Introduction
The University of South Florida St. Petersburg Police Department (USFSPPD), also known as the University Police Department (UPD), provides a full range of public safety services to the community 24 hours a day, seven days a week. All University Police officers are certified by the State of Florida after completing minimum standards training from the Regional Police Training Academy. General services provided by the University Police include vehicle patrol, foot patrol, bike patrol, criminal investigation of all misdemeanors and felonies, traffic enforcement, crash investigation, special events management and crime prevention programs. The University Police Department has an excellent working relationship with all local law enforcement agencies, which assures the delivery of professional police services. The Florida Department of Law Enforcement and other state and federal agencies are available to assist upon request. Communication and coordination with all area law enforcement agencies are maintained on a 24-hour basis via computer networks, such as the Florida Crime Information Center and the National Crime Information Center. The University Police Department maintains a Daily Crime Log that is available upon request at the police department. The University Police will make timely reports to the campus community on serious crimes that represent a continuing threat to students and employees and have been reported to campus and local law enforcement agencies. University Police Officers have complete police authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. If minor offenses involving University rules and regulations are committed by a University student, the University police may also refer the individual to the Office of Student Rights and Responsibilities.

The University Police Department is located at 530 3rd Street South in St. Petersburg, which is on the first floor of the Fifth Avenue Parking Facility (Building FPF). You may contact UPD at 727-873-4140 or police@usfsp.edu.

UPD officers patrol the campus and surrounding areas 24 hours a day, 7 days a week using vehicles, bicycles, specialty vehicles, and foot patrol. Upon receipt of any complaint, criminal or otherwise, an officer will respond to handle the situation. A follow-
up investigation will be conducted in appropriate situations. UPD strives to meet the needs of the university community by providing a variety of services:

- Respond to all emergencies – police, fire, medical
- Investigate all misdemeanor and felony crimes
- Assist victims of crime
- Investigate traffic accidents
- Monitor alarms for intrusion, robbery, and fire
- Maintain police records information
- Provide motorist and citizen assistance
- Contact and refer individuals to other campus and community human services agencies
- Assist and cooperate with all local, county, and state emergency service agencies
- Handle special security requests
- Offer security consultations and surveys
- Receive and return lost and found property

Crime Statistics
The University Police Department (UPD) submits semi-annual Uniform Crime Report data to the Florida Department of Law Enforcement for the St. Petersburg Campus. They also regularly disseminate information concerning the incidence of crime through local and on-campus media. The data is ultimately published by the FBI in the Uniform Crime Report. The data on this report reflects the number of crimes reported to USF System Campus Security Authorities as required under the Clery Act and the VAWA. Those reported as occurring on campus, in an on-campus residential housing facility, or on public property adjacent to our campus, are compiled by UPD based on reports made directly to UPD by CSAs or individuals contacting the police department directly. In order to obtain the number of crimes and incidents on Non-campus property (i.e., property owned or controlled by our institution that is not geographically part of our campus), The UPD numbers are combined with the numbers of crimes reported to law enforcement officials. The USF St. Petersburg Clery Coordinator makes a good faith effort through a formal written request each year for all Clery related crime statistics from all law enforcement agencies that have jurisdiction over the Non-campus property. The definitions of these crimes and offenses under Clery, the VAWA, State of Florida Law, and as defined in the FBI UCR are provided in the definitions section of this report.

Annual Disclosure of Crime Statistics
Each year, by October 1st, the Department of Education requires that all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. These crime statistics
are compiled from the UPD, Campus Security Authorities (CSAs), and other law enforcement agencies where USFSP owns or controls property by the USF St. Petersburg Clery Coordinator. The information provided to the Clery Coordinator was de-identified information and only the location and details of the crime are reported. Once all the information has been compiled, the Clery Coordinator reports the crime statistics to the Department of Education through a web-based report system and includes these statistics in the Annual Security Report.

Procedures to Report Criminal Acts or Emergencies at USFSP

University Police encourages accurate and prompt reporting of all crimes. Any emergency situation involving a threat to life or property should be immediately reported to UPD. The caller should stay on the line until the Police Communications Specialist terminates the call, Do not hang up! The Police Communications Specialist will summon police, fire or medical assistance. Follow-up counseling services or other trauma assistance will be arranged for the victim as needed. Criminal activity or emergencies at off-campus locations will be handled by local police/fire and 911 systems.

All students and employees are strongly encouraged to report all crimes to USFPD. However, certain USF System employees are required under federal law to report crimes to the USF St. Petersburg Clery Coordinator. These employees are called Campus Security Authorities (CSAs) and receive bi-annual training on how to report crimes to the Clery Coordinator. CSAs are defines as:

- Campus law enforcement (USFSP Police Department)
- Non-law enforcement campus security (i.e. Security, Parking Patrollers, etc.)
- Any individual or organization to which our policy states students and employees should report criminal offenses. (i.e. Chancellor’s Office and Staff, Dean of Students, etc.)
- USFSP Officials who have significant responsibility for student and campus activities. (This includes, but is not limited to Student housing, Student discipline, Campus judicial proceedings)

To report a crime to the Clery Coordinator you can go to the UPD webpage to the “Campus Security Authority” page to locate the CSA Report Form (http://www.usfsp.edu/campuspolice/campus-security-authority/). This page also provides the Clery crime definitions, FAQs, and CSA training. All criminal reports to the Clery Coordinator do not contain names of those involved; only the details of the situation and location of the incident.
Lighted Emergency Phones

Located throughout the campus are Blue Light Emergency Telephones, which connect directly to University Police.

To activate:

- Press the large **RED BUTTON** on the phone
- Wait for the Police Communications Specialist to respond
- Provide your location and nature of your emergency
- The Police Communications Specialist will send assistance to your location

Confidential Crime Reporting

UPD encourages members of the community to come forward and report all criminal or suspicious activity. A victim or witness who is willing to testify greatly increases the probability that an offender will be successfully prosecuted; and it is the duty of UPD to aggressively pursue the prosecution of all offenders. However, persons can report criminal and suspicious activity anonymously by telephoning UPD and requesting anonymity or by completing the Silent Witness Form ([http://www.usfsp.edu/campuspolice/silent-witness/](http://www.usfsp.edu/campuspolice/silent-witness/)). UPD will investigate the complaint and fully document the results of their investigation. **Pastoral and professional mental health counselors may refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.** All reports of criminal activity received that meet reporting criteria will be included as statistical data in this annual report.

Protecting the Confidentiality of Victims

The USF System will protect the confidentiality of victims and other necessary parties—complete publically available recordkeeping and, for the purposes of Clery Act reporting and disclosure, without the inclusion of identifying information about the victim pursuant to the Clery Act under the VAWA, and other applicable federal and State of Florida laws.

The USF System will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of our institution to provide the accommodations or protective measures.

Prohibition on Retaliation

The USF System encourages an atmosphere of open dialogue and expression, including the promotion of good faith filing of grievances, reporting of complaints or concerns by employees and students regarding violations of law, rule,
regulation, policy or other misconduct. Employees and students who learn of retaliation should report it immediately.

In support of an environment of open communication within the USF System community, the USF System will not tolerate retaliation, retribution or reprisals against an employee or student who, in good faith, files a grievance, complaint or report of violations of law, rule, regulation, policy or other misconduct. For more information on the USF System prohibition on retaliation, retribution, or reprisals, consult USF System Policy 0-020, available online at http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-0-020.pdf.

What happens to Employees or Students Who Violate Our Retaliation Policy?

Employees who engage in retaliation in violation of USF System Policy 0-020 will be subject to disciplinary action up to dismissal from employment. Students who engage in retaliation in violation of USF System Policy 0-020 will be referred to the Office of Student Rights and Responsibilities for potential adjudication under the Student Code of Conduct process.

How to Report Retaliation

An employee or student who believes retaliation may have been taken against them as a result of filing a grievance, complaint or report of violations of law, rule, regulation, policy or other misconduct, should immediately report the retaliation to their next level supervisor, if feasible, otherwise, reports of retaliation should be made as follows:

1. Retaliation for reporting sexual harassment or discrimination should be reported to the Office of Diversity & Equal Opportunity.
2. Retaliation for filing an employment grievance should be reported to Human Resources/Employee Relations.
3. Any retaliation complaint by faculty, graduate student employees, or students should be reported to the Provost’s Office.
4. All other retaliation complaints, including whistleblower complaints as defined by Florida Statute §112.3187, should be reported to the Office of University Audit & Compliance.

B. An appropriate and timely review and response will be provided to an employee or student who alleges retaliation, consistent with USF System policy, rules and regulations.

Timely Warnings/Crime Alerts
The University Police Department (UPD) issues timely warnings/crime alerts to the campus community upon discovery of a crime that is considered to be a serious or continuing threat to students and employees. A timely warning/crime alert may be issued for the following; murder, manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, liquor law violations, drug law violations and weapons law violations.

