

A Message from Michael Harter, Ph.D., Senior Provost and CEO of Touro Western Division:

As we move into the new academic year of 2012-2013, I would like to extend a warm welcome to all of our new and returning students, faculty, and staff.

Campus security and safety at Touro is a shared responsibility that we must all take very seriously. Fortunately, the majority of us do not experience crimes at Touro; however, despite our best efforts, crimes do occur from time to time.

It has been proven that the best protection against crime is an alert and well-informed campus community. We should make every effort here at Touro to ensure our campus is a safe place to learn, study, and to work.

In furtherance of this objective, and in compliance with federal law, we are providing you with a booklet on campus-wide safety information. The information offered includes an overview of our policies and regulations, as well as brief explanations of the types of incidents typically reported on our campus and tips how to prevent such incidents from taking place.

Here at Touro University Nevada, we take pride in our safe and secure campus. It is through our shared knowledge and joint cooperation we are best able to maintain a protected campus environment. Please help us to keep Touro safe and secure by taking the time to familiarize yourself with the contents of this booklet and by remaining aware and alert at all times.

Thank you in advance for your cooperation.



**Michael Harter, Ph.D.
Senior Provost and CEO**

A Message from Our Associate Vice President for Administration:

On behalf of Touro University Nevada's (TUN) Security team, I want to welcome you to the 2012-2013 academic year. I am pleased to provide you with this Annual Security & Fire Safety Report in compliance with the federal Student Right-to-Know and Campus Security Act of 1990, Public Law 101-52 as amended into the Jeanne Clery Act of 1998.

The enclosed pages are designed to provide you with important information about safety and security on campus. You will find crime statistics that have been reported by Campus Security to various local, state, and federal agencies. The report also contains a statement of the University's drug, alcohol, and emergency preparedness policies in addition to outlining tips and available resources to help make your time with us comfortable and safe. I hope you will take some time to read this report and educate yourself about what you can do to make our campus a safer place.

TUN's Security Department is committed to providing a safe learning environment for all members of our University community. As part of our ongoing effort, we also recognize that safety begins with each one of us. The success of our campus safety programs nationwide is directly tied to community involvement. All faculty, students, and staff need to be alert and understand the basic facts about security and safety. We need to take preventive measures to ensure our safety.

In the event of an emergency and/or for general assistance contact our office located on 874 American Pacific Drive, Henderson, NV 89014 or at (702) 358-6701. You may also dial 911.

If you have any questions or concerns about this report or your own safety as a member of the Touro Community, please do not hesitate to call us at (702) 358-6701 or log onto our web page at www.tun.touro.edu. We are here to assist and protect you.

Remember, security starts with you! Best wishes for a safe and successful year!

Craig Seiden

Associate Vice President for
Administration

About Us

Touro University Nevada is located in one of the most rapidly growing cities in the United States, and is becoming recognized as an outstanding health science center serving the greater Las Vegas area. The campus consists of two colleges, the College of Osteopathic Medicine and the College of Health and Human Services. Touro University Nevada is a branch campus of Touro University California.

Touro College and University System is the parent of Touro University Nevada. Touro College and University System was established in New York City by Bernard Lander, Ph.D., LHD, as a Jewish-sponsored independent institution of higher and professional education primarily to enrich the Jewish heritage, and serve the larger American community. Approximately 19,000 students are current enrolled in its various schools and divisions.

Security Services

Touro University Nevada has employed professional security guards to maintain and monitor security at its campus. Security personnel are carefully screened before being assigned to Touro University Nevada and supervised to ensure quality assurance.

Security Officers respond to emergency calls for service, enforce regulations, and assist in security building inspections and in fire prevention.

Security Officers may detain individuals who engage in illegal and criminal actions until Henderson City Police Officers arrive and/or Local Law Enforcement agencies arrive. They are empowered to enforce Touro's regulations, to investigate incidents, and to apprehend those who violate Touro regulations or commit crimes on campus. Criminal violators that are apprehended are turned over to the Henderson Police Department and/or Local Law Enforcement.

Our Security Supervisor meets regularly with Police Commanders and community organizations to help ensure the safest environment for our campus community.

Law Enforcement Relationships

It is TUN's Campus Security policy to work in conjunction with all state and federal law enforcement agencies, local police agencies, and emergency management organizations when applicable. In the event that a serious crime or death was to occur, TUN Security is mandated to notify the proper law enforcement agencies. The county in which the crime took place would then either assume responsibility or delegate its authority to another agency to investigate the criminal matter or prescribe action to be taken.

All individuals, whether they belong to the University community or not, are subject to all federal, state, and local laws while on the TUN campus and may be subject to criminal charges when applicable, even for first offenses.

Institutional Security Committee

To further enhance security at TUN, an Institutional Security Committee has been established. The committee is comprised of members of the student body, faculty, and administrative staff. The mission of the Committee shall be to develop, recommend, review, and monitor security measures at TUN, including but not limited to:

- Development and maintenance of a Security Plan for TUN that includes physical and electronic security measures
- Development and maintenance of an Emergency Response Plan
- Development and maintenance of policies for an Emergency Notification Plan
- Coordination with community Emergency Response organizations and plans
- Clery Act reports and compliance

Reporting Criminal Activity

TUN Security encourages all students, faculty, staff, and guests to report any criminal activity, suspicion of criminal activity, accidents, and other emergencies to the TUN Security Department or any other University official as soon as possible. Whenever possible, the identity of the complainant will be kept confidential, if requested.

TUN Security can be reached at (702) 358-6701.

Additionally, you may report any of the above-named instances, in person, to any Security Officer, the Security Supervisor, and/or the Administration Office.

TUN Security informs complainants of all the options available to them through the University, as well as with local, state, and federal agencies for dealing with offenses committed against them.

If assistance is required in completing and/or reporting an incident/occurrence to local law enforcement agencies, TUN Security will be glad to render any assistance needed.

Daily Crime Log

TUN Security Department maintains a daily crime log that records, by the date the incident was reported, all crimes and other serious incidents that occur on campus, in a non-campus building or property, on public property, or within the department's patrol jurisdiction. The daily crime log is available for public inspection at 874 American Pacific Drive, Henderson, NV 89014. The crime log includes the nature of the crime, the date, the time and the general location in which each crime was reported to the department, as well as the disposition of the complaint (if known). The department is obliged to post new incidents into the daily crime log within two business days of receiving the report unless in doing so it will hinder an open investigation in which case that incident will get posted once the investigation has been deemed closed.

Timely Warning Notices

In the event of an emergency that constitutes an immediate ongoing or continuing threat to the University community, TUN Security Department, in conjunction with the Emergency Preparedness Committee, will issue campus safety alert messages via the University's mass notification system, mass e-mail, bulletin boards, and on its main webpage (www.tun.touro.edu) advising of the situation and what actions should be taken. Depending upon the circumstances of these events and its relativity to a crime and/or threat, the University will then issue a timely warning notice.

