

# KEEPING TULANE SECURE

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### A message from the chief

From 2007 to 2008, there was a 38 percent reduction in crime overall on the uptown campus, reports Danny Lawless, chief of the Tulane University Police Department. Lawless is a Tulane alumnus with more than 35 years of New Orleans Police Department experience.

"We want that trend to continue and with engaging people and taking a targeted approach to crime prevention, it will," Lawless says.

Lawless, who joined Tulane in 2008, served in many positions with the NOPD, including as assistant superintendent in the police department's Policy, Planning and Training Bureau, which includes the Homeland Security Division. He also was the commander of NOPD's 3rd District.

Throughout his career, Lawless has received numerous honors and awards in recognition of his contributions to NOPD's crime-reduction efforts, including the prestigious Charles E. Dunbar Jr. Career Service Award. He also has served as commander of investigations in the Orleans Parish district attorney's office.

Lawless reminds everyone that Tulane, like other universities, is not immune to crime or individuals who threaten safety. "We need to remain vigilant and make good choices when it comes to personal safety," Lawless says. "It's important not to let your guard down. None of us is invincible."

While officers patrol the campus and surrounding neighborhoods 24 hours a day, 365 days a year, the Tulane University Police Department cannot do the job alone, Lawless says. He encourages students to be active participants in their own safety and the safety of fellow students.

"Be cognizant of what's going on around you and trust your inner sense," Lawless says. "Give the advice you'd give your friends to yourself."

### Preparing the university's annual crime report

Because the Tulane University Police Department wishes to keep the campus community informed of crime incidents, the department maintains a computerized tracking system for statistical records of incidents reported both to Tulane police and campus security authorities.

These incidents can occur both on campus and at the university-recognized buildings off campus.

Monthly compilations are in accordance with the federally mandated Clery Act and are available upon request. A police report need not be made for crime incidents to be included in annual statistics.

A printed copy of this annual report of incidents is available upon request.

### About the 2009-2010 Annual Security Report (for 2008 reporting period)

Welcome to the Tulane University Annual Security Report.

This 2009-2010 Annual Security Report is produced by the Tulane University Police Department for the 2008 reporting period. The statistical information in this report applies to the main university campus in uptown New Orleans.

More information is available on these websites—uptown campus, [tulane.edu/publicsafety](http://tulane.edu/publicsafety) and the health sciences campus, [tuhscpd.tulane.edu](http://tuhscpd.tulane.edu).

**EMERGENCY NUMBER  
x5200**

## Keeping the campus community safe and secure

With 11,157 students, 3,950 faculty and staff members and an uptown campus with 110 acres and 80 buildings, Tulane is in many ways a small city inside the larger city that is New Orleans.

Tulane has instituted several measures to keep the campus and the surrounding neighborhood safer, including hiring off-duty New Orleans police officers and Orleans Parish Criminal Sheriff Office deputies to patrol the area around campus at night. Police in uniform and deputies in uniform driving marked cars patrol during the fall and spring semesters in an area a mile from the uptown campus in each direction. These officers supplement a cadre of Tulane University Police Department officers whose job is to patrol the perimeter of campus. A kiosk staffed by Tulane officers is located off Broadway on Zimpel Street.

Statistically, college campuses nationwide are safer places to be than the world that surrounds them. In 2007, most crimes against students (93 percent) occurred off campus, according to statistics from the 2009 National Crime Victims' Rights Week Resource Guide, developed by the National Center for Victims of Crime in partnership with the U.S. Department of Justice, Office for Victims of Crime.

"College campuses are pretty safe places," says Brett A. Sokolow of the National Center for Higher Education Risk Management. "Because of that, many students feel invulnerable. But colleges are not perfectly safe places, and the college bubble can create false impressions."

According to Sokolow, who has spoken to incoming classes at Tulane for several years, "One of the messages is that everyone thinks crime won't happen to them, but if you can overcome this assumption, you can take action to protect yourselves and your peers. It can happen to you, but if you are vigilant, you may be able to reduce your risk."

Sokolow says he is impressed with the staff, training and commitment to professional development of the Tulane University Police Department, which strives to achieve and often sets best practices for campus policing.

"The Tulane University Police Department symbolizes and actualizes a collaboration to enhance the safety of a complex community," Sokolow says. "At the symbolic level, the department represents the ability to prevent and respond to crimes, hazards and crises. On a practical level, the department can only do that with help, and has brought the campus community into a vital safety partnership. By sharing information about how all employees, staff, students and visitors can have ownership in the safety of Tulane by keeping an eye out, reporting what they see, and not turning a blind eye when something is amiss, all members of the community have an active role in campus safety."

Tulane's 44 commissioned officers, off-campus patrol, nighttime shuttle service and targeted dispatch system make the university neighborhood the most protected part of the city, according to police estimates. The university provides off-campus shuttles that have thousands of riders each month. And Tulane has been a leader among U.S. universities offering victim assistance.

Community awareness and involvement are key to a safe campus. In addition to lectures during student and parent orientations, student functions and neighborhood forums, Tulane's Office of Crime Prevention and Victim Resources offers students information on everything from finding a secure apartment, to surviving Mardi Gras, to providing assistance if a student is a crime victim.

## We're here to protect you

The Tulane University Police Department includes 44 full-time commissioned officers who are trained at state-certified police academies and meet the requirements of the Louisiana Peace Officer Standards and Training.

