditions preclude the use of primary routes.

An emergency of the magnitude and seriousness requiring the evacuation of the Youngstown campus will likely and similarly affect surrounding communities. When the emergency is confined to the local community, evacuation to neighboring communities and routes leaving the immediate area are used. When an emergency is regional or larger scale, evacuation routes direct traffic to interstate highways for mass evacuation and relocation. A person evacuated from the Youngstown campus may have few options regarding the direction of travel.

Madison Avenue expressway located North of Stambaugh Stadium has been identified as the major traffic artery toward which evacuating traffic will be directed. From there, evacuees can be integrated into the larger regional evacuation plan if necessary. Listed below are the primary egress routes to be utilized:

- Belmont Avenue North or South Bound;
- Fifth Avenue North or South Bound;
- Elm Street North Bound;
- Wick Avenue North or South Bound;
- M30 deck Walnut Street exit East on Adams St. to Andrews Ave. North or South Bound.

Building Evacuation

The purpose of evacuating a building is to remove persons from dangerous and life-threatening conditions presented by a fire, an explosion, a suspected explosive device, a hazardous material release, air contamination or other similar emergency. Usually, such conditions and the need to evacuate are readily apparent and occupants are expected to leave the building immediately.

Activating the building fire alarm is the most expedient and safest method to facilitate the evacuation (whether or not the emergency involves fire).

In some situations, such as bomb threats, the presence of life-threatening conditions may be unknown or non-existent. In these cases, the responsibility for assessing available information and the decision of whether or not to evacuate rests with the police. When time and circumstances permit, this decision will be made after consultation with other university officials present.

At the sound of a fire alarm, or other notification to evacuate, all persons are required to leave the building immediately. Unless conditions prevent it, the best evacuation route is the nearest stairway leading to the nearest exit. Elevators should not be used, as they become inoperable during a loss of electrical power and can increase the risk of smoke inhalation during a fire. Firefighters routinely check stairways for persons needing assistance.

Actions will be taken to ensure persons remain at least 200 feet from the building to be clear of any danger and to avoid impeding the movement of emergency responders and equipment. This distance may be increased by police or firefighters according to the circumstances of the emergency. Persons should not return to the building unless specific approval to do so has been given by police or firefighters.

Persons with disabilities are responsible for requesting assistance. In a classroom, the instructor should coordinate and/or assist disabled persons in the classroom to evacuate. If this is not possible, the instructor should help the persons move to the nearest enclosed stairway and remain there with them while another person advises emergency responders of their location.

Test and Drills

Youngstown State University assesses its emergency response plans and systems each year through scheduled drills and exercises and appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities. These exercises are conducted both at the department/division level, as well as the institutional level. The Penguin Alert system is tested monthly; and emergency procedures and evacuation plans are publicized in conjunction with this test.

Security, Access and Maintenance of Campus Facilities

Academic and Administrative Buildings

The academic and administrative buildings are open to the public, at a minimum, during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year. The administrators responsible for each facility determine access to each campus facility. The Youngstown State University Police Department works closely with these administrators and the appointed building managers to maximize security coverage and to ensure appropriate access controls. Most academic and administrative buildings do not have an YSUPD officer assigned to them; however, officers patrol the academic and administrative buildings on a regular basis. For information about the access protocol for a specific building, see the building manager or department head, or contact the YSUPD Communications Center at (330) 941-3527.

Residence Halls

Residence hall exterior doors are provided with standard key access. All residence hall doors are unlocked during daylight hours and then locked from 8:00 P.M. to 8:00 A.M. The four main residence halls are Kilcawley, Cafaro, Lyden and Wick houses. Additional housing includes the Flats at Wick, The University Courtyard Apartments, Weller House and a new addition, University Edge. The four main residence halls are staffed 24 hours a day, and in the evening hours are staffed by YSUPD officers. Access to these residence halls after hours is only granted by showing the appropriate identification to the officer or RA on duty. Alarms are in place to alert staff to doors propped open, and fire exits that are activated. Closed circuit television systems are in use and available to staff working the desk, as well as the YSUPD.

The University Courtyard Apartments, Flats at Wick and University Edge provide an apartment-like living atmosphere. The University Courtyard Apartments are fitted with an electronic key system that logs all access to the building. These facilities are not staffed 24 hours a day; however, the YSUPD actively and routinely patrols the interior and exterior of the buildings.

Maintenance of Campus Facilities

The Youngstown State University Facilities Management Department places safety and security service needs as a high priority. Facilities Management immediately responds to reports of inoperable doors, burnt out lights, broken windows and screens, and requests from the YSUPD to do such things as trim bushes for safety and security reasons.

YSUPD personnel closely monitor any security-related maintenance problems after hours until reported to and resolved by Facilities Management. Other members of the university community are helpful when they report equipment problems to the YSUPD or to the Facilities Management Department.

Contact Information

For any concerns regarding your physical security, contact the Youngstown State University Police Department at (330) 941-3527. To report damages or necessary repairs to buildings, properties, or rooms within, contact the appropriate maintenance department for your location. For campus, the Facilities Management Department can be contacted at (330) 941-1432.

Education and Training Programs

During the academic year, various university organizations, including Student Government, sororities and fraternities sponsor educational programs that feature YSU police officers speaking to students and employees about personal safety, awareness, security, rape/acquaintance rape and sexual assault prevention, as well as the prevention of burglary and vandalism. Seminars, films, bulletins, crime alerts, posters, brochures and articles appearing in the student newspaper and posted on the Crime Prevention Resource Center bulletin board/brochure racks regularly provide information about campus safety and security.

Below is a brief description of the various educational Crime Prevention Programs periodically offered by the YSU Police Department or sponsored by a campus office or student organization:

- Bulletin Board/Brochure Displays: located in all of the major buildings on campus, provide current applicable crime prevention messages and printed materials to the campus community.
- Orientation Programs: provide a general description of campus life and the YSU Police Department, and inform faculty, staff and students about what they can do to make their life on campus safe and secure. These programs are offered by the YSU Police Department in accordance with the Campus Security Act.
- Self-Protection Seminars: show and demonstrate safety-protection devices that can be used for on- and off-campus security of property, apartments, etc.
- Office/Building Security Seminars: provide information on various ways to safeguard university property and personal belongings in the office.

- Housing Safety Seminars: held each semester, provide students who reside in on-campus housing facilities current information on protecting themselves and their property.
- Robbery Seminars: provide training on what to do in the event of a robbery.
- Shoplifting Seminars: provide training for the YSU Bookstore employees on what to look for and the procedures to follow if shoplifting occurs.
- Security Surveys: conducted in offices, departments and other on-campus areas as required, and in off-campus areas as requested and approved by the chief of the YSU Police Department.
- Auto Theft/Carjacking Prevention Seminars: provide faculty, staff and students with appropriate information to minimize auto theft and carjacking.
- Crime Prevention Informational Fairs: provide important crime prevention materials and information to students, faculty and staff. Involve the participation of outside vendors, law enforcement agencies, etc.

These programs are designed to encourage students and employees to be responsible for their own safety and the security of others.

As part of the university's safety program, the Facilities Department inspects university buildings and grounds for safety hazards. In addition, the Department of Environmental and Occupational Health and Safety is responsible for assuring that the university complies with all local, state and federal mandates dealing with health, safety and the environment.

The university hazardous materials and safety officer monitors radiation and hazardous and infectious waste generated in various university programs. The Student Health Clinic is staffed by full-time and part-time registered nurses and contracted physicians. First aid courses, which include CPR training, are available for university employees.

For more information about these programs, contact the YSU Police Department at (330) 941-3527.

Behavior Intervention Team

The Behavioral Intervention Team (BIT) was created to address behavioral concerns that may negatively impact the campus learning environment or potentially harm the health, welfare and safety of members of the university community or the individual(s) exhibiting such behaviors. The BIT is a group of university personnel committed to a proactive, collaborative and planned approach to the management of threatening, disruptive, disturbing or otherwise problematic behaviors at YSU. For more information visit the Behavior Intervention Team Website at www.ysu.edu.

I am concerned for the wellbeing of a student, staff or faculty member.
How can I help?

If you identify distressed or disruptive behavior in a person *on campus* that warrants an immediate response, call YSU Police.

From a campus phone: 911

From a cell phone: 330-941-3527

If the disruptive behavior is off campus, call 911 (your call will be answered by the county or city 911, depending on location)

While it's important to remember that the majority of disruptions will not result in violence, we want to encourage everyone to monitor and respect their own instincts in every situation. If you feel your own or others' safety may be in jeopardy:

Dial 911 from a Campus Phone

Call YSU Police: (330) 941-3527 from a Cell Phone

Behavior Pyramid



ALICE Training Program

ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training instructor-led classes provide preparation and a plan for individuals and organizations on ways to more proactively handle the threat of an aggressive intruder or active shooter event. Whether it is an attack by an individual person or by an international group of professionals intent on conveying a political message through violence, ALICE Training option-based tactics have become the accepted response, versus the traditional “lockdown only” approach.

ALICE Training is provided free of charge to students, faculty and staff. Sessions will be announced throughout the semesters. For more information contact the YSUPD at (330) 941-3527.

Women’s Self Defense Classes

Officer Donald Cox is the defensive tactics instructor for the YSUPD. In addition to teaching the officer’s defensive tactics, Officer Cox hosts a defensive tactics class for women. The classes are free; open to students, staff and faculty. These classes will be announced throughout the semester, for more information contact the YSUPD at (330) 941-3527.

Test and Drills Conducted at YSU

An evacuation drill is coordinated by YSUPD for all residential facilities on campus. A second drill may be coordinated each semester for some first year residence halls and the more densely populated halls. The emergency response and evacuation procedures are tested at least twice each year. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for evacuation.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of emergency. At YSU, evacuation drills are used as a way to educate and train occupants on issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the alarm. The process also provides the university an opportunity to test the operation of the alert and alarm systems.

Drills are monitored by the YSUPD, EOHS, Maintenance, and the Office of University Relations to evaluate egress and behavior patterns. Reports are prepared by participating departments that identify deficient equipment so that repairs can be made immediately. Recommendations are also submitted to the appropriate departments.

The drills conducted at the university may either be announced or unannounced, and may also involve the Youngstown Police Department, Youngstown Fire Department, Mahoning County EMA and various other emergency agencies.

YSU participates in tabletop drills, local drills that involve campus emergency services, and full-scale drills that involve all of the agencies listed above.

In addition to the regular fire drills conducted, the university conducted two full-scale exercises to test the effectiveness and response of the campus emergency management plan.

On April 8 2016, an announced POD medical exercise was conducted. The exercise assessed the strengths and weaknesses of the plan.

On May 10 2016 and May 12 2016, an announced full-scale exercise was conducted to test emergency response. HAZMAT, YFD, Mahoning EMA, YSU EOC and YSU Police all participated in the drill.

Missing Persons

Missing Students

The purpose of this policy is to detail the proper procedure of investigating missing persons. Title 42, United States Code 5779(a) states that all persons under the age of 21 will be treated as a juvenile for purposes of NCIC requirements. Adults aged 18-20 will be entered into NCIC immediately upon receiving sufficient information from the preliminary investigation to do so. The NCIC entry must be completed within 12 hours of being reported.

Missing Persons in Residence Halls

When resident students move into their residence halls, they are given the opportunity to identify a person that the university shall notify within twenty-four (24) hours of a determination by the Youngstown State University Police Department (YSUPD) that the student is missing. (Unless another law enforcement agency is the entity that determines that a student is missing, YSUPD will cooperate with that agency in their investigation as soon as the YSUPD is made aware that a student is missing).

Student contact information will be kept confidential. Unless otherwise required by law, contact information will only be accessible to authorized campus officials and law enforcement personnel as part of a missing person investigation. However, should an un-emancipated student under the age of eighteen be determined as missing, in addition to

notifying the designated contact person, the university is required by law to notify the custodial parent or guardian within twenty-four (24) hours of such determination.

Should anyone believe that a student has been missing for more than twenty-four (24) hours, he/she immediately should contact YSUPD or a Student Experience staff member, who will immediately contact YSUPD. YSUPD will investigate the missing student report, and/or forward and cooperate with any law enforcement agency that is responsible for investigating the missing person's report. If the student is not located during the ensuing twenty-four (24) hours, or sooner as conditions may dictate, the university will notify the student's confidential contact person (and/or parent as necessary).

Procedure

1. The Youngstown State University Police will utilize all resources at its disposal as well as requesting the assistance from any law enforcement agency, university entity, or other organization to aid in the investigation and return of any persons reported missing to this department. Any report received by the Youngstown State University Police Department in reference to a missing person, will be investigated. The officer who is dispatched to a call for a missing person shall do the following:
 - a. Obtain a thorough description of the missing subject.
 - b. Obtain information about possible whereabouts, suspicious activity, and known associates. Any special information concerning the missing person such as medical condition shall be obtained.
 - c. The officer shall complete the uniform incident report promptly.
2. The shift supervisor shall contact the Confidential Contact of the missing person, if such information is available. If the missing person is under the age of 18, and not legally emancipated, the shift supervisor shall also contact the missing person's parents/legal guardian, if such information is available.
3. The shift supervisor will ensure that Youngstown State University Police Dispatch promptly enters the missing person's information into NCIC. In addition, the shift supervisor will inform the lieutenant on call of the situation. The lieutenant on call will notify the Chief of YSU Police.
4. The investigating officer will contact the local law enforcement agency of the missing person's legal address to advise them of the person's missing status.
5. The assigned investigating officer shall conduct a prompt follow up investigation.

- a. The officer shall contact the person reporting the person being missing to determine if there is any additional information of use.
 - b. The officer shall follow up on all relevant leads in the case.
 - c. The officer shall coordinate with the department and other law enforcement agencies to conduct searches of locations on campus and adjacent to campus where the subject may be.
 - d. The officer shall update the Confidential Contact and or the next of kin of the missing person as to the status of the investigation.
6. In the event the missing person is located, YSU Police Dispatch shall immediately remove the entry from NCIC concerning the missing person. The investigating officer shall notify any other agency or entity that was involved in the investigation of the missing persons return.

Policies and Procedures for Sexual Misconduct and Title IX

The university educates the campus community about sexual assaults and date rape through freshman orientations each fall. The university provides programs and/or training for employees and students designed to prevent and promote awareness of sexual misconduct. The office of human resources, with oversight from the Title IX Coordinator, or his/her designee, shall provide training for employees. Literature on date rape education, risk reduction and the university response is available from the YSUPD.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment.

Reporting an assault to the police does not require filing criminal charges, but it does allow all support systems to be put in place for the survivor. Filing a police report will provide the opportunity for collection of evidence helpful in prosecution and will allow the student to be connected with the appropriate support and medical resources.

Reporting is best done as soon as possible after the assault, but it may be done at any time. The university will assist students who report sexual assault in obtaining medical support and information regarding available legal and judicial resources as well as counseling and support services. The university will also assist students in notifying the police if the student requests the assistance of law enforcement. If requested by the survivor, and if reasonably available, the university will assist the survivor in changing his/her academic or living situation after the alleged assault. University offices, such as the Office of Student Life and Residence Life, can, upon request, assist the survivor with exploring options to address academic, housing and financial concerns. Options may include, but are not limited to,

academic/financial aid guidance and discussion of options, assistance in withdrawing from classes or adjusting academic schedule, transitioning the survivor into another residence facility or emergency housing.

Individuals who choose to notify the police should be aware of the importance of the immediacy of reporting the incident and the importance of preserving physical evidence at the assault scene, as well as on the person assaulted. If possible, a victim of sexual assault should not wash, douche, use the toilet or change clothing prior to a medical/legal examination. The gathering of physical evidence can provide important evidence and support criminal charges leading to a successful prosecution.

Students who are reporting an immediate assault should be accompanied to a health care facility of their choice to allow for collection of evidence and treatment. If a sexual assault victim chooses to report the incident days, weeks or even months after the assault, important support systems are still available and can be arranged; however, criminal investigations become more difficult.

Sexual assaults for which individuals seek medical treatment must be reported to the appropriate police agency by health care officials. Ohio law (ORC 2921.22) requires the university to notify police anytime it has knowledge that a felony has been committed or a felony may have been committed. However, as noted above, students are not required to file a police report or to speak with police if they desire.

Sexual Discrimination and Misconduct

Youngstown State University is committed to providing a safe and non-discriminatory environment for all members of the university community. The university prohibits sexual misconduct, sexual assault, stalking, dating violence, domestic violence, sexual exploitation, complicity and retaliation (together, "Prohibited Conduct"). These forms of prohibited conduct are defined in the university's Sexual Misconduct Policy 3356-2-03.1. This statement identifies the university's training, education and prevention programs related to the university policy.

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in educational programs and activities that receive federal finance assistance. It states, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance." To ensure compliance with Title IX and other federal and state civil rights laws, the university has developed policies and procedures that prohibit sex discrimination in all of its forms.

It is the policy of Youngstown State University, as well as federal, state and local discrimination statutes, to forbid illegal discrimination and/or retaliation in the workplace and with admission to the university. The law and the policies of YSU prohibit discrimination on the basis of any legally-protected characteristic, including sex discrimination, disparate treatment, hostile environment sexual harassment, sexual assault, domestic violence, and stalking; or retaliation for having filed a complaint or participated in a proceeding involving such issues. The following persons have been designated to handle inquiries regarding this policy.

Cynthia Kravitz, YSU Title IX Coordinator
One University Plaza
Youngstown, OH 44555
Office Location: Tod Hall 315
Phone: (330) 941-2340
Email: cakravitz@ysu.edu

Guidance on Reporting

If a person believes they are being sexual harassed or witnesses sexual or other unlawful harassment, report it immediately to seek all available assistance. The university takes complaints very seriously and will work with victims to protect their safety and to remedy the situation.

Any allegation of sexual harassment or retaliation will be quickly and discreetly investigated. To the extent possible, confidentiality of the person making the complaint and that of any witnesses and the alleged harasser will be protected against unnecessary disclosure.

To Report Confidentially: An individual who desires that the details of an incident be kept confidential may speak with professional licensed counselors who provide mental health counseling on campus. Pastoral or clergy and medical professionals also have legally protected roles involving confidentiality. Confidential services are available on campus at:

The Counseling Center in Jones Hall 3009; (330) 941-3737

Kilcawley Student Health; (330) 941-3489

Employee Assistance Program; (800)-227-6007

Non-confidential Reporting Options: Individuals who desires to make a formal report are encouraged to speak to an official of the Youngstown State University (Title IX Coordinator, YSU Police, Residence Hall staff, Faculty, Coaches, etc.). The university considers these to be

“Responsible Employees”. To clarify, a Responsible Employee is one who: a.) Has the authority to take action to redress the harassment; b.) Has been given the duty to report to appropriate university officials any misconduct by students, employees or third parties; c.) An individual who could reasonably believe they have the authority or responsibility to take action. Employees with supervisory and leadership responsibilities are considered responsible employees.

Anonymous Reporting: Although the university encourages victims to talk to someone, the university provides online anonymous reporting options. Individuals may file an anonymous report with the YSUPD at <http://cms.ysu.edu/administrativeoffices/police/confidential-tip-form>, with the Title IX coordinator at <http://cms.ysu.edu/title-ix/title-ix-home>, or with student life at <http://cms.ysu.edu/administrative-offices/student-experience/division-student-experience>.

U.S. Department of Education: Nothing in this policy is intended to prohibit you from filing a complaint with the Department of Education’s Office of Civil Rights:

Office for Civil Rights
Cleveland, Office U.S. Department of Education
600 Superior Avenue East, Suite 750
Cleveland, OH 44114
(216) 522-4970

A responsible employee is considered a mandatory reporter under this policy, and when he or she becomes aware of sexual misconduct must notify the Title IX coordinator promptly, but no later than five working days of becoming aware of the information. When a responsible employee is contacted by a student regarding possible sexual misconduct, the responsible employee must inform the student of the responsible employee’s reporting requirement. Ignoring such conduct is not acceptable and may subject the official to disciplinary action.