Warnings are generally created by the combined efforts of the UPD and the Public Information Officer (PIO). Timely warnings include basic information of the alleged crime, recommended safety prevention measures and basic contact information for University Police.

The crime alert/timely warnings are placed on the University Police website at [Crime Alerts](http://www.usfsp.edu/campuspolice/crime-information/crime-alerts/) or may be sent by the PIO via one or more of the following notification methods:

- MoBull text message- visit the MoBull web page ([www.mobull.usf.edu](http://www.mobull.usf.edu)) for instructions on how to log in with your NetID to update or subscribe to this emergency communications service. The service is free; however, standard text messaging rates may apply. Check with your carrier for details on your plan. It is strongly recommended that all faculty, staff and students in the USF System subscribe to this important service.

- E-mail message to employees and students

- Update on university web site – [http://www.usfsp.edu](http://www.usfsp.edu) or [http://www.usfsp.edu/news](http://www.usfsp.edu/news)

- The USFSP Cisco Unity voicemail system can instantly send a voice mail message to all office phones.

- Emergency information phone line – (727) 873-4636

**Emergency Notification and Evacuations**

**Emergency Notification**

Normally the University’s first responders (UPD) are the ones who confirm the existence of an emergency event of a threat. Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus the senior supervisor on duty, (or if no supervisor...
available - the senior police officer), shall immediately notify the Lieutenant or his/her designee, who will initiate the MoBull emergency notification process. The Lieutenant or his/her designee will contact the Emergency Operations Center (EOC) Director or his/her designee or the Chief of Police. The EOC Director or his/her designee will, without delay, and taking into account the safety of the campus community, approve the content of the notification message and authorize its release, unless the notifications will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

In the event of an emergency, one or more of the following notification methods may be employed:

- MoBull text message - visit the MoBull web page for instructions on how to log in with your NetID to update or subscribe to this emergency communications service. The service is free; however, standard text messaging rates may apply. Check with your carrier for details on your plan. It is strongly recommended that all faculty, staff and students in the USF System subscribe to this important service.
- E-mail message to employees and students
- Update on USFSP homepage – http://www.usfsp.edu
- Emergency Information phone line (727) 873-4636
- E-mail message to news media outlets
- The USFSP Cisco Unity voicemail system can instantly send a voice mail message to all office phones.
- Cooper-Eaton Outdoor Speaker System

The notification methods are designed to reach the following groups:

- Students
- Employees
- Campus Affiliates
- News Media Outlets
- The larger community will be notified via notifications sent to news media outlets.

The following individuals or their designee in collaboration with the EOC Director are authorized to determine whether a notification should be issued:

- Regional Chancellor
- Regional Vice Chancellor, Administrative and Financial Services
- Regional Vice Chancellor, Academic Affairs
- Regional Associate Vice Chancellor, Student Affairs
- Regional Vice Chancellor, University Advancement
Emergency Notification System (ENS) Tests were conducted May 6, 2013 and November 20, 2013.

Evacuation

The purpose of evacuation drills is to prepare occupants for an organized evacuation in case of a fire or other emergency. At USFSP, evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants ‘practice’ drill procedures and familiarize themselves with location of exits and the sound of the fire alarm facilities equipped with alarm systems. In addition to educating the occupants of the building about the evacuation procedures during drills, the process also provides the University an additional opportunity to test the operation of fire alarm system components. Evacuation procedures are tested annually. USF System Fire and Emergency Evacuation Procedures can be viewed at the following URL: [http://www.usfsp.edu/campuspolice/fire-and-evacuation-info/](http://www.usfsp.edu/campuspolice/fire-and-evacuation-info/)

Security and Access to Campus Facilities

The University of South Florida St. Petersburg is a public institution and, with the exception of residence halls, is open to the public during the day and evening hours when classes are in session. After these hours, University buildings are generally locked and only faculty, staff and some students with proper identification are admitted. University Police provide regular patrol of University buildings as well as parking lots.

Resident students are issued a key at check-in so they may have access to their living unit. Students are encouraged to safeguard keys in order to enhance their personal safety and the safety of others. An effective residence hall security system program depends upon resident cooperation, staff supervision and University Police assistance. The best security system is one in which every member of the community takes personal responsibility for self-protection and the protection of their property.

University Police (UP) officers regularly patrol the residence halls and are readily available to assist on a 24-hour basis. A Resident Assistant or Night Clerk is on duty in residence hall complexes every night for security purposes. These security measures and personnel are representative of our concern for the protection of your person and property. Maintenance personnel make security inspections and corrections as needed. Students
are encouraged to call the housing office or the police department to promptly report security deficiencies.

The Facilities Division maintains University buildings and grounds with a concern for the safety and security of all persons and property. Inspections are routinely conducted and repairs are promptly made to ensure that appropriate safety and security standards are maintained. The UPD assists Facilities personnel by reporting potential safety and security hazards, which include conducting campus lighting surveys and reporting outages. Students, faculty and staff are also encouraged to call Facilities to report any safety or security hazards.

A representative of the UPD is involved in the review of architectural plans for new facilities or major renovations to existing buildings. Specific recommendations are made to enhance the security of all facilities before contractors begin working. The UPD also conducts physical security surveys of campus facilities that may be vulnerable to criminal intrusion. Specific recommendations are made regarding security hardware, alarms or procedures that will serve to reduce the opportunities for crime to occur in or around campus buildings.

**Campus Law Enforcement**

The University of South Florida St. Petersburg Police Department (USFSPPD) are declared to be law enforcement officers of the state have the right to arrest, in accordance with the laws of this state on campus or within a 1000 feet of any property controlled by the university. The USFSPPD also has mutual aid agreements or memo of understanding with the surrounding law enforcement agencies, within Pinellas County. These agreements request the voluntary assistance of the others in matters of routine law enforcement that do or may cross jurisdictional lines, including but not limited to, the continuation of investigations, the development of intelligence, the collection of evidence of past, present or future criminal activity, or apprehension of persons suspected of criminal activity.

**Programs designed to inform Students and Employees about Campus Security Procedures**

The UPD offers orientation sessions for all new students and staff members of the University. New members of the community are introduced to various systems and practices put in place by the University to enhance the safety and security of all community members. Information on how to respond to various kinds of potential emergency situations is reviewed with participants. Information about the importance of signing up for the MoBull emergency text message system is provided. In the event of an emergency the University will send a brief message about what kind of emergency is taking place and also give instructions as to what community members should do in response. The emergency message will also be repeated on a siren and loud speaker system that may also be used to reach those in open air places. The University uses this spectrum of notification methods to reach large numbers of constituents as quickly and efficiently as possible.
Campus Safety and Crime Prevention Services/Education Programs

Our commitment to public safety through education is the driving force behind our Campus Safety and Crime Prevention initiatives. We offer programs intended to reduce the potential for personal injury and loss of property. Through student orientation, guest lecturers in academic classes, and organization programs, the officers are able to reach our students and staff with this important information. We encourage students and employees to be responsible for their own safety and the security of others.

- Personal Safety -- Reducing Your Risks
- Drinking and Driving -- DUI Information
- Drugs -- Health Risks, Liabilities
- Burglary and Theft Prevention
- Date/Acquaintance Rape Program for Both Men and Women
- Rape Aggression Defense (R.A.D.) Training [Self Defense for Women]
- Armed Intruder Response
- Cash Handling and What to Do If A Robbery Occurs
- Bike Registration and Theft Prevention
- To request a program, contact our Department at (727) 873-4140

Alcohol Policy

USF System policy and regulation prohibit the unlawful manufacture, distribution, possession, use, or sale of alcohol on the property of, or in connection with, any of the activities of the USF System. Such prohibitions are at all times subject to the applicable alcoholic beverages laws and ordinances of the State of Florida, the city of St. Petersburg and Pinellas County.

Alcohol Standards of Conduct

The specific standards of conduct for the possession, use, and sale of alcoholic beverages by USF System students, employees, and community members include, but are not limited to, the following:

- Do not violate the underage drinking laws of the State of Florida by
  - Possessing or consuming alcoholic beverages if you are less than twenty-one (21) years-of-age.
  - Selling, furnishing, giving, serving, or providing alcoholic beverages to any person under twenty-one (21) years-of-age.
  - Misrepresenting or misstating your age or the age of any other person for the purpose of inducing any licensor or his agents or employees to sell, give, serve, or deliver any alcoholic beverage to a person under twenty-one (21) years-of-age.
• Do not sell, or intend to sell, alcohol without a proper license issued by the State of Florida Division of Alcoholic Beverages and Tobacco.
• Do not operate a motor vehicle under the influence of alcohol.
• Do not be intoxicated in public.
• Do not conduct an open house party or any other event at which minors may possess or consume alcohol.
• Do not attend class, an organizational meeting, or any other USF System event that is specific for an educational gain while under the influence of alcohol.