The Tulane University Police Department also is responsible for enforcing traffic regulations on campus. The department reports to the senior vice president for operations and chief financial officer.

Officers patrol the campus 24 hours a day, 365 days a year and the perimeter of the uptown campus has additional patrol coverage during nighttime hours.

Tulane police officers are commissioned to bear arms, make arrests and exercise investigative powers by the State of Louisiana. Many of our officers are recruited from state and local law enforcement agencies. Many have extensive experience in campus law enforcement.

Civilian and administrative staff and part-time student employees who receive special training in campus law enforcement supplement the department.

### **Patrols on campus**

Usually, Tulane police patrol on foot or use motorized vehicles or bicycles in order to hear more, see more and get to know the members of the campus community. They are also likely to get acquainted with students in class. We encourage our officers to enroll in classes both for their personal enrichment and to foster an understanding of academic life.

### **Keep our blue light phones in sight**

There are 63 blue light emergency phones on the Tulane uptown campus. These phones will dial directly to the Tulane University Police Department when activated. Keep this network of lights in sight as you walk across campus. All you need to do is pick up the phone handset, push the red button, or dial 5200 on some phones and you will be immediately connected to the Tulane University Police Department in the Diboll Center. For a map showing the location of the blue light phones, go to <http://riptide.me/4>.

### **Safety in the residence halls**

We expect students to secure their individual residence hall rooms and report anything suspicious to the Tulane University Police Department and to the residence life staff. Many residence halls maintain a 24-hour exterior door-locking system; entrance into buildings is by key or card. Visitors must use security phones to call the person they are visiting and are allowed into the halls only when escorted by a resident. Other halls, including halls for first-year students, have desk assistants on duty 24 hours every day of the week; residents of those halls must show identification and sign in guests.

Entry to other campus facilities is open to the Tulane community Monday through Friday between the hours of 8 a.m. and 5 p.m.

After 5 p.m. buildings are secured by Tulane police officers according to pre-set schedules, and re-entry into these buildings has to be cleared through the Tulane University Police Department or made by key or card access entry.

To help ensure the safety of the entire university community, outdoor lighting, door locking systems and landscaping around residence halls and throughout campus are maintained by the Tulane Facilities Department. A system of 43 cameras will help police officers keep an eye on the uptown campus; the images are

transmitted to the central office and the officers' vehicles.

Guns are not allowed on the campus. By law, no guns are permitted within 1,000 feet of campus, except in constitutionally protected areas and in possession of commissioned law enforcement officers.

The Office of Crime Prevention and Victim Resources maintains constant communication with the Division of Student Affairs, housing and residential life, the Center for Educational Resources and Counseling and the Student Health Center to share information and strategies in the best interests of students and the community.

### **Escort to your car**

Officers and student marshals on foot patrol offer personal escort service anywhere on campus, anytime, day or night. Request escorts through the non-emergency number, 504-865-5381.

### **Repair service**

Officers can help you with minor road service on campus, too. Locked your keys in your car? Need jumper cables? Go to the Tulane University Police Department in the Diboll Center. (Sorry, on-campus only, and no tows or flat tires changed.)

### **Working with the NOPD**

Tulane and the New Orleans Police Department (NOPD) work closely together to keep the campus neighborhood safe.

In April 2007, Tulane police officers were sworn in as New Orleans police officers along with their colleagues from six other local colleges and universities, empowering them to work in neighborhoods beyond their campuses.

New Orleans Mayor Ray Nagin and Police Chief Warren Riley expanded the jurisdiction for Tulane uptown police officers. Tulane officers now have approval to patrol regularly in the uptown area bordered by Jefferson, South Claiborne, South Carrollton and St. Charles avenues.

In addition, Tulane police officials meet periodically with the superintendent and assistant superintendent of NOPD and more often with the commander of the NOPD's Second District, in which the Tulane University uptown campus is located.

A daily log is kept of all incidents on campus; it is available for public viewing. Tulane also monitors incidents at its off-campus sites and records those offenses. Victims are encouraged to report incidents to local and campus law enforcement officials. Tulane police report all serious on-campus crimes to NOPD along with a copy of pertinent records.

NOPD accepts and processes evidence for serious crimes such as drug cases. They may also transport those persons arrested by Tulane University police officers to the central lock-up in New Orleans.

### **Sex offender registries**

A listing of registered sex offenders is available on the State of Louisiana's website for registered sex offenders at [www.lsp.org/socpr/default.html](http://www.lsp.org/socpr/default.html). The links to the sex offenders registries for Louisiana, Mississippi and Texas are on the Tulane University Police Department website at [tulane.edu/publicsafety](http://tulane.edu/publicsafety).

## **Shuttle services**

Take advantage of the free shuttle services for the Tulane community. The Tulane University Police Department requires riders to swipe their Tulane ID cards when boarding a shuttle.

Schedules are available at the Tulane University Police Department in the Diboll Complex; at the information desk in the Lavin-Bernick Center; from the shuttle driver; or online at this site: [tulane.edu/publicsafety/shuttle-schedules.cfm](http://tulane.edu/publicsafety/shuttle-schedules.cfm).

### **On/off campus shuttles**

This service operates Monday-Friday evenings with stops at Howard-Tilton Memorial Library, Gibson Circle, McAlister Drive and Freret Street, the Reily Center and Ben Weiner at South Claiborne Avenue.

