



**NORTHERN
PENNSYLVANIA**
REGIONAL COLLEGE

Annual Security Report 2023



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Northern Pennsylvania Regional College

Annual Safety and Security Report - 2023

Forward

Northern Pennsylvania Regional College ("NPRC" or the "College") embraces proactive development and continual improvement measures for all aspects of its growth and development. In preparation for its Annual Safety and Security Report – 2023, NPRC began a process of collecting baseline data and established connections between policies and procedures to ensure a seamless and successful execution of this report.

NPRC's Annual Safety and Security Report is filed as required by the federal Crime Awareness and Campus Security Act ("Campus Safety Act"). This report provides the College's faculty, staff, students, and visitors with safety information including crime statistics and reporting procedures.

The College, established in May 2017, provides affordable and accessible post-secondary education and workforce development opportunities to communities from a vast geographical footprint in Northern Pennsylvania. The College does not have a traditional campus or own facilities but rather uses established community resources and locations in partnership with local communities to provide synchronous learning via distance learning technology. NPRC utilizes more than twenty (20) instructional locations for delivery of academic programs and workforce development training. Some workforce development training is delivered to additional facilities or properties, including driving ranges used for CDL training.

NPRC has developed and implemented policies and procedures pertaining to safety and security. These policies and procedures can be found on the NPRC Website, regionalcollegepa.org, [Consumer Information](#) page. Security and Emergency Procedures include [NPRC Emergency Response Plans](#). Inclement Weather College Closing. Procedures include: NPRC-3236 Firearms and Offensive Weapons for Students, NPRC-1205 Sexual Discrimination and Sexual Misconduct, NPRC-3260 Student Complaint, NPRC-9007 Firearms and Offensive Weapons for Employees and Visitors.

Each member of the NPRC community is encouraged to take proactive steps regarding their personal safety in addition to the safety of others.

For all emergency situations, contact the local 911 center. For all non-emergency matters, please contact the administrative offices at 814-230-9010 or report a complaint or concern online at [Report a Concern/Complaint](#).

Contact Information

NORTHERN PENNSYLVANIA REGIONAL COLLEGE
NPRC Administrative Center - Warren
300 2nd Ave, Suite 500
Warren, PA 16365
(814) 230-9010 – Phone, (814) 313-7320 – Fax,
Emergencies for all locations, Dial 9-1-1

Message from the President

Dear NPRC Community,

Thank you for choosing NPRC! We are proud to have the opportunity to help you achieve your educational goals. As you pursue your goals, we want you to know that your safety is a priority for the College. Whether you are at our Administrative Center in Warren, at one of our instructional locations, or attending another activity associated with NPRC, the College's policies and procedures emphasize the importance of student and employee safety.

The information contained within this report provides you with statistics related to campus safety, relevant policies and procedures, and directory information for key personnel. We pride ourselves on our student-centered approach and invite you to reach out to us with any questions or concerns you have.

We are fortunate to serve the communities in our footprint and look forward to celebrating your accomplishments with NPRC and beyond!

My best,

A handwritten signature in black ink that reads "Susan R Snelick". The signature is fluid and cursive, with the first name "Susan" and last name "Snelick" clearly legible, and a middle initial "R" between them.

Susan Snelick, President

Notice of Non-Discrimination

In accordance with NPRC-1210: Nondiscrimination, the College shall not discriminate and prohibits discrimination against any faculty (full-time and part-time), staff, administrators, and students based upon race, color, religion, national origin, ancestry or place of birth, sex, gender identity or expression, perceived gender identity, sexual orientation, disability, use of a service animal due to disability, marital status, familial status, genetic information, veteran status, age, or other classification protected by applicable law in matters of admissions, student services, or in the services, programs, or activities that it operates.

The College prohibits, and will not engage in, retaliation against any person who, in good faith, reports a violation of this policy, provides information in an investigation of a potential violation, or otherwise engages in protected activity under the law.

The College shall provide reasonable accommodations for qualified students and employees with identified disabilities consistent with the requirements of the Americans with Disabilities Act, Sections 503 and 504 of the Rehabilitation Act, and other federal, state, and local laws and regulations.

Title IX Compliance Statement

The College shall comply with the requirements of Title IX of the Education Amendments of 1972, the Jeanne Clery Act Disclosure of Campus Security Policy, and Campus Crime Statistics Act (Clery Act), as amended by the Campus Sexual Violence Elimination Act (SaVE Act). The College will make available to students a "Sexual Assault Victims' Bill of Rights," consistent with the Federal Campus Sexual Assault Victim's bill of Rights under section 485(f)(8) of the Higher Education Act of 1965 (20 U.S.C. ~1092(f)(8)). Conduct prohibited under Title IX, the Clery Act, and the SaVE Act includes dating violence, domestic violence, gender-based harassment, retaliation, sex discrimination, sexual assault, sexual harassment, and stalking. Additional information may be found in the Student Rights and Responsibilities section of the College Catalog, in NPRC-1205: Sexual Discrimination and Sexual Misconduct on the Consumer Information page on the website, and the Victim's Bill of Rights found on the website on the Title IX page.

Preparation of the Annual Security Report and Disclosure of Crime Statistics

In Fall 2021, the College identified members of the Safety and Compliance Committee to commence meeting and develop the Annual Safety and Security Report of 2020. The committee continues to be responsible for preparing and distributing the Safety and Security Report annually. The committee works with other departments within the College, the Pennsylvania State Police, and local law enforcement agencies to collect and compile the information needed to complete this report.

In 1990, Congress enacted the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), which amended the Higher Education Act (HEA) of 1965. This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, 2000, and 2008. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986. It is called the Clery Act and is in section 485(f) of the HEA.

On March 7, 2013, the Violence Against Women Reauthorization Act of 2013 (VAWA) (Public Law 113-14) was signed into law. VAWA includes amendments to the Clery Act. These changes require institutions to disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault, and stalking, among other changes.

All public and private postsecondary institutions that participate in any Title IV programs must comply with the HEA and Title IV institutions. These institutions have signed Program Participation Agreements (PPAs) with the U.S. Department of Education authorizing them to administer Title IV financial assistance programs, including Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOGs), the Federal Work-Study Program, Federal Perkins Loans, the Federal Direct Loan Program, and the Leveraging Educational Assistance Partnership (LEAP). Northern Pennsylvania Regional College is not currently eligible to participate in Title IV programs. The College plans to pursue eligibility to participate in Title IV programs and, once eligible, will comply with the HEA's requirements commencing on the date a Program Participation Agreement (PPA) is signed by the secretary of education.

The College has moved forward with actions intended to abide by the Campus Security Act. This act requires colleges and universities to complete the following:

1. Publish an annual report every year by October 1 that contains three (3) years of campus and non-campus crime statistics and certain NPRC security policy statements.
 - NPRC's first Annual Campus Safety and Security Report (October 1, 2020) included statistics from NPRC's first year delivering an independent academic curriculum, 2020. This year's report, 2023, will include statistics from 2021, 2022, and 2023.
2. Disclose crime statistics for NPRC instructional locations comprising non-campus facilities and classrooms.
 - The statistics for 2021, 2022, and 2023 were gathered from law enforcement agencies throughout NPRC's ten (10) county service area of Cameron, Crawford, Elk, Erie, Forest, McKean, Potter, Tioga, Venango, and Warren Counties from our Clery Representative.
3. Provide "timely warning" notices of crimes that have occurred and "pose an ongoing threat to students and employees."
4. Disclose a public crime log of "any crime that occurred within the patrol jurisdiction of the campus security department and is reported to the security department."
 - As NPRC does not have a traditional campus and therefore no security department, a crime log is not a mandatory feature of reporting and collection.

As defined under the Clery Act, Northern Pennsylvania Regional College has one campus property, the NPRC Administrative Center-Warren. All other NPRC instructional locations fall under the non-campus category.

Per the Clery Act, statistics must be disclosed for the days and times that an institution owns or controls any buildings or property that meet the non-campus definition. Under the Clery Act, NPRC is obligated to disclose statistics only for crimes that occur when NPRC has control of a space, that is, for the dates and times specified in a lease, rental, or other agreement. If an agreement is for a section of a building or property, NPRC is obligated to disclose statistics for the space plus any other areas of the building that students or employees must use to access the contracted space. Non-campus locations do not have a public property reporting requirement.

If NPRC has a partnership with another institution and the agreement specifies only NPRC students can attend classes at the other institution and that the other school's students can attend classes at

NPRC, the College does not have to disclose reported Clery Act crimes that occur on the other campus because the College does not own or control it. The other institution will need to include any crimes in its statistics even if the crimes involve NPRC students. The University of Pittsburgh at Titusville's Education and Training Hub and the University of Pittsburgh at Bradford's Marilyn Horne Hall are non-campus instructional locations of NPRC which fall under this rule.