Sanctions for Violating Alcohol Policy
Any criminal violation of the Florida Alcohol laws may be cause for criminal prosecution. Criminal prosecution may include incarceration, criminal probation, fines, and court cost. All criminal prosecutions and sanctions are handled by the Pinellas County Clerk of the Circuit Court.

Any employee or student determined to have violated USF System policy or regulation with regard to the manufacture, distribution, possession, use, or sale of alcohol shall be subject to disciplinary action for misconduct. Such violations of policy by any employee or student will be reason for evaluation or treatment for an alcohol use disorder or for disciplinary action up to and including termination or expulsion in accordance with applicable collective bargaining agreements and policies and procedures.

These alcohol policies, and the enforcement thereof, are codified in the below listed USF System policies and regulations:

Drug-Free Workplace Policy Statement
USF System policy and regulation prohibit the unlawful manufacture, distribution, possession, use, or sale of controlled substances (“illegal drugs”) on the property of or in connection with any of the activities of the USF System. USF System is a drug-free workplace. The term “drugs” includes, but is not limited to, any narcotic drug, central nervous system stimulant, hallucinogenic drug, barbiturate, or any other substance treated as such and defined by the law. Further, the unauthorized possession or use of a regulated or controlled substance, including prescription drugs and paraphernalia used for drugs is a violation.

Sanctions for Violating Drug-Free Workplace Policy
Any criminal violation of the Florida drug laws may be cause for criminal prosecution. Criminal prosecution may include incarceration, criminal probation, fines, and court cost. All criminal prosecutions and sanctions are handled by the Pinellas County Clerk of the Circuit Court.
Such violations of policy by any employee or student will be reason for evaluation or treatment for a drug use disorder or for disciplinary action up to and including termination or expulsion in accordance with applicable collective bargaining agreements, policies and procedures, or referral for prosecution consistent with local, state, and federal law.

In order to comply with federal law, the USF System employees convicted for violating any criminal drug statute occurring in the workplace must notify their dean, director or supervisor no later than five (5) days after such conviction. The USF System will discipline any employee who is so convicted and/or require the employee’s satisfactory participation in a drug abuse assistance or rehabilitation program.

These policies, and the enforcement thereof, are codified in the below listed USF System policies and regulations:

- USF System Drug-Free Workplace Policy 0-610
- USF System Student Code of Conduct, USF System Regulation 6.0021:

**Drug or Alcohol Abuse Prevention and Education Programs**

The USF System is deeply committed to the safety and well-being of the campus community. All institutions in the USF System have developed educational, prevention, and treatment resources to support students and staff in making healthy and informed decisions related to alcohol.

USFSP Wellness Center
SLC 2200
Monday, Tuesday, Wednesday, Friday 8:00 a.m. – 5:00 p.m.
Thursday 9:30 a.m. – 5:00 p.m.
Closed 12:00 pm - 1:00 p.m. Daily

Appointments can be made in person or by calling (727) 873-4422.

**24 Hour Victim Advocate Services**
(727) 698-2079

The Wellness Center provides professional counseling, medical, and educational services to help students make the most of the total college experience – personally, intellectually, vocationally, socially and physically. The Center also acts as a resource for the campus community by providing consultations and referrals. The Center also provides information, education, training, and counseling on substance abuse issues. Individuals who are concerned about their own or others substance use or dependency
may receive individual consultation, assessment, and/or short-term treatment if appropriate. Referrals to other treatment resources may also be provided as needed. In addition, all first year students are expected to complete an online alcohol education program that also contains some information regarding sexual assault issues.

Health Risks Associated with Alcohol Abuse and the Use of Illicit Drugs

The information below was extracted from the publication "What Works: Workplaces Without Drugs," U.S. Department of Labor, 1991.

Alcohol

Alcohol consumption causes a number of marked changes in behavior. Even low dosages significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood of an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol severely alter a person's ability to learn and remember information. Very high doses, or low doses combined with other depressants of the central nervous system, cause respiratory depression and death. Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, may permanently damage vital organs such as the brain and liver. Mothers who drink while pregnant may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

Anabolic Steroids

Anabolic steroids are powerful compounds closely related to the male sex hormone testosterone. Developed in the 1930s, steroids may be taken orally or injected. Current legitimate medical uses are limited to certain kinds of anemia, severe burns and some types of breast cancer. When combined with a program of muscle-building exercise and diet, steroids may contribute to increases in body weight and muscular strength. Athletes have used steroids since the 1950s, hoping to enhance performance. Today, many young people use steroids to accelerate physical development. Steroid users may develop more than 70 side effects, ranging in severity from liver cancer and sterility to acne. Psychological effects include very aggressive behavior, known as "roid rage," and depression. While some side effects appear quickly, others, such as heart attacks and strokes, may not show up for years. Signs of steroid use include quick weight and muscle gains; behavioral changes, particularly increased aggressiveness and combative ness; jaundice; purple or red spots on the body; swelling of feet or lower legs; trembling; darkening of the skin; and persistent, unpleasant breath odor.
Cannabis
All forms of cannabis have negative physical and mental effects. Physical effects of cannabis include increase in heart rate, bloodshot eyes, dry mouth and throat, and hunger. Smoking marijuana is damaging to the lungs and respiratory system. The tar in marijuana smoke is carcinogenic. Use of cannabis may impair short-term memory and comprehension, alter sense of time, and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Knowledge retention may be lower when information is given while a person is "high." Motivation and cognition are altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis. Long-term users may develop psychological dependence. Marijuana smoke contains more cancer-causing agents than tobacco smoke.

Cocaine
Cocaine stimulates the central nervous system, and long-term use can lead to psychological dependence. Its immediate effects include dilated pupils, elevated blood pressure and body temperature, and increased heart rate. Chronic use can cause ulceration of the mucous membrane in the nose. Injecting cocaine with unsterile equipment can transmit AIDS, hepatitis and other infections. Preparation of freebase, which involves the use of highly volatile solvents, can result in fire or explosion. Crack or freebase rock, a concentrated form of cocaine, is extremely potent. Its effects are felt within 10 seconds of administration. The drug produces the same physical effects as cocaine, as well as insomnia, loss of appetite, tactile hallucination, paranoia and seizures. Cocaine use may lead to death through disruption of the brain's control of heart and respiration.

Depressants
The effects of depressants are similar to those of alcohol in many ways. Small amounts can produce calmness and relaxed muscles, but larger doses can cause slurred speech, staggering gait, and altered perception. Very large doses can cause respiratory depression, coma, and death. The combination of depressants and alcohol can increase the effects of the drugs and multiply the risks. The use of depressants can cause both physical and psychological dependence. Regular use may result in tolerance to the drug, leading the user to increase the quantity consumed. When regular users stop taking depressant drugs, they may develop withdrawal symptoms ranging from restlessness, insomnia, and anxiety to convulsions and death. Babies born to women who abuse depressants during pregnancy may be physically dependent on the drugs and show withdrawal symptoms shortly after birth. These children often have birth defects and behavioral problems.

Designer Drugs
Illegal drugs are defined in terms of their chemical formulas. To circumvent these legal restrictions, underground chemists modify the
molecular structure of certain illegal drugs to produce analogues known as designer drugs. These drugs can be several times stronger than the drugs they imitate. Many can cause severe neurochemical damage to the brain. The narcotic analogues can cause uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage. Analogues of amphetamines and methamphetamines cause nausea, blurred vision, chills, or perspiration and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause brain damage. The analogues of phencyclidine cause illusions, hallucinations, and impaired perception.

**Hallucinogens**

Phencyclidine (PCP) interrupts the function of the neocortex, the section of the brain that controls the intellect and keeps instincts in check. Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries. PCP often causes distance and space estrangement, lack of muscular coordination, and dulled senses. Time and body movement are slowed, and speech is blocked and incoherent. Chronic users of PCP report memory and speech difficulties. Some of these effects may last a year following prolonged daily use. Mood disorders such as depression, anxiety, and violent behavior also occur. Long-term chronic users may become paranoid and violent and experience hallucinations. Large doses may produce convulsions, coma, or heart and lung failure.

Lysergic acid (LSD), mescaline, and psilocybin cause illusions and hallucinations. Physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to LSD, mescaline, and psilocybin. The user may experience panic, confusion, suspicion, and anxiety. Delayed effects, or flashbacks, can occur even after use has ceased.