Members of the University community who are aware of a crime and/or a potential threat to the University itself or other members of the University community should report the incident immediately to TUN Security at (702) 358-6701 or any other University official, so that a Campus Safety Alert can be issued if warranted. If University community members report crimes and/or potential threats to other University administrators, those administrators should immediately notify TUN Security so that they can once again determine if an alert is warranted.

Emergency Communications

TUN has a mass notification system that will provide an easy and effective way to send text and email messages to notify the University community of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

Once the nature and severity of an incident is determined, the University's Emergency Manager is notified and authorized to begin the notification process. Each category has a

different notification tree, with Category 3 and Category 4 requiring notification to the University community. The type of message and content of notification is based upon emergency templates which are part of the University's Crisis Communication Plan.

In the event of an emergency, the TUN community relies on several vehicles for disseminating information:

- **TUN Alerts:** TUN's Information Technology Department provides voice, email, and text messaging capabilities to notify students and employees of critical incidents. The system uses a variety of telecommunications partners to ensure connectivity to cell phones, landlines, email accounts, pagers and TTY/TDD devices. Authorized staff within the institution or at an off-site location can initiate critical incident communications. TUN tests the system annually to ensure timely notification of critical events. TUN Alerts provide real-time updates; instructions on where to go, what to do (or not to do), who to contact and other essential information such as which evacuation routes are available, the nearest emergency shelter, its available bed space or hours of operation.
- **Mass e-mail:** Messages are sent to all TUN email accounts and provides students, faculty, and staff with information and updates regarding potential threats to the safety and security of the campus community. TUN's Office of Information Technology manages the data and updates for the mass notifications.
- **Web Page:** The University community has been accustomed to check TUN's main website (www.tun.touro.edu) for notification and updates regarding emergency situations.
- **Local media:** TUN's Office of Advancement and External Relations provides essential information to the media when the University closes because of inclement weather or other emergencies.

Safety, Security, and Access to Campus ID Checks

Students, faculty, and staff must possess a valid University photo ID badge, and it must be visible at all times on TUN Campus. If they do not have a University ID, in unusual or extreme circumstances, the Security Officer may accept a valid photo ID card such as a driver's license or another form of official ID and sign them in before entering TUN. The individual will then be issued a temporary pass.

Report all lost and/or stolen photo ID badges, and have it replaced. Any student failing to display their photo ID badge will be referred to the Dean of Students. Faculty and staff will be referred to their immediate supervisor.

Students must complete all pre-registration requirements in order to obtain their ID. Upon completion he/she may report to the Director of Student Services at their location to obtain an ID (Please see appendix for locations).

Guests, visitors, and vendors must show a valid picture ID and sign in before entering TUN; in addition, verification of purpose of the visit is required. Once this process is achieved, a visitor pass will be provided.

In specific locations the use of card access and/or electronic surveillance is utilized.

SECURITY CONSIDERATIONS IN THE MAINTENANCE OF CAMPUS FACILITIES

TUN is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. All members of the University community are encouraged to report any lighting concerns. Security Officers, during their patrols, focus on such items and report their findings to the Security Supervisor who in turn generates a work order, which is acted upon by a member of the Facilities Staff.

Facilities Staff is available to respond to calls for service regarding unsafe facility conditions. These conditions may include but are not limited to unsafe steps, handrails, trip hazards, defective locks or unsecured equipment.

For the Facilities Department, call (702) 777-1809.

Fire Safety Systems

TUN is equipped with smoke detectors and sprinkler systems, which are connected to a fire alarm panel. The fire alarm panels are located in the front of the building. You must follow the rules and regulations specified in your site Fire Plan at all times.

Crime Prevention Education & Awareness

How to Protect Yourself:

- Be aware of your surroundings, who is out there, and what is going on.
- Walk with confidence.
- Be assertive; do not let anyone violate your space.
- Trust your instincts. If you feel uncomfortable in an area, leave.
- Do not prop open self-locking doors.
- Lock your door and your windows even if you are leaving for a few seconds.
- Watch your keys, do not lend them out, and do not label the keys with your address and name. If you lose your keys, report it to your local police department, and change the locks.
- Know who is on the other side of the door before you open it or enter a building.
- Be mindful of isolated spots.

- Avoid walking or jogging alone, especially at night. Alternate your routes, stay in well-traveled and well-lit areas.
- Have your keys ready when entering your final destination.
- Park in well-lit areas, and lock your vehicle.
- Drive in well-traveled streets with windows and doors locked. Remember that a well-maintained vehicle is also part of your safety measure.
- Never hitchhike or pick up a hitchhiker.

In the Office:

- Lock office doors while offices are unoccupied.
- Do not bring unnecessary valuable items on campus.
- Do not leave purses, briefcases, or books unattended.
- Be aware of suspicious persons.
- Call Security to report crimes or suspicious activities.
- Call 911 if immediate danger is suspected or if you are threatened.

In Elevators:

- If you are alone and someone suspicious enters, stand near the elevator control panel. If necessary, use the elevator alarm.

On the Street:

- Be alert and aware of others.
- Stay on well-lit streets.
- Avoid dark and concealed areas.
- Walk with keys in your hands as you approach your home.
- If a car follows you or stops near you to ask for directions, do not approach the car.
- If you are followed, cross the street or change direction. Find a building with a doorman or an open store.

Awareness:

- Know your environment.
- Notify the Security Department of anything suspicious.
- Know where to obtain help when you need it.
- Keep all valuables under your direct view and do not leave them unattended.
- Walk with friends.
- Avoid isolated bus stops.
- You are worth more than all the money possessions you may have. Items can be replaced.
- Every emergency situation is different. You decide what course of action is appropriate.
- If traveling via vehicle, secure all electronics and valuables out of view.
- List all "In Case of Emergency" (ICE) numbers for immediate notification to

- family members.
- Determine a meeting place for the purposes of emergencies.
- Keep a record of all credit cards and serial numbers to personal property in a separate location.

Stalking:

Indicators/Signs of Stalking Behavior:

- Persistent phone calls despite the fact that you have told the person not to contact you in any form.
- Someone waiting at or outside your workplace, residence, or school.
- Overt threats.
- Manipulative behaviors (i.e. Stating that they will hurt themselves)
- Sending written messages, letters, emails, graffiti, etc.
- Sending of gifts.
- Defamation.