Guidance on Taking Immediate Action

Report the incident; you may contact the Youngstown State University Police at (330) 941-3527 and/or the university’s Title IX Coordinator at (330) 941-2340.

You may also contact counseling services, Jones Hall (330) 941-3737 or the Kilcawley Health Center at (330) 941-3489.

Definitions

Sexual Misconduct: An umbrella term for a spectrum of unwanted or unwelcomed conduct of a sexual nature that may include sexual harassment, sexual assault or other forms of non-consensual activity or criminal forms of non-forcible sex offenses such as incest or statutory rape.

Relational Violence: An umbrella term that includes domestic violence, dating violence and stalking.

Sexual Assault: According to The VAWA Act, this is an offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's Uniform Crime Reporting program.

Per the National Incident Based Reporting System, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

Rape: Defined as the 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.

This definition includes any gender of victim or perpetrator. Sexual penetration means the 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. This definition also includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (including due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.

In Ohio, Rape is a felony of the first degree and is punishable from 5 years to life imprisonment.

Fondling: The touching of the private 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 incapacity.

Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Consent: A voluntary positive agreement to engage in sexual activity; past consent does not imply present or future consent; someone who is incapacitated cannot consent; according

to Ohio law, consent cannot be provided by someone whose ability to consent is substantially impaired; the responsibility for obtaining consent lies with the person initiating or escalating sexual activity in an atmosphere free from coercion; consent should be obtained verbally through sexual interaction; silence does not constitute consent; consent may be withdrawn at any point during sexual activity.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- (1.) The existence of such relationship shall be determined based on the reporting party's statement and by the victim with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- (2.) For the purpose of this definition:
 - (a.) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - (b.) Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence: A felony or misdemeanor crime of violence committed:

- a.) By a current or former spouse or intimate partner of the victim.
- b.) By a person with whom the victim shares a child in common.
- c.) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner.
- d.) By a person similarly situated to a spouse of the victim of violence occurred; or
- e.) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- a.) Fear for the person's safety or the safety of others; or
- b.) Suffer substantial emotional distress.

For the purposes of this definition:

- a.) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

- b.) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- c.) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment.

Bystander Intervention: Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Risk Reduction: Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Ohio Law Definitions

Menacing by Stalking: Under Ohio law, a person commits the crime of “menacing by stalking” by engaging in a pattern of conduct that the stalker knows will cause another person mental distress or cause that person to believe that the stalker will cause physical harm to her or him. A "pattern of conduct" means two or more actions or incidents closely related in time. See O.R.C. 2903.211.

Domestic Violence: Under Ohio law, the crime of “domestic violence” involves violence or threatened violence against a family or household member. Someone commits domestic violence when he or she knowingly or recklessly caused physical harm to the victim, or threatens a family or household member with physical force, causing that person to fear an imminent physical attack. See O.R.C. 2919.25.

Sexual Assault: Under Ohio law, any type of non-consensual sexual activity (sexual contact or sexual conduct without permission) is a sexual assault. This includes the legal charges of rape, sexual battery, gross sexual imposition and sexual imposition.

Education and Prevention

The university is committed to the prevention of prohibited conduct through regular and ongoing education and awareness programs. Incoming students and new employees receive primary prevention and awareness programming as part of their orientation, and returning students and current employees receive ongoing training and related programs. These programs include; statements that the university will not tolerate “prohibited conduct” as defined by the policy, the definitions of related crimes under Ohio law, the

definition of “consent,” safe and positive options for bystander intervention and risk reduction, and finally, information the procedures that the university will follow after an incident of “prohibited conduct” has occurred.

The university’s education and prevention programs reflect comprehensive, intentional and integrated programming, initiatives, strategies and campaigns intended to end sexual misconduct and relational violence. These programs are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness and/or outcome. These programs are also designed to consider environmental risk and protective factors as they affect individuals, relationships, institutions, communities and society.

A.) Awareness Programs

Awareness programs consist of community-wide or audience-specific programming, initiatives and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety and reduce perpetration. The university’s specific annual awareness programs are:

- *Take Back the Night:* Youngstown State University students, employees and others participate in the Take Back the Night rally. The event honors the survivors of sexual assault and focuses on educating the campus about issues related to rape and sexual violence.
- *Walk a Mile in Her Shoes:* An event in which men are asked to walk one mile in women’s high-heeled shoes. The event is a way to get the community to talk about gender relations and men’s sexualized violence against women.
- *Drug and Alcohol Prevention:* Youngstown State University and Campus Recreation have collaborated to create a Drug & Alcohol Prevention Program that strives to create a safe, healthy and learning-conducive environment through the promotion of healthy choices concerning the use of alcohol, tobacco and other drugs. The program emphasizes the elimination of harmful use, high-risk behavior and related violence. Various campus-wide presentations and events will be held to promote an increase in health and wellness.

B.) Bystander Intervention

Bystander intervention consists of safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of prohibited conduct. It also includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers

to intervening, identifying safe and effective intervention options, and taking action to intervene.

To be an active bystander, you can:

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior or experience with stalking.
- Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Information from the university about bystander intervention can be found at <http://cms.ysu.edu/title-ix/bystander-intervention>.

The university's specific bystander intervention program is Take Back the Night, mentioned above.

C.) Ongoing Prevention and Awareness Campaigns

Take Back the Night

Walk a Mile in Her Shoes

One Love

Students Fight Back

Campus Clarity

D.) Primary Prevention Programs

Primary prevention programs consist of programming, initiatives and strategies informed by research or assessed for value, effectiveness or outcome that are intended to stop prohibited conduct before it occurs through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. The university's primary prevention programs are:

- Take Back the Night
- Walk a Mile in Her Shoes

E.) Risk Reduction

Risk Reduction consists of options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help

individuals and communities address conditions that facilitate violence. The university's specific risk reduction programs are:

YSU Self-Defense: Officer Donald Cox, in conjunction with the YSUPD, offers free self-defense classes to students, faculty and staff. These classes are announced throughout the semester.

Some Risk Reduction Strategies You Can Utilize:

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cash money.
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If something seems suspicious, contact law enforcement immediately.
- Don't leave your drink unattended while talking, dancing, using the restroom or making a phone call. If you've left your drink alone, get a new one.
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it

yourself. At parties, don't drink from the punch bowls or other large, common open containers.

- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately. Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

If you need to get out of an uncomfortable or scary situation, here are some things to remember:

- Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
- Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
- Have a code word with your friends or family so that if you don't feel comfortable, you can call them and communicate your discomfort without alerting the person you are with. Your friends or family can then come to get you or make up an excuse for you to leave.

Rights, Responsibilities, Outcomes and Disciplinary Procedures

When a student or employee reports that they have been a victim of the prohibited conduct listed above, the university will provide the student or employee with a written explanation of their rights and options. For instance, the university will protect the confidentiality of victims and other necessary parties; provide written notification to victims about services within the institution and in the community (such as counseling, health, advocacy, legal assistance and other services); provide options for living/working accommodations; and explain disciplinary procedures.

Protection and No Contact Orders

Students, staff or faculty (who reside in Mahoning County) wanting protection and no contact orders should visit the Mahoning County Domestic Relations Court.

Website: www.mahoningdrcourt.org

Address: 120 Market St. Youngstown, OH 44503

Phone: (330) 740-2208

The Following information was taken directly from the court website:

How can I get a Civil Protection Order? Does it cost anything?

You must come in person to the VALU Office presently located in the basement of the Courthouse. The VALU volunteers will assist you in determining if you qualify for a protection order. The process of filling out a petition and having a court hearing may take several hours. There is no charge.

VALU is staffed by a coordinator and volunteers who receive special training to assist victims by walking them through the legal process of filling out their Petitions, filing them with the Clerk of Courts and accompanying them through hearings.

The Hours of operation for VALU are Monday through Friday from 9:00 a.m. to 3:00 p.m.

The VALU office can be reached at (330) 742-5856 or (330) 742-5857.

The Court also makes available an onsite trained Counselor for victims to talk to.

Information on the State of Ohio Procedure for Protection Orders visit:

<http://codes.ohio.gov/orc/2919.26>. (Code section 2919.26).

Disciplinary/Complaint Statements

When a complaint of prohibited conduct is reported, the course of action the university takes will be completed within a reasonably prompt timeframe, conducted in a manner that is consistent with YSU policy and transparent to the accuser and accused, including timely notice of meetings where the accuser and accused may be present, and provide timely and equal access to any information that will be used during informal and formal disciplinary hearings.

To remain fair and impartial, officials conducting the hearings will not have a conflict of interest or bias for or against the accuser or the accused. Officials will also be educated on the issues relating to dating violence, domestic violence, sexual assault and stalking, and how to properly conduct an investigation and hearing that protects the safety of the victims, and promotes accountability.

The proceedings will provide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary hearing, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. Advisor means any individual who provides support to the accuser or accused.

The results of any disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault or stalking will be provided in writing to both the accuser and accused. Result means any initial, interim and final decision by any official or entity authorized to resolve disciplinary matters within the institution.

Changes in result, final results and the appeal process will also be provided in writing to both the accuser and the accused.

Disciplinary Proceedings and Sanctions

The standard of evidence in cases of alleged dating, violence, domestic violence, sexual assault or stalking is preponderance of the evidence meaning “more likely than not.”

Once a complaint is filed, the university will investigate the allegation. The Title IX coordinator, or his/her designee, will make an assessment of any risk of harm to individuals or to the campus community and will take reasonable steps necessary, including interim protective measures, and to provide for the safety of individuals involved and the campus community. Thereafter, the Title IX coordinator, or his/her designee, will conduct an investigation depending on a variety of factors, including but not limited to, the reporting individual’s wish to pursue an investigation, the risk posed to the individuals involved and the campus community by not proceeding, whether there have been other complaints of sexual misconduct involving the same alleged individual(s), and the nature of the allegation.

To promote timely and effective review and investigation, complaints of possible sexual misconduct should be made immediately or as soon as reasonably possible. The Title IX coordinator will review a complaint whenever it is made; however, a lapse of time may make it more difficult to gather relevant and reliable information and to address the behavior. Complaints involving potential Title IX violations will follow the Title IX grievance procedures, which are available on the university’s Title IX webpage.

If the alleged perpetrator of sexual misconduct is a student, an individual may seek resolution through the student conduct process. A report to student life/student conduct (phone number 330-941-4703) can be made regardless of whether or not a criminal complaint is pursued. For a more comprehensive review of the student code of conduct, including timeliness of reporting, please go to www.ysu.edu/thecode.pdf. A Copy of The Code is included in this document.

Retaliation against any individual in the university community either for alleging sexual assault or misconduct or for cooperating in the review or investigation of a complaint is strictly prohibited by university policy and state and federal law. Anyone who believes he/she has been the victim of retaliation should immediately contact the office of equal

opportunity and policy compliance or the office of human resources. Any person found to have retaliated against another for reporting, participating, or cooperating in an investigation will be in violation of this policy and will be subject to corrective measures independent of the merits of the underlying allegation.

The Title IX coordinator, office of student life and/or the office of human resources can assist an individual who has been subjected to sexual misconduct with appropriate interim measures that are reasonably available to alleviate the presence of a hostile environment. These measures can be taken regardless of whether an individual chooses to formally report an incident or crime, and can include no-contact orders, changes in housing, work schedules or assignments, and interim suspensions or administrative leaves. Failure to comply with interim measures is a violation of this policy and may result in corrective measures, even if the initial report of sexual misconduct is later not proven.

Any employee or student who violates this policy will be subject to corrective action, consistent with university policies and applicable collective bargaining agreements and conduct codes. Corrective action can include termination for employees and expulsion for students. Third parties who violate this policy will be subject to appropriate university action, including but not limited to removal from university property and criminal prosecution.

Victim Notification

Upon written request, the alleged victim of a crime of violence or sex offense can obtain the report on the results of any disciplinary proceeding conducted by the institution against an individual who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of the victim shall be treated as the alleged victim for purposes of this paragraph.

Sex Offender Registry

The Adam Walsh Child Protection and Safety Act of 2006 (AWCPSA) is a federal law that provides for the tracking of convicted sex offenders. The AWCPSA requires state law enforcement agencies (in Ohio, it is The Ohio Attorney General's Office (ORC 2950.13) responsible for this registry.)

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. Youngstown State University is located in Youngstown, Ohio, Mahoning County. Information concerning registered sex offenders in Mahoning County can be obtained at:

Mahoning County Sheriff Sex Offender Search

<http://odrc.drc.ohio.gov/OffenderSearch/Search.aspx>

Offender search for the State of Ohio can be obtained at:

Ohio Department of Corrections

<http://www.drc.ohio.gov/offendersearch/search.aspx>

The YSUPD also maintains a collection of sex offender information for Mahoning County. This information is located in the communications center and can be viewed upon request.

Alcohol, Tobacco and Drug Policies

Policy Statement on Alcohol

Youngstown State University is a dynamic learning environment. Its students, faculty, staff, alumni and guests interact in a wide variety of intellectual and social activities that extend outside the classroom. We value and promote an environment of legal and responsible alcohol use and support alcohol-free environments. We recognize alcoholic beverages may be available at some campus activities. Such activities are consistent with the university's values when they foster moderation and safety in alcohol consumption.

YSU complies fully with local, state and federal regulations regarding the sale, possession and consumption of alcoholic beverages. The unlawful manufacture, possession, use or distribution of illicit drugs or controlled substances on university property or as part of university activities is strictly prohibited. All members of the university community are held responsible for their behavior and for respecting the rights of others. The university is committed to providing the community with education as it relates to illicit drug use and the consumption of alcohol in general, and as it relates to high-risk alcohol use, in particular. We provide programs, support and resources that promote making health-enhancing experiences a priority.

Policy Statement on Tobacco

Youngstown State University is dedicated to providing a healthy, comfortable and productive work and living environment for its employees and students and adhering to the smoking prohibition requirements in Chapter 3794 of the Ohio Revised Code.

Smoking and tobacco use are specifically prohibited in the following university locations: All university-owned or leased buildings and vehicles; outdoor areas where smoke may enter the building through an entrance; all residence halls; any outdoor patio that is not

physically separated from a building; all outdoor events, such as but not limited to athletic events, concerts, ceremonies etc.; fountain seating area outside of Kilcawley; and all outdoor areas posted as non-smoking.

Smoking is permitted in areas not specifically listed above; and at least 50 feet away from a building entrance or opening.

Smoking cessation support will be made available periodically to members of the university community wishing to cease smoking. The success of creating and maintain a mutually acceptable work and living environment will depend upon the thoughtfulness, consideration and cooperation of smokers and non-smokers.

Policy Statement on Drugs

The possession, distribution and/or consumption of illegal drugs are prohibited on the YSU campus. Persons who are discovered to be in possession of illegal drugs can be charged criminally under the applicable state or federal statutes, and may also be charged administratively under university policies. Youngstown State University is committed to promoting and maintaining a work and academic environment that is free from illegal drug use. The university complies with all federal, state and local laws.

Regulations Governing Alcoholic Beverages

State of Ohio Guidelines

The Ohio Revised Code section 4301 states:

- 1.) It is unlawful for any person under 21 years of age to purchase, consume, possess or transport any intoxicating liquor.
- 2.) It is unlawful to knowingly and falsely misrepresent one's age to obtain alcoholic beverages or to represent that another is of legal age for such purpose.
- 3.) It is unlawful to have in one's possession in a public place an open container of beer or intoxicating liquor.
- 4.) It is unlawful to consume any beer or intoxicating liquor in a motor vehicle.
- 5.) No person shall furnish or buy or contribute money to the purchase of alcohol for an underage drinker; and it is illegal to use false identification or provide false identification in the purchase of alcoholic beverages.

University Guidelines

The use of alcoholic beverages on university premises is only allowed if consistent with state laws and university regulations and only when it will not interfere with the decorum and academic atmosphere of the campus.

1. The university may permit the sale and/or consumption of beer, liquor and/or wine at events that are sponsored by recognized university entities, including, but not limited to, divisions, colleges, departments, administrative units, and educational/professional and student organizations and groups and by non-university groups appropriate to the university's mission.
2. On-campus advertising, promotion or marketing of alcoholic beverages is prohibited except as authorized by the associate vice president of university relations or his/her designee.
3. Annually, the university's food service vendor will purchase an alcoholic beverage permit from the Ohio division of liquor control. The area covered by the permit is the campus core, defined as south of the Madison Avenue expressway, north of Lincoln Avenue, west of Wick Avenue, and east of Fifth Avenue, with the exception of the loges in Stambaugh Stadium.
4. If the event is within the area covered by the permit, all alcohol served must be purchased by the sponsoring organization from the university's food service vendor.
5. If the event is held on university property outside the permit premise:
 - a. Liquor, beer and/or wine must be delivered in bulk to the university's food service vendor prior to the event. Exceptions to the requirement must be submitted in writing prior to the event to the office of university events and approved by the associate vice president of university relations.
 - b. Alcoholic beverages cannot be sold, and the cost of the alcoholic beverages may not be included in the cost of the event ticket or in any meal costs unless the individual or group holding the event ("sponsor") obtains a temporary F2 permit, which must be approved in writing by the university chief of police.
 - c. The sponsor must employ a bartender and purchase setups through the university's food service vendor. Exceptions to this requirement must be submitted in writing prior to the event to the office of university events and approved by the associate vice president of university relations.

General parameters.

The following applies to all university events in which alcoholic beverages are served:

1. The service of alcoholic beverage on property owned or controlled by the university will be in compliance with applicable state and local laws and university policies and procedures.
2. Any organization or group that sponsors an event in which alcoholic beverages are served on campus is responsible for compliance with all laws, policies, procedures and regulations, and for administering and supervising the event.
3. All on-campus events at which alcoholic beverages are served are subject to university oversight. Violations of state/local laws or university policy/rules will be grounds to cancel the event and may result in additional sanctions.
4. Non-alcoholic beverages and a variety of foods must be available in quantities sufficient for all guests whenever alcoholic beverages are served. Such beverages and food must be visible and available and not contingent on the purchase of alcohol.
5. Alcoholic beverages may not be brought into an event by an individual or group when alcoholic beverages are being served, except for private use in the Stambaugh Stadium lounge.
6. Intoxicated individuals shall not be served, nor may they possess or consume alcoholic beverages at any on-campus event.
7. Alcoholic beverages may not be served to anyone unable to provide proof of being 21 years of age or older.
8. Under no circumstances may any alcoholic beverages be permitted to leave the approved area of the event.
9. Gambling and gambling devices are not permitted at any on-campus event where alcoholic beverages are served.
10. Alcoholic beverages may not be purchased with state funds.
11. University police must be present at all times during an event in which alcohol is served.
12. Events at which alcoholic beverages are available may not exceed six hours in length. Sale or service of alcoholic beverages must be discontinued at least one hour prior to the conclusion of any event that is scheduled to last four or more hours.
13. Activities that serve to promote the sale or use of alcoholic beverages shall not be associated with university-sponsored events or programs.
14. Events where alcoholic beverages are used, served or sold shall not be sponsored in any manner by any manufacturer, distributor or retailer of alcoholic beverages. This prohibition does not include acknowledgment of a donor to an event.

15. Events at which alcoholic beverages are sold or served may not have the presence of these beverages or their consumption as an event theme. At no time during the event may any manner of consumption of these beverages be encouraged.
16. A bartender, appropriately certified, must supervise the sale and/or dispensing of alcoholic beverages. Exceptions must be obtained in writing from the office of university events and be approved by the associate vice president. All servers of alcoholic beverages must be at least 21 years of age. Bartenders and other servers may not consume alcoholic beverages at any time during the scheduled event and are not permitted to sell or dispense alcoholic beverages if intoxicated.
17. The possession or use of alcoholic beverages in any of the university student residence houses is prohibited. (See university policy 3356-8-01.1, "The code of student rights, responsibilities, and conduct" and "University Housing – Resident Handbook.")

Procedures.