**Inhalants**

A variety of psychoactive substances have been inhaled as gases or volatile liquids. Many popular commercial preparations such as paint thinners and cleaning fluids are mixtures of volatile substances making it difficult to be specific about their various effects. Immediate negative effects of inhalants may include nausea, sneezing, coughing, nose bleeds, fatigue, lack of coordination, and loss of appetite. Solvents and aerosol sprays may also decrease the heart and respiratory rates and impair judgment. Amyl and butyl nitrate cause rapid pulse, headaches, and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage, weight loss, fatigue, electrolyte imbalance, and muscle weakness. Repeated sniffing of concentrated vapors over time can lead to permanent damage of the nervous system.
Narcotics
Narcotics initially produce a feeling of euphoria followed by drowsiness, nausea, and vomiting. Users may experience constricted pupils, watery eyes, and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and death. Tolerance to narcotics develops rapidly and dependence is likely. The use of unsterilized syringes may result in transmission of diseases such as AIDS, endocarditic, and hepatitis. Addiction in pregnant women can lead to premature, stillborn, or addicted infants.

Other Stimulants
Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. Users may perspire and experience headaches, blurred vision, dizziness, sleepiness, and anxiety. Extremely high doses can cause rapid or irregular heartbeat, tremors, loss of coordination, and physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever, or heart failure. Users also report feeling restless, anxious, and moody. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions, and paranoia. These symptoms usually disappear when drug use ceases.

Sexual Assault, Dating Violence, Domestic Violence and Stalking
The crimes of sexual assault (“rape”), dating violence, domestic violence, and stalking are prohibited within the USF System under USF System Policy 0-004 (http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-0-004.pdf). This policy provides the definitions of these crimes under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”) as amended by the Violence Against Women Act of 2013 (the “VAWA”); and under Florida law. These definitions are also provided in the definitions section of this report for your convenience. It is important for all members of the USF System community to understand how Florida law defines sexual assault and “consent” in reference to sexual activity under its sexual battery and rape laws. In the Florida, “rape” is called “sexual battery”.

According to Florida law:
- Sexual Battery/Rape is the: “Oral, anal or vaginal penetration by, or union with a sexual organ of another or anal/vaginal penetration of another by any other object.”
- The sexual act(s) is/are performed without the victim’s consent.
- An individual who is mentally incapacitated, asleep, physically helpless or unconscious due to alcohol or other drug consumption is considered unable to give consent.
- The same definition applies regardless of whether the assailant is a stranger or a non-stranger.
The type of force employed may involve physical violence, coercion, or threat of harm to the victim. The victim is not required to physically fight back.

For more information about Florida Sexual Battery Statutes visit [www.leg.state.fl.us/Statutes](http://www.leg.state.fl.us/Statutes) (Chapter 794).

The University Police Department (UPD) is responsible for the investigation of campus sexual offenses. The UPD provides immediate assistance to the victim and initiates investigative processes to apprehend the perpetrator of the crime. The UPD works closely with the Pinellas County State Attorney’s Office in all investigations of sexual battery/rape investigations.

Complaints of sexual battery/rape are serious criminal offenses that will be processed within the criminal justice system. Sexual battery/rape committed by students is also a violation of the USF student conduct rule. Student perpetrators are subject to institutional disciplinary sanctions including expulsion as provided by the USF rules in addition to those stated above in accordance with State law.

Campus related sexual battery/rape committed by employees is also considered misconduct as provided by applicable rules and collective bargaining agreements. Employee perpetrators are subject to institutional disciplinary action including termination as provided by such rules/agreements in addition to those stated above in accordance with State law.

**Sexual Assault, Domestic Violence, Dating Violence, and Stalking Prevention and Awareness Programs**

The USF System is committed to providing prevention and awareness programs and campaigns to prevent the crimes of sexual assault, dating violence, domestic violence, and stalking within the USF System. Below is a discussion of the programs and campaigns we have in place for both new and existing USF System students and employees.

**Safe and Positive Options for Bystander Intervention**

Beginning Fall semester 2014, bystander intervention training for new faculty and staff will be offered as part of a program designed specifically for this population as a part of the training developed to meet the new VAWA requirements. The following are principles covered in both the REAL and the faculty/staff programs:

**The Five Steps of Bystander Intervention**

Our programs cover the five steps of bystander intervention (adapted from Darley & Latane):

1. Notice a situation
2. Interpret the situation as someone is in danger or there is a potential for danger
   - Many situations are ambiguous.
It’s okay if you’re wrong and it’s not an emergency?

3. Assume responsibility to help
   - Decide that YOU personally should do something to help the victim or that if you don’t help, no one will

4. Know how to help
   - Bystander Techniques

5. Decide to Intervene (Safely)

Bystander Intervention Techniques
- Distract
  - Ask for directions
  - Spill a drink
  - Engage them in conversation
  - Women: Invite the female to go to restroom with you – once there, ask if she needs help
- Delegate
  - Involve others if you don’t feel safe intervening alone
    - Ask friends to help you distract or confront
    - Find the person at risk’s friends and tell them you are concerned about the safety of their friend
- Direct
  - Directly confronting the situation (think about how you would directly stop someone from driving drunk)
    - “I don’t like how you treat your girlfriend [or wife] – it’s abusive and needs to stop.” Offer to help find an intervention program.
    - “I’m getting her friends to take her home now.”

Risk Reduction
The following Warning Signs are given in the form of a flyer to all students in Freshman English classes and all new faculty and staff attending VAWA training. In addition classroom presentations and special workshops are held throughout the year in which risk reduction is discussed and the Warning Signs flyer is distributed.

WARNING SIGNS OF AN ABUSER

Intensity: “Too much, too soon”
- Pushes for a quick relationship – wants to move in together or marry soon after meeting
- “Sweeps you off your feet” – expensive gifts; constant messaging and calling; wants to be with you all the time
• Uses conversation that is inappropriately intimate

**Power and Control**

• Jealousy (It is not a sign of love but of possession)
• Demands your undivided attention, even at inappropriate times
• Doesn’t want you to spend time with your friends or family
• Invades your personal space – sits or stands uncomfortably close, touches you constantly or in ways that make you uncomfortable
• Refuses to take responsibility for his own behavior or mistakes – blames you and/or others when something goes wrong
• Wants to be in control and make all decisions

**Sexual entitlement**

• Sexualizes non-sexual situations and relationships, e.g., in the workplace
• Makes inappropriate comments about people’s bodies or sexuality
• Pushes you to have sex when you don’t want to; makes you feel guilty when you refuse sex
• Wants you to have sex in a way that makes you uncomfortable or is painful
• “Playful” use of force during sex
• Believes in male superiority over women; believes in rigid sex roles

**Anger and Hostility**

• Becomes angry easily and quickly
• Does not tolerate frustration or disappointment well
• Teases animals, children, or other adults in a mean or physical way and doesn’t stop when asked; may be cruel to animals
• Yells, calls you names, or belittles you
• Looks at you or acts in ways that intimidate you
• Gets into physical fights with other people
• Drives in a dangerously aggressive way

An additional risk reduction flyer is also widely distributed and contains these tips.

**Men**

1. Listen Carefully. Take the time to hear what the woman is saying. If you don’t understand whether she has consented, ask for clarification.

2. Don’t fall for the common stereotype that when a woman says “No” she really means “Yes.” “No” means “No.” If a woman says “No” to sexual contact, believe her and stop.

3. It is never acceptable to use force or coercion in sexual situations, no matter the circumstances - whether you’ve had consensual sex in the past, or whether you’re friends, acquaintances, or in a relationship.

4. Don’t make assumptions about a woman’s behavior.
   • Do not assume a woman wants to have sex with you because she drinks heavily, dresses sexily, or agrees to go to your room.
   • Do not assume that because a woman has had sex with you previously she is willing to have sex with you again.
   • Do not assume that because a woman consents to kissing or other sexual intimacies that she is willing to have sexual intercourse.

5. Be aware that having sex with someone who is mentally or physically incapable of giving consent is
rape (called sexual battery in Florida). Having sex with a woman who is incapacitated by alcohol, drugged, passed out, incapable of saying “No,” or unaware of what is happening around her is rape.

6. Be especially careful in group situations. Be prepared to resist pressure from friends to participate in violent or criminal acts.

7. “Get involved” if you believe someone is at risk. If you see a woman in trouble at a party or a male friend using force or pressuring a woman, don’t be afraid to intervene. You may save the woman from the trauma of sexual battery or a friend from violating someone and being prosecuted for a crime.

Women

1. Know your sexual intentions and limits. You have the right to say “No” to any unwanted sexual contact. If you are uncertain about what you want, ask the man to respect your need to wait until you are sure.

2. Believe in your gut feelings. If you feel uncomfortable or think you may be at risk, leave the situation immediately and go to a safe place.

3. It’s okay to “make a scene” if you feel threatened or unsafe. Being assertive and calling attention to what is happening is a highly successful self-defense technique. If you feel you are being pressured or coerced into sexual activity against your will, state your feelings (“I don’t like what you are doing”) and get out of the situation. Better a few minutes of social awkwardness or embarrassment than the trauma of rape.