If You Become A Victim Of A Stalker, DO NOT Take It Lightly:

- Notify the Security Officer at your location. Even if the problem is not campus/site-related, they can assist you with reporting the problem to the local law enforcement agency.
- Apply for a restraining order. If you already have one, file a copy with Campus Security.
- Document everything Even if you have decided not to go the legal route, you may change your mind. Keep answering machine recordings, letters, gifts, etc. Keep a log of drive bys or any suspicious occurrences.
- Have co-workers screen all calls and visitors.
- Do not accept packages unless they were personally ordered.
- Destroy discarded mail.
- If you think you are being followed, go to the nearest police station or public place.
- Never be afraid to sound your horn to attract attention.
- Do not be ashamed and think you caused this. Instead tell everyone you know that you are being stalked, from neighbors, to co-workers, to classmates so that no information about you is provided to the stalker.
- Tell the stalker NO once and only once, and never give him/her the satisfaction of a reaction again.

Rape & Sexual Violence

Sexual Assault/Improper Sexual Conduct is a criminal offense pursuant to the Penal Law. If a member of the University community engages in improper sexual conduct, it will result in the severest disciplinary sanctions available to the University. TUN will cooperate fully with Law Enforcement authorities should the victim seek criminal prosecution. TUN also recognizes that confidentiality is most important to victims of sex crimes. While complete confidentiality cannot be guaranteed, every effort will be made to maintain confidentiality on a “need to know basis”. The victim’s wishes not to report a sexual assault to the police will generally prevail, but TUN reserves the right to notify the police when it is believed that such reporting is necessary for the protection of others.

Facts:

- Every two and a half minutes, somewhere in America, someone is sexually assaulted.
- Every person is a potential victim regardless of race, gender, age, or economic status.
- Nearly 75% of all sex crimes are committed by a friend, relative, or acquaintance of the victim.
- More than 50% of all rapes are committed in the victim’s or assailant’s home. Date rapes are more likely to occur in the assailant’s home.
- Rapes perpetrated by strangers occur at all times of the day, every day. However, date rapes occur most frequently on weekends and during late evening hours.

If You Are Being Sexually Assaulted:

- Keep your head. Stay as calm as possible, think rationally, and evaluate your resources and options.
- Be realistic about your ability to protect yourself. Yelling, hitting, or biting may give you a chance to escape, but be aware it can also expose you to further harm.
- Passive resistance such as vomiting, urinating, or telling the attacker that you are ill or menstruating is another option, but again be aware it can also expose you to further harm.
- Knowing self defense can help you to overcome fear and think clearly in emergency situations.
- Do not try to defeat the attacker. Just get away as fast as you can. There is no right way to respond to an attack. If you escaped alive, you responded in the right way.

If You Have Been Sexually Assaulted:

- You must **NEVER BEAR** the **RESPONSIBILITY** for being assaulted. Responsibility for the crime lies with the rapist alone.
- If possible do not shower, bathe, douche, eat, drink, smoke, urinate, or change

your clothes.

- Do not disturb anything in the area where the assault occurred.
- Get immediate medical attention.
- Write down a description of the assault, circumstances, and the attacker.
- Many police departments now have special victims units which are specially trained to deal with rape and/or sexual violence victims. In addition, many hospitals also have rape crisis units.
- Reporting the assault is an important step in ending this violence. You should feel comfortable with your decision.
- Call someone to be with you. You should not be alone. Contact a rape crisis center to help you deal with the aftermath.

If Someone You Know Is A Victim Of An Assault:

- See that they have a safe place to stay and someone to stay with.
- Give the victim your emotional support. Let them express their feelings. Do not pry into details. Do not be judgmental, instead listen and provide understanding.
- Rape and/or sexual violence are never the victim's fault. Do not let them blame themselves or think that they did something to cause the attack.
- Encourage the victim to get medical attention, contact a rape crisis center, and report the incident. Help the victim explore their options, but let them make the decision.
- Point out that since they are still alive, they have achieved a major victory.

Victim Assistance:

In cases of rape and/or sexual violence there are many outside sources of support available to victims.

- www.therapeccrisiscenter.org
(702) 366-1640
- www.safenest.org
(702) 646-4981 or (800) 486-7282
- www.rainn.org
(800) 656-HOPE
- www.ncasv.org
(702) 940-2033
- www.peaceoverviolence.org
(310) 392-8381, (213) 626-3393, (626) 793-3385
- www.womenslaw.org
(707) 784-6844

Emergency Preparedness

The health and safety of all TUN students, faculty, and staff is of paramount concern to the University. While the likelihood of a major emergency situation is remote, TUN recognizes the critical importance of being prepared and has designed a program that ensures the security of the University community in the event of a crisis.

Emergency Defined

An emergency is an unanticipated crisis situation that arises, posing an IMMEDIATE or an IMMINENT threat the life/lives, safety, and/or health of students, faculty, staff or others on TUN's campus. Since such situations call for rapid, competent, and responsive action, it is helpful to review the appropriate responses to possible emergency scenarios.

In the event of an emergency, members of the University community can reach a representative of the University by contacting TUN Security at (702) 358-6701.

The Emergency Plan

TUN's Emergency Preparedness Plan incorporates an all-hazards approach to emergencies including natural disasters, acts of violence, mass casualties and cyber disruptions. In responding to an emergency at TUN, emergency personnel make students, faculty and staff their top priority. Once assured that the people are safe and protected from further harm, emergency personnel turn their attention to protecting equipment, facilities, and other property with the goal of continuing TUN's critical services.

There are two teams responsible for providing oversight, coordination and leadership during an incident, the Crisis Management Team and the Leadership Team. The Crisis Management team is responsible for strategic decisions such as suspending classes, closing a campus, and issuing official statements. This group provides direction to the Leadership Team and makes the decisions, including what and when to communicate to the TUN community during an emergency until it is resolved. The Leadership Team is responsible for managing the incident and preparing the University for recovery.

TUN designates an emergency event according to its severity and scope:

- **Category 1** refers to a localized, contained incident that is quickly resolved with internal resources or limited help.
- **Category 2** situations tend to be primarily people-focused, rather than infrastructure-focused; and are usually student issues. Category 2 situations may emerge as a single incident, but have the potential to quickly evolve into a multi-faceted campus crisis.
- **Category 3** signifies a major emergency that affects portions of the campus and may

affect critical functions or life safety.

- **Category 4** describes an emergency involving the entire campus and the surrounding community.

For a Category 1 incident, the Director of Facilities, or that position's designee, is empowered to take all reasonable measures deemed necessary to preserve health and safety. During a Category 2 incident, the Security Supervisor is empowered to take all reasonable measures to preserve health and safety. The Supervisor may call in other agencies, as needed. These include local law enforcement, the University's Emergency Manager, and Human Resources. When warranted by the situation, key campus officials, including senior executives, will also be notified. The Security Supervisor will manage the incident until it is resolved or escalates. If the latter occurs, the Security Supervisor may decide to enlist the assistance of a larger group.