The following procedures apply to all university events in which alcoholic beverages are served:

1. All university groups or non-university groups wishing to sponsor an event on the campus involving the use of alcoholic beverages must prepare an appropriate application and submit it at least two weeks prior to the event to the office of university events or to Kilcawley center.
2. If the planned event is scheduled for Kilcawley center, the completed application should be submitted for first review to the associate vice president of student experience. If the event is scheduled elsewhere on the campus, the completed application should be submitted to the director of university events to determine the nature of the event, if those projected to attend satisfy appropriate age criteria and the source of funds of payment of alcoholic beverages.
3. If it is determined by the associate vice president of student experience and the director of university events that the use of alcoholic beverages at the event is appropriate, the application will be forwarded to the vice president for finance and administration.
4. Once a decision has been reached, the vice president of finance and administration will notify either the associate vice president for student success or the director of university events of the status of the application.
5. The associate vice president of student success or the director of university events will notify the event sponsor of the decision. If the use of alcoholic beverages is approved for the event, notification is also forwarded to the Youngstown State University police and to other departments as needed.

The following additional procedures apply to those university events outside the area covered by a permit obtained from the Ohio division of liquor control:

1. All university groups or non-university groups wishing to sponsor an event on the campus involving the sale of alcoholic beverages must complete an appropriate application and submit it at least 30 days prior to the event for the sale of beer and at least 45 days for any other alcoholic beverages. Application forms are available in the office of university events.
2. Final approval for the sale of alcoholic beverages at the event is contingent upon the sponsor having or obtaining an appropriate permit from the Ohio division of liquor control to sell such beverages. The sponsor is responsible for contacting the office of university events to obtain the permit application. Once completed, the application must be returned to university events for required signatures and submittal to the state. If the approved permit is forwarded directly to the sponsor from the state of Ohio, the approved permit must be presented to the office of university events at least seven days prior to the event.
3. An event that does not obtain a permit may proceed without the service of alcoholic beverages.

Legal Requirements and Sanctions

Legal Requirements

Under local, state and federal laws, it is a crime to do any of the following:

A. Underage Drinking

- 1.) Possess, purchase, order, pay for, or share cost of alcohol if you are under 21.
- 2.) Consume alcohol if under 21.
- 3.) Sell, buy or furnish alcohol to anyone under 21.
- 4.) Allow anyone under 21 who possess or consumes alcohol to remain in your residence.

B. False Identification

- 1.) Show or give false information about your name, age or other identification to purchase or obtain alcohol if you are under 21.
- 2.) Provide false information about the name, age or other identification of another person under 21 to purchase or obtain alcohol for that person.

C. Open Container

- 1.) Have an open container of alcohol in your possession in any unlicensed public place.
- 2.) Have an open container of alcohol in your possession while driving or riding in or on a motor vehicle.

- 3.) Have an open container of alcohol in your possession while in or on a motor vehicle that is parked in or on a highway, street or other place open to the public for parking.

D. Transportation

- 1.) If you are under 21, you are considered to be driving under the influence if your blood alcohol level is .02 or higher and .08 at age 21. Refusing an alcohol test will result in an immediate administrative license suspension.
- 2.) Consume alcohol while in a motor vehicle.
- 3.) Drive while under the influence of alcohol.
- 4.) Be in physical control of a vehicle while drinking or under the influence of alcohol.

E. Disorderly Conduct

- 1.) Engage in conduct that offends, inconveniences, annoys or alarms others or that poses a risk of physical harm to yourself, to others or to property while you are voluntarily intoxicated.

F. Alcohol Sales

- 1.) Hold an event where alcohol is sold, or an event where alcohol is provided without charge but there is an entrance fee, cover charge or other fee without an appropriate permit. More information on liquor permits can be located at <http://www.com.ohio.gov/liqr>. You must also have permission to serve alcohol on campus from the appropriate university authorities.

G. Illicit Drugs

- 1.) Selling or offering to sell any controlled substance, or preparing or packaging any controlled substance for sale.
- 2.) Distributing any controlled substance.
- 3.) Knowingly obtaining, possessing or using a controlled substance.

State of Ohio Criminal Sanctions

- A. **Underage Drinking:** Ohio Revised Code section 4301.63 provides that no person under the age of 21 shall purchase/possess/consume beer or intoxicating liquor.
 - a. ***Penalty for Violation:*** A fine of not less than \$25.00 but not more than \$100.00 may be imposed. The court may order that the fine be paid by the performance of public work at a reasonable hourly rate established by the court, and may specify the designated time in which the public work shall be completed.
- B. **False identification used to purchase alcohol for someone under 21:** Ohio Revised Code section 4301.633 provides that no person shall knowingly furnish any false information as to the name, age or other identification of any other person under 21

years of age for the purpose of obtaining or with the intent to obtain, beer or intoxicating liquor for a person under 21 years of age, by purchase or as a gift.

- a. ***Penalty for Violation:*** Misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a fine not more than \$1000.00.
- C. **False identification used to purchase alcohol by someone under 21:** Ohio Revised Code section 4301.634 provides that no person under the age of 21 years shall knowingly show or give false information concerning the person's name, age or other identification for the purpose of purchasing or otherwise obtaining beer or intoxicating liquor in any place in this state where beer or intoxicating liquor is sold under a permit issued by the division of liquor control or sold by the division.
 - a. ***Penalty for Violation:*** Misdemeanor of the first degree. Punishable by up to 6 months imprisonment and fines up to \$1000.00. If a false or altered identification card was used in commission of a violation of O.R.C section 4301.634, the punishment is a first degree misdemeanor with a fine of at least \$250.00 to \$1000.00 and up to six months imprisonment.
- D. **Open container in a motor vehicle:** Ohio Revised Code section 4301.64 prohibits the consumption of beer or intoxicating liquor in a motor vehicle.
 - a. ***Penalty for Violation:*** Misdemeanor of the fourth degree punishable by up to 30 days imprisonment and a fine up to \$250.00.
- E. **Furnishing or selling alcohol to someone under 21:** Ohio Revised Code section 4301.69(A) prohibits any person from selling or furnishing beer or intoxicating liquor to any person under 21 years of age, or buying it for any person under the age of 21.
 - a. ***Penalty for Violation:*** Misdemeanor punishable by a fine of at least \$500.00 but not more than \$1000.00, and in addition imprisoned for up to six months.
- F. **Underage purchase, possession or consumption of alcohol:** Ohio Revised Code section 4301.69(E) provides that no underage person shall knowingly order, pay for, share the cost of, attempt to purchase, possess or consume any beer or intoxicating liquor in any public or private place or knowingly be under the influence of any beer or intoxicating liquor unless he or she is accompanied by a parent or legal guardian who is not an underage person, or unless the beer or intoxicating liquor is given for religious purposes or by a physician for medical purposes.
 - a. ***Penalty for Violation:*** Misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a fine up to \$1000.00.
- G. **Driving while intoxicated:** Ohio Revised Code section 4511.19 prohibits any person from driving a motor vehicle while under the influence of alcohol or drugs.
 - a. ***Penalty for Violation:*** Misdemeanor of the first degree, the maximum penalty for which is a jail term of up to 6 months and a fine up to \$1000.00. In addition, the court may impose additional fines, community rehabilitation or

intervention programs, and suspend or revoke the offender's driver's license. Additional penalties exist for repeat offenders.

- H. **Selling or distributing illicit drugs:** Ohio Revised Code section 2925.03 prohibits any person from selling or offering to sell any controlled substance, preparing or packaging any controlled substance for sale, or distributing any controlled substances.
- a. ***Penalty for Violation:*** Anyone who violates this statute is guilty of drug trafficking. Violation of this statute is a felony, the level of which depends on the specific criteria set forth in section 2925.03(C), including type and weight of the drug. The minimum penalty for a fifth degree felony can include 12 months in jail and/or a fine up to \$2,500.00. The maximum penalty for a first degree felony can include imprisonment up to 10 years and a fine up to \$20,000.00.
- I. **Possessing or using illicit drugs:** Ohio Revised Code section 2925.11 prohibits any person from knowingly obtaining, possessing or using a controlled substance.
- a. ***Penalty for Violation:*** Violation of this statute is drug abuse, which may be a misdemeanor or felony depending on the specific criteria set forth in section 2925.11. The minimum penalty is punishable by imprisonment of up to 30 days and a fine up to \$250.00. The maximum penalty, a first degree felony, is punishable by up to 10 years in prison and a fine up to \$20,000.00.

This information is provided as a general summary of the major applicable laws. Laws frequently are amended and reinterpreted, and the application of law to specific situations generally requires an analysis of all the facts and circumstances. This information should not be substituted for specific legal advice. For more information on the listed statutes, or the Ohio Revised Code, visit codes.ohio.gov/orc/.

If you are charged with a crime, it is a good idea to seek advice of an attorney. The Youngstown State University Student Code of Conduct and university policies and rules are campus behavior and safety standards that may result in sanctions, educational outcomes or penalties that are independent of any criminal considerations.

Violation of the laws referenced previously may also be a violation of the Youngstown State University Student Code of Conduct and university policies and rules and could result in university sanctions. It should also be noted that the university's expectations for appropriate behavior are higher than those under the law.

Federal Drug Laws

Federal law prohibits the trafficking and illegal possession of controlled substances as outlined in Title 21 of the United States Code, Sections 841 and 844.

Depending on the amount possessed, the first offense maximum penalties for trafficking marijuana range from five years imprisonment with a \$250,000.00 fine; to imprisonment for life with a \$4 million fine for an individual, and from five years' imprisonment with a \$1 million fine to imprisonment for life with a \$20 million fine for more than one offender.

For more information on drug scheduling and sanctions, visit www.dea.gov.

Health Effects

Health effects of alcohol:

Alcohol is a central nervous system depressant that is rapidly absorbed from the stomach and small intestine into the bloodstream. A standard drink equals 0.6 ounces of pure ethanol, or 12 ounces of beer; 8 ounces of malt liquor; 5 ounces of wine; or 1.5 ounces (a "shot") of 80 proof distilled spirits or liquor (e.g., gin, rum, vodka or whiskey).

Risks	Possible Health Effects
Intoxication	Intoxication can impair the brain function and motor skills. Intoxication increases the risk of death from car accidents, the leading cause of death of college-aged people.
Heavy Drinking	Heavy drinkers have a greater risk of liver disease, heart disease, sleep disorders, depression, stroke, bleeding from the stomach, STDs, and several types of cancer. They may have problems managing diabetes, high blood pressure, and other conditions.
Injuries	Drinking too much increases your chances of being injured or even killed. Alcohol is a factor, for example, in about 60% of fatal burn injuries, drowning and homicides; 50% of severe trauma injuries and sexual assaults; and 40% of fatal motor vehicle crashes, suicides and fatal falls.
Birth Defects	Drinking during pregnancy can cause brain damage and other serious problems in the baby. Because it is not yet known whether any amount of alcohol is safe for a developing baby, women who are pregnant or may become pregnant should not drink.
Alcohol use Disorders	Alcoholism or alcohol dependence is a diagnosable disease characterized by a strong craving for alcohol, and/or continued use despite harm or personal injury. Alcohol abuse, which can lead to alcoholism, is a pattern of drinking that results in harm to one's health, relationships or ability to work.

Health effects of commonly abused drugs (illegal or not used as prescribed):

Category	Name	Possible Health Effects
Cannabinoids	Hashish; Marijuana	Cough; frequent respiratory infections; impaired memory and learning; increased heart rate; anxiety; panic attacks; tolerance; addiction.
Depressants	Barbiturates; Benzodiazepines (Ativan, Valium); Flunitrazepam (Rohypnol); GHB; Methaqualone (Quaalude)	Fatigue; confusion; impaired coordination, memory, judgment; addiction; respiratory depression and arrest; death. <u>Barbiturates</u> - depression; unusual excitement; fever; irritability; poor judgment; slurred speech; dizziness; life-threatening withdrawal. <u>Benzodiazepines</u> - dizziness. <u>Flunitrazepam</u> - visual and gastrointestinal disturbances; urinary retention; memory loss for the time under the drug's effects. <u>GHB</u> - drowsiness; nausea/vomiting, headache; loss of consciousness; loss of reflexes; seizures; coma; death. <u>Methaqualone</u> - depression; poor reflexes; slurred speech; coma.
Dissociative Anesthetics	Ketamine; PCP and analogs	Memory loss; numbness; nausea/vomiting. <u>Ketamine</u> - at high doses; delirium; depression; respiratory depression and arrest. <u>PCP</u> - possible decrease in blood pressure and heart rate; panic; aggression; violence/loss of appetite; depression.
Hallucinogens	LSD; Mescaline; Psilocybin;	Altered states of perception and feeling; nausea; persisting perception disorder (flashbacks). <u>LSD and Mescaline</u> - increased body temperature, heart rate, blood pressure; loss of appetite; sleeplessness; numbness; weakness; tremors. <u>LSD</u> - persistent mental disorders. <u>Psilocybin</u> - nervousness, paranoia.

<p>Opioids and Morphine Derivatives</p>	<p>Codeine (Robitussin); Fentanyl (Duragesic); Heroin; Morphine; Opium; Oxycodone HCL; Hydrocodone; Bitartrate; Acetaminophen</p>	<p>Nausea; constipation; confusion; sedation; respiratory depression and arrest; tolerance; addiction; unconsciousness; coma; death. <u>Codeine</u>- less analgesia, sedation, and respiratory depression than morphine. <u>Heroin</u>- Staggering gait.</p>
<p>Stimulants</p>	<p>Amphetamine; Cocaine; MDMA; Methamphetamine; Methylphenidate; Nicotine</p>	<p>Rapid or irregular heart beat; reduced appetite; weight loss; heart failure; nervousness; insomnia. <u>Amphetamine</u>- rapid breathing/tremor; loss of coordination; irritability; anxiousness, restlessness; delirium; panic, paranoia; impulsive behavior; aggressiveness tolerance; addiction; psychosis. <u>Cocaine</u>- increased temperature/chest pain; respiratory failure; nausea; abdominal pain; strokes; seizures; headaches; malnutrition; panic attacks. <u>MDMA</u>- Mild hallucinogenic effects; increased tactile sensitivity; empathetic feelings/impaired memory and learning. <u>Methamphetamine</u>- aggression; violence; psychotic behavior/memory loss; cardiac and neurological damage; impaired memory and learning; tolerance; addiction. <u>Nicotine</u>- additional effects attributable to tobacco exposure; adverse pregnancy outcomes; chronic lung disease; cardiovascular disease; stroke; cancer; tolerance; addiction.</p>

Other Compounds	Anabolic Steroids; Dextromethorphan; Inhalants	<p><u>Steroids</u>- Hypertension; blood clotting and cholesterol changes; liver cysts and cancer; hostility and aggression; acne; prostate cancer and other reproductive abnormalities.</p> <p><u>Dextromethorphan</u>- Memory loss; numbness; nausea and vomiting.</p> <p><u>Inhalants</u>- Unconsciousness; cramps; weight loss; muscle weakness; depression; memory impairment; damage to cardiovascular and nervous systems; sudden death.</p>
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For more information visit <http://www.drugabuse.gov/DrugPages/DrugsofAbuse.html>.

Substance Abuse Prevention and Assistance

Youngstown State University and Campus Recreation have collaborated to create a Drug & Alcohol Prevention Program that strives to create a safe, healthy and learning-conducive environment through the promotion of healthy choices concerning the use of alcohol, tobacco and other drugs. The program emphasizes the elimination of harmful use, high-risk behavior and related violence. Various campus-wide presentations and events will be held to promote an increase in health and wellness. For more information, contact **Ryan McNicholas** at 330-941-2207 or **Bradley Roszler** at broszler@student.ysu.edu.

Some of the Programs Include:

YSU For Recovery: This focuses on addiction and recovery; the meetings are open to the entire YSU Community.

Sober Thoughts Program: In collaboration with Residence Life, this program focuses on positive life choices, instead of bad decisions.

Youngstown State University Code of Student Rights, Responsibilities and Conduct

The Student Code of Conduct

PREAMBLE

Youngstown State University is “a student-centered institution committed to the education, development, well-being and success of students of all ages and from all walks in life. In concert with our mission to help students grow intellectually, we strive to foster their personal, social, emotional and career growth, as well as their capacities for lifelong learning, civic responsibility, and leadership...

As a member of a higher education community, students have an obligation to conduct themselves in a manner that is compatible with the university's purposes as an institution of higher education. Each student is expected to be fully acquainted with all published policies, procedures and regulations of the university and is held responsible for compliance with them. All members of the university community are expected to assume responsibility for creating an environment conducive to the educational mission and purpose of the university.

The policies and regulations in The Student Code of Conduct have been established to ensure a positive educational experience for every student. The Student Code of Conduct serves as an official university document that outlines conditions and regulations considered essential to the effective functioning of the university.

The Student Conduct Process at Youngstown State University adheres to procedural due process and is intended to be part of the educational process at the university. This Student Conduct Process provides a forum for the impartial and expedient resolution of misconduct in the university community and encourages students to live responsibly and be accountable for their actions. The Student Conduct Process is based on the university's commitment to developing integrity, respect and responsibility among all students.

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DIVISION OF STUDENT EXPERIENCE

June 15, 2016

ARTICLE I. RIGHTS AND RESPONSIBILITIES

Section A. Basic Rights

The following enumeration of basic rights shall not be construed to deny or disparage other rights and privileges retained by students in their capacity as members of the student body or as citizens of the community at large:

1. The right of free inquiry, expression and/or assembly.
2. The right to pursue educational goals and appropriate opportunities for learning in the classroom, on campus, and on-line.
3. The right to be secure in their persons, living quarters, papers, and effects against unreasonable searches and seizures.

4. The right to retain ownership of class projects/assignments authored by a student and submitted to fulfill requirements of a course, except as provided by the Revised Code, Section 3345.14.

Section B. Basic Responsibilities

Students, as members of the university community, shall have the following responsibilities which are inherent in the basic rights delineated above:

1. To maintain standards of academic performance as established by their faculty.
2. To be responsible for acting in such a manner as to ensure other students the rights declared in Section A. of this article.
3. To be responsible for their actions with respect to, and to follow, all university regulations and policies.
4. To be responsible for their actions with respect to provisions of local, state and federal law.
5. To conduct themselves in a manner which helps to create and maintain a learning atmosphere in which the rights, dignity and worth of every individual in the university community are respected.
6. To have in their possession a valid University Identification Card when on university premises.
7. To be responsible for adhering to the Drug-Free Environment Policy.
8. To ensure adherence to all University Board of Trustees policies that apply to students.

ARTICLE II. STUDENT CONDUCT AUTHORITY

The President has delegated the authority for the university student conduct system to the Associate Vice President for Student Experience. The Associate Vice President for Student Experience, or designee, serves as the Student Conduct Administrator responsible for the administration and operation of The Student Code of Conduct and the Student Conduct Process. Members of the university seeking formal disciplinary action for student misconduct should refer to the Student Conduct Administrator.

The Student Conduct Administrator shall determine the composition of Student Conduct bodies and Appellate Boards.

The Student Conduct Administrator shall develop policies for the administration of the student conduct system and procedural rules for the conduct of hearings that are consistent with provisions of The Student Code of Conduct. The Student Conduct Officer shall be the Associate Director of Student Conduct. The Student Conduct Administrator may also appoint one (1) or more Deputy Conduct Officers to review reports of violations of The Student Code of Conduct and to conduct investigation. Deputy Conduct Officers shall be

under the supervision of the Student Conduct Officer and/or the Student Conduct Administrator.

Section A. Jurisdiction of The Student Code of Conduct

1. The Student Code of Conduct shall apply to conduct which adversely affects the university community or interferes with the pursuit of its mission or educational objectives and programs whether it occurs on university premises, at university sponsored activities, or on non-university premises. It is important to note that a student and/or group/organization will be subject to the University Student Conduct Process where the conduct has occurred on non-university premises when the conduct adversely affects the university community or interferes with the pursuit of its mission or educational objectives and programs.
2. Students shall be responsible for their conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if the conduct is not discovered until after a degree is awarded). The Student Code of Conduct shall apply to a student's conduct even if the student withdraws from the university while a matter of misconduct is pending.
3. An incident which results in a charge under The Student Code of Conduct may also lead to a proceeding outside of the university for a violation of local, state or federal law. In these instances, university proceedings are not subject to challenge based on concurrent criminal or civil proceedings or that such proceeding has been or will be dismissed, reduced, withdrawn, resolved or settled. The university will cooperate, to the extent permitted by law, with law enforcement and other agencies in the enforcement of all laws. In all cases, hearings within the university will be held according to the procedures set forth in this policy. Since the University Student Conduct Process is educational in nature, differing judgments may result.