NPRC Campus, Instructional Locations for the calendar year 2023

NORTHERN PENNSYLVANIA REGIONAL COLLEGE INSTRUCTIONAL LOCATIONS	
Campus Location by County	
Cameron County	
Cameron County High School – EMP	601 Woodland Avenue, Emporium, PA 15834
Crawford County	
Parkside Commons – MDVL	847 N Main Street, Suite 201, Meadville, PA 16335
Saegertown High School – SGT	18709 Mook Road, Saegertown, PA 16433
Education and Training Center at Pitt-Titusville – TTP	504 East Main Street, Titusville, PA 16345
Elk County	
Community Education Center of Elk and Cameron Counties - SMC	4 Erie Avenue, St Marys, PA 15857
Erie County	
Corry Higher Education Council - COR	221 N Center St, Corry, PA 16407
Girard High School – GIR	1100 Rice Avenue, 1135 Lake St Girard, PA 16417
NPRC Education and Training Center - ERE	5739 West Ridge Road, Building C, Suite 2, Erie, PA 16506
Union City High School – UCH	105 Concord Street, Union City, PA 16438
Forest County	
East Forest High School Marienville - MAR	120 W Birch Street, Marienville, PA 16239
West Forest High School Tionesta - TIO	22318 Route 62, Tionesta, PA 16353
McKean County	
Kane Area High School – KAN	6965 PA-321, Kane, PA 16735
Marilyn Horne Way – BRD	2 Marilyn Horne Way, Bradford, PA 16701
Otto-Eldred Junior/Senior High School - OTE	143 R L Sweitzer Drive, Duke Center, PA 16729
Potter County	
Austin Area High School – AUS	138 Costello Avenue, Austin, PA 16720
Potter County Education Council – COU	5 Water Street, Coudersport, PA 16915
Galeton High School – GAL	27 Bridge Street, Galeton, PA 16922
Venango County	

The Galena-Dockery Building – FRA	1140 Liberty Street, Suite 100, Franklin, PA 16323
Warren County	
Tidioute Community Charter School - TTP	241 Main Street, Tidioute, PA 16351
Warren-Higher Education Council - WAR	589 Hospital Drive, Suite F, Warren, PA 16365

NORTHERN PENNSYLVANIA REGIONAL COLLEGE WORKFORCE DEVELOPMENT LOCATIONS

Cameron County	
Cameron County High School – EMP	601 Woodland Avenue, Emporium, PA 15834
Crawford County	
Parkside Commons – MDVL	847 N Main Street, Suite 201, Meadville, PA 16335
Elk County	
St Marys CDL Range	1300 Bruxelles Street, St Marys, PA 15857 *1361 Bucktail Road as of August 1, 2024
Community Education Center of Elk and Cameron Counties - SMC	4 Erie Avenue, St Marys, PA 15857
Erie County	
Corry Higher Education Council – COR	221 N Center St, Corry, PA 16407
NPRC Education and Training Center – ERE	5739 West Ridge Road, Building C, Suite 2, Erie, PA 16506
NPRC CDL Driving Range	8500 Oliver Road, Erie, PA 16509
McKean County	
Seneca Highlands Career and Technical Center	219 Edison Bates Drive, Port Allegany, PA 16743
Tioga County	
Mansfield - CDL Driving Range	2917 South Main Street, Mansfield, PA 16933
Venango County	
The Galena Dockery Building	1140 Liberty Street, Suite 100, Franklin, PA 16323
Warren County	
NPRC Administrative Offices	300 2 nd Avenue, Warren, PA 16365
Warren County Career Center	347 E 5 th Avenue, Warren, PA 16365

Security of Access to Campus Facilities

NPRC does not have housing facilities at any instructional location. Key Fob access is needed to enter the offices at NPRC in Warren. The Director of Safety and Facilities assigns a key and records it. No doors are to be left unlocked or propped open. Proctors check and ensure all appropriate buildings are locked at night.

Reporting Crimes and Other Emergencies

Students, employees, and visitors are encouraged to report any criminal offense, suspected criminal activity, or other emergency to local law enforcement and NPRC administration through the following:

In an emergency, report directly to the local municipal dispatch by calling 911.

Reporting by Phone or Email:

1. After calling 911, contact the NPRC Safety Officer by calling the NPRC Helpdesk at 814-313-7333 and, if necessary, please leave a message to report the emergency.
2. Individuals making reports have the option to remain anonymous but may be asked to state their name, call-back number, and the nature of the incident.
3. Voluntary Confidential Reporting: Victims or witnesses can report a crime on a voluntary, confidential basis. Based on the Academic College Catalog If, at any point, the complainant requests that their name or other identifiable information be held confidential with respect to the respondent or decides not to pursue action by the College.
4. The College Safety Officer--referenced as the Director of IT, Safety and Facilities at NPRC--can be contacted at safety@rrcnpa.org. The CSO does not have the authority to make arrests. NPRC does not employ any trained or armed law enforcement officers. A student may confidentially report a crime to the College Safety Officer. Local law enforcement can make arrests.

Online Reporting:

1. Access the "Report a Concern or Complaint" page on the NPRC website at <https://regionalcollegepa.org/report-concern-complaint/>
2. The reporting person will be prompted to provide the type of report, personal information (optional), and details of the complaint.

Criminal actions or policy violations committed by students are investigated and adjudicated through the processes outlined in the Behavioral Code of Conduct for Students listed in the [College Catalog](https://regionalcollegepa.org/college-catalog/). <https://regionalcollegepa.org/college-catalog/> This process is facilitated by the Director of Student Services or Director of Workforce Development as applicable. Any College disciplinary action will be separate from actions taken by civil authorities. The disciplinary procedure is summarized in the [College Catalog](#) and can be found in full by referencing NPRC-3235: Behavioral Code of Conduct for Students.

Per the federal Clery Act requirements, all criminal activity reported to the College will be included in the Annual Security Report and for dissemination as timely warning notices as deemed appropriate. Information that may easily identify victims or reporting parties will not be disclosed.

For incidents that necessitate immediate action and are occurring at instructional or workforce development locations, NPRC students, instructors, and staff are encouraged to notify local law enforcement and Helpdesk at helpdesk@rrcnpa.org. Incidents that do not need immediate action may be reported through the NPRC website as indicated above. All reports are reviewed to determine appropriate action and discussed with the Director of Student Services or Director of Workforce Development, as applicable, if students are involved.

Documentation of reported incidents is kept in alignment with NPRC policies and procedures based upon the type of complaint or concern reported.

If You Witness a Crime

If you see or suspect a crime is being committed near an NPRC instructional location, education and training center, or administrative center, pay attention to the features of the offender(s) and any vehicles involved. Try to be prepared to provide as many of the following details as you can regarding all involved parties:

- Age, race, height, weight

- Hair color and style, beard, and mustache
- Notable characteristics (acne, scars, glasses, mental state, etc.)
- Clothing description
- Location where last seen
- Last known direction of travel
- Vehicle description and distinctive markings

Reporting to Campus Security Authorities

In August 2021, NPRC identified certain positions employed by the College to serve as Campus Security Authorities (CSA). Based on Clery guidelines, CSAs are defined as an official of an institution responsible for student and campus activities, including student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to act or respond to issues on behalf of the institution. The CSA must report any crime reported to the College's Safety Officer (CSO). The Director of Information Technology, Safety and Facilities (DITSF) is the CSO, and can be contacted at safety@rrcnpa.org, regardless of whether law enforcement was contacted. Information obtained through these reports is included in the College's crime report as submitted under Clery regulations and for issuing Timely Warning Notices as appropriate. NPRC provides CSA training to new employees that hold titles with associated CSA responsibilities. Reports of crimes should be made to CSA's and those CSA reports are classified as crime statistics if they meet the correct criteria. The CSA can fill out an incident form on a student's behalf.

The identified positions within the College who are assigned the duties of Campus Security Authorities (CSA) and approved by Presidents Council each year for NPRC include:

The Clery Act defines a Campus Security Authority (CSA) as, "an official of an institution who has significant responsibility for student and campus activities, including, but not limited to student discipline and College judicial proceedings." NPRC has identified positions within the College assigned to be Campus Security Authorities (CSA's); you are receiving this email because your position has been designated as such.

The positions are:

- Student and Employee Title IX Coordinator
- Director of Student Services
- Directors of all academic areas
- Assistant Director of Advisors (formerly Student Engagement) and Assistant Director of Community Engagement
- Student Services Professionals: Advisors (formerly Student Engagement Specialists) and Educational Representatives (formerly Community Engagement Specialists)
- Institutional Leadership and Vice Presidents and their Administrative Assistants
- Director of Information Technology, Safety, and Facilities
- Instructional Support Specialist
- Assistant Director of Information Technology
- Assistant Director of Facilities Management
- Director of Workforce Development
- Faculty and Staff
- Public Information Officers
- Others – as deemed appropriate

Basic Safety Tips

- Stay Informed. Know how to access emergency resources.
- Be aware and pay attention to your surroundings.
- Secure your belongings and personal information (Social Security number, date of birth, ID numbers, PIN's, passwords, etc.)
- Always have your keys out and ready when you approach your vehicle.
- Keep your location doors locked.
- Keep an eye out for dangerous wildlife and never approach wild animals.
- Stay Connected: Keep your phone charged. Program emergency numbers into your phone.
- If you feel unsafe, notify someone at NPRC. (fellow student, proctor, instructor, staff)

About NPRC Security

The Vice President of Finance and Operations provides oversight for the security and safety of the College.