4. “Get involved” if you believe someone is at risk. If you see a woman in trouble at a party or a male friend using force or pressuring a woman, don’t be afraid to intervene. You may save the woman from the trauma of sexual battery or a friend from violating someone and being prosecuted for a crime.

Procedures for Victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking

The Center for Victim Advocacy has created a one-page flyer for system use to provide victims of sexual assault, domestic violence, dating violence and stalking (the “VAWA Flyer”) with written information about the following:

- The importance of preserving evidence that may assist in proving that the alleged criminal offence occurred or may be helpful in obtaining a protection order
- How and to whom the alleged offense should be reported.
- Options about the involvement of law enforcement and other individuals required to report these crimes
- The rights of victims and our institution’s responsibility for orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court or by the institution.
- Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims, both within the USF System and in the community.
- Options for, and available assistance in, changing academic, living, transportation, and working situations.
The student’s or employee’s rights and options in the event of these crimes

In addition, the Center for Victim Advocacy and Violence Prevention has developed a Guide for Victims of Sexual Assault & Harassment; Domestic, Relationship, & Dating Violence; and Stalking to provide more in-depth details about the above topics as well as those listed below.

How Our Institution Protects the Confidentiality of Victims and Other Necessary Parties

The USF System will protect the confidentiality of victims and other necessary parties—complete publicly available recordkeeping and, for the purposes of Clery Act reporting and disclosure, without the inclusion of identifying information about the victim pursuant to the Clery Act under the VAWA, and other applicable federal and State of Florida laws. All criminal reports are redacted per Florida State Statute 119 and are reviewed by USF General Counsel before released to any requesting party not involved in the report.

Accommodations and Protective Measures

Depending on the case and the complainant’s wishes, these steps may include class changes and on-campus housing moves, ordering a respondent to not have contact with you, excluding a respondent from parts of campus, or providing an escort to accompany you on campus. Any adjustments made will be designed to minimize the burden on the complainant’s educational program. Some of these actions may also be remedies in those cases resulting in a finding of a policy violation. The University of South Florida has a system policy that prohibits retaliation against any employee or student who reports an incident of alleged sexual harassment or sexual violence, or any employee or student who testifies, assists or participates in a proceeding, investigation or hearing relating to these allegations.

Institutional Disciplinary Action for Sexual Assault, Dating Violence, Domestic Violence, and Stalking

When sexual assault, dating violence, domestic violence, or stalking involving a USF System student or employee is reported to our institution, the USF System uses one of two disciplinary proceedings based on the identity of the person accused of committing the crime (the “accused”) regardless of whether the incident occurred on or off campus. Sexual harassment, sexual violence, and other gender-based harassment in a college setting implicates a federal law called Title IX of the Higher Education Amendments of 1972. Title IX prohibits discrimination on the basis of sex (gender) in education programs or activities. The USF System has a team of Title IX officers who investigate allegations of sexual harassment. Both the Office of Student Rights & Responsibilities (OSRR) and the Diversity, Inclusion & Equal Opportunity (DIEO) Office have authority to address complaints of sexual harassment and sexual violence in a non-criminal context.

It is important to understand that our institutional processes do not preclude criminal investigation by USFSP Police or the law enforcement agency having jurisdiction and the court system. In other words, criminal investigations proceed in accordance with
state and federal law and occur independently of our institutional processes. When the accused is a student at the time of the incident, OSRR addresses the matter in accordance with the student code of conduct process. When the accused is an employee, DIEO addresses the matter in accordance with their process. When the accused is both a student and an employee, OSRR and DIEO may work together to resolve the case. When the accused is neither a student nor employee, USF can still assist you with counseling and other support services, please reach out to either OSRR or DIEO and they will assist you. If you are uncertain about which office to contact, you may call either office and they will ensure your report is ultimately reviewed by the appropriate office.

The OSRR or the DIEO will review the allegations and determine an appropriate course of action. Some cases can be handled informally and outside of the formal investigative process, although USF will not mediate cases of sexual violence even on a voluntary basis. For cases that result in an investigation, those investigations are conducted by individuals who have received specialized training in those types of investigations. These processes and their associated investigations will be conducted in a fair, prompt, and impartial manner.

**Student Code of Conduct Process**

When made aware of sexual violence, USFSP may have an obligation to proceed with an investigation, regardless of a complainant’s wishes, in order to ensure campus safety. Complainants are not required to participate if you choose not to; however, this may limit the university’s ability to respond to the incident. If a victim requests their name or other identifying information not be used in an investigation, USFSP will consider their request in light of the context of its responsibility to provide a safe and nondiscriminatory environment. In most cases, information including their name may be shared with the accused, witnesses, and with university officials who have a legitimate need to know. Beyond that, USF will take steps to protect their identity and the identity of all individuals involved.

The accused and accuser may be accompanied by an advisor during any meeting. The advisor may be an attorney or any support person (including a victim advocate). For more information about Advisors and their role in the Student Code of Conduct Process, see the below Right to an Advisor section. In the university’s process, the complainant and accused will not be permitted to directly question each other and are not required to be present together at any point. Both a complainant and an accused have the right to identify witnesses and provide other information relevant to the investigation. USF will decide the case based on a preponderance of the information standard (whether it is more likely than not that the conduct occurred).

In most cases, USFSP will not wait until a criminal case is resolved before proceeding with the case. In addition, if a university official has a reasonable belief that a crime has been committed, she or he may be obligated to report that to law enforcement, if police have not already been notified. In cases where a police investigation has been
conducted or is being conducted for sexual assaults, law enforcement may be able to provide information to USFSP with the victim’s consent. USFSP’s fact-finding investigation may be delayed for a short period of time upon a request from law enforcement, but will be promptly resumed as soon as possible.

The university will use best efforts to resolve sexual violence or sexual harassment within 60 days, but depending on the complexity of the case up to 90 days may be necessary. The university will keep a complainant advised as to the status of the case as the complainant desires and as is reasonable. The complainant will be informed of the outcome of the case in writing.

Because the school’s primary concern is student safety, minor alcohol and drug violations by a complainant revealed in an investigation will be handled informally whenever possible. The use of alcohol or other drugs never makes an individual at fault for sexual violence. USFSP will take interim steps to protect a complainant while the case is pending. Depending on the case and the complainant’s wishes, these steps may include class changes and on-campus housing moves, ordering an accused to not have contact with you, excluding an accused from parts of campus, or providing an escort to accompany you on campus. Any adjustments made will be designed to minimize the burden on the complainant’s educational program. Some of these actions may also be remedies in those cases resulting in a finding of a policy violation. University of South Florida (USF) has a system policy that prohibits retaliation against any employee or student who reports an incident of alleged sexual harassment or sexual violence, or any employee or student who testifies, assists or participates in a proceeding, investigation or hearing relating to these allegations. Accuseds are informed of this provision, and any retaliation should be reported immediately to the appropriate Title IX officer.

If there is a finding of discrimination and possible violation of the student code of conduct around sexual harassment Office of Student Rights and Responsibilities will initiate a referral if it is believed that a violation has occurred.

Description, Steps, Anticipated Timelines, Decision-Making Process for the Student Code of Conduct Process

Upon receipt of the Referral, Office of Student Rights and Responsibilities will commence an Initial Review involving the charged student in question, complainant/victim and any applicable witnesses. This function of this process is to determine whether relevant evidence exists and if there is a reasonable basis for believing the Student Code of Conduct was violated. In most cases, the Title IX investigation will supplement or substitute for the initial review process. In most cases the notifications and timelines of the Title IX investigation and the Student Rights investigations will work in tandem.

Once the Initial Review is complete, the Conduct Officer will issue a Disposition Letter to the charged student. This letter will indicate if the Referral on the student has been dismissed or accepted. The student will receive this information in writing and be provided five class days to decide whether they wish to admit responsibility and agree
to the imposition of any sanctions detailed in the letter or exercise their student right to have a Formal Hearing.

If the student elects to accept the charge indicated in the Disposition Letter, the decision will become the official record. Please note, if no response is received in the allotted time, the decision will become the official record.

If the student elects to have a Formal Hearing, he/she must do so in writing, designating the choice of forum from one of the following types:

1. **Administrative Officer** — One full-time university staff or faculty member.
2. **University Conduct Board** — A panel composed of 50% faculty/staff and 50% students.

Either option will provide the student the opportunity to have a Formal Hearing process review his/her case. This process again determines whether a violation of the Student Code of Conduct occurred.

The student may appeal the Formal Hearing process decision in writing within five class days of the date of the letter describing the decision. The appeal is written to the Dean for Students.

The Dean for Students will review the appeal, and may request to speak with the student. The decision of the Dean for Students is the final decision of the University of South Florida St. Petersburg.