When an incident escalates to Category 3 or Category 4, TUN's Senior Provost and CEO convenes the Leadership Team to manage operations more formally. This team is charged with ensuring that emergencies are responded to effectively, minimizing the loss of lives and property damage.

The next area lists specific emergencies you may encounter. Please review these procedures carefully. If you have any questions, please feel free to contact the Associate Vice President for Administration at (702) 777-4794, or the Security Department at (702) 358-6701.

If A Fire Alarm Is Activated Or An Emergency Evacuation Is Initiated:

- **STAY CALM** and **DO NOT PANIC**.
- Proceed to the closest emergency exit. Do not take the elevator.
- Use secondary route if primary one is blocked or hazardous.
- If the emergency is a gas leak or a hazardous material spill, take the route that will keep you upwind of the problem area.
- Do not stop for belongings or records.
- Follow the instructions of Emergency Evacuation Volunteers (EEVs).
- Continue to follow the directions of EEVs who will direct you to an assembly area. Remain at the assembly area in case emergency personnel need more information or need to ask questions, especially if there are missing persons.

In Case Of Fire - Remember "R.A.C.E"

Rescue: Anyone in immediate danger

Alarm: Pull the nearest alarm box

Contain: Close doors and windows

Evacuate: Leave the building immediately

Plan Escape Routes

It is a good idea to locate all exits on your floor and in your building; locate two exits from your office/classroom; locate fire alarm pull stations in your building.

Fire:

- Upon discovery of a fire, activate the nearest fire alarm pull box.
- Call TUN Security at **(702) 358-6701** or **911** from a local phone or your cell phone. Give your name, telephone number, department, and location of the fire.
- Do not attempt to put out a fire by yourself unless you are trained to do so.
- **DO NOT USE THE ELEVATORS.**
- Close windows and doors. This may help keep the fire from spreading and protect your possessions from fire and smoke damage. Leave lights on and doors unlocked.
- Before entering another room or stairwell, check for heat by placing the back of your hand near the door. If the handle is **NOT** hot, open door cautiously. Check for smoke or fire before going out.
- If the handle is hot, **DO NOT** open the door. Go to the window and call for help.
- When you evacuate the building **DO NOT** stop for personal belongings or records.
- If there is excessive smoke, crawl low to an exit. There is less smoke and toxins there. Smoke will rise making it impossible to see when standing. Toxic chemicals in smoke, when inhaled, can be deadly in minutes. If you are unable to exit, stay low and plug all openings around doors, windows and vents.
- Notify firefighters that are on the scene if you suspect someone may be inside the building.
- If the situation is safe and clear, handicapped individuals should be placed into the Areas of Refuge as soon as most evacuees have departed. A messenger should be dispatched to tell the responding police or fire fighters the location of the handicapped individual(s), so that a rescue can be initiated.
- When outside, stay away from the building, at least 500 feet, and out of the way of emergency personnel and vehicles.

DO NOT RE-ENTER THE BUILDING UNTIL INSTRUCTED TO DO SO BY AUTHORIZED PERSONNEL.

For Questions Contact:

Facilities Department
Tomas Barreto, Director
(702) 777-1809

tomas.barreto@tun.touro.edu

Security Department
Francis "Bud" Brey, Supervisor
(702) 358-6701

francis.brey@tun.touro.edu

Administration

Craig Seiden, Associate Vice President for Administration
(702) 777-4794

craig.seiden@tun.touro.edu

School Closing/Inclement Weather

TUN has a process in place if it becomes necessary to cancel classes or to close campus because of severe weather conditions or other emergencies. TUN uses Blackboard and the EMS system to broadcast notices to students, faculty, and staff regarding emergency situations and unexpected school closures. Additionally, information is posted on the TUN website, www.tun.touro.edu. Students, faculty, and staff should also check local media for updates on a declared emergency.

Bomb Threat

- Bomb threats usually occur by telephone.
- Take all bomb threats seriously.
- Use the bomb threat checklist (see below).
- Remain calm and attempt to retrieve as much information as possible from the caller.
- Keep the caller on the line as long as possible.
- Do not transfer the call.
- Do not interrupt the caller.
- After hanging up, immediately call Security at (702) 358-6701.
- Give your name, site location and telephone number.
- Inform the operator of the situation including any information you may have as to the location of the bomb, the time it is set to explode and the time you received the call.
- Inform your supervisor or department head.

Bomb Threat Checklist

Questions To Ask:

- Where is the bomb located?
- What time is it set to explode?
- What does the bomb look like?
- What kind of bomb is it?
- What will cause it to explode?

WRITE DOWN THE EXACT WORDING FOR ALL ANSWERS TO THE ABOVE QUESTIONS & TAKE NOTE OF THE FOLLOWING:

- Sex of the caller
- The caller's age
- The caller's race
- Time call was received
- Length of the call

The following information could be very helpful to law enforcement and emergency personnel responding to the threat:

Caller's Voice:

| | | | | |
|-----------|----------|----------|----------|-----------|
| Calm | Laughing | Lisp | Nasal | Stuttered |
| Disguised | Angry | Crying | Familiar | Breathy |
| Excited | Raspy | Slow | Deep | Distinct |
| Loud | Normal | Accented | Soft | Ragged |

If the voice is familiar, who did it sound like?

Background Noises:

| | | | | | |
|--------------|-----------------|----------------|----------|--------------|------|
| Street Noise | Voices | House Noise(s) | Motor(s) | Office Noise | |
| Music | Animal Noise(s) | Factory | Static | Soft | Long |
| Distance | | | | | |

Language:

| | | | | |
|-------------|------|------------|------------|-------|
| Well spoken | Foul | Irrational | Incoherent | Taped |
|-------------|------|------------|------------|-------|

Suspicious Package

There is a concern that the receipt of a letter or package may contain biological agents. Many biological threats targeting individuals or departments can frequently be controlled by following the procedures listed below. The responding public safety agencies have plans in place to deal with these types of threats. Following the procedures below will activate those plans and promote the highest level of safety while minimizing the disruption associated with these incidents.

TUN's Receptionists are responsible for the initial monitoring responsibilities for suspicious letters and packages in accordance with guidelines from the U.S. Postal Service. Many of the letters and packages arriving on campus have already gone through one or more screening processes before arriving on campus. However, in the event that a letter or package is obtained by some other means other than the University mail system, the following are common features of threatening letters or packages:

- No return address
- Handwritten or poorly typed address
- Misspelling of common words
- Restrictive markings such as "Confidential" or "Personal"
- Excessive weight
- A feel of a powdery or foreign substance

If a letter or package exhibits any of these warning clues, **DO NOT OPEN IT.** No one is

at risk provided there is nothing leaking from the package. Call the TUN Security at (702) 358-6701 to report the item and relate that the envelope has not been opened and there is no substance leaking out.