### **Park-and-ride shuttles**

Two park-and-ride shuttle routes connect parking lots and the uptown campus. The University Square shuttle operates Monday through Friday with pickups every 20 minutes from the University Square parking lot at Broadway and the river, starting at 7:10 a.m. and ending at 5:40 p.m. The campus stop is on Law Road at the Meryll and Sam Israel Jr. Environmental Sciences Building.

The second shuttle runs from the Rosen Parking Lot (Ben Weiner at Claiborne Avenue) to four stops on the university campus, starting at 7:15 a.m. and ending at 10:55 p.m.

### **Uptown/downtown shuttle**

This service is a connection between the Tulane downtown and uptown campuses with stops at the School of Public Health and Tropical Medicine (1440 Canal St.), School of Medicine (1430 Tulane Ave., 131 S. Robertson St. and 1555 Poydras St.), the Tulane Papillon Apartments (1643 Josephine St.), the Reily Center, Freret Street at McAlister Drive, and Freret Street at the Howard-Tilton Library.

### **Entertainment/shopping shuttles**

On Saturdays, the university offers a grocery shuttle, an entertainment shuttle and a "Wal-Mart Express." Schedules change each semester, so check for current operations first.

### **Safe ride on call**

Operating from 8 p.m. until 5 a.m. on Tuesday-Saturday, this service is for members of the Tulane and Loyola University communities for rides between residences, businesses and campuses. Call 504-865-5381 to be picked up and dropped off within the area bounded by South Carrollton Avenue, Fountainbleau Drive, Jefferson Avenue and Tchoupitoulas Street.

## **Crime prevention programming: lessons for a lifetime**

Tulane offers a variety of ongoing safety-related programs for campus students, faculty or staff groups through the Tulane Police Department's Office of Crime Prevention and Victim Resources. Programs are scheduled monthly or as frequently as needed. To arrange one of these programs, or request one that is designed specifically for your needs, call the Office of Crime Prevention at 504-865-5381. Crime prevention officers are also available by appointment.

The Office of Crime Prevention also provides support services and referrals to students, faculty and staff members who have been victims of personal crimes or property crime.

Victim resource services are available upon request by calling 504-865-5381 or by visiting the Office of Crime Prevention in the Diboll Complex on the uptown campus.

### **Safety information offered in Safe Space Guidebook**

This informative manual with safety tips on various topics was developed jointly by the Tulane University Police Department and the Office of Publications. The topics include what to do if you are a victim of a crime, how to prevent that from happening, and links to on- and off-campus resources. See the guidebook online at [tulane.edu/publicsafety/safety-programs.cmf](http://tulane.edu/publicsafety/safety-programs.cmf).

### **Preventing assault**

Sexual assault can happen to both men and women at any point in their lives. Because national statistics show that such assaults are most likely against women in the first semester of college, the Tulane University Police Department and the Office of Crime Prevention and Victim Resources conduct awareness programs early in the fall. These programs cover what sexual aggression is and what penalties can be imposed on aggressors found guilty by the state of Louisiana and/or the Tulane Code of Student Conduct, as well as offer rape-prevention tips for both men and women.

### **Women defending themselves: RAD**

The Office of Crime Prevention and Victim Resources has implemented a nationally recognized self-defense program: the Rape Aggression Defense System (RAD). RAD is a 12-hour training course designed to maximize the physical defensive abilities of women.

Unlike other self-defense programs, RAD teaches basic, practical techniques that require no special fitness level or equipment. The goal of the program is to enhance the options for self-defense, so these options become viable for a woman who is attacked.

Participants have the opportunity to test their newly learned defensive strategies during simulated attack scenarios. Those who complete the course are entitled to attend the class repeatedly anywhere in the United States. Classes are held monthly. Call 504-865-5381 for more information or check [tulane.edu/publicsafety/rad-home.cfm](http://tulane.edu/publicsafety/rad-home.cfm).

### **One in Four**

The One in Four program is dedicated to educating people on the problems of sexual violence and abuses against women. The educators are peers from several departments, including Tulane police, acting as advisers.

The goal is to decrease the amount of sexual abuse and violence in the community through peer education. One in Four is constantly seeking new members to spread the word that violence against women will no longer be tolerated.

More information is available on the Crime Prevention and Victim Resources website and One in Four's website: [www.oneinfourusa.org](http://www.oneinfourusa.org).

### **Staying Safe on Campus**

In this presentation, students are encouraged to take necessary safety precautions to prevent becoming crime victims. Crime prevention tips are shared and Tulane police resources are explained.

"Operation Identification" engravers are available to mark property so it can be identified in case personal items are stolen and recovered.

### **Finding safe housing**

The Office of Crime Prevention and Victim Resources can answer certain questions you may have about finding safe housing. Officers can provide you with links to websites with information on renters' rights, fair leases and creating a safe environment.

A home security checklist of safety features to look for in a property can be developed with you upon request.

### **Fun and safe Mardi Gras**

This program gives Mardi Gras enjoyment and safety tips to student revelers. Students are informed of guest services, security resources and support services available should they or their invited guests become crime victims during the Mardi Gras season.

### **How to report a crime**

Call the Tulane University Police Department at 504-865-5200 (or simply 5200 from a campus phone). Stay on the line so we can get the information we need. An officer will be dispatched quickly. Or, come by the office located in the Collins C. Diboll Complex. We're open 24 hours every day. To report an emergency to the New Orleans Police Department, call 911 from any pay phone or off-campus phone. You should report a crime incident to NOPD and campus police.