Local law enforcement agencies were contacted in Summer 2023 to collect crime data, which was then reported in the Clery statistics. While it is not mandatory for local law enforcement to respond to requests for this data, the College made a good-faith effort to obtain the crime statistics from all known law enforcement agencies with jurisdiction within NPRC's Clery geography.

While NPRC has no formal contract in place with local law enforcement, the College has contact with the various law enforcement agencies that serve the communities where NPRC instructional locations are located. Contact information for these law enforcement agencies is outlined in the table on the next page – Law Enforcement Agencies by County.

Daily Crime Log

The daily crime log is to record all criminal incidents and alleged criminal incidents reported to campus police or security department. Institutions that do not have campus police, security, or any contracts to provide such services are not required to maintain a crime log. NPRC did not maintain a crime log for 2021, 2022, or 2023.

If You are Victimized

Victims may elect to report crimes accurately and promptly to either and/or both local law enforcement and the NPRC Safety Officer as outlined above in "Reporting Crimes and Other Emergencies." In cases where victims are unable to report a crime, witnesses are encouraged to do so on their behalf.

Availability of Counselors

Victims of crimes, whether students or employees, are encouraged to access the NPRC Employee Assistance Program (EAP) counseling service available through theeap.com. Should assistance be needed to access the service, contact a Student Engagement Specialist or the Assistant Director of Student Engagement. In the instance of a Title IX allegation, contact the NPRC Title IX Coordinator at titleIX@rrcnpa.org or submit a complaint or concern through NPRC's online form available on the [Consumer Information](https://regionalcollegepa.org/about/consumer-information/) page. <https://regionalcollegepa.org/about/consumer-information/>. Employee Assistance Program (EAP) services are confidential. All case records and information about services provided to employees by the EAP are maintained in the strictest confidence. We have a Memorandum of Understanding (MOU) with "A Safe Place."

Exceptions to confidentiality are as follows:

- If the EAP is under court order or subpoena compelling disclosure.
- If the EAP practitioner has reason to believe that a client is a threat of harm to himself, or others.
- If the EAP practitioner believes a child or vulnerable adult has been subject to abuse or neglect.
- Professional Counselors, when acting as such, are not considered a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics.

Timely Warning Vs Emergency Notification

Timely Warning	Emergency Notification
Purpose: to notify the campus of the incident (ongoing serious threats or crimes) and to provide information to take steps to protect themselves from similar incidents. Narrow focus on Clery Act crimes	Purpose: to immediately inform the campus community about significant emergencies or dangerous situations that pose an immediate threat to health or safety. They are triggered by a wide range of threats.
Scope: Focus on any significant emergency or dangerous situation or crimes and threats that could continue or recur over time.	Scope: Wide focus on any significant emergency or immediate threat to safety, not limited to crimes
Where: Applies to the situations that occur on campus	Where: Applies to crimes that occur on campus, in or on non-campus buildings or property, and on public property
When: Initiate a warning as soon as the pertinent information is available. Confidentiality: withhold the names of victims and other information that could compromise law enforcement efforts or jeopardize the victim's safety.	When: Initiate procedures immediately upon confirmation that a dangerous situation or emergency exists or threatens.
What: Date, nature, location and preventable tips to the campus community about specified crimes are considered to pose a serious or ongoing threat to students and employees.	What: Nature of emergency, what one needs to do immediately, evacuation procedure if necessary and an all-clear notification when over.
Triggering Events: Generally, involve Clery Act crimes such as robbery, assault or other serious crimes Examples: A string of burglaries, reports of sexual assaults, or other repeated criminal activity Recipients: The entire campus	Triggering Events: Can involve various emergencies such as natural disasters, fires, or active shooter situations. Examples: severe storm warning, hazardous material spill, chemical leak, armed intruder, or gas leak

	Recipients: The entire campus, or an identified subset that may be impacted by the emergency
NPRC is not required to issue a Timely Warning Alert for crimes reported to a pastoral or professional counselor that is protected by confidentiality. NPRC is working to improve reporting procedures.	

Timely Warning Alerts are distributed by the marketing department, because they can issue campus-wide communication, to all affected administrative offices, the College President, Vice Presidents, Directors, and departments for dissemination to persons within their areas of responsibility. They are responsible for writing, developing, and facilitating distribution of Timely Warning Alerts in consultation with the Vice President of Finance and Operations (VPFO) or designee.

The marketing department may distribute these warnings through various ways, including emails, web postings, and media and the College's learning management system (D2L).

Alerts will be made available to instructional locations used by NPRC and displayed on the NPRC website, intranet or learning management system as applicable for 30 days or until the crime is resolved and reported as such to NPRC's Marketing and Public Relations personnel for changes to the website. When an emergency or dangerous situation threatens the health or safety of some or all community members, the safety committee and administration consider what to release and begin the notification process.

All NPRC instructional locations have their own safety plans and maintain the capabilities necessary to warn and evacuate their respective locations. These guidelines are maintained and distributed in a variety of ways. Some post the information in hallways and classrooms. The Academic, Workforce Development and Safety teams collaborate to notify students and staff in case of emergency or class cancelation. NPRC may cancel classes, courses and other offerings due to the weather and unforeseen circumstances. A part of these capabilities includes the development and distribution of emergency response guidelines to students, faculty, and staff.

Drills, Exercises and Resources:

At least once per calendar year, the Director of IT, Safety and Facilities will inform all students, faculty, and staff of safety procedures and practices and encourage students and employees to take responsibility for their own safety and the safety of others. NPRC has CSA Training videos. NPRC plans to conduct at least one exercise annually. These exercises may include seminars, drills, table-tops, and webinars. The college will reach out to local, state and federal responders and stakeholders to solicit participation. Staff attend annual conferences and subscribe to University Campus Safety magazines.

Law Enforcement Agencies by County

LAW ENFORCEMENT AGENCIES BY COUNTY Campus and Non-Campus and Workforce Development Location	
Local Police	State Police
Cameron County	

Emporium Borough Police Department	Cameron County State Police - Emporium Station
421 North Broad Street, Emporium, PA 15834	12921 Route 120, Emporium, PA 15834
Phone: 814-486-0768	814-486-3321
Crawford County	
Meadville Police Department	Crawford County State Police - Meadville Station
894 Diamond Park Square # 101, Meadville, PA 16335	11025 Murray Road, Meadville, PA 16335-0479
Phone: 814-724-6100	814-332-6911
Titusville Police Department	
323 North Franklin Street, Titusville, PA 16354	
Phone: 814-827-1890	
University of Pittsburgh Titusville Campus Police	
504 East Main Street, Titusville, PA 16354	
Phone: 888-878-0462	
Elk County	
St Marys Police Department	Elk County State Police - Ridgway Station
319 Erie Avenue, St Marys, PA 15857	48 Servidea Drive, Ridgway, PA 15853
Phone: 814-781-1315	814-776-6136
Erie County	
Corry Police Department	Erie County State Police - Corry Station
20 East South Street, Corry, PA 16407	11088 Route 6 East, Union City, PA 16438
Phone: 814-664-2222	814-663-2043
Millcreek Police Department	Erie County State Police - Erie Station
Caughey Road, Erie, PA 16506	4320 Iroquois Avenue, Erie, PA 16511-2135
Phone: 814-833-7777	814-898-1641
North East Police Department	Erie County State Police - Girard Station
58 East Main Street, North East, PA 16428	5950 Meadville Road, Girard, PA 16417
Phone: 814-725-4407	814-774-9611
Union City Police Department	
13 South Main Street, Union City, PA 16438	
Phone: 814-438-3441	
Forest County	
Forest County Sheriff Office	Forest County State Police - Marienville Station
528 Elm Street, Tionesta, PA 16353	4956 State Route 899, Marienville, PA 16239
Phone: 814-755-3541	814-927-5253
McKean County	

Bradford Township Police Department 136 Hemlock Street, Bradford, PA 16701 Phone: 814-362-4640	McKean County State Police - Lewis Run Station 130 Airport Road, Lewis Run, PA 16738 814-368-9230
Kane Borough Police Department 112 Bayard Street, Kane, PA 16735 814-837-9240	
Otto-Eldred Regional Police 28 Memorial Park Road, Duke Center, PA 16729 814-966-3555	
Smethport Police Department 201 West Main, Smethport, PA 16749 814-887-5817	
Potter County	
Austin Borough Police Department 81 Scoville Street, Austin, PA 16720 Phone: 814-647-8613	Potter County State Police - Coudersport Station 3084 E. Second Street, Coudersport, PA 16915 814-274-8690
Coudersport Borough Police Department 201 South West Street, Coudersport, PA 16915 Phone: 814-274-8970	
Galeton Police Department 15 West Street, Galeton, PA 16922 Phone: 814-435-2600	
Shinglehouse Borough Police Department 103 Pleasant Street, Shinglehouse, PA 16748 Phone: 814-697-6206	
Tioga County	
Tioga Police Department 18 Main Street Tioga, PA 16946 Phone: 570-835-5226	Tioga County State Police - Mansfield Station 785 Lambs Creek Road, Mansfield, PA 16933 570-662-2151
Venango County	
Franklin Police Department 4320 13th Street Franklin PA 16323 Phone: 814-437-1644	Venango State Police - Franklin Station 6724 US 322, Franklin, PA 16323 814-676-6596
Oil City Police Department 21 Seneca Street, Oil City PA 16301	