- Do not approach any unusual or suspicious package. Under **NO** circumstances should you touch, tamper, or move it in any way.
- If there are any indications of imminent danger, such as a suspicious object, call TUN Security at (702) 358-6701 or 911 on a cell phone or land line, and evacuate the area immediately.

Hostile Individual Or Violent Activity (Active Shooter)

In the event that a hostile individual or group engages in violent activity that threatens or causes death or serious physical injury to any member of the University community, the following steps should be taken:

If You Are Unable To Safely Evacuate:

- If you are not in a room, try to get inside an office or classroom. Stay out of open areas, and be as quiet as possible.
- If you are able to communicate, call TUN Security at (702) 358-6701. Try to stay calm, and supply the operator with as much information as possible such as exact location, type of weapon, and how many suspects.
- Remain in the classroom/office and attempt to lock or secure the doors by placing an object in front of it or under the door handle. Cover any windows or openings that have a direct line of sight into the hallway.
- **DO NOT** sound the fire alarm. Activation would cause the occupants to evacuate the building placing them in potential harm.
- Stay away from doors and windows, turn off lights and any audio equipment and stay as low to the ground as possible.
- Stay together as a group, remain quiet and act as if no one is in the room. **DO NOT** answer the door until Security or the Police arrive and give you further instructions.
- When the Police arrive, obey all commands. This may involve being handcuffed or keeping your hands in the air. This is done for safety reasons until the situation can be evaluated. It is a common ploy for a perpetrator to mingle with victims and attempt to escape.

If You Are Trapped In An Open Area:

- If you are trying to hide, make sure it is a well hidden space or you may be found as the intruder moves through the campus/site.
- If you think you can run safely out of the building, do so. If you decide to run, do not run in a straight line. Attempt to keep objects such as desks, cabinets, and fixtures between you and the attacker. Upon leaving the building, continue to seek cover. Upon reaching safety, report the incident to the nearest Police Officer.

- If the attacker is causing death or serious physical injury to others and you are unable to escape, you may choose to play dead.
- Fighting back is dangerous, but depending on your situation this could be your last option.

Hostage Situation:

- If you see a situation, move people away from the area of concern.
- Call TUN Security at (702) 358-6701 or 911 on a cell phone or land line.
- Lock all doors and, if possible, secure the doors by placing an object in front of it. If possible, cover all window openings that have a direct line of sight into the hallway.
- **DO NOT** sound the fire alarm. Activation would cause the occupants to evacuate the building placing them in potential harm.
- Account for as many people as possible.
- Stay put unless instructed otherwise.
- Wait for instructions.
- Allow only Emergency Personnel into the building.

If You Are Taken Hostage:

- **DO NOT** try to disarm the person.
- Remain calm, be patient and avoid drastic action.
- Follow the intruder's instructions. Do not speak unless spoken to and avoid arguing.
- Stay alert and be observant; you may be released or able to escape. The safety of others may depend on your memory.
- Be aware that Police may be able to hear what is taking place.
- Be aware that Police may break in at any time.
- Once again, when the Police arrive obey all instructions.

After The Hostage Situation Is Resolved:

- Refrain from discussing the incident with bystanders or the media.
- Communicate all information to TUN Security at (702) 358-6701.
- Some statements made to the media may adversely affect the serving of justice; therefore all public statements will be coordinated through TUN's External Relations Office.

Crime In Progress:

- Do not attempt to apprehend or interfere with the criminal, except to protect yourself.
- Call TUN Security at (702) 358-6701 or 911. Give your name, site location, telephone number, and department. Advise them of the situation details, and give specific directions as to where you are located.
- In the event of a robbery, do not resist.
- If safe to do so, take time to get a good description of the criminal. Note height,

weight, sex, race, hair color, approximate age, clothing, method, and direction of travel and name, if known. This takes only a few seconds and could help the investigating officers. If the criminal is entering a vehicle, note the license plate number, make and model of the car, color, and any outstanding characteristics.

- Stay calm.

Medical Emergencies:

- Do not move a seriously injured person unless it is a life threatening situation.
- Call TUN Security at (702) 358-6701 or 911 by cell phone or land line.
- Be prepared to give as much information about the emergency as possible; whether or not the victim is conscious, and if an ambulance is needed.
- If the victim is conscious, obtain information about his/her injury or medical history.
- Stay with the victim until Emergency Personnel arrives.
- Keep the victim as calm and comfortable as possible.
- Maintain safety until help arrives.
- Keep other people away from the scene.
- Avoid physical contact with blood or other bodily fluids.
- If exposed to bodily fluids wash the affected area with soap and water as soon as possible and report your exposure to Emergency Personnel.
- If the injured person is an employee, initiate reporting procedures as directed by your Supervisor or Department Head.

Suicide Attempt:

- Call TUN Security at (702) 358-6701 or 911, and be prepared to give as much information as possible.
- Stay with the person until Emergency Personnel arrives.
- Keep other people away from the scene.
- **DO NOT** handle weapons, containers, or other possible evidence.

Mental Health Crisis:

- If a member of the University community is experiencing a psychological crisis call TUN Security at (702) 358-6701.
- If the individual deteriorates, such that they constitute a threat to themselves or others, call 911 from a cell phone or land line.
- Before Emergency Personnel arrives, make every effort to determine the person's identity and status as staff, faculty, student or visitor.
- If the individual is a **STUDENT**, contact the Office of the Dean of Students at (702) 777-1761. Advise them of the individual's condition and circumstances.
- If the individual is **STAFF** or a **FACULTY MEMBER**, contact the Human Resources Department at (702) 777-1757. Advise them of the individual's condition and circumstances.
- If the individual is a **VISITOR**, contact TUN Security at (702) 358-6701. Advise them of the individual's condition and circumstances.

- Once Emergency Personnel are controlling the scene, all non-essential personnel should leave the area and return to their normal duties unless otherwise instructed by Emergency Personnel.

Power Outage:

- Shut off switches of electrical items before leaving. These include lights, computers, appliances, room air conditioners, heaters, televisions, etc. This will assist in restoring electricity when the system comes back on-line.
- Secure any hazardous materials or processes.
- Use clear, safe escape routes and exits and proceed to the nearest outside safety location as ordered by University officials.
- Help people in darkened work areas move to safety. Help handicapped individuals to get to their designated areas for evacuation assistance.
- Unless life-threatening conditions exist, avoid transporting handicapped individuals up or down stairwells. Call TUN Security at (702) 358-6701, and give your exact location.
- **DO NOT** return to an evacuated building until directed by University officials. Supervisors/Department Heads must wait for further instructions via available telephone or radio communications.