Section B. Campus Student Organizations

Registered student organizations may exist for any appropriate purpose that does not conflict with university policies and regulations or with local, state, and/or federal laws. The development of policies and guidelines for student organizations is the responsibility of the Associate Vice President for Student Experience or his/her designate. The policies and regulations that apply to student groups/organizations are outlined in the Penguin Student Handbook, which houses all of the student organization's policies. Student groups/organizations that violate any of the student organization policies may be charged with violating The Student Code of Conduct and be subject to the student conduct procedures outlined in ARTICLE IV.

Section C. Student Conduct Authority

1. The enforcement of regulations, policies, and guidelines that apply to students, student organizations/groups are within the jurisdiction of the Associate Vice President for Student Experience, or designee.
2. Student groups and registered student organizations may be charged with violations of The Student Code of Conduct in the following circumstances:
 - a. An organization is responsible for its actions and shall be held responsible when the organization fails to comply with the YSU student organization's policies, and/or university policies or regulations.
 - b. An organization is responsible for its actions and shall be held responsible when the organization fails to comply with city, state, and federal law.
3. A student group (as defined in the Glossary of Terms in this document) or registered student organization and its officers may be held collectively or individually responsible for violations of The Student Code of Conduct.

ARTICLE III. STUDENT CONDUCT STANDARDS

The Student Conduct Process aspires to develop and maintain conduct standards in support of character, civility, and community. This section provides a set of expectations regarding student conduct in support of the university community.

A student, and/or group/organization may be charged with violating any student conduct standard. In cases where a violation is committed by a member of a group/organization, the entire group/organization may be held responsible in addition to the student when those members of the group/organization not directly involved participate in the activity by encouraging, witnessing, or condoning the act in any manner. The following behavior is subject to disciplinary action under The Student Code of Conduct.

1. Academic Dishonesty

Academic dishonesty includes, but is not limited to:

- a) Plagiarism, which includes, but is not limited to: the use, by paraphrase or direct quotation, of the published or unpublished ideas, words, data, or work, of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. It also includes the misrepresentation of another person's work.
- b) The use of any unauthorized assistance or tools
 - i. In taking quizzes, tests, or examinations.

- ii. When completing assignments, solving problems, or carrying out other assignments as detailed in the course syllabus or in other instructions by the instructor.
 - c) The acquisition, without permission, of tests or other academic material belonging to a member of the university faculty, staff, or other entity.
 - d) Engaging in any behavior specifically prohibited by a faculty member in the course syllabus or other instructions.
 - e) Inappropriate collaboration, such as working together on assignments or projects to an extent not permitted by the instructor.
 - f) Multiple submissions of the same work, which includes but is not limited to: submitting the same or parts of the same assignment for multiple classes without permission from the instructor.
 - g) Fabrication of data, which includes but is not limited to: presenting fictitious data relating to experiments, changing of data obtained from sources, and citing non-existent sources.
 - h) Bribes, threats, or intimidation, which include but are not limited to: exchange of payment for assignments or parts of assignments, and threats to entice others to engage in academic dishonesty.
 - i) Impersonation, which includes but is not limited to: pretending to be another person in the completion of a quiz, exam, or other assignment.
 - j) Altering or destroying the work of others unless given permission.
 - k) Lying in order to obtain an academic advantage. This includes, but is not limited to: falsification of documents used to request make-up work.
 - l) Assisting another person in any of the behaviors mentioned above is itself academic dishonesty.
 - m) Asking others to engage in any of the behavior described above is academic dishonesty.
 - n) Attempting to engage in any of the above behaviors is academic dishonesty.
2. Alcohol
- a) Use or possession of alcoholic beverages, except as permitted by law and university policy; Public Intoxication;
 - b) Manufacturing, or distribution of alcoholic beverages to any person under twenty-one (21) years of age except as permitted by law;
 - c) All residents and guests in University Housing are prohibited from use or possession of alcoholic beverages, regardless of age, except as permitted by policy or terms of lease.
3. Bullying and Harassment

Unwelcome or unreasonable behavior that harasses or intimidates people either as individuals or as a group and is sufficiently severe or pervasive from both a subjective (the complainant's) and an objective (reasonable person) viewpoint. Bullying and harassing behavior is often persistent and part of a pattern, but it can also occur as a single incident. It is usually carried out by an individual but can also be an aspect of group behavior (see university policy 3356-2-03 "Discrimination/harassment" and Administrative Code Rule 3356-2-03 "Discrimination/harassment" for prohibited conduct based on individual's sex, race, color, religion, national origin, age, sexual orientation, gender identity and/or expression, disability, or veteran/military status or any other basis protected by law).

4. Complicity

Allowing or enabling a violation to occur, failing to report a violation, or concealing, condoning, supporting, or encouraging a violation or an attempted violation.

5. Conduct System

Abuse of the student conduct system, including, but not limited to:

- a) Failure to obey the summons of a Student Conduct Body or university official to appear for a meeting or hearing as part of the student conduct system.
- b) Falsification, distortion, or misrepresentation of information before a Student Conduct Body.
- c) Institution of a student conduct proceeding knowingly without cause.
- d) Attempting to discourage an individual's proper participation in, or use of, the student conduct system.
- e) Attempting to influence the impartiality of a member of a Student Conduct Body prior to, and/or during the course of, the Student Conduct Process.
- f) Harassment (verbal or physical) and/or intimidation of a member of a Student Conduct Body, participants, or witnesses prior to, during, and/or after a student conduct proceeding.
- g) Failure to comply with the sanction(s) imposed by the Student Conduct Body.
- h) Influencing or attempting to influence another person to commit an abuse of the student conduct system.
- i) Disruption or interference with the orderly conduct of a student conduct proceeding.

6. Disorderly Conduct

Conduct which is disorderly, lewd, or indecent; a breach of peace; obstructs teaching, research, administration, or university activities or functions; or aids, abets, or persuades another person to engage in such conduct.

7. Drugs

Use, possession, manufacturing, or distribution of marijuana, heroin, narcotics, or other controlled substances in either refined or crude form, including the use of drug-related paraphernalia, or the misuse of materials as an intoxicant except as expressly permitted by law and/or under the direction of a licensed physician. No student shall sell or give drugs to any other person.

8. Failure to Comply

Failure to comply with directions and/or oral or written instructions which are given by any university official, student, faculty member, or staff who is acting in an official university capacity and/or failure to identify oneself to these persons when requested to do so.

9. Financial Obligations

Failure to meet all financial obligations to the university.

10. Gambling

Gambling or wagering of any form except as expressly permitted by law and/or university policy.

11. Hazing

Hazing is defined as an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization.

12. Information Technology

Theft or other abuse of information technology and resources, including, but not limited to:

- a) Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
- b) Unauthorized transfer of a file.
- c) Unauthorized use of another individual's identification and password.
- d) Use of computing facilities and resources to interfere with the work of another student, faculty member, or university official.
- e) Use of computing facilities and resources to send obscene or abusive messages.

- f) Use of computing facilities and resources to interfere with the normal operation of the university computing system originating from an on-campus or off-campus source.
- g) Use of computing facilities and resources in violation of copyright laws.
- h) Any violation of the Responsible Use of University Technology Resources Policy (4009.01).

13. Non-Academic Dishonesty

- a) Furnishing false information to any university official, faculty member, or office.
- b) Forgery, alteration, or misuse of any university document, record, credit card, or instrument of identification.
- c) Tampering with the election of any university recognized student organization.
- d) Deliberately misleading or intentionally failing to maintain correct address and telephone information with the Registrar.
- e) Misrepresenting enrollment status and/or achievement at the university to non-university officials and/or on non-university documents.

14. Obstruction of Traffic

Obstruction of the free flow of pedestrian or vehicular traffic on university premises or at university sponsored or supervised functions.

15. Endangering Behavior

- a) Intentionally, knowingly or recklessly causing physical harm to another person or their property or engaging in conduct which threatens or causes a reasonable apprehension of harm to the health, safety, life, or property of a person including one's self.
- b) Entering false fire alarms, bomb threats, or tampering with fire extinguishers, alarms, smoke detectors, or other safety equipment.

16. Property Damage

Any action which damages or could reasonably damage property of the university, or property of a member of the university community, or other personal or public property, on or off campus, or acts of vandalism even if this behavior does not cause damage.

17. Published University Policies

Violation of published university policies, rules, or regulations including those available electronically on the university website.

18. Sexual Misconduct

A broad range of behaviors including sexual assault, dating violence, domestic violence, stalking, voyeurism, and any other conduct of a sexual nature that is nonconsensual, or is carried out through force, threat, intimidation or coercion.

- a) Sexual Assault: Any intentional, non-consensual and/or coerced sexual contact. Physical resistance need not occur to meet the definition of sexual assault.
- b) Consent: Sexual activity requires consent, which is defined as positive, unambiguous, voluntary and on-going agreement to engage in a specific activity. Consent must be freely and affirmatively given. Consent cannot be obtained from someone through coercion or from someone who is unconscious, asleep, or whose judgment is impaired by the use of a drug or alcohol, or diminished by an intellectual, mental or physical condition or disability. Consent may be withdrawn at any time.
- c) Coercion: Intimidation, physical or psychological threat, or pressure used to force another to engage in sexual acts.
- d) Stalking: Repeated behaviors or activities whether in person, online, or through any other means which threaten or endanger the safety, physical or mental health, life or property of another or creates a reasonable fear of such threat or action.
- e) Dating Violence: Violence or abusive behavior (sexual, physical, or threat of violence) committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship is determined based on a consideration of the length and type of relationship, and the frequency of interaction between the persons involved in the relationship.
- f) Domestic Violence: Violence or abusive behavior (sexual, physical or threat of violence) used to maintain control or power within a current or former relationship and which is committed by any of the following:
 - i. A current or former spouse or intimate partner of the victim;
 - ii. A person with whom the victim shares a child in common;
 - iii. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - iv. By any other person against an adult or youth victim under the domestic or family violence laws of the State of Ohio (See Revised Code 2919.25 Domestic Violence).
- g) Sexual Exploitation: Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own benefit or advantage or to benefit or advantage anyone other than the person being exploited, and that behavior does not otherwise constitute another form of sexual misconduct. Examples of sexual exploitation include, but are not limited to, prostituting another, non-consensual video or audio-taping of sexual activity, permitting others to secretly observe or record consensual activity, or engaging in voyeurism.

- h) Sex Offenses: See Chapter 2907 of the Revised Code which defines “Sex Offenses” under Ohio Law. Please see University Policy 3356-2-03.1/Sexual Misconduct.

19. Theft

Attempted or actual theft, including possession of stolen property.

20. Unauthorized Entry

Unauthorized entry to or use of university premises, or unauthorized possession, duplication, or use of keys to any university premises.

21. Unauthorized Recording

- a) Unauthorized use of electronic or other devices to make an audio or video record of any person while on university premises without his/her prior knowledge, or without his/her effective consent when such recording is likely to cause injury or distress, except as otherwise permitted by law.
- b) Unauthorized distribution or dissemination of an audio or video recording or photograph of any person without his or her prior knowledge or consent, even if the audio or video recording or photograph originally had been produced with the person’s consent.

22. Violation of Law

- a) Behavior which would constitute a violation of federal, state, or local law that adversely affects the university community or interferes with the university’s mission or its educational objectives and programs.
- b) If a student is charged only with an off-campus violation of federal, state, or local laws, but not with any other violation of The Student Code of Conduct, student conduct action may result and sanctions may be imposed for misconduct that adversely affects the university community or interferes with the university’s mission or its educational objectives and programs. The university, at its sole discretion, may pursue action against a student while the student is also subject to criminal or civil proceedings. In all cases, hearings within the university will be held according to the procedures set forth in ARTICLE VI. Since the university student conduct process is educational in nature, differing judgments may result.
- c) University student conduct proceedings may be instituted against a student charged with a violation of law which is also a violation of The Student Code of Conduct; for example, if both violations result from the same factual situation, without regard to the pendency of civil litigation in court or criminal arrest and prosecution. Proceedings under The Student Code of Conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.
- d) When a student is charged by federal, state, or local authorities with a violation of law, the university will not request or agree to special consideration for that

individual because of that person's status as a student. The university will cooperate, to the extent permitted by law, with law enforcement and other agencies in the enforcement of all laws.

23. Weapons

Illegal or unauthorized possession of firearms, fireworks, explosives, other weapons, or dangerous chemicals on University premises or use of any such item, even if legally possessed, in a manner that harms, threatens, or causes fear to others.

ARTICLE IV. STUDENT CONDUCT PROCEDURES

Section A. General

This overview gives a general idea of how the university's campus student conduct proceedings work, but it should be noted that not all situations are of the same severity or complexity. Thus, while consistency in similar situations is a priority, these procedures are flexible, and are not exactly the same in every situation.

1. These proceedings are administrative procedures and do not follow the specific steps, methods, or standards of proof of evidence used in civil or criminal courts.
2. Any member of the university community may report violations of The Student Code of Conduct alleging student and/or group/organization misconduct. The report shall be prepared in writing and directed to the Student Conduct Officer. A report of a violation of The Student Code of Conduct shall be submitted as soon as possible after the incident occurs, but not later than thirty (30) days following the university becoming aware of an incident. Exceptions to this limitation period will be reviewed by the Student Conduct Administrator and may be granted in his/her discretion.
3. The Student Conduct Officer shall review reports of violation(s) and may initiate investigations of possible violation(s) of The Student Code of Conduct to determine if the charges have merit. In reviewing the reports, the Student Conduct Officer will determine whether the alleged violation(s) may be resolved through a conduct conference or a conduct hearing. Students or groups/organizations that might be subject to university suspension or expulsion shall automatically be provided a hearing before a Hearing Panel.
4. The standard of proof utilized in all university student conduct proceedings shall be a preponderance of evidence, i.e., more likely than not that the alleged conduct occurred.

Section B. Student Conduct Conference

Any student, student group, or student organization (hereinafter referred to as the respondent) who has been charged with an alleged violation of the Prohibited Conduct section of The Student Code of Conduct will first be scheduled for a Conduct Conference

with the Student Conduct Officer or Deputy Conduct Officer assigned to review the allegation. The respondent (accused student) will be notified in writing of the date, time, and location of the Conduct Conference. Written notification will include:

1. The specific charges pending against the respondent;
2. A brief summary of the referral;
3. Statement of rights and responsibilities; and
4. If applicable, a statement notifying the respondent that the alleged conduct is significant enough that they may face suspension or expulsion if the charge is substantiated.

The Conduct Conference is the first step in The Student Code of Conduct Process, and serves to provide the respondent with the opportunity to discuss the allegations that led to the referral. The respondent will receive more information regarding the Student Conduct Process, clarification of their rights and options, the ability to inspect and review all relevant information as well as a range of potential sanctions for the violation in question should the charges be substantiated. After a discussion regarding the incident and review of relevant information, the respondent will have an opportunity to accept or deny responsibility for the charge(s). If the respondent accepts responsibility for the charge(s), the Student Conduct Officer will sanction the respondent as part of the Conduct Conference. The respondent will be asked to sign the Student Conduct Agreement Form, which will outline all of the sanctions offered to the student. While the student may sign the form immediately, they have up to three (3) university working days to do so. The student has the option to accept the charge but contest the sanction or agree to both the charge and sanction. Once the form is signed, the decision is final and there is no appeal process.

If the respondent denies responsibility for one (1) or more of the charges, the Student Conduct Officer will proceed to schedule a hearing for the student.

Section C. Student Conduct Board Hearing

The purpose of a hearing is to provide an equitable forum for the review of the available information regarding an alleged incident of misconduct. The Student Conduct Hearing Panel will decide by the preponderance of evidence whether or not the respondent is found responsible for the charge(s). All hearings are closed to the public, with the exception of advisors for the complainant and respondent. All parties directly participating in the hearing (the respondent, complainant, and staff member from the Office of Student Conduct or Housing and Residence Life who is presenting the information) may remain present the entire time, excluding deliberations.

Student Conduct Board Hearings are presided over by members of the Student Conduct Board. Each Student Conduct Board Hearing will have a hearing board chair. The chair is responsible for keeping the proceedings moving forward. If the respondent fails to appear at a scheduled Student Conduct Board Hearing and the absence is not excused, the hearing

may proceed in the respondent's absence or may be rescheduled at the discretion of the chair. Each Student Conduct Board Hearing is assigned a hearing board advisor. The role of the advisor is to ensure the conduct process is adhered to and to answer procedural questions posed by any party during the hearing. The hearing board advisor will also keep the proceedings focused on issues relevant to the specific allegations. The hearing board advisor will not participate in a determination of a finding or sanction. However, the board advisor may be summoned by Student Conduct Board members during deliberations to answer questions regarding the conduct process.

Section D. Hearing Procedures

1. Guidelines

- a) The Chair of the Student Conduct Board will explain the respondent's rights and responsibilities, and, if applicable, the complainant's rights and responsibilities.
- b) The Chair (in conjunction with the board advisor, if applicable), is responsible for assuring that these rights as well as the process described in this section are adhered to during the hearing.
- c) The respondent or the complainant (if applicable) may ask for the removal of a Student Conduct Officer or Deputy Conduct Officer by providing written or verbal evidence of bias. In cases before a hearing board, the charge of bias is made to the chairperson who will determine whether it is valid. If the charge of bias is against the chairperson, the hearing board advisor shall decide whether it is valid. If bias is found, the hearing will be rescheduled.
- d) The Student Conduct Officer may ask questions of any party at any time throughout the hearing.
- e) The Chair is responsible for determining the relevancy of questions asked during a hearing. The Chair may deem certain questions irrelevant and not allow them to be answered. In Student Conduct Board hearings, the hearing board advisor may assist the Chair in those determinations.
- f) The Chair may exclude persons from the hearing if they are disruptive, or postpone the hearing because of disruptive behavior of participants or observers.

2. Introduction

- a) Each party in the room will introduce themselves and explain their role in the hearing.
- b) The Chair will ask the Student Conduct Officer to briefly introduce themselves and explain why they have requested the hearing.

3. Presentation of Information

- a) Following the introduction, the Student Conduct Officer will provide the Student Conduct Board with a detailed summary of the incident and, if applicable, any subsequent investigation.

- b) If there is a complainant, the complainant will then have an opportunity to provide the Student Conduct Board with a summary of their role and perspective on the incident. The complainant may be represented by the Student Conduct Officer.
- c) The Student Conduct Board will then ask the respondent to describe their involvement in the matter at hand as it pertains to the charges being considered in the hearing. The Student Conduct Officer may question the respondent at this time.
- d) The Student Conduct Officer will then present any relevant witnesses or documentary information to the Student Conduct Board. The Student Conduct Board, respondent, and complainant (if applicable) will each in turn have the opportunity to ask questions regarding the information presented.
- e) The respondent will then present any relevant witnesses or documentary information to the Student Conduct Board. The Student Conduct Board and the Student Conduct Officer will each in turn have the opportunity to ask questions regarding the information presented.
- f) The Student Conduct Officer will have an opportunity to make a summary statement.
- g) The complainant, if applicable, will have an opportunity to make a summary statement.
- h) The respondent will have an opportunity to make a summary statement.

4. Deliberation and Finding

- a) The Student Conduct Board will go into closed session to determine by the preponderance of evidence whether the respondent will be found in violation of the charges pending in this matter. Student Conduct Boards determine findings by majority vote.
- b) The hearing will re-convene for the announcement of the finding. If the respondent is not found responsible for the violation, the case will be dismissed. If the respondent is found responsible for a violation of one (1) or more of the pending charges, the hearing will proceed to sanctioning.