### **Where to get up-to-date crime data**

- From the Tulane police website at [tulane.edu/publicsafety](http://tulane.edu/publicsafety). It provides crime information and lists of resources at the university, including crime alerts and details about upcoming programs.
- From the website for the police department of the health sciences campus at [tuhsupd.tulane.edu](http://tuhsupd.tulane.edu).
- From crime reports in the weekly student newspaper *Hullabaloo*.
- From the Tulane University Police Department or the Office of Crime Prevention and Victim Resources (504-865-5381).

### **When a crime happens**

Crime alerts are issued by the Tulane University Police Department. These alerts are posted in buildings or near the area where a crime has happened, as soon as possible, once an incident is confirmed by police.

In compliance with the Clery Act, colleges are required to make timely warnings to the campus community of incidents reported to Tulane police as having occurred on campus or in areas frequented by students and posing an ongoing, serious threat to the Tulane community. Crime alerts are posted throughout campus on gold paper and via the crime alert listserv as soon as pertinent information is collected. All students, faculty and staff members receive timely warnings via e-mail.

When a serious crime happens on or near Tulane's uptown campus parents, neighbors and others outside the campus can be the first to know by joining Crime Alerts, a special e-mail service provided by the Office of Crime Prevention and Victim Resources. To subscribe, visit this web page: [tulane.edu/publicsafety/crime-prevention.cfm](http://tulane.edu/publicsafety/crime-prevention.cfm).

Additionally, depending on the circumstances, the university will alert students, faculty and staff members of threats or emergencies via e-mail and text messages.

For more information about Tulane employees and students receiving alerts, and also periodic updates for parents, visit Tulane's Emergency Communication Systems website at [tulane.edu/emergency/preparedness/communication\\_system.cfm](http://tulane.edu/emergency/preparedness/communication_system.cfm).

### **Reporting a sexual assault and getting the help you need**

Both women and men may become victims of sexual assault. Women most often are sexually assaulted by someone they know. Regardless if the attack is by an acquaintance or a stranger, it is

important to report the attack and get medical assistance as soon as possible. This may seem obvious, but victimized and confused people often find it difficult to make a decision in the aftermath of a crime.

If you or a friend you are supporting has been attacked we recommend the following:

- Go to a safe location, call the police for help and a friend for additional support.
- Accept the assistance of the Office of Victim Resources of the Tulane University Police Department or the student organization Rape Emergency Awareness Coping Hotline (REACH), a sexual assault crisis response group, at 504-654-9543. Both groups are trained to answer questions and suggest medical, legal and safety options.
- Preserve evidence. This advice may offer valuable legal options and peace of mind if a complainant changes his or her mind later and wishes to bring charges against the attacker in the future. Do not urinate, shower, discard clothing or disturb anything the attacker handled. If you suspect that you may have been given a date rape drug, being tested as soon as possible is very important in detecting the drug.
- The Office of Violence Prevention and Support Services in the Division of Student Affairs may provide additional assistance. Call 504-314-2160.

### **Importance of reporting**

According to research, 95 percent of sexual-assault victims chose not to report the crime or go in for counseling. We advise victims to call the police. The officers can then gather the necessary evidence to preserve legal options for the future and escort a victim to a hospital facility for a medical and rape examination. Under most circumstances law enforcement agencies do not force adult victims of sexual assault to press formal charges if they refuse to proceed through the criminal justice system.

### **Voluntarily reporting the crime**

Sometimes victims may not want to report a crime. We are interested in addressing the sexual assault and making sure the victim is safe and cared for. We strongly encourage victims to seek immediate medical attention for injury, disease and pregnancy issues and to obtain counseling support. This confidential support is available in the Office of Victim Resources, throughout the university and within the New Orleans community. Getting help will speed the process of recovery.

Additionally, victims who change their mind in the future and wish to confront their attacker still have legal and informal options available.

### **Options for crime victims**

All crime victims have options in confronting their aggressors. The choices listed below speak directly to victims of sexual aggression but can apply to all crime victims.

#### **Report the incident to the Tulane University Police Department**

Tulane University Police Department officers will respond to campus incidents and any location with a campus affiliation.

Examples of off-campus affiliate locations include fraternity and sorority houses, religious centers and administrative buildings.

The victim will be given the option of having a representative from Victim Resources or a friend present as a source of support and information.

If the victim requires medical attention the officers will summon an emergency medical service. The officers will also preserve evidence and conduct initial interviews. They will recommend a medical and rape examination to support the well-being of the victim and to further collect evidence that may be needed for a criminal case.

The victim and her or his supporter will be safely escorted to the hospital for the examination. If there is a reasonable suspicion that date rape drugs may have been administered, the officers will recommend that testing be part of the examination.

The officers also will recommend including the New Orleans Police Department, the agency responsible for the area where the crime occurred, for a cooperative investigation. The police agencies have access to valuable forensic expertise and equipment to process on-the-scene evidence.

The victim may decline this option.

#### **Referral to Tulane's on-campus judicial system**

Once the report and the investigation are complete, the case is referred to the Division of Student Affairs. This office is responsible for adjudicating the complaint under the Tulane Student Code of Conduct.

If the case is accepted student affairs officials will organize a hearing board of two students and faculty members who will hear the case and render a finding.