Jeanne Clery Act

The “Clery Act” was named in memory of a 19 year old university freshman, Jeanne Ann Clery, who was raped and murdered while asleep in her dorm room on April 5, 1986.

Jeanne’s parents discovered that students had not been told about 38 violent crimes on their daughter’s campus in the three years before her murder. As a result of this they joined with other people who were victims of campus crime and persuaded Congress to enact this law. It was originally known as the “Crime Awareness and Campus Security Act of 1990”.

This law applies to most institutions of higher education because it is tied into participation with federal student financial aid programs. It is overseen by the U.S. Department of Education.

The Clery Act requires that all colleges and universities:

- Publish an annual report by October 1st that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. These statistics are gathered from Campus Security, Local Law Enforcement, and other Campus Security Authorities who have significant responsibility for student and campus activities.

- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”.
- Disclose in a “public crime log” any crime that occurred on campus or within the patrol jurisdiction of the Campus Security Department.

The law was amended in 1992 adding a requirement that colleges and universities afford the victims of campus sexual assaults certain basic rights. It was amended again 1998 to expand the reporting requirements.

In 2000 and 2008 additional amendments added provisions dealing with registered sex offender notification and campus emergency response. The 2008 amendments also added provisions to protect crime victims, whistleblowers, and others from retaliation.

Campus Security Authority

Defined As:

- A member of the TUN Security Department
- Any individual who has responsibility for campus security but who does not constitute the TUN Security Department (i.e. an individual who is responsible for monitoring the entrance into institutional property)
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Examples of Campus Security Authorities:

- All members of the TUN Security Department
- All Vice Presidents, Associate Vice Presidents, and Assistant Vice Presidents
- All Academic Deans, Associate Deans, and Assistant Deans
- All Advisors to recognized student clubs and organizations
- All VPs, Deans and Directors, Associate Deans and Directors, Assistant Deans and Directors, and Advisors in the following units of the organizational area of Student Services: Student Services; Student Activities; Legal Counsel; and International Student Services

Examples of Non-Campus Security Authorities:

- Faculty members who do not have any responsibility for student and campus activity beyond the classroom
- Clerical staff

- Payroll
- Accounts Payable
- Professional counselors acting within the scope of their license or certification

Good Faith

All Campus Security Authorities are required to report a crime in writing to TUN Security if they have a reasonable basis for believing the information is not simply rumor or hearsay. If a Campus Security Authority is unsure whether or not the information was provided in good faith, he/she should report the information to TUN Security. A Campus Security Authority is not responsible for determining authoritatively whether a crime took place. It is the function for TUN Security and/or Law Enforcement Personnel to determine whether or not a crime took place.

Types of Crimes/Reportable Offenses

- **Criminal Homicide**
 - **Murder/Non –Negligent Manslaughter** - The willful (non-negligent) killing of one human being by another. **Note:** Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
 - **Negligent Manslaughter** - The killing of another person through gross negligence.
- **Sex Offenses**

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

 - **Forcible Rape** - The carnal knowledge of a person, forcible and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
 - **Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcible and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.
 - **Sexual Assault with an Object** - The use of 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 where the victim is incapable of giving consent because of his/her temporary or permanent

mental or physical incapacity (or because of his/her youth).

- **Forcible 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 where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Non-Forcible - Unlawful, non-forcible sexual intercourse.

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

- **Robbery**

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

- **Aggravated Assault**

Unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

- **Burglary**

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes unlawful entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned.

- **Motor Vehicle Theft**

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

- **Arson**

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

Hate Crimes

The law requires the release of statistics by category of prejudice concerning the occurrence of hate crimes in the crime classifications listed in the preceding section and for other crimes involving bodily injury to any person in which the victim is selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity or disability of the victim.

In August of 2008 HEOA S 488, 20 U.S.C. S 1092 (f) (1) F (ii) modified the above hate crimes to include the following additional crimes under the hate crime category:

- **Larceny Theft** – The unlawful taking, carrying, leading or riding away of property from the possession, or constructive possession, of another
- **Threats** – Intimidation (includes stalking) to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Vandalism** – 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.
- **Simple Assault** – An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Statement Of Non-Discrimination

The TUN Community includes students, faculty, and employees from diverse backgrounds, religions, races, ethnic ancestries, and sexual orientation. We recognize the value of such diversity and insist that we practice in an atmosphere free of unlawful discrimination. All members of our University community have the right to be free of discrimination and/or harassment based on race, age, gender, sexual orientation, religion, national/ethnic origin or disability. Any behavior that violates this policy will be investigated. In accordance to the degree of the infraction disciplinary action will be applied. Any member of the University community who feels that he/she has been discriminated against by the University or its representatives should report in writing to either the Dean of Students or Human Resources. Reasonable accommodations will be made upon request.

HATE CRIMES STATISTICS

2009

| | RACE | | | | GENDER | | | | RELIGION | | | | SEXUAL ORIENTATION | | | | ETHNICITY | | | | DISABILITY | | | |
|--------------------------------------|------|----|----|----|--------|----|----|----|----------|----|----|----|--------------------|----|----|----|-----------|----|----|----|------------|----|----|----|
| | OC | | NC | | RF | | PP | | OC | | NC | | RF | | PP | | OC | | NC | | RF | | PP | |
| | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP |
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offenses, Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offenses, Non Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Larceny | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Crimes Involving Bodily Injury | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2010

| | RACE | | | | GENDER | | | | RELIGION | | | | SEXUAL ORIENTATION | | | | ETHNICITY | | | | DISABILITY | | | |
|--------------------------------------|------|----|----|----|--------|----|----|----|----------|----|----|----|--------------------|----|----|----|-----------|----|----|----|------------|----|----|----|
| | OC | | NC | | RF | | PP | | OC | | NC | | RF | | PP | | OC | | NC | | RF | | PP | |
| | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP |
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offenses, Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offenses, Non Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Larceny | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Crimes Involving Bodily Injury | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2011

| | RACE | | | | GENDER | | | | RELIGION | | | | SEXUAL ORIENTATION | | | | ETHNICITY | | | | DISABILITY | | | |
|--------------------------------------|------|----|----|----|--------|----|----|----|----------|----|----|----|--------------------|----|----|----|-----------|----|----|----|------------|----|----|----|
| | OC | | NC | | RF | | PP | | OC | | NC | | RF | | PP | | OC | | NC | | RF | | PP | |
| | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP | OC | NC | RF | PP |
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offenses, Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offenses, Non Forcible | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Larceny | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Crimes Involving Bodily Injury | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