5. Sanctioning

- a) The staff member from the Office of Student Conduct will give an overview of the respondent's disciplinary history, if any.
- b) If the respondent was presented with a possible sanction during their Student Conduct Conference, the staff member from the Office of Student Conduct will share that proposed sanction with the Student Conduct Board.
- c) The Student Conduct Board will consider the following in determining a sanction:
 - i. Statements and evidence presented at the hearing;
 - ii. Seriousness of the violation;
 - iii. Prior disciplinary record of the respondent; and
 - iv. Disciplinary precedent.

- d) The Student Conduct Board will go into closed session to determine a sanction.
- e) The hearing will reconvene for the announcement of the sanction. In Student Conduct hearings, the sanction is recommended to the Associate Vice President for Student Experience or designee, who will make the final decision. While normally the Board's recommendation will be the sanction imposed, the Associate Vice President for Student Experience or designee may impose a different sanction. The Associate Vice President for Student Experience or designee will send the student written notification of the decision including all parties involved.

Section E. Student Rights and Responsibilities

The following rights and responsibilities apply to those involved in a matter being addressed by the Student Conduct Process.

1. Rights of Respondent – All respondents in the Student Conduct Process have the following rights:
 - a) Written notice of the charge(s) made against them and the basis of the allegation that led to the charge(s).
 - b) In matters that could result in a sanction of suspension or expulsion, the above-mentioned notification will alert the respondent to the possible severity of the outcome.
 - c) The right to an advisor.
 - d) To request reasonable accommodations due to disability.
 - e) Reasonable access to inspect and review their own case file, which includes all information that would be used during the conduct process, to the extent permitted by confidentiality laws.
 - f) Explanation of the resolution options available to them through the conduct process.
 - g) To be presumed not responsible for a violation of prohibited conduct until found in violation by a preponderance of the evidence.
 - h) To speak or not speak on their own behalf.
 - i) The opportunity to respond to information used as part of the decision-making process.
 - j) To deny responsibility for the charge(s) facing them and request a hearing.
 - k) To question any witness that participates as part of a hearing.
 - l) The right to appeal.
 - m) To waive any of the above stated rights provided that the waiver is made freely and in writing.
2. Rights of the Complainant – All complainants in the Conduct Process have the following rights:
 - a) To pursue criminal or civil charges where a legal case exists (without university assistance).

- b) Explanation of the resolution options available to them through the Conduct Process.
 - c) To be free from harassment and intimidation from respondents and others as they engage in this process.
 - d) The right to an advisor.
 - e) To request reasonable accommodations due to disability can be found under ARTICLE IV. Section F.
 - f) To provide information for consideration during the Conduct Process, and to know the results of the process to the extent allowed under federal laws and university policies.
 - g) The opportunity to appear at any hearing that may take place in order to provide relevant information.
 - h) The opportunity to submit a written impact statement for use in a hearing, even if the complainant chooses not to attend the hearing.
3. Responsibilities of Respondents, Complainants, and Witnesses – All respondents, complainants, and witnesses in the Conduct Process have the following responsibilities:
- a) To be honest and forthright in all information they provide during the Conduct Process. Presenting false and misleading information during this process is a violation of Prohibited Conduct as outlined in ARTICLE III.5.b.
 - b) To attend all scheduled meetings, conferences, or hearings, unless alternate arrangements are made in advance.
 - c) To refrain from disruption of the hearing process. Disruption of this process is a violation of Prohibited Conduct as outlined in ARTICLE III.6.
 - d) Respondents have the responsibility to prepare and present their entire case as well as secure the presence of any witnesses who will speak on his/her behalf.

Section F. Reasonable Accommodation for Students with Disabilities

Any student with a disability involved in this process has the right to request reasonable accommodation in order to ensure their full and equal participation. Students wishing to request reasonable accommodations should make those requests directly to the Center for Student Progress (CSP) Disability Services. Students do not have to disclose information about the complaint or charge to CSP Disability Services to request reasonable accommodation, except to the extent that it may assist in the determination of reasonable accommodations. Accommodations are determined on an individual basis by CSP Disabilities Services staff and implemented in consultation with the Office of Student Conduct. Examples of reasonable accommodation include but are not limited to sign language interpretation, real-time communication access during hearings, large print documents, extended time to review documents, or assistance with transcribing questions during interviews or hearings.

Section G. Sanctions

If the student and/or organization is found in violation of any policy, sanctions will be issued. A conduct sanction imposed or other action taken by any Student Conduct Body shall become effective upon written notification to the accused student. The notification will be provided by personal delivery, or by certified or regular US mail delivery to the accused student and/or group/organization. Notification will also be sent to the accused student's official university email address. The decision of the Conduct Officer may be appealed according to Section I of this article. If the individual files a written letter of appeal with the Student Conduct Administrator, and if the appeal is denied, the sanction shall take effect upon exhaustion of the appeals process and shall be retroactive to the effective date stated in the original notification to the student.

1. The following sanctions may be imposed upon any student that has been found responsible for a violation of The Student Code of Conduct. Sanctions are typically issued in a progressive fashion, however each situation differs, and the severity of a violation and the impact on the campus community will be taken into consideration in determining a sanction.
 - a) **Warning:** A written notification statement that the student is violating or has violated The Student Code of Conduct. Continuation or repetition of inappropriate conduct may be cause for more severe student conduct action. A warning will remain in effect for a period not to exceed one (1) academic year.
 - b) **Conduct Probation:** Notice in writing that the violation of The Student Code of Conduct is serious, flagrant, or a repeated violation of policy and a warning that any subsequent violation(s) of university regulations may result in suspension or expulsion and/or imposition of restrictions or conditions consistent with the offense committed and the rehabilitation of the student.
 - c) **Conduct Probation with Restrictions:** Notice in writing that the violation of university regulations is a serious, flagrant, or repeated violation, and a warning that any subsequent violation(s) of The Student Code of Conduct may result in suspension or expulsion. In addition, an order preventing the student from holding university elective office, student employment, participating in any intercollegiate activity or sport, participating in any university sponsored program/organization, or representing the university in any other manner will be attached to this sanction.
 - d) **Restitution:** Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement and may be required in addition to other sanctions as described in this section.
 - e) **Academic/Developmental Sanctions:** Other sanctions may be imposed instead of, or in addition to, those specified above, e.g., community service, counseling, educational assignments.

- f) **Deferred Suspension:** Separation of the student from the university and/or residence halls is deferred for a specified period (not to exceed one (1) academic year). If the student is found in violation of any subsequent violations of The Student Code of Conduct, the suspension takes effect immediately and may not be appealed. Additional sanctions appropriate to the new violation may also be issued.
 - g) **Residence Hall Suspension:** Separation of the student from the residence halls for a specified period of time (not to exceed one (1) academic year), after which time the student is eligible to return. During the suspension period, the student is prohibited from accessing any university housing facilities.
 - h) **University Suspension:** Separation of the student from the university for a specified period of time (not to exceed one (1) academic year), after which time the student is eligible to return. During the suspension period, the student does not have access to the university and is prohibited from participating in any academic or other university activities.
 - i) **Residence Hall Expulsion:** Permanent separation of the student from the residence halls. An expulsion denies the student access to all university housing facilities on a permanent basis.
 - j) **University Expulsion:** Permanent separation of the student from the university. An expulsion denies the student the right to participate in any academic or university activities on a permanent basis.
 - k) **Revocation of Admission and/or Degree:** Revocation of admission to or awarding of a degree from the university for fraud, misrepresentation, or other violation of university standards in obtaining the degree, or for serious violations committed by a student prior to graduation.
 - l) **Withholding Degree:** Withholding the awarding of a degree otherwise earned until the completion of the process set forth in The Student Code of Conduct, including the completion of all sanctions imposed, if any.
 - m) **Fines:** Fines for violations of The Student Code of Conduct will be assessed and charged to the student's account. A list of fines for all violations will be determined at the discretion of the Associate Vice President for Student Experience who will submit a list of the fines structure to the YSU Board of Trustees for approval on an annual basis. The fines structure must be included as a part of The Student Code of Conduct when published and presented to students.
2. More than one of the sanctions listed above may be imposed for any single violation.
 3. The following sanctions may be imposed upon groups or organizations:
 - a) Those sanctions as outlined in Section G. 1. (a through m) of this article.
 - b) **Deactivation:** Loss of all privileges, including university recognition, for a specified period of time.
 4. In each case in which a Student Conduct Body determines that a student and/or group/organization has violated The Student Code of Conduct, the sanction(s) shall be

determined and imposed by the same Student Conduct Body. The Student Conduct Administrator shall be responsible for recommending sanctions to the Hearing Panel and for ensuring that sanctions imposed by the Hearing Panel and Conduct Officers are consistent with the violation and sanctions imposed for similar violations.

Section H. Interim Measures

In certain circumstances, the Associate Vice President for Student Experience may impose an interim measure prior to a hearing or conference before the Student Conduct Body including, but not limited to university or Residence Hall Suspension.

1. Interim suspension may be imposed only:
 - a) To ensure the safety and well-being of members of the university community or to preserve university property;
 - b) To ensure the student's own physical or emotional safety and well-being;
 - c) If the student poses a threat of disruption or interference with the normal operations of the university; or
 - d) If a student is charged with the commission of a criminal offense as defined in the Revised Code, Section 2901.01.
2. In the event that an interim suspension is imposed, the student or group/organization will be notified either in person, or by regular US or certified mail of the cause for suspension. The student will also be notified by email to their current university address. The interim suspension becomes effective immediately upon notification. A Hearing Panel will convene as expeditiously as possible to review the case. The hearing will follow the procedures outlined in ARTICLE IV. Section D. and may proceed before, during, or after any criminal proceedings.
3. During the interim suspension, the student or group/organization shall be denied access to all housing facilities and/or to the campus (including classes) and/or all other university activities or privileges for which the student or group/organization might otherwise be eligible, unless determined otherwise by the Student Conduct Administrator.

Section I. Appeals

1. The decision or sanction imposed by a Student Conduct Body may be appealed by the accused student or group/organization or complainant ("the Appellant") within seven (7) days of notification of the decision. If an appeal is not received within this time frame, the decision reached by the Student Conduct Body will be final.
2. Appeals shall be in writing and shall be mailed or delivered to the Office of Student Conduct. The letter of appeal should indicate the grounds on which the decision is being appealed referencing at least one (1) of the grounds for the appeal (see below) along with supporting information.

3. Once an appeal request has been submitted until the appeal decision has been communicated to the Appellant, all sanctions, except any issued as interim measures, such as interim suspensions, will be held in abeyance. The burden of proof rests with the Appellant filing the appeal.
4. Appeals are not a re-hearing of the student conduct case. Except as required to explain the basis of new evidence, an appeal shall be limited to review of the record of the initial hearing and supporting documents for one (1) or more of the following grounds:
 - a. A claim that the original hearing was conducted in violation of procedural requirements set forth in The Student Code of Conduct, and to determine whether these violations could have affected the outcome of the hearing.
 - b. A claim that the decision reached regarding the accused student or group/organization did not have a reasonable basis for the conclusion reached and that it was not based on proof by a preponderance of the evidence.
 - c. A claim that the sanction(s) imposed was/were disproportionate and without basis to the violation of The Student Code of Conduct which the student or group/organization was found to have committed.
 - d. A claim that there is new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known by the Appellant at the time of the original hearing.
5. The Appellant may, in preparing the request for appeal, have access to records of the case which must be reviewed in the Office of Student Conduct.
6. Appeals of decisions or sanctions imposed by a Conduct Officer will be reviewed by the Student Conduct Administrator. Appeals of decisions by a Hearing Panel will be reviewed by an Appellate Board. An Appellate Board is composed of three (3) members from the Student Conduct Board selected by the Student Conduct Administrator who will review the appeal.
7. The Appellate Board or the Student Conduct Administrator will review the appeal to determine whether one (1) of the grounds listed above has been met.
8. If an Appellate Board or Student Conduct Administrator determines that an appeal has met the grounds, the following options are available:
 - a. The case may be remanded for reconsideration.
 - b. The Appellate Board may reverse the finding of responsibility, in whole or in part.
 - c. The Appellate Board may uphold, reduce, or increase the sanctions.
 - d. The Appellate Board may dismiss the appeal if the appeal is not based upon one (1) of the grounds listed above.
9. The decision of the Appellate Board or Student Conduct Administrator after an appellate review is final.

Section J. Conduct Procedures for University Housing

Deputy Conduct Officers have been designated by the Student Conduct Administrator to review misconduct cases originating within University Housing.

1. The responsibility for the enforcement of rules and regulations governing student conduct in the residence houses, as outlined in the Resident Handbook, is delegated by the Student Conduct Administrator to a Conduct Officer.
2. Any student, faculty member, or university official may file a written report against any student living in a residence house for misconduct within the residence house, campus dining facilities, or at any residence house function.
3. Upon receipt of a written report, the Deputy Conduct Officer will conduct an investigation to determine whether there is reasonable cause to believe that a violation of The Student Code of Conduct may have occurred. If so, the Conduct Officer will follow the procedures outlined in ARTICLE IV. Section D of The Student Code of Conduct.

Section K. Student Conduct Record

The Student Conduct Officer shall maintain all student conduct records of information received and action taken by the respective Student Conduct Bodies.

1. Conduct sanctions shall not be made part of the student's academic record but shall become part of the student's conduct record. Student conduct records shall be expunged seven (7) years after final disposition of the case with the exception of residence hall expulsions, university suspension of a student, and revocation or withholding of a degree which shall be expunged fifteen (15) years after final disposition of the case. University expulsion and university suspension of a student organization conduct records shall be kept indefinitely. Upon graduation, the student may petition the Student Conduct Officer for removal of all files contained in his or her student conduct records. The student may appeal a negative response of the Student Conduct Officer and/or the Student Conduct Board to the Student Conduct Administrator.
2. All material gathered from a substantiated conduct case (residence house, academic, and other) shall become part of any new case against the same individual(s) after the new charges have been substantiated.
3. Student conduct records are maintained only in the names of students found to have violated regulations.

Section L. Special Procedures

To ensure continued participation of students, faculty, and administration in the Student Conduct Process, and to ensure speedy disposition of conduct cases, the President of the University is empowered to develop a subcommittee structure in the event of a large number of student conduct cases. Such subcommittee shall be empowered to hear and

dispose of cases in accordance with the provisions of The Student Code of Conduct and shall ensure that all elements of procedural due process delineated in this article are observed.

ARTICLE V. ACADEMIC DISHONESTY

Section A. Academic Dishonesty

Academic honesty is essential to the educational process and serves to protect the integrity of the university community. Therefore, all members of the university community have a responsibility of maintaining high standards of honesty and ethical practice. Cheating, plagiarism, and other forms of academic dishonesty constitute a serious violation of university conduct regulations (ARTICLE III. 1.).

Students should consult with the faculty member if they are not sure what may constitute academic dishonesty. Students suspected of academic dishonesty may be charged with a violation of university conduct regulations under ARTICLE III. 1. Cases of alleged academic dishonesty shall be resolved in the following manner:

1. Identification of Academic Dishonesty

- a) After the faculty member has gathered evidence supporting academic dishonesty, he/she shall notify the student within 48 hours in writing, via university email, of the allegations and invite the student to participate in an Academic Integrity Conference. The faculty member and student may hold the conference without written notification.
- b) An Academic Integrity Conference to discuss the allegations shall occur within seven (7) working days of the written notification. If the student fails to attend a conference within seven (7) working days, the following will occur:
 - i. The faculty member will complete the Academic Integrity Form (see Appendix A) and will forward this form (without the student's signature) to the departmental chairperson for signature. If the faculty member fails to submit the Academic Integrity Form, the claim of academic dishonesty will be dismissed.
 - ii. The chairperson will then forward the form to the dean for their signature.
 - iii. The dean will then forward the form to the Student Conduct Office to be placed in the student's file. The dean and chairperson have the option to submit written statements to be included with the Academic Integrity Form. The dean of the College of Graduate Studies will be notified and provided a copy of the form for cases involving graduate students.

- iv. The Conduct Office will forward the unsigned Academic Integrity Form along with supporting documents to the Judicial Chair of the Student Academic Grievance Subcommittee for further action.
- c) During the Academic Integrity Conference, the faculty member shall discuss the allegations with the student and determine whether the student is responsible.
 - i. If the faculty member determines that the student is not responsible, no further action is warranted.
 - ii. If the faculty member concludes that the student is responsible, the faculty member shall determine the sanction to be imposed (ARTICLE V.3.) and complete the Academic Integrity Form (see Appendix A). While the student may sign the form immediately, he/she has up to three (3) university working days to do so. The student has the option to accept the charge but contest the sanction or agree to both the charge and sanction. Once the form is signed, the decision is final and there is no appeal process.
 - iii. If the student signs the Academic Integrity Form, acknowledging the incident and the sanction, then no committee action is required unless the recommendation is suspension or expulsion.
 - a. The student will return the form to the faculty member.
 - b. In turn, the faculty member will forward the form to the departmental chairperson for signature acknowledging the case has been brought to the chair's attention.
 - c. The chairperson will then forward the form to the dean for signature acknowledging the case has been brought to the dean's attention.
 - d. The dean will then forward the form to the Student Conduct Office to be placed in the student's file. The dean and chairperson have the option to submit written statements to be included with the Academic Integrity Form. The dean of the College of Graduate Studies will be notified and provided a copy of the form for cases involving graduate students.
- iv. Regardless of whether the Academic Integrity Form is signed, in situations where suspension or expulsion from the university is recommended by the faculty member, the case will immediately be sent to the Student Conduct Office and forwarded to the Judicial Chair to initiate a panel hearing. A representative from the Student Conduct Office must be present at all university suspension and expulsion hearings to serve in an advisory capacity.

2. Academic Integrity Hearing Panel Structure.

- a) Judicial Chair: Associate Provost for Academic Administration or designee appointed by the Provost.
- b) Faculty members are appointed by the Academic Senate and serve a two (2) year term. One (1) faculty member shall be selected from each of the six (6) colleges. At least three (3) of these appointees will have graduate faculty status. A seventh faculty member shall be selected by the graduate council to represent the graduate college.
- c) Student members are appointed by the Associate Vice President for Student Experiences and serve a two (2) year term. Graduate students may be appointed to a one (1) year term.
 - i. Students must complete an application available at the Student Experiences office.
 - ii. Two (2) student members, one (1) undergraduate and one (1) graduate, are selected from each of the six (6) Colleges.
 - iii. Students must have a minimum GPA of 2.5 for undergraduate students and 3.0 for graduate students.
 - iv. Students must not have a previous judicial record.
 - v. Students should be sophomore status or above.
 - vi. A graduate student shall be appointed by the dean of the Graduate College.

3. Sanctions

If the faculty member concludes the student was responsible, they may impose a sanction, which may include, but is not limited to one (1) of the following:

- a) Warn the student;
 - b) Lower the grade on the exam, paper, and/or assignment related to the incident;
 - c) Lower the final grade for the course; and/or
 - d) Request additional action from the Student Academic Grievance Subcommittee, such as removal from a course, university suspension, or expulsion.
4. Role of the Student Conduct Administrator (SCA) in matters of Academic Dishonesty
- a) To create/maintain a student conduct file containing the completed Academic Integrity Form and supporting documents.
 - b) To expunge all records, with the exception of expulsion, after seven (7) years. Please note that if within seven (7) years another institution, as a result of the student transferring or applying to graduate school, requests a copy of the student disciplinary record, these records may be revealed.
 - c) In instances where the Academic Integrity Form is signed, the SCA will acknowledge receipt of this form by emailing the student, faculty member, chairperson, and dean.