The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary hearing.

If the person charged is found guilty this board will impose sanctions (suspension or expulsion from the university). The complainant and the person charged will be informed of the finding and it can be appealed to the president of the university.

Neither the Tulane University Police Department nor the Division of Student Affairs will release a complainant's name to the public or the press.

For more information about the student adjudication process or to obtain a copy of the conduct code contact the Division of Student Affairs, 504-865-5180.

#### **Report the incident to a local police agency**

After receiving the report of a rape, the NOPD, the agency responsible for the area where the crime occurred, will be notified. Once the complaint is verified, a detective from the sexual crime unit of that department will interview the complainant.

The officers will recommend a medical and rape examination to support the well-being of the victim and to collect further evidence that may be needed for a criminal case. The officers may escort the victim to a hospital for a medical and rape examination. The victim will be asked to press formal charges against the attacker.

If the victim is a willing complainant, the police will conduct their investigation and forward the results to the district attorney's office.

#### **Role of the District Attorney's Office**

The case will be accepted or rejected for prosecution by this office. If the case is accepted it will continue through the criminal justice system. In addition to the support rendered by the city attorney's office, Tulane's Office of Victim Resources will provide additional support during this process.

## **Report the incident to the local police agency and Tulane police**

Victims can use both the campus student adjudication process and the criminal justice system to confront the actions of the attacker.

## **Support and resources for victims**

### **Referrals, support services offered**

The Office of Crime Prevention and Victim Resources provides to the Tulane community support services and referrals to victims of crime, on and off campus.

The staff works with male and female victims of stranger violence as well as violent behavior in relationships, such as physical abuse, sexual assault and harassment. Victim resource services are available upon request by calling or visiting the crime prevention staff.

Some of the victim services provided by the office include referrals for medical, counseling and legal assistance and emergency housing, as well as academic support. This office is located in the Diboll Complex, housed within the Crime Prevention section of the Tulane University Police Department.

The institution will change a victim's academic and living situations after an alleged sex offense if those changes are requested by the victim and are reasonably available.

### **On-campus resources**

- Office of Violence Prevention and Support Services in the Division of Student Affairs. Call 504-314-2160.
- Tulane Center for Educational Resources and Counseling at 504-865-5113. Personal counseling for a wide variety of issues including individual crisis intervention services. For students.
- Tulane Substance Abuse Clinic at the Tulane Student Health Service at 504-865-5255, x203. For students.
- REACH (Rape Emergency Awareness Coping Hotline): 504-654-9543.
- Gender Violence Hotline. Help for students in case of incidents involving gender issues and sexual assault and/or battery: 24-hour on-call advocate at 504-920-9900.
- Office of Student Conduct at 504-865-5180.
- Hazing Hotline at 504-862-3111.
- Tulane Office of Institutional Equity at 504-862-8083. For those in the Tulane community who are experiencing sexual harassment.
- Office of Housing and Residential Life at 504-865-5724. For students needing to relocate to or change on-campus housing.

### **Support available off-campus**

Support and safe shelter for people experiencing aggression from a friend, relative or lover. For the public.

- Metropolitan Center for Women and Children (504-837-5400).
- Crescent House (504-866-7481).
- National Sexual Assault Hotline (800-656-HOPE).

### **Other support available off-campus**

- Alcoholics Anonymous (504-838-3399).
- CIGNA Behavioral Health (888-371-1125). A free and confidential service that offers resources and referrals, counseling and support, online information and interactive tools to Tulane employees and their families for health or personal issues. It is available 24 hours a day, year-round.

## **The Board of Tulane on campus security**

The following statement was adopted by the Board of Administrators of the Tulane Educational Fund in 1991.

"Tulane University is committed to providing an academic environment within which all members of the Tulane community may safely learn, live, teach, work and excel. Tulane University will continue to meet and exceed all Louisiana and federal requirements for collecting and publishing crime statistics, and developing and implementing written university security rules, regulations, policies and procedures.

"The departments of [public safety] for the Tulane Health Sciences Center and the Tulane University uptown campus are authorized to collect and disseminate crime information and offer a wide range of crime-prevention services and programs. The Tulane University Police Department is also instructed to continue to collaborate with appropriate university departments in an ongoing effort to develop and implement campus security policy.

"All students and members of the faculty, staff and administration are reminded of the shared responsibility each of us bears in providing a safe academic environment.

"This responsibility includes being familiar with services, participating in security programs and following basic personal and property crime-prevention procedures.

"Inquiries regarding this policy or for specific crime and crime-prevention information should be referred to the respective campuses."

## **Emergency response and evacuation procedures**

### **Emergency procedures**

The Tulane University Office of Emergency Response develops and maintains university policies and procedures for campus emergency preparedness. Tulane's procedures for emergency events can be found online: <http://tulane.edu/emergency/preparedness/emergency-procedures.cfm>

These procedures include necessary actions individuals should take when faced with an emergency situation as well as a summary of university response actions.

### **Emergency alert system**

In addition, Tulane utilizes a multi-faceted emergency communications system to inform faculty, staff and students of emergency situations. An emergency alert system can be activated if necessary to provide immediate notification via voice, text and e-mail should an emergency situation occur. This emergency alert system is tested at least once per semester.