Phone: 814-678-3080	
Warren County	
Conewango Township Police	Warren County State Police - Warren Station
4 Fireman Road Warren, PA 16365	22001 Route 6, Warren, PA 16365
Phone: 814-726-0725	814-728-3600
Tidioute Borough Police Department	
129 Main Street Tidioute, PA 16351	
Phone: 814-484-1016	
Warren City Police Department	
318 W 3rd Avenue, Warren PA 16365	
Phone: 814-723-2700	
Warren County Sherriff	
407 Market Street, Warren PA 16365	
Phone: 814-723-7553	

Obtaining College Crime Reports

In accordance with the *Pennsylvania Uniform Crime Reporting Act* and the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, all NPRC students and employees receive annual security information updates. The College also makes information about crimes and security available in a variety of other ways that include the following:

CSA's report to the Director of Information Technology, Safety and Facilities via website.
<https://regionalcollegepa.org/report-concern-complaint/>

- NPRC provides all students and employees with information on security policies and procedures and how to obtain additional security data via this report and the College website.
- [NPRC-3235: Behavioral Code of Conduct for Students](https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-3235-BehavioralCodeofConduct-2022-05-13-final_Sig-on-file.pdf) https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-3235-BehavioralCodeofConduct-2022-05-13-final_Sig-on-file.pdf is published annually within the College Catalog. This policy is also available on the learning management system (D2L) as well as the [Consumer Information](https://regionalcollegepa.org/about/consumer-information/) (<https://regionalcollegepa.org/about/consumer-information/>) page.
- The College has various presentations available for viewing, primarily online, by employees and students each year via the Employee Assistance Program (EAP) available to students and employees.

Megan's Law Information and Criminal Records

Under the federal *Campus Sex Crimes Prevention Act*, any person who is required to register with the Commonwealth as a sex offender in Pennsylvania's Megan's Law must notify the state if they are employed or are enrolled as a student at a college or university.

The law requires institutions of higher education to advise the college community how to obtain information on currently registered sexual offenders residing within the college community. In the

absence of an NPRC residence life program, the college residential reporting requirement is nullified.

Sex offenders, already required to register in a state, are required to provide notice to each institution of higher education in that state at which that person is employed, carries on a vocation, or is a student. This registration is to be made available to law enforcement agencies with jurisdiction where the institutions of higher education are located. Institutions of higher education are required to issue a statement advising the campus community where law enforcement agency information, provided by the state concerning registered sex offenders, may be obtained.

Additionally, the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act amended the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

Information regarding registered sex offenders residing near the instructional locations may be obtained by visiting the [Pennsylvania Megan's Law website](https://www.meganslaw.psp.pa.gov). <https://www.meganslaw.psp.pa.gov>

As applicable, college applicants are asked about their criminal history. All prospective employees are also screened in state and federal criminal records databases and the state child abuse registry consistent with the requirements of Act 153.

Emergency Response Plan

In an emergency, please refer to the emergency response plan for the NPRC Administrative Center-Warren, <https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-Emergency-Response-Plan-Warren-1.pdf>, or that of the instructional location as applicable. The Emergency Response Plans for the NPRC Administrative Center – Warren, NPRC Education and Training Center-Erie, <https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-Emergency-Response-Plan-Erie-1.pdf> and the Galena Building – Franklin, <https://regionalcollegepa.org/wp-content/uploads/2023/12/Emergency-Response-Plan-Franklin.pdf>, can be found on the website [Consumer Information](#) page. When evaluating an evacuation, the college considers the type of threat, its context (time of day, likelihood, etc.) and the recommendations of first responders.

The Emergency Response plans include:

- Policy and Organizational Statements
- Evacuation routes
- Severe weather, shelter in place, lock down and food sheltering, medical and fire plans
- Instructions for broadcast warnings
- Emergency contacts including members of the response team
- Communication systems, distribution and access of the plan

According to 55 Pa. Code § 6400.112, Pennsylvania requires unannounced fire drills to be held. We are planning to conduct fire drills for the offices once a year and build a form to log fire drills. <https://www.education.pa.gov/Schools/safeschools/resources/Pages/Fire-Drills-and-Bus-Evacuations.asp>.

Firearms and Offensive Weapons Policies

Northern Pennsylvania Regional College explicitly prohibits the possession and use of firearms or weapons at all facilities and facility properties used by NPRC as defined by NPRC-3236: Firearms and Offensive Weapons for Students and NPRC-9007: Firearms and Offensive Weapons for Employees and Visitors. These policies may be found on the website [Consumer Information](#) page.

https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-9007-FirearmsandOffensiveWeaponsforEmployeesandVisitors-2022-05-24_SOF.pdf

Firearms and offensive weapons are defined as any tool, instrument, material, or implement capable of inflicting serious bodily injury, which include but are not limited to knives, cutting instruments, cutting tools, nun-chuck sticks, handguns, shotguns, rifles, explosive devices, or crossbows/bow and arrows. Students must comply with all state and federal laws related to possession of firearms and offensive weapons. Any violation of state or federal laws is also a direct violation of NPRC-3235: Behavioral Code of Conduct for Students.

Student Rights and Responsibilities In addition to complying with requirements and guidelines established by this policy, students are required to comply with all policies and procedures regarding firearms established by an individual instructional location when on its premises. Students are subject to all penalties or consequences resulting from violation(s) of an instructional location's policies and procedures.

Crime Prevention and Safety Awareness Programs

NPRC is committed to providing supportive programming to students and employees regarding health and safety concerns. Title IX training is made available to faculty, staff, in various modalities. In addition, there are several other mandated training courses for NPRC employees regarding safe work environments and necessary actions for reporting crimes.

NPRC partners with various agencies to assist students and employees with various needs. With respect to abuse and violence, NPRC's student services team uses regional agency referrals [A Safe Place](#), <https://www.asafeplacewarren.org/contact/> as well as state and national hotline numbers. A Safe Place also provides Advocacy and Awareness through conducting training to professionals in the community and prevention education programs. A Safe PLACE (814) 726-1030 or 1-800-338-3460 Domestic Violence/Sexual Assault 24 hrs. services

These agencies and hotline telephone numbers can be found on the College's website and in this report in reference to VAWA/Title IX information as well as Drug and Alcohol awareness programming.

NPRC-3235: Behavioral Code of Conduct for Students

A link to this policy can be found on the [Consumer Information](#) , <https://regionalcollegepa.org/about/consumer-information/> , https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-3235-BehavioralCodeofConduct-2022-05-13-final_Sig-on-file.pdf, or policy page of the College's website.

Students are expected to uphold and abide by standards of conduct that reflect and edify the College's mission, values, vision, philosophy, and goals, outlined in NPRC-1000: College Mission, Values, and Identity. Any conduct which deviates from these standards of conduct may result in disciplinary action. Violations of federal, state, and local laws are contrary to the behavioral expectations of students and are considered infractions of the behavioral code of conduct.

If an alleged offense occurs at a facility or facility property over which the College has jurisdiction, or an alleged offense occurs which may impact the safety of other students, staff, faculty, or administrators, disciplinary consequences may be imposed upon the alleged offender through the College's student conduct proceedings.

The College reserves the right

- To refer any suspected criminal activity to the appropriate law enforcement agency and to suspend the conduct process until any outside investigation has been completed.
- To impose the emergency removal of the Respondent from the College's education program, employment, or activities during the review of the report should it be determined that the Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of the report. The Respondent will receive notice of the intent to impose emergency removal and will be afforded the right to appeal as outlined in correlated procedure associated with the report; PROC-3235: Resolution Procedure for alleged violation of this policy.
- To consider information gathered by outside authorities and any actions that result from criminal or civil litigation or investigation as part of the conduct process.

Students are to exemplify honesty and integrity in their interactions with fellow students, instructors, staff, and administrators. Behaviors that demonstrate a lapse of honesty and integrity include, but are not limited to,

- Behaviors outlined within NPRC-3225: Academic Code of Conduct for Academic Students.
- Action or inaction in collusion with a wrongdoer or which fails to discourage a known or obvious violation of college policy or law.
- Knowingly furnishing false, falsified, or forged information to any member of the college community, including falsification or misuse of documents, accounts, records, identification, or financial instruments and
- Violations of positions of trust or authority within the college community.