- d) In instances where the student already has one (1) prior academic dishonesty offense, any additional offenses will constitute a violation of The Student Code of Conduct and will require the student to undergo a Student Code of Conduct Hearing through the Office of Student Conduct.
5. Academic Integrity Hearing Proceedings
- a) In cases where the Academic Integrity Form was not signed and/or was not returned to the faculty member, or the faculty member recommended university suspension or expulsion, a hearing of the Academic Grievance Subcommittee is initiated.
 - b) Within five (5) university working days of receiving the Academic Integrity Form and any supporting evidence from the faculty member, the Judicial Chair shall contact the student involved and request a statement and any evidence they would like to be considered in the case. The student will have five (5) university working days to submit the statement and evidence to the Judicial Chair.
 - c) Within two (2) university working days of receiving the statement and evidence, the Judicial Chair shall distribute copies of the Academic Integrity Form and any evidence produced by the student and/or faculty member to the Academic Grievance Subcommittee, the student, faculty member, department chairperson, and appropriate dean. The Academic Integrity Form, course syllabus (submitted by the faculty member, student, or both), and any evidence produced by the student and/or faculty member, chairperson or dean combined are considered to be the Academic Integrity Packet.
 - d) A hearing date, time, and location for the Academic Integrity Hearing will be established by the Judicial Chair. Academic Grievance Subcommittee members shall have a minimum of three (3) days to review all written materials in the Academic Integrity Packet submitted by the affected parties. The Academic Integrity Hearing notice shall be sent to the parties directly involved in the grievance procedure, except advisors and witnesses. Parties directly involved in the Academic Integrity procedure.
 - i. Faculty/Student: The party who files the Academic Integrity Form and the party against whom the claim of Academic Dishonesty is filed. If either party cannot or refuses to attend the hearing, they may provide written statements to be submitted for evidence. Faculty members are permitted to have a substitute who will exercise all the rights and responsibilities of the absent faculty member.
 - ii. Department Chairperson: The chairperson of the department in which the faculty member resides. The chairperson's attendance is optional. If the chairperson is in attendance, they will be brought in to speak during the grievance hearing but will not remain in the room throughout the hearing.

- iii. Dean: The dean of the college in which the faculty member's department is housed. The dean's attendance is optional. If the dean is in attendance, they will be brought in to speak during the grievance hearing but will not remain in the room throughout the hearing.
 - iv. Academic Integrity Hearing Panel: Derived from the membership of the Student Academic Grievance Subcommittee of the Academic Senate. At minimum, it consists of three (3) faculty members, three (3) students, and the Judicial Chair. For the case of a hearing involving a graduate student, the graduate college representatives shall be included as members of this panel. This panel conducts the formal hearing and renders a decision.
 - v. Advisors: The student and the faculty member may avail themselves of the services of an advisor throughout the Academic Integrity process. Such an advisor may be drawn from within or outside the university community. Advisors may not present testimony or speak on behalf of the respondent. They are permitted, however, to give notes or whisper instructions/advice to the student or faculty member involved. Examples of advisors include a parent, attorney, clergy, other faculty member, or coach. The advisor may not be the chairperson or dean for the faculty member or student. In situations where a graduate assistant is considered the instructor of record, the chairperson may serve as an advisor and stay throughout the hearing.
 - vi. Witness(es): Witnesses who have something to add to the hearing either in support of the faculty member or student are permitted. While the number of witnesses is not limited, the number that presents repetitive testimony may be limited.
 - vii. No member of an Academic Integrity Hearing Panel will hear a case directly involving him/her.
- e) During the Hearing
- i. The following rights are guaranteed to the student and the faculty member:
 - a. The right to be present; the right to be accompanied by an advisor of their choice;
 - b. The right to speak in support of their argument;
 - c. The right to bring witnesses in support of their case;
 - d. The right to present information directly supporting their written items in the Academic Integrity Packet, including oral testimony; and
 - e. The right to refute information presented.

- ii. The Judicial Chair has the right to limit the amount of time testimony is presented by any given individual; remove disruptive individuals from the room; ensure that only the members of the Academic Integrity Hearing Panel, student, and faculty member are present in the room; ensure that all witnesses remain outside the hearing room and are brought in and dismissed after their testimony is presented.
- f) After the Hearing
- i. The Academic Integrity Hearing Panel shall meet in closed session to review the information presented and reach a decision. The Panel shall vote using secret ballots tallied by the Judicial Chair. The Judicial Chair will only vote in circumstances of a tie among the Panel.
 - ii. If the Academic Integrity Hearing Panel determines that the student is guilty of Academic Dishonesty, the panel may consider previous resolved cases (on file with the Student Conduct Office) involving the student when assigning an appropriate sanction.
- g) Documentation of Academic Integrity Hearing Panel's Decision
- i. Both parties shall be informed of the Academic Integrity Hearing Panel's decision in writing as soon as reasonably possible. This statement shall be prepared and signed by the Judicial Chair and forwarded to the Office of Student Conduct, Graduate School Dean when appropriate, Provost and all parties directly involved in the Academic Integrity procedure, except advisors and witnesses within three (3) university working days.
 - ii. The forwarding of the written statement of the Academic Integrity Hearing Panel's decision ends the Student Academic Grievance Subcommittee's involvement in the disposition of the violation.
 - iii. A file of all pertinent documents for all Academic Integrity hearings shall be kept by the Office of the Provost and the Office of Student Conduct.
 - iv. Any change of grade as a result of the Committee ruling should be made by the faculty member and signed by the respective chairperson and/or dean within five (5) university working days. If the faculty member, chairperson and/or dean refuse to sign, then the Provost will sign off on the grade change form.
- h) At the discretion of the Judicial Chair, the timeline stated under ARTICLE V.1. (a through c) may be extended.
- i) Appeals
- i. Only students may appeal the decision of the Academic Integrity Hearing Panel regarding academic dishonesty. The appeal can only be

based on procedural violations and must be submitted within five (5) university working days from the date the Academic Integrity Hearing Panel's decision was made. The request for an appeal is submitted in writing to the Judicial Chair.

- ii. The Judicial Chair will forward the written appeal to the Academic Senate Executive Committee within two (2) university working days.
 - a. If the Academic Senate Executive Committee determines that no procedural violations occurred, or that any procedural violations were minor and did not affect the Academic Integrity Hearing Panel's decision, the decision of the Academic Integrity Hearing Panel is upheld and the matter is closed.
 - b. If the Academic Senate Executive Committee determines that procedural violations may have occurred and were potentially substantive, the case will be referred to a three-person committee made of one (1) student and two (2) faculty members to hear the case. This will take place within twelve (12) university working days of receipt of the written appeal. The decision reached by this committee is final and may not be appealed.
- iii. Appeal Panel
 - a. No member of the Appeal Panel will hear a case directly affecting him/her.
 - b. Prior to the appeals review, members of the Appeal Panel shall review all submitted materials.
 - c. The chair of the Appeal Panel shall inform both parties of the decision as soon as reasonably possible.
 - d. A written statement of the decision shall be prepared and signed by the chair of the Panel, forwarded to the student and faculty member and to the Student Conduct Office and/or Office of the Provost within five (5) working days of the decision using university email address.
 - e. A file of all pertinent documents for all appeals shall be kept by the Student Conduct Office and/or Office of the Provost.
 - f. The decision reached by the Appeal Panel is final and may not be appealed.

- iv. At the discretion of the chair of the Appeal Panel, the timeline under the appeal process may be extended.
- v. If the appeal results in a grade change, the grade change form should be completed by the faculty member and signed by the respective chairperson and/or dean within three (3) university working days. If the faculty member, chairperson and/or dean refuse to sign, then the Provost will sign off on the grade change form.

ARTICLE VI. OHIO REVISED CODE SECTION 3345.22: 1219 HEARING PROCESS

Section A. Background: Disruptive Behavior and the “1219” Procedure

The Ohio Campus Disruption Act, also known as Ohio House Bill 1219, is codified in Revised Code sections 3345.22 and 3345.23. The purpose of the law is to protect university students, faculty, staff, and other members of the campus community from crimes of violence committed in the vicinity of the university or upon people or property at the university.

A “1219” hearing is appropriate when a student is arrested for a crime of violence committed on or near the university. If a student is convicted of an offense of violence that occurred on or near the university, the student will be automatically suspended under Revised Code 3345.23. The purpose of the “1219” hearing is to remove students from campus that may be a threat to the safety and security of the student body and campus community.

Section B. Definition of a Crime of Violence

There are over 30 crimes of violence that would be considered violations of the “1219” law including, but not limited to, the following: Arson, Assault, Burglary, Domestic Violence, Discharged Firearm, Felonious Assault, Gross Sexual Imposition, Inciting to Violence, Inducing Panic, Intimidation, Kidnapping, Menacing, Murder, Rape, Riot, Robbery, Sexual Battery, and Voluntary Manslaughter.

Section C. Jurisdiction of the “1219” Hearing

1. If a student is arrested for a crime of violence listed in the law, he/she may be temporarily suspended from the University according to The Student Code of Conduct, ARTICLE IV Section H, which is referred to as an Interim Suspension. The Interim Suspension will last during the process of the “1219” hearing and continues until the student meets with the Office of Student Conduct. The results of the “1219” hearing discussed below, does not alter the student’s status under an Interim Suspension.
2. A “1219” hearing, which is distinctly separate from a Student Conduct Conference or a Student Conduct Hearing, will be held shortly after a student’s arrest for a crime of violence. The hearing can be continued for good cause. The purpose of the “1219”

hearing is to determine by a preponderance of the evidence whether the student committed an offense of violence.

3. If the Referee, as appointed by the university (Office of the General Counsel), finds that the student did commit an offense of violence on or near the university, the Referee will then determine if the student should be under strict probation or suspended from the university pending the outcome of the criminal case. However, as noted above if the student is under an Interim Suspension, the student will remain suspended, even if they only receive strict probation from the Referee, until the conclusion of the conduct process administered by the Office of Student Conduct.
4. Following the "1219" hearing, the criminal case outcome will determine the student's status under Revised Code 3345.23. If the student is convicted of an offense of violence in the criminal case, the student will be suspended from the university for at least one (1) year.
5. Upon acquittal, or upon any final judicial determination not resulting in conviction of an offense of violence, the "1219" suspension automatically terminates, and the person suspended shall be reinstated and the record of the "1219" suspension expunged from the person's university record. The criminal process and "1219" hearing are separate. The outcome of the "1219" hearing has no bearing on the criminal case.
6. When a student is found not guilty, he or she may return to school but upon conclusion of the "1219" hearing and possibly while the criminal case is still underway, the university may, and in nearly all cases will, initiate the student conduct process. The student may also be under the restriction of an Interim Suspension. Unless the student is not under an Interim Suspension or has been found responsible of a violation of The Student Code of Conduct, the student would be permitted to return to school.
7. If the student is found guilty at the criminal trial for an offense of violence on or near the university, he/she will be dismissed from Youngstown State University for the period of one (1) year. The student will receive a written notice of the dismissal from the Office of Student Conduct. The student must receive approval from the Board of Trustees to be permitted to return to the university. This one-year suspension will still be imposed even if the student is found not responsible under The Student Code of Conduct.

Section D. "1219" Hearing Process

The "1219" hearing will be an adversary proceeding. Unlike a Student Conduct Hearing, a "1219" hearing will be conducted by a Referee appointed by the university. A university attorney will present the evidence at the hearing on behalf of the university. The student has the right to:

1. Be represented by an attorney.
2. To cross-examine witnesses called by the State.

3. Call upon his/her own witnesses.
4. To present evidence.
5. To give a statement (but not required to do so).

If the student does not appear at the hearing, the student will be suspended. In the absence of a waiver of the right against compulsory self-incrimination, the testimony of a person whose suspension is being considered, given at the hearing, shall not subsequently be used in any criminal proceeding against the person.

Section E. Burden of Proof

Preponderance of the evidence is the standard used for all "1219" hearings. Preponderance of the evidence is known as the balance of probabilities, met if the proposition is more likely to be true than not true. Effectively, the standard is satisfied if there is greater than 50 percent chance that the proposition is true. The Referee must find that the student committed the offense by a preponderance of the evidence.

ARTICLE VII. PARENTAL/GUARDIAN NOTIFICATION POLICY

Youngstown State University is committed to an educational environment that promotes the safety, responsible decision-making, and social and intellectual development of all students. Furthermore, the university is concerned with taking a proactive approach in regards to students that may be experiencing problems with alcohol or other drugs. It is the policy of Youngstown State University to notify parents of students under 21 years of age if such students have been found responsible for violating institutional policies regarding alcohol or other drugs, in an effort to create a positive support network for students.

1. Parameters
 - a) This policy will be applied in situations where students under the age of 21 have been found responsible for a violation of university conduct regulations regarding drugs or alcohol.
 - b) The Office of Student Conduct shall be responsible for administering all procedures of the Parental/Guardian Notification Policy.
2. Procedures
 - a. Parents/guardians shall be notified when the underage student is found responsible for drug or alcohol violations.
 - b. The Associate Vice President for Student Experience, or designee, may make an exception to the Parental/Guardian Notification Policy if in his/her judgment it is determined that harm would come to the student as a result of parental/guardian notification.

- c. The notification will be provided in writing from the Office of Student Conduct and will be mailed to the student's home address.
- d. The notification letter will inform parents or guardians that their student has been found responsible for a violation of alcohol or other drugs. Included with the letter will be answers to frequently asked questions. Parents or guardians will be encouraged to discuss the incident with the student.
- e. The Office of Student Conduct will be responsible for responding to questions from parents/guardians. If a parent or guardian is interested in reviewing his/her student's conduct file, the student generally must sign a waiver to release information. There are exceptions to this that will be determined on a case-by-case basis.

ARTICLE VIII. INTERPRETATION AND REVISION

Any question of interpretation or application regarding The Student Code of Conduct shall be referred to the Student Conduct Administrator for final determination.

The Student Code of Conduct shall be reviewed every three (3) years under the direction of the Student Conduct Administrator. Any member of the university community may recommend a change to The Student Code of Conduct to the Associate Vice President for Student Experience. The Associate Vice President for Student Experience shall distribute the recommendation to the appropriate areas and gather feedback. If the change is endorsed by the Associate Vice President for Student Experience, the change shall be presented to the Board of Trustees for adoption.

Glossary of Terms

When used in The Student Code of Conduct:

1. The term “accused student” or “respondent” shall mean any student accused of violating The Student Code of Conduct.
2. The term “Appellate Board” shall mean any person or persons authorized on a case-by-case basis by the Student Conduct Administrator to consider an appeal from a Student Conduct body’s determination that a student has violated The Student Code of Conduct or from the sanctions imposed by the Student Conduct body.
3. The terms “can,” “may,” or “should” specify a discretionary provision of The Student Code of Conduct.
4. The term “complainant” shall mean any person who submits a referral alleging that a student violated The Student Code of Conduct.
5. The term “faculty member” shall mean any person employed by the university to conduct classroom or teaching activities or who is otherwise considered by the university to be a member of its faculty. In certain situations, a person may be both “student” and “faculty member.” One’s status in a particular situation shall be determined by the relevant circumstances.
6. The terms “file” or “records” means information relating to a current or former student which is stored in a fashion that facilitates recovery of that information by reference to the individual in whatever form or medium such gathering of information is created, kept, or maintained.
7. The term “function” shall mean all student activities or events occurring at the university or sponsored by registered student organizations, groups, or members of the academic community.
8. The term “group” shall mean a number of students who are associated with each other and who have not complied with university requirements for registration as an organization.
9. The term “Student Conduct Officer” is the Associate Director of Student Conduct who is the University Official assigned to serve as the primary Charging Administrator by the Student Conduct Administrator to review complaints, determine responsibility, and impose sanctions upon students found to have violated The Student Code of Conduct.
10. The term “Deputy Conduct Officer” shall mean a university official authorized on a case-by-case basis by the Student Conduct Administrator to serve as a Charging Administrator to review complaints, determine responsibility, and impose sanctions upon students found to have violated The Student Code of Conduct.
11. The term “Student Conduct Administrator” is the Associate Vice President for Student Experience, or designee, who shall be responsible for the administration of The Student Code of Conduct and the university student conduct process.

12. The term “Student Conduct Body” shall mean Student Conduct Officer, any Deputy Conduct Officer or the Student Conduct Hearing Panel authorized by the Student Conduct Administrator to determine whether a student has violated The Student Code of Conduct and to recommend imposition of sanctions.
13. The term “may” is used in the permissive sense.
14. The term “member of the university community” shall include any person who is a student, faculty member, university official, any other person employed by the university, or any person lawfully present on university premises.
15. The term “misconduct” means student behavior that violates codified or explicitly stated university rules and regulations, including but not limited to The Student Code of Conduct.
16. The term “organization” shall mean a university-registered student organization which has complied with formal requirements of official registration.
17. The term “policy” shall be defined as the written regulations of the university as found in, but not limited to, The Student Code of Conduct, Resident Handbook, Penguin Student Handbook, the university website, undergraduate/graduate catalogs, university policies, and Board of Trustees policies.
18. The terms “shall,” “must,” “will,” or “is required” specify a mandatory requirement of The Student Code of Conduct.
19. The term “student” shall include all persons registered for courses, seminars, and workshops at the university, either full-time or part-time, pursuing undergraduate, graduate, professional studies, or continuing education programs. Also included are those individuals accepted for admission or living in the residence halls, whether or not actually enrolled at the university.
20. The terms “university” and “institution” means Youngstown State University and collectively, those responsible for its operation.
21. The term “university premises” shall be defined as all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the university including adjacent streets, sidewalks, and parking lots.
22. The term “university official” shall mean any person employed by, appointed to, authorized to act on behalf of or performing administrative or professional work for the university.
23. The term “university working day” refers to any day of the week excluding Saturdays, Sundays, or official holidays.
24. The term “weapon” shall have the same meaning as in the University Guidebook, Policy No. 7001.03, Possession of Weapons on Campus.
25. All other terms have their natural meaning unless the context otherwise dictates.

Fines for Violations

Fines may be assessed to students who have violated *The Student Code of Conduct*. These fines can be assessed by the Student Conduct Administrator, Conduct Officer, or a hearing panel of the Student Conduct Board after a hearing. Students may be assessed multiple fines if they are found responsible for multiple violations of the code.

Fines will be added to the student's university account, generally within 10 business days following the hearing.

General Violations

Failure to attend a Student Conduct Conference or Hearing: \$25

Failure to complete a sanction: \$25

Restitution for lost/stolen/damaged property while in possession: Restitution plus, \$50

Substance Abuse Violations

Alcohol use/possession/distribution:

1st offense: \$75

2nd offense: \$125

3rd offense: \$175

Drug/controlled substance use/possession/unauthorized prescription drug:

1st offense: \$100

2nd offense: \$150

3rd offense: \$250

Serious Violations of The Student Code of Conduct

Violent/threatening behavior: \$150

Theft: \$150

Weapons: \$150

Drug sale/distribution: \$250

Other fines corresponding to the nature of the violation: up to \$250

Student Conduct Counseling Workshops

Below is a list of workshops sponsored by Counseling Services designed as sanction programs for students who have violations of *The Student Code of Conduct*. When, during the course of an incident or hearing, it is determined that a student may need assistance in redirecting undesirable behavior, they should be sanctioned to the appropriate workshop, as outlined below.

Please note that there is a limit to the number of participants in each workshop.

Substance Abuse Workshop

This workshop should be a sanction for all first time alcohol violations or first time marijuana violations.

This workshop runs 1.5 hours in length and is limited to 20 participants per session.

- Wednesday, September 14 12:00noon-1:30 p.m. in Hynes Room of Kilcawley Center
- Friday, October 7 9:00am-10:30 a.m. in the James Gallery of Kilcawley Center
- Friday, November 18 3:00pm-4:30 p.m. in the Hynes Room of Kilcawley Center

Healthy Relationships Workshop

If, during the course of an incident or hearing, it is determined that a student is exhibiting signs that they may be involved in an unhealthy relationship, they should be sanctioned to this workshop. This may include a romantic, intimate, or dating relationship, or a relationship with a roommate, friend, family member, etc. This workshop will help the student identify ways to practice healthy communication, ways to set healthy boundaries, and ways to identify unhealthy relationships.