OC - On Campus NC - Non-Campus RF - Residential Facilities PP - Public Property

| TYPE OF OFFENSE | YEAR | ON CAMPUS | RESIDENTIAL FACILITY | NON-CAMPUS PROPERTY | PUBLIC PROPERTY |
|---------------------------------------|------|-----------|----------------------|---------------------|-----------------|
| CRIMINAL HOMICIDE | | | | | |
| Murder/Non-Negligent Manslaughter | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| AGGRAVATED ASSAULT | | | | | |
| | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | *1 |
| | 2011 | 0 | 0 | 0 | 0 |
| FORCIBLE SEX OFFENSES | | | | | |
| Forcible Rape | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Forcible Sodomy | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Sexual Assault w/Object | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Forcible Fondling | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| NON-FORCIBLE SEX OFFENSES | | | | | |
| Incest | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Statutory Rape | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| ROBBERY | | | | | |
| | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| BURGLARY | | | | | |
| Forcible Burglary | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Non-Forcible Burglary | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | *15 |
| | 2011 | 0 | 0 | 0 | 0 |
| Attempted Burglary | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| MOTOR VEHICLE THEFT | | | | | |
| | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 1 | *7 |
| | 2011 | 0 | 0 | 0 | 0 |
| ARSON | | | | | |
| | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | *1 |
| ARRESTS | | | | | |
| Drug Law Arrests | 2009 | 0 | 0 | 0 | *1 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Illegal Weapons Possession Arrests | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Liquor Law Arrests | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| DISCIPLINARY REFERRALS | | | | | |
| Drug Law Violations | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | *1 |
| | 2011 | 0 | 0 | 0 | 0 |
| Illegal Weapons Possession Violations | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | 0 |
| | 2011 | 0 | 0 | 0 | 0 |
| Liquor Law Violations | 2009 | 0 | 0 | 0 | 0 |
| | 2010 | 0 | 0 | 0 | *10 |
| | 2011 | 0 | 0 | 0 | 0 |

* 1/2 mile radius of 874 American Pacific Drive Henderson, NV 89014

Annual Fire Safety Report

The Higher Education Opportunity Act (HEOA) requires two (2) new safety-related requirements of institutions that participate in federal student financial aid programs which follow:

- **Fire Log:** Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire on campus.
- **Annual Fire Safety Report:** Information contained in this annual fire safety report includes: number and cause of fires, number of fire related deaths, related injuries, value of fire related property damage, information on evacuation procedures and number of regular mandatory supervised fire drills.

Fire Defined

Rapid oxidation of combustible material accompanied by heat, light and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to emergency personnel arrival.

If a fire occurs, you should immediately contact TUN Security at (702) 358-6701 and pull the nearest fire alarm as you exit to safety. If you observe evidence of a past fire that has been extinguished and you are not sure whether TUN Security has been notified, please inform them so that the incident can be investigated and documented.

Fire alarms alert us of potential hazards, and we are required to heed their warning and evacuate the building immediately upon hearing a fire alarm on campus/site. Use the nearest stairwell and/or exit to leave. Familiarize yourselves with all the exits located at your location. Never use an elevator; however, if you are on an elevator when an alarm is activated and the elevator does not function push the emergency button on the elevator for further assistance and guidance.

Fire Protection Equipment/Systems

The building is equipped with various fire detection and monitoring devices. Please review the following pages for information regarding fire detection, notification, and suppression equipment systems located in each residential facility.

Education of Our Community

Campus Security and Fire Safety procedures are discussed during student and employee orientations. Campus Security, Emergency Preparedness, and Facilities Management play a major role in making sure that the information is provided to our community either thru orientation, web site, employee orientation, or specialized programs. It is important that our University Community take a few minutes of their time to attend the informational lectures provided. We encourage participants to be responsible for their own security/safety and for the security/safety of others on our campus.

Fire Safety

- A door can be our first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are **CLOSED** for them to work.
- Sprinklers are **98%** effective in preventing the spread of fire when operating properly. **DO NOT OBSTRUCT** the sprinkler heads with materials such as clothing hangers, decorations hanging from the piping or items stacked up too high obstructing the sprinkler head.
- Smoke detectors can not do their job if they are disabled or covered by the occupant, which incidentally is also a violation of our campus policy.
- Most fires are caused by smoking materials that are abandoned or disposed of carelessly. Smoking is **NOT PERMITTED ANY WHERE ON CAMPUS.**

FIRE SAFETY AMENITIES

2011

Fire Alarm Monitoring Done On Site - Simplex Grinnell
Full Sprinkler System
Fire Detectors
Fire Extinguishers - 95 Total
Evacuation Plans & Placards - Yes
Annual Fire Drill Each Calendar Year

Full Sprinkler System Is Defined As Having Sprinklers in Both Common Areas And Individual Rooms.

STATISTICS AND INFORMATION REGARDING FIRES

2011

No Fires
No Injuries From Fire Requiring Treatment At A Medical Facility
No Deaths Related To Fire
No Property Damage Related To Fire

Policies & Procedures At TUN

Compliance with TUN's policies and procedures is a necessary step in achieving a safe environment in our educational community. The policies set forth were developed to promote a safe educational environment and a high quality campus life.

Policy on Sexual Offenses

TUN pledges its efforts to ensure an environment in which the dignity and worth of all members of the community are respected. It is the policy of TUN that sexual intimidation of students and employees is unacceptable behavior and will not be tolerated. TUN will not tolerate unwelcome sexual advances, requests for sexual favors, and any other verbal or physical conduct of a sexual nature constituting sexual harassment.

In general, it is a sex crime to engage in any sexual contact with a person who does not consent, or to engage in sexual intercourse, deviant sexual intercourse, or sexual abuse if it is accomplished by forcible compulsion. Nevada Law also defines these acts as crimes if any of them are engaged in with a person who is incapable of consent either because of the person's age or because the person is mentally defective, mentally incapacitated, or physically helpless. Therefore, sexual abuse, sodomy, and rape are sex crimes and violators will be prosecuted and sent to prison in accordance with Nevada Penal Law.

If a student is sexually harassed, or the victim of a sex crime, he/she should immediately contact the Dean of Students Office. If a staff member is sexually harassed, or the victim of a sex crime, he/she should immediately contact the Human Resources Department. It is very important that the victim preserve any proof of the criminal offense. Such incidents will be reviewed and investigated in an expedient and confidential manner. Both the accused and the accuser will be entitled to the same opportunity to have others present during a disciplinary proceeding, and both parties will be informed of the outcome of that proceeding. The employee or student can also file a grievance per TUN's grievance policy described in the Administrative Handbook.