Students are to honor and value their college community. Behavior that violates these values includes, but is not limited to,

- Misuse of access privileges to any College facility or facility property, including, but not limited to damaging the facility or its contents, unauthorized use of equipment, or improperly accessing the facility or facility property.
- Abuse or fraudulent use of the College's name, identity, or image, including, but not limited to speaking on behalf of the College without prior authorization.
- Intentional and unauthorized taking of College property or another person's personal or business property at any facility or facility property.
- Knowingly taking possession of stolen property.
- Intentional and unauthorized destruction of college property or another person's personal or business property at any College facility or facility property.
- Misuse of college equipment, technology resources, network, passwords, account or information, including, but not limited to,
 - o Use of technology resources to send harassing or abusive messages.
 - o Use of technology resources to interfere with the work of other members of the college community.
 - o Unauthorized access to a file or personal or group account.
 - o Interference with the normal operation of the College's technology resources.

- Use of technology resources to promote points of view contrary to the mission and values of the College, (i.e., promoting information that would be considered promotion of violence or hateful by a reasonable person, or inconsistent with the purposes of education).
 - Unauthorized transfer of data; and
 - Use of another individual's identification and password.
- Possession and/or use of firearms, explosives, and other weapons, including, but not limited to, BB/pellet guns, slingshots, sharp-edged instruments (such as swords or knives), and dangerous chemicals, is prohibited at any facility or facility property; as outlined in NPRC-3236: Firearms and Offensive Weapons for Students.
- Violations of state or local fire or emergency policies, including, but not limited to, failure to evacuate any facility or facility property during a fire or other emergency, improper use of fire safety or other emergency equipment, or tampering with or improperly engaging a fire or other emergency alarm at any facility or facility property.

Students are expected to adhere to the values of social justice, equity, and respect for differences and diversity. Behaviors that violate this expectation include, but are not limited to,

- Discrimination, as outlined in NPRC-1210: Nondiscrimination.
- Malicious, callous, or reckless disregard for the welfare of another human being.
- Disruption of college operations, including, but not limited to, obstruction of teaching, administration, or other college activities.
- Obstruction of freedom of movement by community members or visitors.
- Abuse, interference, or failure to comply in college processes, including conduct hearing or abuse of the conduct system, including, but not limited to,
 - Failure to attend meetings scheduled for conduct code administration purposes.
 - Falsification, distortion, or misrepresentation of information.
 - Failure to provide information or destruction or concealment of information during an investigation of an alleged policy violation.
 - Attempting to discourage an individual's proper participation in, or use of, the conduct system; and
 - Harassment or intimidation of a member of a conduct body prior to, during, or after a conduct proceeding, failure to comply with the sanctions imposed by the conduct system or influencing or attempting to influence another person to commit an abuse of the Behavioral Code of Conduct for Students.

Students are expected to show respect for each other, for property, and for the community. Behavior that violates this value includes, but is not limited to,

- Physical harm or threat of physical harm, verbal abuse, or other conduct which threatens or endangers the health or safety of any person.
- Violence between those currently or formerly in an intimate relationship with each other, such as dating violence.
- Sexual misconduct, including, but not limited to, stalking, sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, or sexual exploitation as defined in NPRC-1205: Sexual Harassment and Sexual Misconduct.
- Unauthorized use of video or audio recording devices at an instructional or administrative site or while attending college-related functions.
- Failure to comply with directions of college officials, law enforcement officers, or emergency responders during the performance of their duties or failure to identify oneself to these

- persons upon request; and
- Use of all tobacco products, including cigarettes, pipes, cigars, smokeless or vapor cigarettes, chewing tobacco or snuff, at facility or facility property or at any college function except as permitted.

Students are awarded and accept a high level of responsibility as role models. Behavior that violates this value includes, but is not limited to:

- Manufacture, use, possession, or distribution of illegal drugs, controlled substances and/or alcoholic beverages, as defined by NPRC-1040: Drug and Alcohol, except as expressly permitted by law or NPRC-1040: Drug and Alcohol.
- Violating or assisting in the violation of college policies or public laws.
- Violations of federal, state, or local laws which affect the interests of the college community; and
- Intentionally or recklessly causing a fire.
- In most cases, the College will treat attempts to commit any violations listed in NPRC-3235: Behavioral Code of Conduct for Students as if those attempts had been completed unless substantial proof can be provided that the perceived attempt was unintentional as determined by the adjudicator identified in PROC-3235: Behavioral Code of Conduct for Students.

Whenever a complaint is made against any student for misconduct, the College shall investigate and adjudicate the allegations in alignment with the contents of PROC-3235: Behavioral Code of Conduct for Students. Students will have a right to appeal against the decision as outlined in NPRC-3260: Student Complaint.

The outcome of a conduct hearing is part of the educational record of the accused student and is protected from release under the Federal Educational Right to Privacy Act except as required or permitted by federal or state law or through legal action by subpoena.

Reports of an alleged violation of NPRC-3235: Behavioral Code of Conduct for Students must be made within five (5) business days of an allegation or observation of an alleged violation. A Complainant shall complete the online Concern/Complaint form and select "Behavioral Code of Conduct Complaint" for academic student infractions, providing written documentation of the incident and copies of any relevant documents, recordings, or other records related to the allegation.

After reviewing the online Behavioral Code of Conduct Complaint form, the Director of Student Services will investigate within five (5) business days of the complaint's receipt. The investigation may include reviewing video recordings or relevant documents, communicating with the Complainant or Respondent, or communicating with other individuals as needed. The investigation will include an examination of FORM-3225-02: Academic Code of Conduct for Academic Students Incident Tracking to determine if this alleged violation is part of a repeated pattern of behavior for which progressive disciplinary action is warranted. The College will treat any complaint as alleged during the investigation process. The investigation will be completed, and its conclusion communicated to all involved parties through college-assigned email accounts, by the close of business on the fifteenth (15th) business day after receipt of the complaint.

If the Respondent is found to be in violation of NPRC-3235: Behavioral Code of Conduct for Students, disciplinary action may include recommendation for expulsion from the College as detailed in NPRC-3237: Suspension and Expulsion or other sanctions, including, but not limited to, exclusion

from course(s), class meeting(s), education program(s) or related educational activities, or college-sanctioned event(s).

Appeals regarding a decision of the Director of Students Services may be made to the Vice President of Academic and Student Affairs (VPASA). Appeals may be made by providing the applicable Vice President with a written statement through college-assigned email explaining the complaint, the decision, and the student's justification for requesting an appeal. This written statement must be provided by the student within five (5) business days following the issuance of the decision.

Appeals can be made under the following circumstances:

- A procedural error or omission occurred that significantly impacted the outcome of the hearing.
- Presentation of new, unknown, or unavailable evidence that was not previously considered that could impact the original finding or sanction.
- The imposed sanctions fall outside the range of sanctions designated for the offense.

The VPASA will investigate that includes reviewing relevant evidence or communicating with involved parties as necessary. The investigation will conclude, and a decision will be communicated to all involved parties through college-assigned email accounts, within ten (10) business days of receipt of an appeal. This decision is final.

Civil Rights and Title IX Policies and Complaint Procedures

Northern Pennsylvania Regional College has adopted an internal procedure for providing prompt and equitable resolution of complaints alleging discrimination, harassment, and/or retaliation in violation of federal or state civil rights laws, including those laws enforced by the U.S. Department of Education, Office of Civil Rights. The Federal Government prohibits discrimination, harassment and/or retaliation in programs or activities that receive federal financial assistance. Links to relevant policies and forms are available on the [Consumer Information](#) and policies pages of the website. These policies include, but are not limited to, the following: <https://regionalcollegepa.org/nprc-policies/>

The College shall comply with the criteria set by federal and state regulations and requirements referenced within this policy.

The College shall not discriminate and prohibits discrimination against any student, faculty, administrator, staff, or any other individual who interacts with the NPRC community on behalf of the College based upon race, color, religion, national origin, ancestry or place of birth, sex, gender identity or expression, perceived gender identity, sexual orientation, disability, use of a service animal due to disability, marital status, familial status, genetic information, veteran status, age or other classification protected by applicable law in matters of employment, admissions, student services, or in the services, programs or activities that it operates. No person shall, based on gender, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the College. These protections apply across all aspects of operations of the College, including (but not limited to) recruitment, admissions, programs, and employment.

The College shall

- Afford protections for pregnant individuals, as well as protection against retaliation for those who file complaints under Title IX as per the ruling from *Bostock v. Clayton County*, which

determined that sexual orientation and gender identity are both protected under 'sex' in Title VII, applies equally to Title IX.