**Standard of Evidence for the Student Code of Conduct Process**

The level of proof for a decision under the Student Code of Conduct Process shall be “preponderance of the evidence”; that is, from the evidence or information submitted it is more likely than not that the student did commit the violation(s) for which he or she has been charged, and shall not be the strict criminal law standard of proof beyond a reasonable doubt.

**Sanctions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking under OSRR**

Under the Student Code of Conduct Process, all of the following are possible sanctions that the institution may impose following the results of any institutional disciplinary proceeding where the preponderance of evidence indicated that the student was responsible for committing the crimes the sexual assault, dating violence, domestic violence, or stalking:

- **Warning Letter** — An official notice that states if there is a repeated violation of policy, rules or regulations, the student can expect additional conduct sanctions.
- **Probation** — An official sanction that places the student’s enrollment dependent upon the maintenance of satisfactory citizenship during the period of probation.
When probation is imposed as a sanction, the student should be advised of the consequences of violation of probation. Any student placed on conduct probation may be restricted from participating in certain USF System activities as specified by the Conduct Officer or as regulated by other USF System departments.

- **Restrictions** — Conditions imposed on a student that would specifically dictate and limit future presence on campus and participation in USF System activities. The restrictions involved will be clearly identified and may include but are not limited to a USF System order forbidding the offender from all contact with the victim. Restrictions may also apply to denial of operating a motorized vehicle (including golf carts) on campus, access and use of USF System services, and presence in certain buildings or locations on campus.

- **Restitution** — A payment for injury or damage.

- **Financial Aid Impacts** — A restriction on or revocation of financial aid where appropriate pursuant to law or NCAA policy.

- **Suspension** — Termination of a student’s privilege to attend the USF System for an indefinite or a specified period of time. This may include a restrictive order that would exclude the person from campus. In cases where the student resides on campus, the student will be given reasonable time to vacate the residence halls (i.e. 24 to 48 hours).

- **Expulsion** — Permanent termination of a student’s privilege to attend the USF System. This may include a restrictive order that would exclude the person from campus. In cases where the student resides on campus, the student will be given reasonable time to vacate the residence halls (i.e. 24 to 48 hours).

- **Other Appropriate Sanctions** — Such as mandated community service, fines, educational programs (payment of associated fees), and written assignments.

- **Deferred Suspension** — Suspension imposed at a definite future date or time.

The above sanctioning guide is to give the range of sanctions that would “most likely be given” if a person was to be found responsible for a single instance of the violation. It is not a maximum and minimum guide. It is a guide based on recent cases from the past 3 years. It does not take into account stacking or multiple violations during a single incident.

**Protective Measures**

Depending on the case and the complainant’s wishes, these steps may include class changes and on-campus housing moves, ordering a respondent to not have contact with you, excluding a respondent from parts of campus, or providing an escort to accompany you on campus. Any adjustments made will be designed to minimize the burden on the complainant’s educational program. Some of these actions may also be
remedies in those cases resulting in a finding of a policy violation. University of South Florida (USF) has a system policy that prohibits retaliation against any employee or student who reports an incident of alleged sexual harassment or sexual violence, or any employee or student who testifies, assists or participates in a proceeding, investigation or hearing relating to these allegations.

Training Requirements for OSRR Officials
Student Code of Conduct proceedings are conducted by officials who at a minimum receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. This training requirement is codified under USF System Regulation 6.0021.

Right to an Advisor
The USF system does not limit the choice of advisor or presence of an advisor for either the accuser or accused in any meeting or proceeding under the Student Code of Conduct Process; however, there are certain restrictions regarding the extent to which the advisor may participate in the process and these restrictions apply equally to both the accused and the accuser. The accuser and the accused have the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. USF System employees who have a potential conflict of interest are not permitted to serve as an Advisor. During meetings and proceedings, the advisor may speak with the accuser or accused but may not speak for them, act as attorney, nor otherwise participate in the Student Code of Conduct Process. It is the student’s responsibility to make appropriate arrangements for travel, costs and attendance for their advisor. The proceedings shall not be delayed due to scheduling conflicts of the chosen advisor. The advisor may be present to advise the student but shall not speak for or present the case for the student or otherwise participate directly in the proceeding.

Notification of Process Results and Outcomes
Under the Student Code of Conduct process, the accused and the accuser are simultaneously notified, in writing, of the following:

— the result of the process
— the procedures for the accused and the accuser to appeal the result of the process
— any change to the result of the process and
— when the final result of the process when such results become final

Student Code of Conduct Process Resources
For more information about the Student Code of Conduct Process, consult the following resources and offices:

Diversity, Inclusion, & Equal Opportunity (DIEO)

Description, Steps, Anticipated Timelines, Decision-Making Process for the Student Code of Conduct Process

The DIEO Office is informed of allegations of sexual harassment/violence via Incident Report Form, Title IX Report Form, Ethics Point, emails, calls, or walk-ins. All DIEO Office personnel who are involved in the intake and investigation process have had training in Title IX and how to conduct competent investigations. Once the DIEO Office has been made aware of an allegation of sexual harassment/violence, the Complainant is contacted by the Intake Coordinator and offered an opportunity to speak with the Coordinator about the allegation. During this meeting, the Intake Coordinator will determine jurisdiction, interview the Complainant, and provide to the Complainant information on filing a complaint.

If the Complainant files a complaint with the DIEO Office, then the complaint is assigned to an Investigator for investigation. Generally, if the Complainant does not file a complaint with the DIEO Office, then an investigation of the allegation will not take place. However, depending on the specifics of the allegation, the DIEO Office may have an obligation to proceed with an investigation, regardless of a complainant’s wishes, in order to ensure campus safety. Complainants are not required to participate in the investigation, but if they choose not to this may limit the university’s ability to respond to the incident.

If a Complainant requests their name or other identifying information not be used in an investigation, USF will consider their request in light of the context of its responsibility to provide a safe and nondiscriminatory environment. The confidentiality and privacy of all parties involved during the investigation process will be maintained to the fullest extent possible. However, the DIEO Office does not promise absolute confidentiality. Generally, information including the Complainant’s name may be shared with the Respondent and with university officials who have a legitimate need to know.

The DIEO Office’s goal is to resolve sexual harassment/violence complaints within 60 days, but depending on the complexity of the case, up to 90 days may be necessary. The Complainant and the Respondent will be informed of the outcome of the case through receipt of a Determination Letter that states the outcome of the investigation and a copy of the Final Investigative Report.

The Complainant or Respondent may be accompanied by one person to any interview conducted by the Intake Coordinator or Investigator. The person who accompanies either party may be an attorney or any support person (including a victim advocate). In the DIEO Office’s investigation process, the Complainant and the Respondent are not required to be present together at any point in the process and they are not permitted to directly question each other. Both the Complainant and the Respondent have the right to identify witnesses and provide other information relevant to the investigation. The DIEO Office decides the complaint based on a preponderance of the evidence standard (whether it is more likely than not that the conduct occurred).
In most cases, the DIEO Office will not wait until a criminal case is resolved before proceeding with the investigation of a complaint. In cases where a police investigation has been conducted or is being conducted for sexual assaults, law enforcement may be able to provide information to the DIEO Office with the victim’s consent. USF’s fact-finding investigation may be delayed for a short period of time upon a request from law enforcement, but will be promptly resumed as soon as possible.

When the DIEO Office completes the investigation process, a copy of the Determination Letter and the Final Investigative Report is distributed to the Complainant, Respondent, and appropriate USF officials. When the DIEO Office makes a recommendation that there has been a violation of USF’s Sexual Misconduct/Sexual Harassment (Including Battery) Policy #0-004 and USF’s Diversity and Equal Opportunity: Discrimination and Harassment Policy #0-007, the appropriate USF officials can use the Determination Letter and Final Investigative Report as part of the information reviewed to determine the best course of action to determine discipline.

The Complainant and the Respondent are both informed in the Determination Letter that they have 30 calendar days from receipt of the Determination Letter to file an appeal of DIEO Office’s recommendation that a violation of USF’s equal opportunity policies has or has not occurred. The appeal is made to the Office of the President who will review the information submitted and make an independent determination of whether or not the DIEO Office's recommendation is supported.

**Standard of Evidence for the Student Code of Conduct Process**

The level of evidence for a finding shall be "preponderance of the evidence," that is, from the evidence/information submitted it is more likely than not that the employee/guest/vendor did violate USF’s Policies #0-004 and #0-007. This standard is lower than the criminal law standard of proof beyond a reasonable doubt.

**Sanctions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking under OSRR**

USF’s Sexual Misconduct/Sexual Harassment (Including Battery) Policy #0-004 has in excerpt the following language “The designated office will review such complaints and provide appropriate response including counseling, mediation (in limited circumstances), and/or referral for disciplinary action, up to and including termination from employment and/or expulsion from the USF System.” Outside of this, the DIEO Office is not involved in the disciplinary process.