When a sexual offense is reported, the incident is immediately investigated. A management committee is formed to review all facts and allegations. All attempts are made to render a decision within five working days of the committee meeting, scheduling permitting, so that swift disciplinary actions can be taken against the perpetrator. These actions may include termination of employment or even expulsion from TUN. Notification to the appropriate law enforcement officials and other assistance to the student in notifying law enforcement officials will be provided, if requested.

Registered Sex Offenders

TUN must make available to the public over the internet information about certain sex offenders required to register under Megan's Law. These sex offender internet registry laws can be found at the following address:

- www.nvsexoffenders.gov/ (Nevada)

Policy on Bias Related Crimes

TUN is committed to safeguarding the rights of its students, faculty, and staff, and to provide an environment free of bias and prejudice. Criminal activity motivated by bias and hatred toward another person or group based upon a belief or perception concerning race, color, national origin, ancestry, gender, religion, religious practice, age, disability, or sexual orientation is illegal and punishable not only for the underlying crime, but, additionally, as a hate crime pursuant to the Nevada Revised Statute #200.

The following are specific offenses that constitute a hate crime. While the offenses themselves are not hate crimes, they can be considered hate crimes under certain conditions:

1. Assault (1st, 2nd and 3rd Degree)
2. Aggravated Assault on a Person Less than 11 Years Old
3. Menacing (1st, 2nd and 3rd Degree)
4. Reckless Endangerment (1st and 2nd Degree)
5. Manslaughter (2nd Degree)
6. Stalking (1st, 2nd, 3rd, and 4th Degree)
7. Criminal Sexual Acts (1st Degree)
8. Sexual Abuse (1st Degree)
9. Aggravated Sexual Abuse (1st and 2nd Degree)
10. Unlawful Imprisonment (1st and 2nd Degree)
11. Kidnapping (1st and 2nd Degree)
12. Coercion (1st and 2nd Degree)
13. Burglary (1st, 2nd and 3rd Degree)
14. Criminal Mischief (1st, 2nd, 3rd, and 4th Degree)
15. Arson (1st, 2nd, 3rd, and 4th Degree)
16. Petty Larceny
17. Grand Larceny (1st, 2nd, 3rd, and 4th Degree)
18. Robbery (1st, 2nd and 3rd Degree)
19. Harassment (1st Degree)
20. Aggravated Harassment

In addition, any attempt or conspiracy to commit any of these crimes is also punishable as a hate crime. A person convicted of a hate crime will be subject to certain sentencing guidelines for felonies that impose a more severe penalty than similar but non-hate crime offense. A hate crime conviction may also subject the offender to monetary penalties pursuant to the Law of their state.

Any incident or attempt to commit a hate crime should be reported to TUN Security or any other University official at (702) 358-6701.

Reported incidents of hate crimes and attempts to commit hate crimes will be referred to the Henderson Police Department and/or other Law Enforcement Agencies for further investigation and legal action. TUN treats all hate crimes as serious offenses which need to be prosecuted with the full force of the legal system.

Policy on Weapons

TUN is a **WEAPON FREE CAMPUS**. Firearms, air guns, and other hazardous items or weapons of any kind, including ammunition, fireworks, gunpowder and chemicals, are strictly prohibited. If said items are found, they will be confiscated and the owner(s) subjected to disciplinary action, including expulsion and/or termination. Use of lighted candles or kerosene lamps for any purposes is prohibited.

Policy on Workplace Violence

TUN has a **ZERO** tolerance on workplace violence. Any incidents or occurrences relating to violence in the workplace by employees will be referred to Human Resources, as stated in the Employee Handbook. Any incidents or occurrences relating to students will be handled by the Dean of Students as stated in the Student Handbook.

Policy on Drugs & Controlled Substances

TUN seeks to safeguard the health and well-being of all members of the University community: students, faculty and staff. All members of the University community are accountable to the law and to the regulations of the University. Students, faculty, and staff who distribute or use illegal drugs or illicitly use legal drugs, including alcohol, on the TUN campus College are violating Federal Laws, Nevada State Laws and the regulations of TUN.

TUN is committed to educating and informing students, faculty, and staff about the dangers and effects of substance abuse. TUN recognizes that drug addiction and alcoholism are illnesses that are not easily resolved and may require professional assistance

and treatment.

TUN will provide confidential counseling and referral services to students, faculty, and staff with drug and/or alcohol problems. These services are available through the Office of the Dean of Students and/or Human Resources. All inquiries and requests for assistance will be handled with strict confidentiality.

Disciplinary Standards for Students Possessing, Using, Distributing and/or Selling Drugs & Controlled Substances

It is the policy of TUN that the unlawful use, possession, distribution, or manufacture of drugs or controlled substances on University property is strictly prohibited. Individuals, who possess use, distribute, or manufacture drugs or controlled substances are subject to University disciplinary action as well as possible criminal prosecution.

Students found in violation of these policies will be subject to disciplinary proceedings in accordance with the procedures outlined in the Student Handbook.

Disciplinary Standards for Faculty & Staff Possessing, Using, Distributing and/or Selling Drugs & Controlled Substances

Each faculty and staff member of the University is expected to abide by the University's policies for maintaining a drug-free workplace. The policy statement on drug abuse pertaining to students also applies to faculty and staff. Furthermore, all faculty and staff are required to notify the Director of Human Resources of any criminal conviction relating to his or her own drug activity within five (5) days of such conviction.

Faculty and staff (part-time and full-time) who violate University policies on drugs and controlled substances will be subject to disciplinary sanctions.

Regulations on Alcohol Use/Abuse

The following regulations apply to students, faculty, and staff of the University:

- The consumption of alcoholic beverages by individuals under the age of 21 is illegal.
- Persons under the age of 21 are prohibited from consuming alcoholic beverages on the premises of TUN.
- Any student who falsely represents himself/herself as being of age to consume alcohol is subject to disciplinary action as outlined in the Code of Conduct.
- Any faculty and/or staff member of the University who transmits alcohol to a minor

on University premises shall be subject to full penalty under the laws of their perspective state.

- Alcohol abuse does not excuse any faculty and/or staff member of the University from neglect of their responsibilities to the University. Individuals whose work performance is impaired as a result of the use/abuse of alcohol may be required to participate in an appropriate evaluation/treatment program.
- TUN observes the culpability laws for serving drinks to the mentally-impaired and to individuals who are already inebriated.

Nevada Location

Touro University Nevada

**874 American Pacific Drive
Henderson, NV 89014
(702) 777-8687**

**Michael Harter, Ph.D., Senior Provost and CEO
(702) 777-1776**

**Student, Faculty, & Staff IDs: Information Technology Department
(702) 777-4781**

**Rebecca Mills, Ed.D., Dean of Students
(702) 777-1761**

**Law Enforcement Affiliation:
Henderson Police Department
225 E. Sunset Road
Henderson, NV 89011
(702) 267-5000**

Notes