### **Emergency notices website**

In addition, an emergency notice website can be activated to provide more detailed information on campus emergencies. This website is the primary vehicle for communicating information such as campus closings and reopenings or other pertinent emergency information. The emergency notices website can be found online: <http://emergency.tulane.edu>

### **Tulane Alert Line**

In the event that individuals do not have Internet access during an emergency, Tulane also provides emergency information on the Tulane Alert Line (504-862-8080) or toll-free (877-862-8080), a phone service that allows individuals to receive the same

emergency information found on the emergency website in the form of a voicemail message.

## Regarding missing students who reside in on-campus housing

If a member of the university community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Tulane University Police Department at 504-865-5381. The Tulane University Police Department will generate a missing person report and initiate an investigation.

After investigating the missing person report, if the Tulane University Police Department determines that the student is missing and has been missing for more than 24 hours, the department will notify the New Orleans Police Department.

## Tulane drug and alcohol policy

Tulane University is concerned about the abuse of alcohol and the illegal use of drugs by students on American campuses. According to national statistics, violent crimes on U.S. campuses occur relatively rarely, yet recent statistics from the U.S. Department of Education unfortunately show that an estimated 1,700 students die each year from alcohol abuse.

In addition to having an alcohol and drug policy, Tulane complies with the Drug Free School Act of 1989, which mandates that the institution will impose sanctions on students and employees consistent with local, state and federal laws.

Tulane police chief Danny Lawless has enacted procedures that enable the department's officers to write citations to any under-aged student who violates the university drug and alcohol policy or laws. The Division of Student Affairs will be notified of each citation written to a student. Any student who violates the Tulane alcohol policy will be subject to university sanctions such as, but not limited to, educational interventions, community-service hours, disciplinary probation, and/or suspension. Anyone who misrepresents his or her age to obtain alcoholic beverages can be subject to a fine, community service hours and/or suspension of driver's license.

The university circulates the drug and alcohol policy annually to Tulane students and employees. The university also provides, through its Student Health Service, an alcohol and drug education and counseling program (504-865-5255). A drug and alcohol counselor works with students individually and in groups, addressing prevention, education and recovery issues.

For more information on Tulane's policies and helping resources, students should check the Division of Student Affairs website at [tulane.edu/studentaffairs/index.cfm](http://tulane.edu/studentaffairs/index.cfm).

Created for employees, Cigna Behavioral Health is a confidential counseling referral service designed to assist all faculty and staff members with any problems related to substance abuse by calling 888-371-1125.

## Warning to illegal drug users

The Tulane University Police Department enthusiastically approves of the New Orleans Police Department's campaign against illegal drug activity in our city. We further applaud their work to arrest and prosecute the drug buyer. Middle-class recreational drug users account for a huge market for illegal drugs. Reducing the demand will reduce drug violence.

Drugs are responsible for drive-by shootings, execution-style murders and dangerous weapons on the street. A friend's usage

is directly related to the grief and loss of family members of innocent people killed or injured by drug violence. Drugs are also accountable for added danger to our law enforcement officers.

Students who are arrested for buying and using drugs could lose a scholarship, forfeit personal property and have a criminal record.

The Tulane University Police Department asks students to join with the people of New Orleans to have a safe city.

- Don't use drugs and avoid people who offer drugs to others.
- Learn more about drug use, addiction and intervention strategies.
- Refer friends using illegal drugs, no matter how casually or recreationally, for help to the Tulane Drug and Alcohol Counselor (504-865-5255) or Alcoholics Anonymous (504-838-3399).

## Federal act on campus security

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at 20 USC 1092 (f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private institutions of postsecondary education participating in federal student aid programs are subject to it. Violators can be "fined" up to \$27,500 by the U.S. Department of Education, the agency charged with enforcement of the Act and where complaints of alleged violations should be made, or face other enforcement action.

The Clery Act, originally enacted by the Congress and signed into law by President George Bush in 1990 as the Crime Awareness and Campus Security Act of 1990, was championed by Howard and Connie Clery after their daughter Jeanne was murdered at Lehigh University in 1986. They also founded the non-profit Security On Campus, Inc., in 1987. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery.

### Annual report

Schools have to publish an annual report every year by Oct. 1 that contains three years worth of campus crime statistics and certain security policy statements including sexual assault policies which assure basic victims' rights, the law enforcement authority of campus police and where students should go to report crimes. The report is to be made available automatically to all current students and employees while prospective students and employees are to be notified of its existence and afforded an opportunity to request a copy. Schools can comply using the Internet so long as the required recipients are notified and provided the exact Internet address where the report can be found and paper copies are available upon request. A copy of the statistics must also be provided to the U.S. Department of Education.

### Crime statistics

Each school must disclose crime statistics for the campus, for unobstructed public areas immediately adjacent to or running through the campus, and for certain non-campus facilities including Greek housing and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement and other school officials who have "significant responsibility for student and campus activities" such as student judicial affairs directors. Professional mental health and religious counselors are exempt from reporting obligations, but may refer patients to a confidential reporting system that the school has to indicate whether or not it has.

Crimes are reported in the following seven major categories,

with several sub-categories: 1.) Criminal Homicide broken down by a.) Murder and Non-negligent Manslaughter and b.) Negligent manslaughter; 2.) Sex Offenses broken down by a.) Forcible Sex Offenses (includes rape) and b.) Nonforcible Sex Offenses; 3.) Robbery; 4.) Aggravated Assault; 5.) Burglary; 6.) Motor Vehicle Theft; and 7.) Arson.

