

**2017 CAMPUS SAFETY & SECURITY
LOUISVILLE CAMPUS**

FOR FULL REPORT, PLEASE VISIT US ONLINE AT WWW.SULLIVAN.EDU/PDF/CAMPUS-SAFETY-SECURITY.PDF

Public Safety Officers

The Department of Public Safety staff is professionally trained, non-sworn security officers, under the authority of the Associate Dean of Students. Public Safety Officers and/or contract security monitor the campus buildings. Duties include:

- Dispatching Security and Facilities staff
- Monitoring intrusion, duress alarms and surveillance cameras,
- Activating the emergency notification system.

Public Safety Officers, while enforcing Sullivan University's regulations, are authorized to ask any person for identification to determine whether individuals have lawful business at the University and can initiate a felony arrest, like any citizen of the Commonwealth when a felony has occurred. Criminal incidents that occur on campus are referred to the local law enforcement. The Public Safety Department has an excellent working relationship with metro law enforcement agencies and assists with investigative efforts and exchange of information on criminal matters, as deemed necessary.

Building Access and Security Policy

During regular business hours, Sullivan University is open to the college community, guests and others with legitimate college business. For more detailed information regarding building and department hours, please visit <http://sullivan.edu/public-safety.asp> or the Student Portal. Each faculty, staff and student is issued a Sullivan University photo identification card. This card may be used for access or security identification purposes and is expected to be in their possession at all times while on campus.

The student Housing facility is located at Gardiner Point Residence Hall and is accessible by Housing and Residence Life Staff, residents and guests of residents exclusively.

Life Safety, Security and Emergency Notification System and Emergency Preparedness

Campus buildings are equipped with sophisticated life safety equipment; including, fire and intrusion alarms and notification system. The Dean Alert emergency notification system provides a notification system that delivers email, cell phone, and/or text messages pertaining to information and responses critical to incidents occurring on campus. To receive important notifications, students, faculty and staff must register through deanalert.com.

Recognizing the importance of emergency preparedness, Sullivan University has created a written document, the Emergency Event and Crisis Plan, outlining the University's response and recovery to any emergency or crisis. Training on the plan is conducted on an annual basis and includes field exercises, along with tests of the emergency notification system. *(For full Emergency Preparedness and Evacuation Policies and Procedures, please review this document in its entirety.)*

The Sullivan University Community is encouraged to promptly and accurately report all crimes to Public Safety and/or local law enforcement.

ALL UNIVERSITY FACILITIES ARE CLOSELY MONITORED BY SURVEILLANCE CAMERAS. CAMERAS ARE MONITORED BY PUBLIC SAFETY OFFICERS AND UNIVERSITY STAFF.

Immediate Emergency Notification Policy & Procedures

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the University Community, Sullivan University authorities will, without delay, distribute an alert of notification to the Campus Community, unless issuing an alert will, in the judgment of first responders, compromise the efforts to assist victims, or contain, respond to or mitigate the emergency.

The following represents the emergency notification procedure:

- Confirmation of an incident that threatens the health or safety of the University community is conducted by the Department of Public Safety and/or Facilities Department.

- Activation of the emergency notification systems is authorized by the Associate Dean of Students, Dean of Students, Chief Academic Officer and/or the Executive Director
- A message alerting the College community of the threat is crafted by authorities in the Public Safety Office, Student Services, and/or Administration.
- Activation of the emergency notification system is initiated by the Associate Dean of Students, Dean of Students, Chief Academic Officer, or the Executive Director.
- Notification to neighboring institutions, local businesses &/ or the media will be conducted by the Corporate Communications Department or designated staff member.

Immediate notification of a threat to the health and /or safety of College members may be distributed to either a segment of the population or the entire campus community, depending on the scope of the threat. The methods of notification may include activation of the Dean Alert, email, or postings within campus buildings and/or the University Website. Students, faculty, and staff can register for the emergency notification system at deanalert.com.

Alcohol & Drug Policy

Sullivan University complies with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act of 1989 which recognizes that all employees, faculty and students have the right to a workplace and educational environment that is drug free. The manufacturing, possession, use, sale or distribution of any substance or paraphernalia declared illegal by municipal, state, or federal law is prohibited in the student residential facilities and on College property or at College sponsored events held off campus. Failure to comply with this legislative mandate and College policy will result in disciplinary action, which may result in termination of affiliation with the College and prosecution of a criminal offense.

Harassment and Discrimination Policy

Sullivan University is committed to maintaining an environment which respects the dignity of all individuals. Accordingly, Sullivan will not tolerate harassment or discrimination based on religion, race, gender, sexual orientation, national origin, age, disability or ethnicity by students, faculty, or staff. Students may file complaints of harassment and/or discrimination or obtain a copy of the University's Harassment and Discrimination Policy from Student Services Office by reviewing the Student Handbook. Faculty and staff may refer to the Faculty and Staff Manual for additional information pertaining to this policy and the filing of complaints.

Sexual Offense Policy

Sullivan University seeks a safe and healthy environment for community members. The University will not tolerate any verbal or physical action by any student, faculty or staff member which harasses, disrupts or interferes with another's education or which creates an intimidating, offensive or hostile environment. While all forms of harassment are prohibited, it is the University's policy to emphasize that sexual harassment is specifically prohibited.

Sullivan University has developed the following policy on sexual misconduct/sexual violence and harassment to set forth definitions to reaffirm Sullivan's commitment to providing resources and processes for prevention, education, support, reporting, adjudication, protection from retaliation and to identify a range of penalties. The University will also provide a collection of information about incidents as a clear process for dissemination of sexual assault statistics for the University community.

Weapons and Firearms Policy

The possession or use of firearms, explosives, dangerous chemicals, other dangerous weapons or instruments used to simulate or reasonably may be identified as weapons are prohibited on University-owned or controlled property except as they may be required for law enforcement and/or duty authorized security personnel.