- Under the guidance of the Title IX Coordinator and the Director of Student Services, educate students in alignment with state and federal expectations on sexual harassment and discrimination on an ongoing basis.
- Under the guidance of the Title IX Coordinator and Director of Human Resources, ensure that education and training is provided to all employees regarding mandated reporting responsibilities, sexual harassment, and sexual misconduct in alignment with state and federal expectations on an ongoing basis.
- Upon report of alleged violation report, make available appropriate and reasonable supportive measures to all individuals involved in the allegation. Supportive measures may include non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to restore or preserve access to an NPRC's education program or activity, including measures designed to protect the safety of NPRC's community or to deter prohibited conduct as outlined in this policy's definitions.
- Adhere to the Victim's Bill of Rights as outlined below:
 - o The option to contact, or to decline to contact, law enforcement authorities.
 - o Written notification of counseling, health, mental health, victim advocacy, legal assistance, and other services available to victims both on-campus and in the community.
 - o Notification of options for, and available assistance in, changing academic, living, transportation, and working situations, if so, requested by the victim and if such accommodations are available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.
 - o The accuser and accused (the "parties") have the same opportunity to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.
 - o Both parties shall be simultaneously informed, in writing, of (1) the outcome of any institutional disciplinary proceeding that arises from an allegation of sexual harassment, including sexual assault, dating or domestic violence, or stalking; (2) the procedures to appeal the results of such a disciplinary proceeding; (3) any change of the results of such a disciplinary proceeding before the results become final, and (4) when the result(s) become final.
- Provide means by which NPRC community members and guests may report acts of prohibited conduct verbally, electronically, in writing, and if so desired, anonymously.
- Designate a Title IX Coordinator whose responsibilities shall include overseeing the College's response to Title IX reports and complaints and identifying and addressing patterns or systemic issues revealed by such reports and complaints.

Reports or complaints of prohibited conduct or retaliation as outlined in this policy are submitted to the Title IX Coordinator, verbally, in writing, or online as specified by the online complaint form for Sexual Discrimination and Sexual Misconduct.

Title IX Coordinator

Northern Pennsylvania Regional College
300 2nd Avenue, Suite 500
Warren, PA, 16365
Phone: (814) 230-9010
Email: titleIX@rrcnpa.org.

All NPRC employees are non-confidential mandated reporters and are required to report actual or suspected prohibited behaviors in violation of this policy to the Title IX Coordinator immediately upon gaining knowledge of the alleged violation. Failure to report an incident of discrimination or harassment of which a mandated reporter becomes aware may result in disciplinary action. A mandated reporter who is a target of harassment or other misconduct in violation of this policy is not required to report their own experience.

The College prohibits and will not engage in retaliation against any person who in good faith reports a violation of this policy, provides information in an investigation of a potential violation, or otherwise engages in protected activity under the law. Amnesty may be granted for witnesses who help others in need, report alleged violations of this policy, and who may be in violation of one or more other college policies.

All reports received will be evaluated by the Title IX Coordinator to determine classification of either Title IX qualifying violation or non-Title IX qualifying violation as per the identified this policy. Within two (2) business-days of receipt of a complaint, the Title IX Coordinator will evaluate all reports and complaints to determine classification of either Title IX-qualifying violation or non-Title IX-qualifying violation as per NPRC-1205: Sexual Discrimination and Sexual Misconduct. Allegations of violations of NPRC-1205: Sexual Discrimination and Sexual Misconduct reported anonymously will be investigated according to the College's ability to conduct the investigation based upon information available to the Title IX Coordinator. When the alleged violation meets the definition of sexual harassment as identified in this policy and when all three of the following threshold parameters are met, the violation will be classified and adjudicated as a Title IX violation.

All alleged violations that are classified as harassment but do not meet all three of the following parameters, will be adjudicated as non-Title IX violations. The parameters include the conduct must have occurred against a person in the United States; the conduct must have occurred within the College's education program, employment, or activity. For purposes of this provision, this means that the conduct must have occurred at a location, event, or circumstances over which the College exercised substantial control over both the respondent and the context in which the sexual harassment occurs; and the complainant must be participating in or attempting to participate in the education program, employment, or activity of the College at the time the formal complaint is filed.

The College shall reserve the right during the review of the report to impose the emergency removal of the respondent from the College's education program, employment, or activities should it be determined that the respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of the report. The respondent will receive notice of the intent to impose emergency removal and will be afforded the right to appeal as outlined in correlated procedure associated with the report; PROC-1205: Sexual Discrimination and Misconduct.

The College will treat any report or complaint of a Title IX violation as alleged, and within five (5) business days an investigation will be initiated in accordance with PROC-1205: Sexual Discrimination and Sexual Misconduct which includes timelines, live hearing processes, release of notices, rights, and responsibilities. The Title IX Coordinator shall explain to complainant the types of reports and correlating procedures such as live hearings as well as sanctions, with the intent that the complainant will be able to make an educated decision as to whether they would like to file an informal report or a formal report. This shall include complainant's right to report both or either internal at the College and with law enforcement authorities as well as the right to change or withdraw report at any time during the process. The Title IX coordinator must inform the complainant of the following information:

- "You have the right to make a report to college officials, local law enforcement, and/or state police, or choose not to report; to report the incident to your institution; to be protected by the institution from retaliation for reporting an incident; and to receive assistance and resources from your institution. You have the right to withdraw your report at any time during the process."
- "The College encourages you to speak to me, NPRC's Title IX Coordinator, and/or speak to one of the professionals available through non-academic support services, as they can help you understand your rights, available resources, and reporting options. Regional providers can also support you in provision of medical assistance."
- "NPRC will not go to the police without your consent unless it is determined there is a duty to warn the public of a potential risk. This would be an extreme case."

The investigation will be completed by the close of business on the fifteenth (15th) business day after the receipt of the complaint, unless the timeframe must be extended for good cause as determined by the Title IX Coordinator. Title IX qualifying reports will be reported as per Clery Act applicable standards. Extensions to this timeline may be granted under extenuating circumstances, upon review by the Title IX Coordinator. The College will attempt to resolve complaints within 60 business days of the initial report. Extenuating circumstances may arise that require the extension of times, including extension beyond sixty (60) days. Extenuating circumstances may include the complexity and scope of the allegations, the number of witnesses involved, the availability of the parties or witnesses or other unforeseen circumstances. If the process exceeds these times, the College will notify the complainant and respondent of the reason(s) for the delay and the expected adjustment in time frames. Timelines set forth herein may also be extended upon mutual agreement of the parties.

If the complainant wishes to communicate only an informal complaint, the Title IX Coordinator will document the conversation and follow up with the necessary parties informally and determine if any further steps need to be taken by the College. If the complainant chooses to move forward with a Formal Report of the violation of NPRC-1205: Sexual Discrimination and Sexual Misconduct, they will submit the online Concern/Complaint form and select "Sexual Discrimination and Sexual Misconduct Complaint." If the complainant chooses to move forward with an informal report or to withdraw the report, information submitted through the online Concern/Complaint form will be labeled as an informal report. Prompt reporting is encouraged because facts often become more difficult to establish as time passes.

Upon receipt of a formal complaint, the College must provide the following information to the parties who are known through school-assigned email accounts:

- Notice of the resolution process outlined in this procedure.

- Notice of the allegations potentially constituting sexual harassment including sufficient details known at the time and with sufficient time to prepare a response before any initial interview and the date and location of the alleged incident, if known.
- A written statement that violations of NPRC-1205: Sexual Discrimination and Sexual Misconduct are considered alleged until a preponderance of evidence is determined at the conclusion of the investigation process.
- Notice that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney and may inspect and review evidence.
- Notice that it is prohibited to knowingly make false statements or knowingly submitting false information during the process.

The Title IX Coordinator may collect evidence of an alleged violation of NPRC-1205: Sexual Discrimination and Sexual Misconduct. This evidence may include, but is not limited to, eyewitness accounts, photos or videos, texts, emails, Facebook posts, or chats. The complainant should be advised to preserve any evidence they believe may aid in the investigation. The College will not collect or review forensic evidence as part of the investigation process. The complainant should be advised that, if they choose to pursue criminal charges with law enforcement agencies, any forensic evidence collected could be helpful in the investigation. General guidelines for preserving forensic evidence include:

- The complainant should be advised to avoid drinking, bathing, showering, brushing their teeth, using mouthwash, or combing their hair.
- The complainant should be advised not to change clothes. If they have already done so, they should be advised to place clothing and other items (sheets, blankets) in a brown paper bag because a plastic bag may destroy evidence.
- The complainant should be advised to visiting a hospital emergency department which has the capability to provide a Sexual Assaults Forensic Exam (SAFE or "rape kit") and medical care for victims of sexual assault and intimate partner violence is a possibility. The complainant should be advised that a Sexual Assault Nurse Examiner (SANE), a healthcare provider trained to provide comprehensive care for a victim, may be available to collect forensic evidence.

Due to the potential severe nature of discrimination and/or harassment issues, the complainant does not have to address the issue directly with the respondent and/or with the respondent's supervisor (if applicable), as the initial means of resolution. If, at any point, the complainant requests that their name or other identifiable information be held confidential with respect to the respondent or decides not to pursue action by the College, the College will make all reasonable attempts to respond to the complaint in a manner consistent with the complainant's request. However, this may limit the College's ability to investigate and respond to the conduct. Recognizing that the College has a legal obligation to review all reports, the College will weigh the complainant's request against such factors as the seriousness of the alleged conduct, whether there have been other complaints of a similar nature against the same respondent, the College's commitment to provide a reasonably safe and non-discriminatory environment, and the rights of the Respondent to receive notice and relevant information before disciplinary action is taken. If the College determines that it is necessary to proceed with the complaint procedure or implement other appropriate remedies, the complainant will be notified of the College's chosen course of action by the Title IX Coordinator.