This workshop runs 1 hour in length and is limited to 10 participants per session.

- Wednesday, September 28 3:00pm-4:00pm in the Esterly Room in Kilcawley Center
- Wednesday, November 16 12:00noon-1:00pm in the Esterly Room in Kilcawley Center

Conflict Resolution Workshop

If, during the course of an incident or hearing, it is determined that a student has difficulty resolving conflict in a healthy manner, they should be sanctioned to this workshop. This workshop will help the student understand the benefit to resolving conflict (as opposed to escalation or avoidance), identify any anger triggers that may affect them, learn to work towards a win/win solution, and learn skills to manage their own emotions.

This workshop runs 1 hour in length and is limited to 10 participants per session.

- Friday, September 30 3:00pm-4:00pm in the Esterly Room in Kilcawley Center
- Friday, November 18 9:00am-10:00am in the Esterly Room in Kilcawley Center

Student Conduct Request for Appeal

Overview

Requests for an appeal of a decision made during a conduct hearing must meet certain criteria. First and foremost, the respondent must show evidence that one of the four grounds for appeal is relevant in their particular case.

Possible Ground for Appeals

Article IV, Section 1 of *The Student Code of Conduct* outlines four possible grounds for appeal of an outcome of a student conduct hearing. These include:

- a. A claim that the original hearing was conducted in violation of procedural requirements set forth in *The Student Code of Conduct*, and to determine whether these violations could have affected the outcome of the hearing.
- b. A claim that the decision reached regarding the respondent did not have a reasonable basis for the conclusion reached and that it was not based on proof by a preponderance of the evidence.
- c. A claim that the sanction(s) imposed was/were disproportionate and without basis to the violation of *The Student Code of Conduct* that the respondent was found to have committed.
- d. A claim that there is new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known by the respondent at the time of the original hearing.

All appeals will be reviewed upon submission. If the request for an appeal does not provide sufficient evidence for an appeal based on the criteria outlined above, the appeal will be summarily dismissed.

Submitting a Request for an Appeal

After reviewing the possible grounds for appeal and identifying which grounds you believe have been met in your case, you should prepare your written appeal on a separate sheet of paper. An appeal is not a re-hearing of the student conduct case in question. Therefore, except in cases where new evidence must be explained, the appeal will only be based on a review of the record of the original hearing, and review of the documentation provided during the initial hearing. In your request for an appeal, please include the following:

- Your name and contact information, as well as the case in question.
- You should thoroughly describe how the hearing for the case in question meets the standards for grounds for an appeal.
- Your written appeal should be clear, coherent, and limited to no more than four typed pages.
- You must include any supporting documentation with your request for an appeal. If you feel that there is new supporting documentation (including witness or character

statements), this documentation must be provided in written format along with your request for appeal.

Submission of your Request for an Appeal

A request for an appeal must be received in the Office for Student Conduct no later than seven (7) days from the date of notification of the original decision. Requests for Appeals that do not follow the instructions provided herein or that are received more than seven (7) days from the date of notification of the original decision will be summarily dismissed. **Please note that all decisions regarding requests for appeals are final.**

Crime Statistics

Preparing Annual Reports

Included in the annual crime statistics report are crimes that are reported to the following individuals or offices including but not limited to:

- Youngstown State University Police
- Youngstown City Police
- Hartford Twp. Police (Sanctuary property in Trumbull County)
- Office of Student Conduct
- Human Resources
- Student Organization Advisors
- Recreation Center
- Athletics
- Residence Life

Youngstown State University's Annual Security Report is the result of the efforts of many people on campus. Each year the offices and individuals listed above provide information for inclusion in the annual report. No formal police report is required for a crime to be included in the statistics. Every effort is taken to ensure that all persons required to report do so, and that statistics are as accurate and complete as possible. Information included in the annual report is reviewed for accuracy, completeness and readability.

If you have any questions or concerns regarding any of the statistics and information in this report, please contact the YSUPD at (330) 941-3527; or the compliance officer at (330) 941-7496.

Annual Security Report Copies

Copies of the Annual Security Report may be printed in PDF format from the YSUPD website at: www.ysu.edu/police or requested from the following office:

Youngstown State University Police Department
Attn: Clery Compliance Officer
Clingan-Waddell Hall
1 University Plaza
Youngstown, Ohio 44555
Telephone: (330) 941-7496
Fax: (330) 941-7471

Department of Education Clery Act Definitions

Geographical Classifications

On-Campus: Any building or property owned or controlled by Youngstown State University within the same reasonably contiguous geographic area and used by the university in direct support of, or in a manner related to the university's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area identified in the above paragraph that is owned by Youngstown State University but controlled by another person, frequently used by students that supports institutional purposes.

On-Campus Student Housing: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.

Non-Campus: Any building or property owned or controlled by a student organization that is officially recognized by Youngstown State University; or

Any building or property owned or controlled by Youngstown State University that is used in direct support of, or in relation to the university's educational purposes, frequently used by students and is not within the same reasonably contiguous geographic area of the university.

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

Crime Classifications

Aggravated Assault: An unlawful attack by one person upon another for 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.

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

Burglary: The unlawful entry of a structure or conveyance to intent to commit a crime therein.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Destruction/Damage or Vandalism to Property (Hate Crime Only): To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of the property.

Domestic Violence: Crimes of violence committed by current/former spouse of the victim; person with whom the victim shares a child in common; person who is cohabitating with or has cohabitated with the victim as a spouse; or a person similarly situated to a spouse of the victim.

Hate Crimes: A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's actual or perceived bias. A Bias is a preformed negative opinion or attitude toward a group of persons based on their:

- Disability
- Ethnicity
- Gender
- Gender Identity
- National Origin
- Race
- Religion
- Sexual Orientation

Intimidation (Hate Crime Only): 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.

Larceny/Theft (Hate Crime Only): The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. Note: Cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned is still classified as motor vehicle theft.

Murder/Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. This includes any death caused by injuries received in a fight, argument, quarrel, assault or commission of a crime. Note: Murder/Non-Negligent Manslaughter does not include deaths caused by negligence, assaults/attempts to murder, suicides, fetal deaths, traffic fatalities, accidental deaths or justifiable homicides-defined as and limited to the killing of a felon by a peace officer in the line of duty, or the killing of a felon during the commission of a felony, by a private citizen.

Manslaughter by Negligence: The killing of another person through gross negligence (intentional failure to perform a manifest duty in reckless disregard of the consequences and affecting the life or property of another). Note: Manslaughter by negligence does not include deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, or traffic fatalities.

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

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 or her temporary or permanent mental incapacity.

Rape: Penetration or attempted penetration, however 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.

Incest: Sexual intercourse between persons who are related to one another within the degrees wherein marriage is prohibited.

Statutory Rape: Intercourse with a person who is under the statutory age of consent.

Simple Assault (Hate Crime Only): An unlawful physical attack 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.

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

Arrest/Referral Classifications

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 open; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

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

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. Note: Drunkenness and driving under the influence are not included in this definition.

Notes:

- I. "Public Property" statistics include police reports taken from other municipalities and Youngstown City Police that are adjacent to the university's campus. Every effort has been made to comply with the definitions contained in the handbook for campus crime reporting; however, Public Property statistics provided by municipalities are not independently verified by the university, and may include reports of crimes that occurred in private residences or businesses or in other "non-campus" locations.
- II. Municipal police departments provide statistics for Public Property and Non-Campus according to FBI Uniform Crime Reporting (UCR) requirements. Sex offenses have been re-categorized pursuant to the UCR National Incident Based Reporting System (NIBRS), as required by the Clery Act.
- III. Hate crimes are crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, religion, national origin, sexual orientation, gender identity, ethnicity or disability. Reportable hate crimes include the offenses of aggravated assault, arson, burglary, manslaughter by negligence, murder and non-negligent manslaughter, motor vehicle theft, robbery,

forcible sex offenses, non-forcible sex offenses, and other hate crimes involving bodily injury. Effective in 2009, reportable hate crimes include all of the offenses listed above as well as Larceny-Theft, and simple assault.

- IV. Public property statistics, if any, for alcohol arrests provided by other law enforcement agencies may also include statistics for driving while intoxicated (which are not a reportable offense in accordance with Department of Education guidelines).
- V. "Campus", "Non-Campus", and "Public Property" statistics are provided by local municipalities, and these statistics reflect the most current data provided to the university. To the extent of the crime statistics differ from previous reports, the figures in this year's report reflect the most current data provided to the university.
- VI. Some reporting jurisdictions may not provide or are unable to provide the university with statistics broken down specific to the Clery Act geographic areas.
- VII. Some reporting jurisdictions may fail to respond to requests from the university for applicable statistical information.

Annual Crime Report

Crime Statistics

Daily Crime and Fire Log

The YSUPD assembles a "Daily Crime and Fire Log" in an effort to provide the campus community with general information as is related to incidents reported on and about the Youngstown State University campus. Because the YSUPD takes reports of non-criminal incidents as well, the YSUPD log contains both Clery required statistics as well as non-required statistics. The log is located at the YSU Police Department Communications Center, is updated daily and may be viewed immediately upon request. This log provides YSUPD activity beyond what is required pursuant to The Student Right to Know and Campus Security Act of 1990.

2015 Crime Statistics Summary

Overview

The "Jeanne Clery Disclosure of Campus Security Policy and the Campus Crime Statistics Act of 1998," commonly referred to as the "Clery Act," requires institutions of higher education receiving federal financial aid to report specified crime statistics on college campuses and to provide other safety and crime information to members of the campus community.

The Higher Education Opportunity Act (HEOA) of 2008 and the Violence Against Woman Act of 2013 (VAWA) made several changes to the Clery Act and are hereby incorporated as part of The Youngstown State University Policy. This policy was prepared as a part of the university's commitment to safety and security on campus and to meet the requirements of The Student Right to Know and Campus Security Act of 1990 (amended November 1998 and renamed the Clery Act and further amended by the HEOA. This act requires institutions of higher education to prepare, publish and distribute to all prospective students, current students and employees information pertaining to the university's security policies, procedures and programs.

In January of 2016, Youngstown State University appointed a full-time officer to act as the "Clery Compliance Officer" whose primary responsibilities include but are not limited to: coordinating, monitoring and working collaboratively with various departments at YSU to ensure compliance with the Clery Act and associated regulations.

The university publishes crime statistics every year. The annual report is a summation of the crime statistics for the past three years.

Youngstown State University Campus Crime Statistics for 2015, 2014, and 2013

The crime statistics for 2015, 2014, and 2013 are listed below. Note that the “ON-CAMPUS” statistics include the “RESIDENCE HALL” statistics. The statistics for “RESIDENCE HALLS” are a subset of “ON-CAMPUS.”

Clery Crimes	On-Campus			Residence Hall			Non-Campus			Public Property			Unfounded		
Classification	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Murder Non-Neg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	3	0	1	3	0	0	0	0	0	0	0	0	0	0	0
Fondling	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	1	2	0	0	0	0	0	1	1	1	3	0	0	0
Aggravated Assault	3	1	0	3	1	0	0	0	0	0	0	1	0	0	0
Burglary	1	0	7	0	0	0	0	0	1	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0
Dating Violence	1	1	3	0	1	2	0	0	0	0	0	0	0	0	0
Stalking	3	6	1	0	1	0	0	0	0	0	0	0	0	0	0
ARRESTS/RERRALS	On-Campus			Residence Hall			Non-Campus			Public Property			Unfounded		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Liquor Law Arrests	29	29	30	27	18	24	1	0	0	0	5	11	0	0	0
Drug Law Arrests	2	5	14	1	1	5	0	0	0	7	11	12	0	0	0
Weapon Law Arrests	0	1	0	0	0	0	0	0	0	0	1	1	0	0	0
Liquor Law Referrals	35	64	69	34	56	63	0	0	0	0	0	0	0	0	0
Drug Law Referrals	10	17	42	9	12	31	0	0	1	0	0	1	0	0	0
Weapon Law Referrals	1	4	3	1	0	1	0	0	0	0	0	0	0	0	0
HATE CRIMES	On-Campus			Residence Hall			Non-Campus			Public Property			Unfounded		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Reported	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Breakdown	2015	Public Property; Simple Assault; Sexual Orientation													
	2014	No Hate Crimes Reported													
	2013	No Hate Crimes Reported													

Fire Safety

Life Safety/Fire Safety

Youngstown State University recognizes its responsibility to protect the health and assure the safety of the students, employees and visitors to the campus. As a community leader, the university also realizes its role in preserving and protecting the environment. In its efforts to meet these obligations, the university established the Department of Environmental and Occupational Health and Safety in July of 1989. It is the responsibility of this department to assure that the university meets all of its legal obligations as they pertain to health, safety and the environment, and to assist faculty, staff and students in their efforts to comply with all regulatory agencies.

Environmental and Occupational Health and Safety reports administratively to the Executive Director of Facilities. The primary goal is the elimination of hazards that may result in injury, illness to students, employees, and visitors to campus or the destruction of university property. EOHS is administratively responsible for assuring that the university is in compliance with all federal, state and locally mandated programs dealing with safety or environmental issues. The department acts as the university's liaison with regulatory bodies such as: the Environmental Protection Agency, the Ohio Department of Health, the Nuclear Regulatory Commission, and the Occupational Safety and Health Administration.

For more information about Fire and Life Safety at Youngstown State University call (330) 941-3700 or visit the EOHS website.

Other Fire Safety Contact Information

Youngstown City Fire Department
9-1-1 Emergency
(330) 747-7403 Non-Emergency
420 MLK Jr. Blvd.
Youngstown, Ohio 44502

State of Ohio-Division of the State Fire Marshal
(614) 645-8308

Fire Alarm Activation: What to Do

When the fire alarm is activated, all residents and guests must immediately leave the building using the nearest stairs and exits. DO NOT USE THE ELEVATORS. Follow

directions of the residence hall staff, police, health and safety, or fire department personnel. Rooms may be checked in order to confirm evacuation of all occupants.

Anyone who intentionally activates the fire alarm system when there is no emergency is subject to prosecution through the criminal court system and/or disciplinary action through the university judicial system. The expected sanction for such a violation is suspension from the university for reimbursement of costs incurred.

Anyone who tampers with fire safety equipment or removes it from its proper location, other than for proper use, is subject to disciplinary action.

Report Intentional Fires and False Alarms to the YSU Police Department.

In the event of a fire, remember to R.A.C.E. and P.A.S.S.

If you are involved in a fire, the R.A.C.E. acronym will help you remember to:

R=Rescue -

Rescue anyone in immediate danger from the fire, if it does not endanger your life.

A=Alarm

Sound the fire alarm at a pull station.

C=Confine

Confine the fire by closing all doors and windows.

E=Extinguish

Use a fire extinguisher, or EVACUATE the area if the fire is too large.

To properly use a fire extinguisher, remember P.A.S.S.

P=Pull

Pull the silver pin on the extinguisher.

A=Aim

Aim the nozzle at the base of the fire.

S=Squeeze

Press the handle on the extinguisher to discharge the contents.

S=Sweep

Sweep from side to side until the fire appears to be out.

Fire Escape Procedures

Familiarize yourself with the proper fire escape procedures, and in the event of a fire you will be prepared to respond quickly.

When to Fight a Fire:

Fight the fire only if all of the following are true:

- Everyone has left or is leaving the building and Campus Police have been notified;
- The fire is small and confined to the immediate area where it started such as a waste basket, cushion, small appliance, etc.;
- You can fight the fire with your back to a safe escape route;
- The extinguisher is rated for the type of fire you are attempting to extinguish;
- You know you can effectively operate a fire extinguisher.

Remember...

A portable fire extinguisher can only put out a small fire or contain it until the fire department arrives. Portable fire extinguishers are not designed to fight large or spreading fires. Even against small fires, they are useful only under the right conditions.

An extinguisher must be large enough for the fire at hand; it must be fully charged and in working order. The operator must know how to use the extinguisher quickly without taking time to read the directions.

When NOT to Fight a Fire:

There are times when you should not attempt to fight a fire, such as:

- If the fire is spreading beyond the immediate area where it started, or already is a larger fire.
- If the fire could block your escape route;
- If you are unsure of how to properly operate the extinguisher;
- If you are in doubt whether the extinguisher is proper for the type of fire at hand.

Protect Yourself at All Times!

- Stay low to the ground and position yourself between six and eight feet away from the fire;
- Avoid breathing the heated smoke and fumes or the extinguishing agent;
- If the fire starts to spread or threatens your escape route, GET OUT IMMEDIATELY;
- Make it a point to notice the locations of fire extinguishers in your area, as well as all exits.

The Annual Fire Safety Report

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act. This amendment serves to increase campus fire safety awareness across the nation, providing students and their families with the fire safety records of colleges and universities. Signed into law on August 14, 2008, this amendment requires institutions to publish fire safety information and statistics.

Additionally, institutions that maintain on-campus student housing facilities are required to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The statistics include the number, cause, related injuries and deaths, and property damages associated with each fire. In addition, each institution is required to report fire information to the U.S. Department of Education.

Collectively, this information provides prospective and current students information regarding the policies, concerns, and fire safety conditions that are present at Youngstown State University.

Portable Electrical Appliances, Smoking and Open Flames in Student Housing

YSU regulates portable electric appliances, smoking and open flames in on-campus housing; and fire safety policies and procedures. Please see the Youngstown State University Residence Handbook for more information.

The university further reserves the right to direct residents to remove from their room any hazardous materials. The final decision regarding removal of such materials will be made by the director of housing after review by the assistant directors. Items may be confiscated and held if they violate residence hall fire safety and/or jeopardize security and community living.

Portable Electrical Appliances

The following appliances are PROHIBITED: coffee pots (exception being Keurig brewers), microwaves, toasters/toaster ovens, hotpot/hotplates, all other cooking devices, air conditioners, extension cords, halogen lamps, medusa lamps with plastic shades.

The following appliances, which must be UL-approved and in good condition, are permitted: refrigerators (2' by 3' maximum), clocks, desk lamps, hair dryers, curling irons, PC equipment, radios, TVs, razors, fans, heating pads, and stereo equipment. No more than two electrical appliances can be plugged into any double outlet; however, multiple outlet power strips that are UL-approved and fused are permitted with a limit of one per outlet.

Open Flames and Flammable Storage

Candles used for decorative purposes are prohibited. Candles and other devices with open flames, as well as incense and hookas are prohibited. The use of e-cigarettes is also prohibited in the residence halls. Additionally, flammable liquids, such as propane, gasoline, petroleum-based solvents, paint thinners, and similar flammable materials, MAY NOT be stored in residence halls.

Smoking

Youngstown State University is a tobacco-free campus. Smoking or use of tobacco is not permitted on university property. Tobacco use includes the possession of any lighted tobacco product, or the use of any oral tobacco product.

Fire Safety Education and Training Programs

YSU promotes campus fire safety on an ongoing basis through various safety education and training programs.

Residence hall staff receives orientation to the operations and locations of the fire alarm system, as well as a review of their roles during a fire or fire drill. The residence hall life staff receives general fire safety and fire extinguisher training. Students receive a general orientation to the fire systems present in the building during arrival orientation. Staff also reviews evacuation and emergency procedures with residents. Residence hall students participate in fire drills during the fall and spring semesters.

A Fire Safety Communications Bulletin is distributed the campus community detailing compliance with state fire codes, university fire codes, minimizing risk of fire, and general fire safety. A week in October is designated as "Fire Prevention Week". Graduate students in the Chemistry program are trained in the use of fire extinguishers, and general fire safety provided by Dow Chemical. Warren Fire Equipment also provides free classroom training.

Reporting a Fire Occurring in an On-Campus University Student Housing Facility

Individuals discovering a fire at a YSU on-campus student housing facility (or any university facility) should dial 9-1-1 and activate the fire alarm system. The fire alarm system in buildings on campus are supervised and monitored by the dispatcher in the communications center.

Fire Drills

Four fire drills are conducted each semester; these are either announced or unannounced. The announced fire drill is designed to give students an opportunity to evacuate the

residence hall in a non-emergency situation. All residents must leave the building when the fire alarm sounds. Failure to do so will result in disciplinary action.