Schools are also required to report the following three types of incidents if they result in either an arrest or disciplinary referral: 1.) Liquor Law Violations; 2.) Drug Law Violations; and 3.) Illegal Weapons Possession. If both an arrest and referral are made, only the arrest is counted.

The statistics are also broken down geographically into "on campus," "residential facilities for students on campus," non-campus buildings, or "on public property" such as streets and sidewalks. Schools can use a map to denote these areas. The report must also indicate if any of the reported incidents, or any other crime involving bodily injury, was a "hate crime."

Four additional crimes (larceny-theft, simple assault, intimidation, and destruction, damage or vandalism of property) have been added to the compilation and annual report list, but only if such offenses are bias/hate motivated (if the victim is intentionally selected because of race, gender, religious, sexual orientation, ethnicity or disability).

### **Access to timely information**

Schools are also required to provide "timely warnings" and a separate, more extensive, public crime log. It is these requirements that are most likely to affect the day-to-day lives of students. The timely warning requirement is somewhat subjective and is only triggered when the school considers a crime to pose an ongoing "threat to students and employees," while the log records all incidents reported to the campus police or security department.

Timely warnings cover a broader source of reports (campus police or security, other campus officials, and off-campus law enforcement) than the crime log but are limited to those crime categories required in the annual report. The crime log includes only incidents reported to the campus police or security department, but covers all crimes, not just those required in the annual report, meaning crimes like theft are included in the log. State crime definitions may be used.

Schools that maintain a police or security department are required to disclose in the public crime log "any crime that occurred on campus...or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department." The log is required to include the "nature, date, time, and general location of each crime" as well as its disposition if known. Incidents are to be included within two business days but certain limited information may be withheld to protect victim confidentiality, ensure the integrity of ongoing investigations, or to keep a suspect from fleeing. Only the most limited information necessary may be withheld and even then it must be released "once the adverse effect...is no longer likely to occur."

The log must be publicly available during normal business hours. This means that in addition to students and employees, the general public such as parents or members of the local press may access it. Logs remain open for 60 days and subsequently must be available within two business days of a request.

## **An important lesson in crime definitions**

Just what is a crime? Read below to find the definitions of the terms used in the statistical chart in this report. These definitions

are according to the Clery Act. Note that state statutes and definitions may vary.

### **Murder and non-negligent manslaughter:**

The willful (non-negligent) killing of one human being by another.

### **Sex offenses, forcible:**

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

- ***Forcible Rape:*** The carnal knowledge of a person, forcibly and/or against that person's will or not forcibly or against that person's will in instances where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.
- ***Forcible Sodomy:*** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- ***Sexual Assault with an Object:*** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- ***Forcible Fondling:*** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

### **Sex offenses, non-forcible:**

Unlawful, nonforcible sexual intercourse.

- ***Incest:*** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- ***Statutory Rape:*** Nonforcible sexual intercourse with a person who is under the statutory age of consent.

### **Armed robbery:**

The taking, or attempting to take, of anything of value under confrontational circumstances from the control, custody or care of another person or persons by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

### **Aggravated assault:**

An unlawful attack by one person upon another when the offender uses a weapon or displays it in a threatening manner, or 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. (Note that an unsuccessful attempt to commit murder would be classified as an aggravated assault.)

### **Burglary:**

The unlawful entry into a building or other structure with the intent to commit a felony or a theft. Forced entry is not a required element of the offense; it may be accomplished via an unlocked

door or window, so long as the entry is unlawful (constituting a trespass). Included are attempts to commit burglary where force is employed, or where a perpetrator is frightened off while entering an unlocked door or climbing through an open window.

**Motor vehicle theft:**

Theft or attempted theft of a motor vehicle.

**Larceny-theft:**

The unlawful taking, carrying, leading or riding away of property from the possession or constructive possessions of another. Examples of offenses in this classification include pocket-picking and purse-snatching (where no more force is employed than that necessary to take the property).

**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.

**Liquor law violations:**

Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (does not include "driving under the influence" or drunkenness).

**Drug-related violations:**

Violations of laws prohibiting production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

**Weapons possessions:**

Violations 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.

**Disciplinary referrals**

*(referred for disciplinary action but not arrested):*

These referrals apply to the following violations. Detailed descriptions of each violation are in the preceding paragraphs:

- liquor law violations,
- drug-related violations
- weapons possession violations.