Crime Prevention & Safety Awareness Programs

The Public Safety Department conducts presentations and distributes material at new student orientations throughout the year on preventive programs that include

- Personal safety escort
- Reporting suspicious behavior or incident
- Emergency response
- Emergency notification system: Dean Alert

Crime Statistics Categories and Recording Measures

Statistical crime data is provided for the past three calendar years in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and the federal laws articulated in the Jeane Clery Act. Data included in the statistics column for Murder/ Non Negligent Manslaughter, Negligent Manslaughter, Sex Offenses, Aggravated Assault, Larceny / Theft, Intimidation, Simple Assault, Vandalism and Motor Vehicle Thefts represent the number of victims in the crime occurrence. Similarly, cases involving arrests for Liquor Law, Drug Law and Illegal Weapons violations are recorded per person. Statistics captured under "Referred for Disciplinary Action" reflect the number of individuals in a reported incident submitted to a campus official authorized to administer and maintain a record of a disciplinary action. Statistics recorded for Robbery, Burglary and Arson indicate the number of occurrences only.

Fire Safety Report and Daily Fire Log

The Fire Safety Report discloses information regarding campus fire safety practices, standards and life safety equipment in on-campus residential facilities that Sullivan University owns or has a contractual lease agreement with. The Fire Log provides the following statistical information on fires that occurred in the 2013-2014 calendar years on campus. Public access to this log is available online at <http://sullivan.edu/public-safety.asp>.

- Number of fires and the cause of each fire
- Number of injuries related to a fire that result in treatment at a medical facility
- Number of deaths related to a fire
- Value of property damage caused by a fire

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974, as amended, is a federal law which states: (a) that a written institutional policy must be established and (b) that a statement of adopted procedures covering the privacy rights of students be made available. The law provides that the institution will maintain the confidentiality of student education records.

Within the Sullivan University community, only those members, individually or collectively, acting in the student's educational interests are allowed access to student educational records. These members include personnel in the Student Services Department, Accounting, Financial Planning, Admissions, Deans, Directors, Vice-Presidents, and academic personnel within the limitations of their need to know. Faculty members may also have access to records if/when a need-to-know situation arises.

At its discretion, Sullivan University may provide directory information in accordance with the provisions of the Act to include: student name, address, telephone number, date and place of birth, major field of study, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student, participation in officially recognized activities and sports, and weight and height of members of athletic teams. Students may withhold Directory information by notifying the Academic Services office in writing within two weeks after the first day of class each quarter.

More detail about these policies can be found online at www.sullivan.edu/pdf/campus-safety-security.pdf

Other policies not in this pamphlet include:

- Training and Development
- Missing Student Policy and Protocol
- Harassment and Discrimination Policy
- Sexual Offense Policy
- Sex Offense Registry
- Reporting of Criminal Incidents or Campus Safety Concerns
- Wellness Center and Confidential Reporting Procedures
- Daily Crime Log
- Timely Warning of Criminal Activity
- Crime Statistics
- Geographic Locations

Important Numbers for Louisville Campus

- Public Safety: (502) 413-8888
- Department of Student Services: (502) 413-8610
- Health Services: (502) 413-8618
- Wellness Center: (502) 456-0029
- Housing and Residence Life: (502) 213-8330
- In case of emergency call: 911

Sullivan University Louisville Campus

Crime Statistics Reported

Crime Category	On Campus					On Campus Residence Hall					Public Property			
Year	13	14	15	16		13	14	15	16		13	14	15	16
Arson	0	0	0	0		0	0	0	0		0	0	0	0
Aggravated Assault	1	0	0	0		1	0	0	0		6	1	0	0
Burglary	0	0	0	0		0	0	0	0		3	1	0	0
Criminal Damage	1	0	0	0		1	5	5	1		2	0	0	0
Manslaughter	0	0	0	0		0	0	0	0		0	0	0	0
Menacing	1	0	0	0		0	0	1	0		1	0	0	0
Motor Vehicle Theft	0	1	1	0		0	0	0	1		0	0	0	0
Murder	0	0	0	0		0	0	0	0		0	0	0	0
Reckless Homicide	0	0	0	0		0	0	0	0		0	0	0	0
Robbery	0	0	0	0		0	0	0	0		1	1	0	0
Sex Offences (Forcible)	0	0	0	0		1	0	1	1*		0	0	0	0
Sex Offences (Non- Forcible)	0	0	0	0		0	0	0	0		0	0	0	0
Simple Assault	0	0	0	0		0	0	0	2		0	1	0	0
Stalking	0	1	1	0		0	0	0	0		0	0	0	0
Terroristic Threatening	0	1	0	0		1	1	1	1		0	0	0	0
Theft	14	6	6	1**		9	3	4	0		34	0	0	0
Wanton Endangerment	0	0	0	0		0	0	0	0		0	0	0	0
Weapons Violations	0	0	0	0		1	0	0	0		1	0	0	0
Liquor Referrals	0	0	0	0		6	11	6	4		0	0	0	0
Drug Referrals	2	0	0	0		8	14	14	20		17	17	0	0
Liquor Violation Arrests	0	0	0	0		0	0	0	0		1	0	0	0
Dating Violence	0	0	0	0		0	0	0	0		0	0	0	0
Domestic Violence	0	0	0	0		0	0	0	0		0	0	0	0
Sexual Assault	0	0	0	0		0	0	0	0		0	0	0	0

* Incident was recanted, no charges. Filed- reported as consensual.

** Moped was stolen. Left unlocked, later recovered and returned.

Questions regarding this report should be directed to:

Department of Public Safety

Sullivan University

3101 Bardstown Road

Louisville KY 40205