The process for resolution of allegations is determined by the level of action requested by the complainant per applicable procedure. Action for resolution or to determine if this policy has been violated may include offering supportive measures because the complainant does not want to proceed formally, an informal resolution process, and/or a formal complaint process to include an investigation and hearing.

When investigating a Title IX violation, the complainant or the respondent may allege that the Title IX coordinator or designated investigator has a substantial conflict of interest that might impair their ability to conduct a fair and impartial investigation of the allegations. In that event, details supporting the alleged conflict of interest must be submitted, in writing, to the Vice President of Academic and Student Affairs within five (5) days of receiving notice of the identity of Title IX coordinator or designated investigator. A determination will be made regarding the existence of a conflict of interest, and, if such a conflict is found to exist, an alternative investigator will be appointed as expeditiously as possible. If a request is made, and an alternate investigator must be appointed, the timeline outlined for the investigation in this procedure shall be suspended pending the determination and/or appointment. During the investigation, the Title IX Coordinator or designated investigator will allow the parties to present witnesses and other evidence. The investigation will continue whether the complaint is also being investigated by another agency or law enforcement unless it impedes law enforcement investigation. If the investigation is suspended during an investigation by law enforcement, the College will implement interim steps to protect the complainant's safety. If, during an investigation, the Title IX Coordinator or designated investigator determines it is necessary to investigate allegations about the complainant or respondent that are not included in the notice provided, the College must provide notice of the additional allegations to the parties whose identities are known.

If the investigation determines that a violation of NPRC-1205: Sexual Discrimination and Sexual Misconduct has occurred, the College may impose appropriate and reasonable sanctions on the respondent which may be in addition to other actions taken or imposed by external authorities. The sanctions will be determined and communicated simultaneously to the complainant and respondent in writing no later than the close of business on the sixtieth (60th) day following the filing of the complaint. The sanctions will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested. Sanctions imposed will be determined by the Vice President of Finance and Administration as related to NPRC administrators, staff, employees, vendors, contractors, visitors, volunteers; by the Vice President of Academic and Student Affairs (VPASA) as related to faculty; or the Director of Student Services as related to students. Disciplinary actions may include, but are not limited to, verbal or written warning(s), required counseling, probation, suspension, expulsion, organizational penalties, restriction of access to facilities or services, required training or education, or termination as outlined in NPRC-3237: Suspension and Expulsion for students and NPRC-2103: Corrective Action for employees.

Dismissal of a formal complaint may occur at any time during the resolution process; however, such a dismissal does not preclude action required if the behavior is determined to be a violation of a separate college policy. Dismissal of a formal complaint may occur if it is determined that the reported alleged actions are not in violation of this policy, misconduct did not occur during an educational program or activity of the College, the respondent is not a member of the college community or encompassed in this policy's scope, the conduct did not occur against a person in the United States, or at the time of reporting, the complainant is not covered by the scope of this policy. A dismissal does not preclude action required if the behavior is determined to violate a separate college policy.

The outcome and sanctions of an investigation can become part of the educational record or the employment record of a respondent. This information will not be further released or disclosed except to the extent required or authorized by applicable law. The College may release publicly the name, nature of the violation, and the sanction for any respondent who is found in violation of a college policy that constitutes a "crime of violence," including arson, burglary, robbery, criminal homicide, sex offenses, assault, destruction/damage/ vandalism of property and kidnapping/abduction.

Appeals to decisions made throughout a resolution process associated with this policy related to students may be made in writing through school-assigned email explaining the complaint, the decision, and the complainant's justification for requesting an appeal to the Vice President of Academic and Student Affairs (VPASA) and related to employees to the Vice President of Finance and Administration, within five business days of receiving the resolution process results. Decisions regarding appeals will be communicated in writing within ten business days and are final.

Appeals can be made under the following circumstances:

- A procedural error or omission occurred that significantly impacted the outcome of the hearing. The written appeal shall identify each instance of said substantive procedural error.
- Presentation of new, unknown, or unavailable evidence that was not previously considered that could impact the original finding or sanction. The written appeal shall specify the reason(s) why this information was not available or not provided to the Investigator during the investigation, including the reason why the information could not have been provided on a timely basis.
- The imposed sanctions fall outside the range of sanctions designated for the offense. The written appeal shall specify the sanctions and the evidence that supports the assertion that they fall outside the range of sanctions designated for the offense.

No disciplinary or other action based upon the original complaint findings shall be taken against the respondent during the appeals process, although temporary, interim measures may remain in place. Either the complainant or respondent may request a formal hearing as part of the appeals process. If the request is granted, complainant and respondent will be simultaneously notified of the hearing and the schedule.

The formal hearing will be conducted by a panel selected by the VPASA for an appeal related to students and by the President for an appeal related to NPRC administrators, staff, employees, vendors, contractors, visitors, or volunteers. The panel will consist of one faculty member, one administrator at the assistant director level or higher, and one staff member at large. Both complainant and respondent will have the opportunity to review all evidence and reports prior to the hearing, to have a support person/advisor present, and to present their version of the facts and circumstances surrounding the alleged violation of NPRC-1205: Sexual Discrimination and Sexual Misconduct. Based on the proceedings of the formal hearing, the panel will decide regarding the preponderance of evidence of the alleged violation of NPRC-1205: Sexual Discrimination and Sexual Misconduct. The panel's decision, upon completion of the formal hearing process, will be communicated to complainant and respondent through school assigned email accounts. The decision of the panel is final.

Involved College personnel will preserve the privacy of reports and complaints and will not share the identity of any complainant, respondent, or other individual associated with a report or complaint, except as permitted by NPRC-3240: Educational Rights and Privacy, to adhere to this policy or

conduct the processes established by associated procedures, or as required by law. All records related to reports, supportive measures, actions taken, resolution processes, sanctions, and appeals will be maintained for seven years and in accordance with state and federal laws.

Individuals have the right to file a complaint with the United States Department of Education Office for Civil Rights (OCR) regarding an alleged violation of federal law related to this policy. Instructions on how to file a complaint can be accessed at <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Upon completion of the process outlined in this procedure, Vice President of Academic and Student Affairs (VPASA), the Director of Student Services, the Vice President of Finance and Administration or the President, as applicable, will record the outcome by completing FORM 1205: Sexual Discrimination and Sexual Misconduct Incident Tracking.

Policy link - https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-1205-SexualDiscriminationandSexualMisconduct-2022-03-11-final_sof.pdf

Other related policies may include:

- NPRC-1210: Nondiscrimination,
 - https://regionalcollegepa.org/wp-content/uploads/2022/06/NPRC-1210-Nondiscrimination-2022-05-13-final_Sig-on-file.pdf
- NPRC-2001: Affirmative Action,
 - <https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-2001-Affirmative-Action-8-9-2019.pdf>
- NPRC-2003: Equal Employment and Educational Opportunity,
 - <https://regionalcollegepa.org/wp-content/uploads/2023/06/NPRC-2003-Equal-Employment-Opportunity-8-9-2019.pdf>
- NPRC-3235: Behavioral Code of Conduct for Students,
 - https://regionalcollegepa.org/wp-content/uploads/2021/04/NPRC-3235-BehavioralCodeofConduct-2022-05-13-final_Sig-on-file.pdf
- NPRC-3260: Student Complaint,
 - <https://regionalcollegepa.org/report-concern-complaint/>
- NPRC-9005: Clery Act Compliance,
 - <https://regionalcollegepa.org/wp-content/uploads/2021/07/NPRC-9005-Clery-Act-Compliance.pdf>

Additional information regarding related procedures is available to students and the public within the College Catalog on the website and to employees within the Employee Handbook.

Statement of Jurisdiction and Authority of Administration

Policies and procedures regarding conduct and disciplinary action can be found in the College Catalog, on the NPRC website, and in the Student Handbook. These are applicable to all NPRC instructional locations and functions. NPRC reserves the right to take any necessary and/or appropriate steps to protect the safety and well-being of the College community. While NPRC's jurisdiction is limited to conduct occurring at an instructional location or other NPRC-sponsored activity, a student who represents a risk to the health or safety of the college community may be subject to the guidelines within the Behavioral Code of Conduct for Students. Jurisdiction may be extended when a student commits a prohibited act away from an NPRC instructional location that

is against a fellow student, faculty, or employee of NPRC, or the College itself, when such an act is related to the student or accuser's status within the College.

The Director of Student Services or Director of Workforce Development, as applicable, is designated by NPRC as the person responsible for implementing and enforcing the Behavioral Code of Conduct for Students.

NPRC-1040: Drug and Alcohol

NPRC is committed to providing a safe and healthy environment for students, employees, and community members. All NPRC facilities and facility properties are designated as drug and alcohol-free environments. Various resources and webinars are available from EAP. Employees and students with questions or concerns about substance abuse or alcohol abuse are encouraged to contact a counselor at the Employee Assistance Program (EAP) 1-800-252-4555 or any other resource designated by the College. A link to this policy can be found on the [Consumer Information](https://regionalcollegepa.org/about/consumer-information/) <https://regionalcollegepa.org/about/consumer-information/> page on the College's website.