| <b>TULANE UNIVERSITY—</b><br><b>DEPARTMENT OF PUBLIC SAFETY</b><br><small>JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND</small><br><small>CAMPUS CRIME STATISTICS ACT—2003 (FORMERLY THE CAMPUS SECURITY ACT)</small> |  |      |      |      |
|---|--|------|------|------|
| Category  | Venue  | 2008 | 2007 | 2006 |
| <b>Criminal Homicide:</b><br>Murder and Non-negligent Manslaughter  | • On campus <sup>1</sup>                             | 0    | 0    | 0    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Criminal Homicide:</b><br>Negligent Manslaughter   | • On campus <sup>1</sup>                             | 0    | 0    | 0    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Sex Offenses:</b><br>Forcible  | • On campus <sup>1</sup>                             | 3    | 5    | 4    |
|   | • In residence halls or other residential facilities | 2    | 3    | 3    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property <sup>2</sup>                    | 2    | 1    | 0    |
| <b>Sex Offenses:</b><br>Non-forcible  | • On campus <sup>1</sup>                             | 0    | 0    | 0    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Robbery</b>  | • On campus <sup>1</sup>                             | 2    | 1    | 1    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 1    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Aggravated Assault<sup>3</sup></b>   | • On campus <sup>1</sup>                             | 1    | 20   | 2    |
|   | • In residence halls or other residential facilities | 1    | 6    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 3    |
|   | • On public property                                 | 1    | 4    | 3    |
| <b>Burglary</b>   | • On campus <sup>1</sup>                             | 34   | 64   | 56   |
|   | • In residence halls or other residential facilities | 14   | 23   | 33   |
|   | • In or on a non-campus building or property         | 1    | 1    | 5    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Larceny-Theft</b>  | • On campus <sup>1</sup>                             | 117  | 151  | 112  |
|   | • In residence halls or other residential facilities | 8    | 15   | 21   |
|   | • In or on a non-campus building or property         | 0    | 4    | 7    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Arson</b>  | • On campus <sup>1</sup>                             | 1    | 0    | 1    |
|   | • In residence halls or other residential facilities | 1    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Motor Vehicle Theft<sup>4</sup></b>  | • On campus <sup>1</sup>                             | 3    | 6    | 8    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 1    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Arrests for:</b><br>Liquor Law Violations  | • On campus <sup>1</sup>                             | 0    | 0    | 2    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 1    | 0    | 0    |
| <b>Arrests for:</b><br>Drug Law Violations  | • On campus <sup>1</sup>                             | 33   | 23   | 12   |
|   | • In residence halls or other residential facilities | 24   | 16   | 5    |
|   | • In or on a non-campus building or property         | 1    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Arrests for:</b><br>Weapons Possessions  | • On campus <sup>1</sup>                             | 0    | 1    | 0    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 2    | 0    | 0    |
| <b>Disciplinary Referrals:</b><br>Liquor Law Violations   | • On campus <sup>1</sup>                             | 157  | 70   | 3    |
|   | • In residence halls or other residential facilities | 100  | 17   | 0    |
|   | • In or on a non-campus building or property         | 2    | 0    | 0    |
|   | • On public property                                 | 1    | 0    | 0    |
| <b>Disciplinary Referrals:</b><br>Drug Law Violations   | • On campus <sup>1</sup>                             | 5    | 9    | 2    |
|   | • In residence halls or other residential facilities | 5    | 4    | 1    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |
| <b>Disciplinary Referrals:</b><br>Weapons Possessions   | • On campus <sup>1</sup>                             | 0    | 2    | 1    |
|   | • In residence halls or other residential facilities | 0    | 0    | 0    |
|   | • In or on a non-campus building or property         | 0    | 0    | 0    |
|   | • On public property                                 | 0    | 0    | 0    |

<sup>1</sup> The "On campus" category includes all on-campus incidents, including those listed in the category below, "in residence halls or other residential facilities."

<sup>2</sup> In the category of "Sex Offenses: Forcible," the 2007 statistics have been amended from last year's report. Specifically, the campus and residence hall numbers have been revised due to a clarification of the definition for off-campus confidential reporting. The public property number has been revised to accurately reflect offenses occurring on public property as specifically defined by the Clery Act.

<sup>3</sup> Aggravated assault is calculated according to the number of victims involved in an incident.

<sup>4</sup> Includes electric cart thefts.

(Note: No hate crimes occurred during this 3-year period for Part One offenses.)

## Fire safety report

An institution that maintains on-campus student housing facilities must publish a fire safety report annually which shall include information about campus fire safety practices and standards, including:

Statistics for each campus student housing facility for the most recent calendar year for which data are available, including:

- number and cause of each fire
- number of fire-related injuries that resulted in treatment at a medical facility
- number of fire-related deaths
- value of property damage caused by a fire.

A copy of these statistics must be submitted to the U.S. Department of Education annually:

- a description of each on-campus housing facility fire safety system, including fire sprinkler system
- the number of mandatory supervised fire drills
- policies or rules on portable electrical appliances, smoking, open flames, evacuation procedures, and fire safety education
- plans for future improvements in fire safety, if necessary.

In addition, the institution must maintain a log of all campus student housing fires, including the nature, date, time and general location of each fire.

An annual report of such fires must be made to the campus community.

A log of fire drills is available on the Tulane University Police Department website at [tulane.edu/publicsafety/campusfireincidents.cfm](http://tulane.edu/publicsafety/campusfireincidents.cfm).

### TULANE UNIVERSITY FIRE STATISTICS - STUDENT HOUSING - 2008

| Date     | Time      | Campus | Building | Room               | Fire Dept Response | Residence Hall | Dollar Lost | Reported by | Type of fire                             |
|----------|-----------|--------|----------|--------------------|--------------------|----------------|-------------|-------------|--|
| 1/19/08  | 3:40 p.m. | Uptown | Aron     | Room 330           | No                 | Yes            | unk         | HRL         | Sparks & smoke from hot water heater     |
| 10/7/08  | 8:00 p.m. | Uptown | Wall     | 3rd floor lounge   | No                 | Yes            | 0           | HRL         | Electrical kettle placed on top of stove |
| 11/21/08 | 4:20 a.m. | Uptown | Sharp    | 3rd floor Bathroom | Yes                | Yes            | 0           | Facserv     | Trash can                                |