Fire Alarm System

Each residence hall is equipped with a building fire alarm system, and each student room has a smoke detector. In accordance with Ohio state law, when the building alarm sounds, all residents are required to leave the building. Residents cannot re-enter a building until the all-clear signal is given by the YSUPD, YFD or residence hall staff. The interference with the operation of the smoke detector or any other part of the fire safety equipment will result in criminal and disciplinary sanctions, as well as monetary reimbursement for damages.

Suppression System

A sprinkler system is provided for additional safety in the event of a fire. Residents must be careful not to damage, tamper with, cover or hang items from the sprinkler heads or an accidental discharge of water may result. In addition, residents may not store personal items within 18 inches of any sprinkler head. The interference with the operation of the suppression system will result in criminal and disciplinary sanctions, as well as monetary reimbursement for damages.

Fire Safety and Prevention

- Know every regular and emergency exit from the building you are in. Know how to activate the alarm system and what it sounds like. Know the location of fire extinguishers and how to operate them.
- Arrange room contents with fire safety in mind. Maintain clear and unobstructed access to your room door, from both the outside and the inside, at all times.
- Do not overload electrical outlets.
- Do not use broken, frayed, or cracked electrical cords. Do not suspend lamps or lights by their cords.
- Do not allow clutter to accumulate.

Fire Evacuation Procedures

Students in On-Campus Housing

In the event of a continuous sounding of the fire alarm in the unit, students should proceed as follows:

1. All persons inside a residential or dining facility are required to leave the building immediately.

2. University staff may assist with the evacuation of the building as availability and safety permit.
3. It is the responsibility of all students to familiarize themselves with the proper fire and emergency evacuation procedures.
4. Failure to respond to a fire alarm or to staff requests during an evacuation may result in university disciplinary action in addition to criminal penalties.
5. When an alarm sounds, follow these guidelines:
 - a. Close room doors and windows.
 - b. If possible, wear shoes and carry or wear a coat.
 - c. Leave via the nearest, safest exit, path or route.
 - d. Don't panic, move quickly outside the building to at least 50 feet away from the structure and to the designated assembly point.
6. DO NOT USE ELEVATORS as exit routes. Use the closest stairwells.
7. Do not re-enter the building until the alarm is silenced and the all-clear announcement is given by emergency personnel.
8. If you are on an upper floor, and are hearing impaired, have mobility issues, or are unable to escape from your room:
 - a. Close your door and seal it off with a towel or blanket.
 - b. Dial 9-1-1 and relay all information pertaining to the fire (location, floor, room, building), don't hang up until directed to do so.
 - c. Hang a bright colored sheet or towel from your window to alert emergency crews to your location.
 - d. Open your upper window for fresh air if necessary. If smoke enters the room from the outside, CLOSE your window immediately.
 - e. Wait for rescue. Don't panic, open the door, or prematurely jump from your window.

Campus Employees

It is important for employees to familiarize themselves with the procedures of fire reporting.

1. Safety of the people. Evacuate people as readily as possible. Close doors to isolate the fire. A person with an ambulatory disability should move to the opposite end of the building near a stairway, away from a fire and wait for firefighters to arrive. Exit strategies should be discussed with supervisors.
2. Send the alarm. Call 9-1-1 immediately, and relay all information pertaining to the fire (location, floor, room, building, etc.). Activate the fire alarm at the nearest pull station.
3. Notify others in the area. Move out to a safe area to give firefighters a clear field.

4. Assist University Police or Firefighters; relate to them what is burning (chemicals, radiation hazards, etc.), or any other pertinent information.

Fire Safety Definitions

On-Campus housing facility: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.

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 Drill: A supervised practice of a mandatory evacuation of a building for a fire.

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

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

Fire Safety System: Any mechanism or system related to the detection of a fire, the warning resulting from a fire or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls.

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in the 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.

Fire Log

YSUPD maintains, and makes available for public inspection upon request, a fire log that includes a listing of all fires (and alarms) that occur on campus. The report includes the nature, date, time and general location of each entry. The log may be viewed at the

Youngstown State University Police Department, Clingan-Waddell Hall, 266 West Wood St., Youngstown Ohio, 44555.

Plans for Future Improvements in Fire Safety

Youngstown State University evaluates the fire protection systems on campus. Upgrades to the current systems occur through replacements or building renovations. The newest addition to YSU is the University Edge housing complex. The University Edge will feature a state of the art fire notification and suppression system the meets or exceeds mandated fire code.

Youngstown State University Fire Statistics for 2015, 2014 and 2013

Residence Hall Summary	Fires			Injuries			Deaths		
Facility	2015	2014	2013	2015	2014	2013	2015	2014	2013
Cafaro House 205 Madison Ave.	0	0	0	0	0	0	0	0	0
Flats at Wick 139 Madison Ave.	1	0	1	0	0	0	0	0	0
Kilcawley House 111 University Plaza	0	0	0	0	0	0	0	0	0
Lyden House 251 Madison Ave.	0	0	0	0	0	0	0	0	0
University Courtyard 100 91 Wick Oval	1	0	0	0	0	0	0	0	0
University Courtyard 200 93 Wick Oval	0	0	0	0	0	0	0	0	0
University Edge 348 W. Rayen Ave.	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*	Open Fall of 2016*
Weller House 656 Wick Ave.	0	0	0	0	0	0	0	0	0
Wick House 656 Wick Ave.	0	0	0	0	0	0	0	0	0
2015 Fires-Residence Hall Breakdown									
Facility	Date	Time	Cause of Fire				Nature	Loss	
Flats at Wick	6/10/15	20:45	Grease in oven caught fire				Cooking	Not Rptd.	
University Courtyard 100	6/14/15	8:31	Teapot caught fire				Cooking	Not Rptd.	
2014 Fires-Residence Hall Breakdown									
Facility	Date	Time	Cause of Fire				Nature	Loss	
NO FIRES REPORTED!									

2013 Fires-Residence Hall Breakdown									
Facility	Date	Time	Cause of Fire				Nature	Loss	
Flats at Wick	4/16/13	16:16	Toaster oven caught fire				Cooking	\$75.00	
Fire Alarm and Suppression Systems-Residence Hall Breakdown									
Facility	Fire Alarm	Room Detection	Pull Stations	Monitored by YSUPD	Evacuation Maps	Sprinkler	Extinguisher	Fire Drills Conducted	Number of Fire Drills
Cafaro House	YES	YES	YES	YES	YES	YES	YES	YES	4
Flats at Wick	YES	YES	YES	YES	YES	YES	YES	YES	1
Kilcawley House	YES	YES	YES	YES	YES	YES	YES	YES	4
Lyden House	YES	YES	YES	YES	YES	YES	YES	YES	4
University Courtyard 100	YES	YES	YES	NO*	YES	YES	YES	NO	0
University Courtyard 200	YES	YES	YES	NO*	YES	YES	YES	NO	0
University Edge	YES	YES	YES	NO*	YES	YES	YES	Open Fall of 2016*	Open Fall of 2016*
Weller House	YES	YES	YES	YES	YES	YES	YES	YES	4
Wick House	YES	YES	YES	YES	YES	YES	YES	YES	4
Notations									
* The University Edge was still in the construction phase at the time of this report.									
* The University Courtyard and Edge fire alarms are monitored by HOWLAND ALARM, who alerts the YSUPD.									

Services Provided

Finger Printing

Background Check/WebCheck®

YSU Police utilize the National WebCheck® program to meet the legislative requirements of academic programs, service programs and licensure. These services are provided for university Business only.

- If you are an individual and paying for your own WebCheck®, download and print the Individual WebCheck® Request from the Forms section of the University Police website. Follow the instructions on the form, and fill it out completely. Take it to the University Bursars Office on the 2nd Floor of Meshel Hall to pay the fee, and they will issue you a receipt. You can then come to the University Police Department during any of the open hours listed below.
- If you are requesting WebCheck® *for a department within the university that will pay the fee via budget transfer*, download and print the Department WebCheck® Request from the Forms section of the University Police website. Follow the instructions on the form, and fill it out completely. Once complete forward it to general accounting. When the budget transfer is complete, University Police will contact you and advise you to that the individuals on the form may be sent to the University Police Department during any of the open hours listed below.
- If you are requesting WebCheck® *for an organization within the university or that participates in university business that will pay the fee via Non-Student Billing via the University Bursars Office*, download and print the General Organization WebCheck® Request from as well as the WebCheck® Non-Student Billing Form from the Forms section of the University Police website. Follow the instructions on the forms, and fill them out completely. Once complete forward them to the Police Department. When the fee is paid, University Police will contact you and advise you to that the individuals on the form may be sent to the University Police Department during any of the open hours listed below.
- If you are required to get a WebCheck® and it was billed as part of your tuition, contact your department advisor for further details.

It is the requestor's responsibility to inform YSU Police if the results must be sent to an outside agency electronically, via US Mail, or if the department would like paper copies of the results (choose only one). It can *ONLY* be done at time of fingerprinting. University

Police is not responsible if you select the incorrect destination. If no choice is selected, University Police will not process your Webcheck®.

Individuals who come to University Police for a WebCheck® *MUST* be listed on the form, bring a valid government issued ID (driver's license, state ID card or passport) and know their Social Security Number at time of fingerprinting.

Open WebCheck® times are:

- Tuesdays, 6:00 p.m. to 10:00 p.m.
- Thursdays: 10:00 a.m. to 2:00 p.m.

**If you are requesting a WebCheck® for a group of 10 or more, contact the University Police directly. A time and location can be arranged for your organization outside of the open times.*

The University Police Department is located at 266 West Wood Street (the corner of Fifth Ave. and Wood St.)

The fees are:

- \$37 for the BCI&I Webcheck® (Ohio)
- \$28 FBI Webcheck® (National)
- \$65 for both.

Please contact the University Bursar for open cashier times. The University Bursar accepts cash, check, credit card, and money orders. The University Police Department does not accept any payments

If you wish to pick up a copy of your results, please call the University Police Department in advance. DO NOT walk in. Results can take anywhere from a few hours to 30 days.

Visit www.ysu.edu/police for more information.

Student Escort Service

The YSU Student Security Service, sponsored by the YSU Police Department, provides a free escort to YSU students and employees walking from one campus location to another, or walking to a campus location on the near North Side during the evening hours. The YSU Student Security Staff also help students and staff with disabilities navigate the campus. The Student Security Staff are carefully selected from among student applicants and are trained by the YSU Police Department in First Aid, CPR, AED and to spot and report potential trouble or danger. They are linked by radio to the YSU Police Communications Center and make regular reports during their rounds.

To request an escort, dial (330) 941-1515 from off campus, or extension 1515 from any campus phone. The escort supervisor will immediately send an escort (usually in less than five minutes). Escorts can also be requested on a standby basis by arranging a schedule with the escort supervisor. Hours are Monday thru Thursday 7:00 a.m. to 11:00 p.m. and Friday 7:00 a.m. to 7:00 p.m. After these hours, call the YSU Police Department Communications Center at (330) 941-3527 and an officer will assist you.

Disability Services

Disability Services provides assistance for students with disabilities. (Faculty and Staff requiring services should call Human Resources at ext. 3122.) We strive to create an accessible community where people are judged on their ability, not their disability. We are also committed to fostering a positive attitude toward individuals with disabilities.

The mission of CSP Disability Services at Youngstown State University is to provide a range of accommodations for students with documented disabilities which will enable them to reach their full potential.

Confidentiality

Federal law protects a student's right to privacy. All information and records that student, parents/guardians and other offices submit to CSP Disability Services are treated as confidential. No information will be released about a specific student's disability unless the student expressly gives his/her written permission to do so. This information is maintained in locked, confidential files in the CSP Disability Services office and is not included in the student's permanent university record. To be registered with CSP Disability Services, you must first be accepted by the university through the Office of Admissions.

Please call to make an appointment before dropping in to register. The student must attend the appointment. It is recommended that a parent also attend.

Disability Services

Located at 36 West Wood Street

Office Phone: 330-941-1372

Video Phone: 866-757-1353

Fax Number: 330-941-7470

Office Hours:

Monday - Friday 8:00 a.m. - 5:00 p.m.

Appointments scheduled as needed

Center for Student Progress

One University Plaza

Youngstown, Ohio 44555
Main Location - Kilcawley West
(Located underneath the YSU Bookstore)

Office Phone: 330-941-3538

Fax Number: 330-941-1455

Office Hours:

Monday 8:00 a.m. - 7:00 p.m.

Tuesday - Friday 8:00 a.m. - 5:00 p.m.

Disability Services Email

glmcgranahan@ysu.edu

Gina McGranahan

MEd Assistant Director, Disability Services

Title II/ Section 504 Coordinator for Students

Counseling Services

The Mission of Counseling Services is to provide short-term counseling, consultation and referral services to our currently enrolled students. To achieve this mission, service delivery is guided by adherence to professional codes of ethics and standards of practice.

Counseling services are available at no cost to currently enrolled students. Problems commonly seen during counseling sessions include:

- Anxiety
- Depression
- Relationship Issues

Appointments can be arranged in person in the Student Success office or by calling (330) 941-3737. Appointments are available Monday through Friday between 8:00 a.m. – 5:00 p.m.

Keeping appointments is an important part of the counseling process. If you must miss a session, please call Counseling Services at least 24 hours in advance to cancel or reschedule. Failure to keep three scheduled appointments will result in referral to outside agencies.

To best serve the client's needs, referrals may be made at the initial appointment or during the treatment process when resources needed are not available at Counseling Services.

Class presentations and workshops are offered to campus groups on a variety of topics. Please call the Office of Counseling Services at (330) 941-3737 well in advance to arrange a presentation.

Crisis Information

National Suicide Prevention Number 1-800-273-8255

Help Hotline 1-800-427-3606; (330) 747-2696

Help Hotline has information on a **Suicide Survivors Support Group**

After Hours Emergency

If you are on campus, please call the YSU Police at (330) 941-3527 or 9-1-1 from a campus phone. If you are not on campus, please call Help Hotline Crisis Center at (330) 747-2696 or your local police. You may also go to your local emergency room.

The Counseling Center

Location: Jones Hall - Room 3009

Phone: (330) 941-3737

Hours: Monday through Friday - 8:00 a.m. - 5:00 p.m.

Campus Map

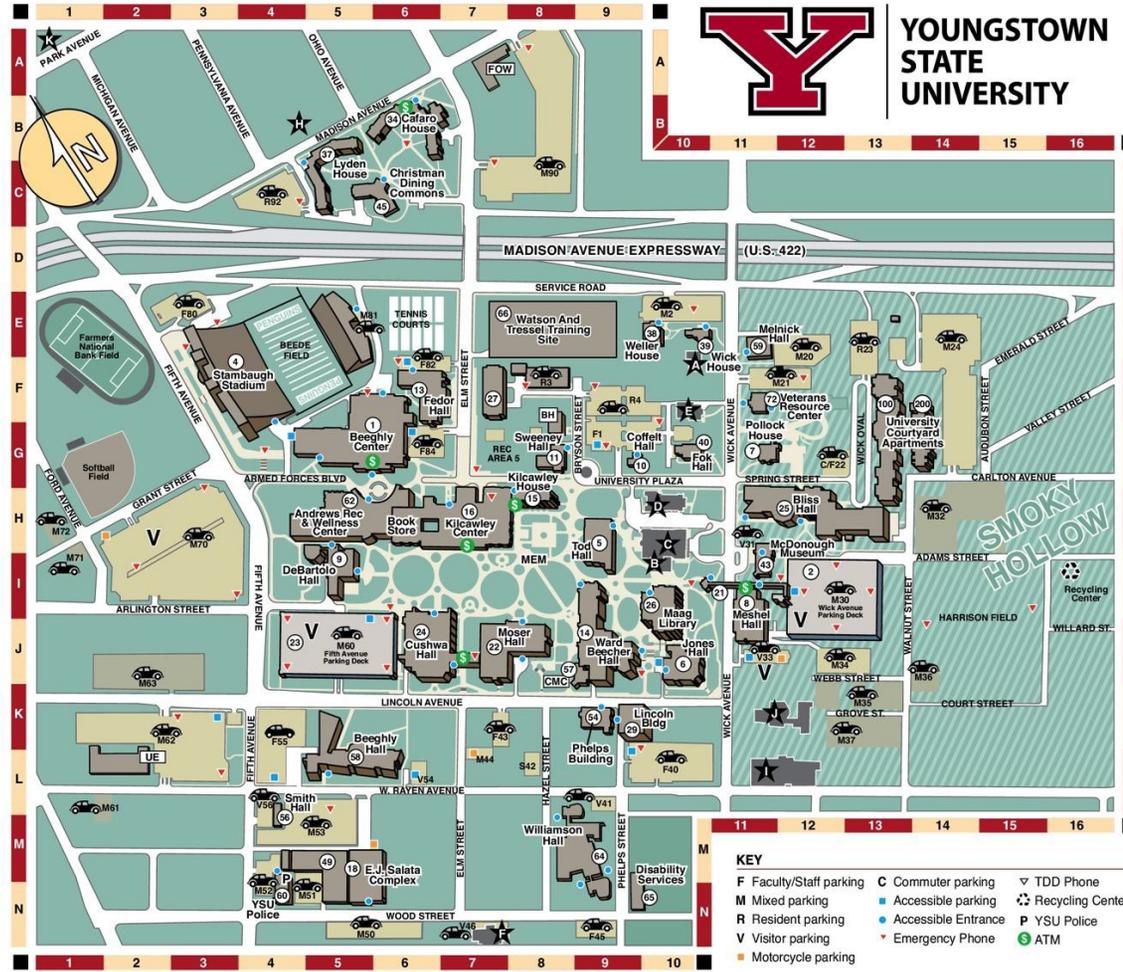
University Buildings

- 65 36 West Wood St. (Disability Services)
- MEM 9/11 Memorial
- 62 Andrews Student Recreation and Wellness Center
- 1 Beeghly Center
- 58 Beeghly Hall
- 25 Bliss Hall
- BH Buechner Hall
- 34 Cafaro House
- 27 Central Utility Plant
- 45 Christman Dining Commons
- 60 Clingan-Waddell Hall (YSU Police)
- 10 Coffelt Hall
- 9J CMC
- 24 Cushwa Hall
- 9 DeBartolo Hall
- 18 E.J. Salata Complex
- 13 Fedor Hall
- FOW Flats On Wick Apartments
- 40 Fok Hall
- 6 Jones Hall
- 16 Kilcawley Center
- 15 Kilcawley House
- 29 Lincoln Building
- 37 Lyden House
- 2 M30 Wick Avenue Parking Deck
- 23 M60 Fifth Avenue Parking Deck
- 26 Maag Library
- 43 McDonough Museum of Art
- 59 Melnick Hall
- 8 Meshel Hall
- 22 Moser Hall
- 21 Pedestrian Bridge
- 54 Phelps Building
- 7 Pollock House
- 56 Smith Hall
- 4 Stambaugh Stadium
- 11 Sweeney Hall (Admissions)
- 5 Tod Hall
- UE University Edge Apartments
- 100 University Courtyard Apartments
- 200 University Courtyard Apartments
- 72 Veterans Resource Center
- 14 Ward Beecher Hall
- 66 Watson and Tressel Training Site (WATTS)
- 38 Weller House
- 49 Westinghouse Building
- 39 Wick House
- 64 Williamson Hall

Area Arts & Cultural Venues & Churches

- A Arms Family Museum of Local History
- B Beecher Center for Technology in the Arts
- C Butler Institute of American Art
- D Butler Institute - North Annex
- E Holy Trinity Romanian Orthodox Church
- F Museum of Industry and Labor
- H Newman Center
- I Public Library
- J St. John's Episcopal Church
- K Wick Park

- 9N
- 8H
- 5H
- 5G
- 5L
- 12H
- 8F
- 6B
- 7F
- 5C
- 4N
- 9G
- 9J
- 6J
- 5I
- 5M
- 6F
- 7A
- 10G
- 10J
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