Drug and Alcohol (NPRC-1040: Drug and Alcohol) <https://regionalcollegepa.org/wp-content/uploads/2023/10/Drug-and-Alcohol-Abuse-Prevention-Program-20231019.pdf>

The College prohibits the manufacture, use, possession, or distribution of illegal drugs, controlled substances and/or alcoholic beverages except as expressly permitted by law or outlined by this policy. An exception to this is the legal use of alcohol on College premises or during official College activities when it is limited to special occasions specifically and expressly approved by the President of the College.

Employees and students with questions or concerns about substance abuse or alcohol abuse are encouraged to contact the resource designated by the College. Each employee and student are responsible for seeking assistance from internal or external resources before drug and alcohol problems lead to disciplinary action. Once a violation occurs, subsequent use of resources should not be assumed to lessen disciplinary action. Employees and students at the College must comply with the laws of the Commonwealth of Pennsylvania and the federal government regarding the possession and consumption of controlled substances. Any violation of these laws or regulations on or off college facilities may be grounds for college disciplinary sanctions.

As applicable to NPRC educational programs, a student convicted of a drug-related offense must notify the College within 72 hours of arrest or conviction. Such students will report a conviction to the Director of Student Services or Director of Workforce Development, as applicable to specific NPRC educational programs and based upon whether the student involved is an academic or workforce development student. Students are expected to review all requirements for self-reporting within course syllabi, college catalog, or applicable program handbooks. Prior to submitting a written notice, current and prospective students should review "The Controlled Substance, Drug, Device and Cosmetic Act" for a complete listing of applicable offenses. <https://www.legis.state.pa.us/WU01/LI/LI/US/HTM/1972/0/0064.HTM>

Any student(s) who violates this policy may be subject to disciplinary action as outlined in NPRC-3235: Behavioral Code of Conduct for Students and PROC-3235: Behavioral Code of Conduct for Students, the policy and process, respectively, for the Behavioral Code of Conduct for Students (https://regionalcollegepa.org/wp-content/uploads/2021/04/NPRC-3235-BehavioralCodeofConduct-2022-05-13-final_Sig-on-file.pdf)

Information, as specified by H.R.3614 (The Drug-Free Schools and Communities Act of 1989) and H.R. 4719 (The Drug-Free Workplace Act of 1988), will be provided to students and employees via annual distribution as outlined in PROC-1040-01: Drug and Alcohol.

<https://www.govinfo.gov/content/pkg/STATUTE-103/pdf/STATUTE-103-Pg1928.pdf>

Resources

NPRC Resources

NPRC Administration Center – Warren: 814-230-9010

NPRC Education and Training Center – Erie: 814-230-9010

Community Resources

- National Domestic Violence Hotline: 1-800-799-SAFE (7233)
- Domestic Violence Help – A Safe Place in Warren, PA: 814-726-1271
- Pennsylvania Coalition Against Rape (PCAR): pcar.org
- National Sexual Assault Hotline – RAINN: 1-800-656-4673, Online.rainn.org
- National Suicide Hotline: 988
- Alcoholics Anonymous Hotline: 1-800-839-1686
- Mental Health Crisis Hotline: 988
- Family Services of Northwestern Pennsylvania:
 - Erie County Office: 814-616-2521
 - Downtown Erie Office: 814-616-2561
 - Crawford County Office: 814-250-2118
- Cameron County Family Center: 814-486-4000
- Elk County Children and Youth: 814-776-1553
- <https://capsea.org/wp-content/uploads/2024/01/Elk-and-Cameron-Counties-Family-Resource-Network-Directory-2023.pdf>
- Human Services – Warren/Forest County: 814-755-7995; 814-726-2100 – Primary
- McKean County Children and Youth Services:
 - Business Hours - 814-887-3350
 - After business hours, weekends, and holidays – 814-887-4911
- Potter County Human Services: 814-544-7315
- Venango County Human Services Department: 814-432-9100
- Family Service of Warren County: 814-723-1330
- Energy Assistance Hotline: 1-866-857-7095
- Cameron County Housing Rehabilitation (HOME) Program: 814-486-3439
- United Way 211 Helpline: Call 211
- Local Housing Authorities:
 - City of Erie: 814-452-2452
 - Crawford County: 608-784-1381
 - Elk County: 814-965-2532
 - Erie County: 814-665-5161
 - Erie Heights: 814-864-4511
 - Franklin: 814-432-3416
 - McKean County: 814-887-5563
 - McKean County-Kane: 814-837-7393
 - Meadville (US Housing): 814-336-3177
 - Oil City: 814-676-5764
 - Potter County: 814-274-7031

- Titusville: 814-827-7676
- Venango County: 814-676-5764
- Warren County: 814-723-2312

Annual Disclosure of Crime Statistics - Crimes Reported to NPRC

The following charts list crimes reported to NPRC, occurring at Campus and Non-Campus instructional and workforce development locations, in calendar years 2021, 2022, and 2023. The statistics are for NPRC's one Campus location, all Instructional Locations, and Workforce Development Locations as previously identified.

DISCIPLINANRY REFERRALS	YEAR	ON-CAMPUS	NON-CAMPUS	PUBLIC PROPERTY
Murder/ non-negligent manslaughter	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Manslaughter by Negligence	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Rape	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Forcible Fondling	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Incest	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Statutory Rape	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Robbery	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Aggravated Assault	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Burglary	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Arson	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
	2023	0	0	0

Stalking	2022	0	0	0
	2021	0	0	0
Domestic Violence	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Dating Violence	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
ARRESTS	YEAR	ON-CAMPUS	NON-CAMPUS	PUBLIC PROPERTY
Arrests: Alcohol Law Violations	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Arrests: Drug Abuse Violations	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Arrests: Weapons Violations	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
DISCIPLINANRY REFERRALS	YEAR	ON-CAMPUS	NON-CAMPUS	PUBLIC PROPERTY
Referrals: Liquor Law Violations	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Referrals: Drug Abuse Violations	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Referrals: Weapons Violations	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Unfounded Crimes	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
HATE CRIMES	YEAR	ON-CAMPUS	NON-CAMPUS	PUBLIC PROPERTY
*Hate Crimes	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Murder/Non-negligent Manslaughter	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
	2022	0	0	0

Sex Offenses (rape, fondling, incest, statutory rape)	2021	0	0	0
	2020	0	0	0
Robbery	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Aggravated Assault	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Burglary	2022	0	0	0
	2021	0	0	0
	2020	0	0	0
Motor Vehicle Theft	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Arson	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Larceny-theft	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Simple Assault	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Intimidation	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
Destruction, Damage, or Vandalism of Property	2023	0	0	0
	2022	0	0	0
	2021	0	0	0

Definitions of Clery Reportable Crimes Criminal Offenses

- **Murder/Manslaughter:** Defined as the willful killing of one human being by another.
- **Negligent Manslaughter:** Defined as the killing of another person through gross negligence.
- **Sexual Assault:** Under the Violence Against Women Act (VAWA), the definition of sexual assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-based Reporting System User Manual from the FBI UCR program, 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." The VAWA definition of sexual assault includes rape, fondling, incest, and statutory rape. In Pennsylvania, except for rape and involuntary deviate sexual intercourse, a person commits the crime of sexual assault when that person engages in sexual intercourse with a complainant without the complainant's consent.

- **Rape:** The penetration, no matter how slight, of the vagina or anus with anybody part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental 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.
- **Robbery:** Defined as taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** Defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied using a weapon or by means likely to produce death or great bodily harm.
- **Burglary:** Unlawful entry of a structure to commit a felony or a theft.
- **Motor Vehicle Theft:** Theft or attempted theft of a motor vehicle.
- **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.

Hate Crimes: Includes all Clery reportable crimes that manifest evidence that the victim was intentionally selected because the perpetrator's bias against the victim was based on one of the categories of prejudice listed above, plus the following crimes.

For Clery Act reporting purposes, hate crimes include the criminal offenses listed above, in addition to:

- **Larceny/Theft:** Includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.
- **Simple Assault:** Unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through threatening words and/or other conduct but without displaying a weapon or subjecting the victim to physical attack.

Destruction/Damage/Vandalism to Property (except Arson): 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 it.

Arrests and Disciplinary Referrals

- **Liquor Laws:** The violation of state and/or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, or possession or use of alcoholic beverages.
- **Drug Abuse Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.
- **Weapons Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Violence Against Women Act (VAWA) Offenses

- **Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family laws of the Commonwealth of Pennsylvania, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. Pennsylvania does not have a specific statute for domestic violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.
- **Dating Violence:** The VAWA definition of dating violence is 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 shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the people involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. Pennsylvania does not have a specific statute for dating violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.
- **Stalking:** The VAWA definition of stalking is 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 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; and (c) substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

In Pennsylvania, a person commits the crime of stalking when the person either:

1. Engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or
2. Engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.