**Protective Measures**

Depending on the case and the Complainant’s wishes, for students, these steps may include class changes and on-campus housing moves, ordering a Respondent to not have contact with the Complainant, excluding a Respondent from parts of campus, and/or providing an escort to accompany the Complainant on campus. For Complainant’s who are employees, changing the shift hours of the Respondent so it
does not overlap with the Complainant, changing the work environment in some other manner so the Complainant and Respondent do not have any workplace interaction, or placing the Respondent on administrative leave pending the conclusion of the investigation.

Any adjustments made will be designed to minimize the burden on the Complainant’s educational program or work setting. Some of these actions may also be remedies in those cases resulting in a finding of a policy violation. USF has a policy which prohibits retaliation against any employee or student who reports an incident of alleged sexual harassment or sexual violence, or any employee or student who testifies, assists or participates in a proceeding, investigation or hearing relating to these allegations.

**Prompt, Fair, Impartial Process**

The DIEO Office’s investigation process or timeline does not change based on the type of allegation made. In addition, with respect to a prompt, fair, and impartial process, DIEO Office’s Complaint Process that is published online at [http://usfweb2.usf.edu/eoa/documents/DEO%20Complaint%20Process.pdf](http://usfweb2.usf.edu/eoa/documents/DEO%20Complaint%20Process.pdf) states in excerpt, “The DIEO Office serves as an objective fact-finding body evaluating evidence, information and credibility to make a determination as to whether USF’s equal opportunity policies have been followed. The Investigator is a neutral fact finder and does not represent the Complainant or the Respondent. The investigation will include the Investigator analyzing the data submitted by the parties, interviewing witnesses, and gathering any additional information that may be needed.”

**Training Requirements for OSRR Officials**

The DIEO Office annually trains its staff who are part of the Investigative Process on issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation. The DIEO Office does not have a hearing panel.

**Right to an Advisor**

The DIEO Office’s Investigation Process allows the Complainant and the Respondent both to have one person of their choosing present at every point in the process where they are to meet with DIEO Staff. The advisor may be present to advise the Complainant or Respondent but cannot speak for or present the case for the Complainant or Respondent or otherwise participate directly in the proceeding.

The DIEO Office does not engage in disciplinary proceedings so that portion of the question is not relevant to the DIEO Office’s Investigation Process.

**Notification of Process Results and Outcomes**

The DIEO Office mails to both the Complainant and the Respondent a copy of the Determination Letter and the Final Investigative Report. The documents are mailed to the Complainant and Respondent either on the same day or within 24 hours of each other. The Determination Letter that the DIEO Office mails to both the Complainant and
the Respondent states that either party has 30 calendar days from the receipt of the letter to appeal the determination. The appealing party sends their written appeal to the Office of the President. The Office of the President reviews the appeal and makes a determination if the appeal is substantiated or not. The individual in the Office of the President who has been designated to review the appeal will draft a written appeal decision which is then mailed or picked up by the appealing party.

DIEO Process Resources
For more information about the DEIO Process, consult the following resources and offices:

- Diversity, Inclusion & Equal Opportunity (DIEO) Office
  4202 E. Fowler Avenue, ALN 172, Tampa, FL 33620-6150
  Office 813.974.4373 | Fax 813.974.4375 | TDD 813.974.5651
  http://usfweb2.usf.edu/eoa/default.asp

- USF DIEO Compliance Process & Forms:
  http://usfweb2.usf.edu/eoa/complaint.asp

- USF System Policy 0-007: Diversity and Equal Opportunity: Discrimination and Harassment:

How to Obtain Information about Registered Sex Offenders
In accordance with the Campus Sex Crimes Prevention Act requires institutions, we are advising the campus community where they may obtain information provided by the state concerning registered sexual predators and offenders. Sexual predator or offender information can be obtained by visiting the USFSP Police Department’s website: (http://www.usfsp.edu/campuspolice/crime-information/sex-offenders/) or by visiting the Florida Department of Law Enforcement website at https://offender.fdle.state.fl.us

The Campus Sex Crimes prevention Act also requires sexual predators and offenders to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student at that institution. USFSP Police will notify the University Community when a registered sexual predator or offender has registered as being on campus per State law.

Missing Student Policy & Notification Procedures
Any USF System employee or student who receives a report that a student is missing, or has independent information that a student is missing, must immediately report the information or evidence to the USFSP Police Department, the Dean of Students in Student Affairs, and/or the Office of Housing and Residential Education, if the missing student is a resident student. A student is presumed missing if he or she is overdue in reaching home, campus, or another specific location past his or her expected arrival for
more than 24 hours, or additional factors lead USF System staff [a reasonable person] to believe he or she [the student] is missing.

Investigation of a Missing Student Report

When the missing student is an on-campus resident, the USFSP Police Department will open an official investigation and retain status as the primary investigative agency. An on-campus resident student is any student who resides in on-campus housing under a housing contract and is currently enrolled. On-campus housing refers to any student housing facility that is owned or controlled by the USF System, or is located on property that is owned or controlled by the USF System, and is within the reasonably contiguous geographic area that makes up USF System campuses, is considered an on-campus student housing facility.

When the missing student is an off-campus student, appropriate family members and/or associates will be encouraged to make an official missing person report to the law enforcement agency with jurisdiction, which will serve as the primary investigative agency. The USFSP Police Department will cooperate, aid, and assist the primary investigative agency in all ways prescribed by law.

Notifying a Missing Student’s Emergency Contacts

If the student is not located, notification to the student’s emergency contact (parent or guardian) –indicated in the OASIS system and/or Housing Emergency Contact Information–will be made within 24 hours of the USFSP Police Department’s receipt of the initial report. In addition, if the student is under 18 years of age and not emancipated, notification will also be made to the custodial parent or guardian.

Emergency Contact Registration & Updating

Students have the option of providing an emergency contact person or persons through the University’s Student Information System (OASIS) at any time. The OASIS Terms of Usage, which must be accepted by students every 180 days, informs that while students may receive written notification from the University, all students are responsible for regularly monitoring and maintaining information in their records, including detailed emergency contact information. On-Campus resident Students may choose to designate an alternative emergency contact in the event of a Missing Person Report as a part of their documentation to live on campus or at any time by contacting the Office of Housing and Residential Education. Emergency contact information registered with the USF System is confidential and will not be released–except in the event of an emergency to individuals that are legally authorized to obtain it.

Notifying the Missing Student’s Emergency Contact

If the student is not located, the student’s emergency contact (parent or guardian) –indicated in the OASIS system and/or Housing Emergency Contact Information–will be notified within 24 hours of the designated Police Department’s receipt of the initial report. In addition, if the student is under 18 years of age and not emancipated, notification will also be made to the custodial parent or guardian.
### Definitions under the Clery Act and VAWA

<table>
<thead>
<tr>
<th><strong>Aggravated Assault</strong></th>
<th>An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.</th>
</tr>
</thead>
</table>
| **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.  
  
  *Note: Do not classify fires of suspicious or unknown origin.* |
| **Burglary**          | The unlawful entry of a structure or conveyance to intent to commit a crime therein. |

**Business Day**  
Monday through Friday, excluding any day when the institution is closed.

**Campus**  
1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and

2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Campus security authority**  
There are four types of individuals or organizations that are considered a CSA under the Clery Act:

1) A campus police department or a campus security department of an institution.

2) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (1) of this definition, such as an individual who is responsible for monitoring entrance into institutional property.

3) 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.

(4) 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. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

<table>
<thead>
<tr>
<th>Clery Geography</th>
<th>There are four types of geographies under the Clery Act.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1) <strong>On-Campus</strong> means buildings and property that are part of</td>
</tr>
<tr>
<td></td>
<td>our institution’s campus, including areas within the patrol</td>
</tr>
<tr>
<td></td>
<td>jurisdiction of the USF Police Department including areas</td>
</tr>
<tr>
<td></td>
<td>within the patrol jurisdiction of the campus police or the</td>
</tr>
<tr>
<td></td>
<td>campus security department</td>
</tr>
<tr>
<td></td>
<td>2) <strong>On-Campus Housing</strong> – this is subset of the on-campus</td>
</tr>
<tr>
<td></td>
<td>geography</td>
</tr>
<tr>
<td></td>
<td>3) <strong>Non-Campus</strong> means our institution’s non-campus buildings</td>
</tr>
<tr>
<td></td>
<td>and property.</td>
</tr>
<tr>
<td></td>
<td>4) <strong>Public Property</strong> means public property within or immediately</td>
</tr>
<tr>
<td></td>
<td>adjacent to and accessible from our campus.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dating Violence</th>
<th>Under the Clery Act, dating violence is defined as follows:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Violence committed by a person who is or has been in a</td>
</tr>
<tr>
<td></td>
<td>social relationship of a romantic or intimate nature with</td>
</tr>
<tr>
<td></td>
<td>the victim.</td>
</tr>
<tr>
<td></td>
<td>(1) The existence of such a relationship shall be</td>
</tr>
<tr>
<td></td>
<td>determined based on the reporting party’s statement and</td>
</tr>
<tr>
<td></td>
<td>with consideration of the length of the relationship, the</td>
</tr>
<tr>
<td></td>
<td>type of relationship, and the frequency of interaction</td>
</tr>
<tr>
<td></td>
<td>between the persons involved in the relationship.</td>
</tr>
<tr>
<td></td>
<td>(2) For the purpose of this definition-</td>
</tr>
<tr>
<td></td>
<td>(i) Dating violence includes, but is not limited to, sexual</td>
</tr>
<tr>
<td></td>
<td>or physical abuse or the threat of such abuse.</td>
</tr>
<tr>
<td></td>
<td>(ii) Dating violence does not include acts covered under</td>
</tr>
<tr>
<td></td>
<td>the definition of domestic violence.</td>
</tr>
<tr>
<td></td>
<td>(3) For the purposes of complying with the requirements</td>
</tr>
<tr>
<td></td>
<td>of this section and section 668.41, any incident meeting</td>
</tr>
</tbody>
</table>
Under State of Florida Statutes, **dating violence** is defined as follows:

Violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on the consideration of the following factors:

1. A dating relationship must have existed within the past 6 months;
2. The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and
3. The frequency and type of interaction between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship.

**Destruction or Damage or Vandalism of Property**

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. Crime is only reported if it was motivated, in whole or in part, by the offender’s bias.

**Domestic Violence**

Under the Clery Act, domestic violence is defined as follows:

1. A felony or misdemeanor crime of violence committed--
   (i) By a current or former spouse or intimate partner of the victim;
   (ii) By a person with whom the victim shares a child in common;
   (iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
   (iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
   (v) By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
occurred.

(2) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Under State of Florida Statutes, **domestic violence** is defined as follows:

Any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member. “Family or household member” means spouses, former spouses, persons related by blood or marriage, persons who are presently residing together as if a family or who have resided together in the past as if a family, and persons who are parents of a child in common regardless of whether they have been married. With the exception of persons who have a child in common, the family or household members must be currently residing or have in the past resided together in the same single dwelling unit.

<table>
<thead>
<tr>
<th><strong>Federal Bureau of Investigation’s (FBI) Uniform Crime Reporting (UCR) program</strong></th>
<th>A nationwide, cooperative statistical effort in which city, university and college, county, state, tribal, and federal law enforcement agencies voluntarily report data on crimes brought to their attention. The UCR program also serves as the basis for the definitions of crimes in Appendix A to this subpart and the requirements for classifying crimes in this subpart.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hate crime</strong></td>
<td>A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For the purposes of this section, the categories of bias include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.</td>
</tr>
<tr>
<td><strong>Hierarchy Rule</strong></td>
<td>A requirement in the FBI’s UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense was committed during a single incident, only the most</td>
</tr>
<tr>
<td><strong>Intimidation</strong></td>
<td>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. Crime is <strong>only</strong> reported if it was motivated, in whole or in part, by the offender’s bias.</td>
</tr>
<tr>
<td><strong>Larceny-Theft</strong></td>
<td>The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.</td>
</tr>
</tbody>
</table>

**Constructive possession** is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Crime is **only** reported if it was motivated, in whole or in part, by the offender’s bias.

| **Motor Vehicle Theft** | The theft or attempted theft of a motor vehicle. |

*Note: 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 riding*

| **Murder and Non-negligent Manslaughter** | The willful (non-negligent) killing of one human being by another. This includes any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime. |

*Note: Murder/Non-negligent Manslaughter does not include deaths caused by negligence, assaults/attempts to murder, suicides, fetal deaths, traffic fatalities, accidental deaths, or justifiable homicides (defined as and limited to the killing of a felon by a peace officer in the line of duty, or the killing of a felon during the commission of a felony, by a private citizen).*

| **Negligent Manslaughter** | The killing of another person through gross negligence (defined as the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another). |

*Note: Negligent manslaughter does not include deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, or traffic fatalities.*
<table>
<thead>
<tr>
<th><strong>Professional counselor</strong></th>
<th>A person whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of the counselor’s license or certification.</th>
</tr>
</thead>
</table>
| **Programs to prevent dating violence, domestic violence, sexual assault, and stalking** | (1) Comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that--

(i) Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and

(ii) Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

(2) Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees, as defined in paragraph (j)(2). |
| **Public property** | All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. |
| **Referred for campus disciplinary action** | The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. |
| **Robbery** | The taking or attempting to take anything of value from the care, custody, or control of a person by force or threat of force or violence and/or by putting the victim in fear. |
| **Sexual assault** | Under the Clery Act, sexual assault is defined in accordance with the FBI’s UCR Program, Sexual Assault is defined as….

Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim

*Under State of Florida Statutes, sexual battery is defined as...*
<table>
<thead>
<tr>
<th>follows:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object; however, sexual battery does not include an act done for bona fide medical purpose.</td>
</tr>
<tr>
<td>“Consent” - means intelligent, knowing, and voluntary consent and does not include coerced submission. “Consent” shall not be deemed or construed to mean the failure of the alleged victim to offer physical resistance to the offender.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Simple Assault</th>
</tr>
</thead>
<tbody>
<tr>
<td>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. Crime is only reported if it was motivated, in whole or in part, by the offender's bias.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Stalking</th>
</tr>
</thead>
<tbody>
<tr>
<td>For the purposes of complying with the requirements of the VAWA, any incident meeting the below definition is considered a crime for the purposes of Clery Act reporting.</td>
</tr>
<tr>
<td>(1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—</td>
</tr>
<tr>
<td>(i) Fear for the person’s safety or the safety of others; or</td>
</tr>
<tr>
<td>(ii) Suffer substantial emotional distress.</td>
</tr>
<tr>
<td>(2) For the purpose of this definition--</td>
</tr>
<tr>
<td>(i) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.</td>
</tr>
<tr>
<td>(ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.</td>
</tr>
<tr>
<td>(iii) Reasonable person means a reasonable person under</td>
</tr>
</tbody>
</table>
similar circumstances and with similar identities to the victim.

Under State of Florida Statutes, **stalking** is defined as follows:

A person who willfully, maliciously, and repeatedly follows, harasses, or cyberstalks another person commits the offense of stalking.

- “Harass” means to engage in a course of conduct directed at a specific person which causes substantial emotional distress to that person and serves no legitimate purpose.

- “Cyberstalk” means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

**Test**

| Test | Regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities. |

SOURCE: The definitions contained herein (excluding those for dating violence, domestic violence, and stalking) are based on the definitions provided in Chapter 3 of The Handbook for Campus Safety and Security Reporting (the “Clery Handbook”) published by the U.S. Department of Education, Office of Postsecondary Education, Washington, D.C., 2011, and is available on the Department’s website at: [http://www.ed.gov/admins/lead/safety/campus.html](http://www.ed.gov/admins/lead/safety/campus.html). The definitions of dating violence, domestic violence, and stalking are based on the definitions cited in the Violence Against Women Act of March 2013. A link to this resource will be provided once the U.S. Department of Education completes its final rule making process anticipated to be completed by the end of the 2013 calendar year.
Annual Security Report Crime Statistics

This chart includes offenses that are reported to local law enforcement agencies, or to any official of the University of South Florida St. Petersburg (USFSP) that has significant responsibilities for student and campus activities. Crimes reported by local authorities reflect incidents that may not have occurred on campus, but occurred in areas close to campus.

<table>
<thead>
<tr>
<th>Offense Type</th>
<th>2013 Res - Camp</th>
<th>2013 On Public Property</th>
<th>Total Uniform Crimes Reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manslaughter</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sex Offense-Repe</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sex Offense-Fondling</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sex Offense-Incest</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sex Offense-Statutory</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dating Violence</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stalking</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robbery</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Burglary</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arson</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hate Crimes</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Race</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Religion</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sexual Orientation</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethnicity</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disability</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gender Identity</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>National Origin</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Number of Arrests/Referrals – Select Offenses

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Weapon Law Violations</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drug Law Violations</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violations</td>
<td>0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Clery Reporting Geographical Boundaries

*Includes all of Bayboro Harbor – except private marinas.
## USFSP Campus Geographic Address Locations

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Bldg. Prefix</th>
<th>Street Number</th>
<th>Street Name</th>
<th>Suite</th>
<th>City</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>On Campus</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barnes &amp; Noble</td>
<td>B&amp;N</td>
<td>500</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Bayboro Hall</td>
<td>BAY</td>
<td>200</td>
<td>7th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Center for Oceanographic Technology</td>
<td>COT</td>
<td>850</td>
<td>East Peninsula Drive</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Coquina Hall</td>
<td>COQ</td>
<td>785</td>
<td>1st Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Children's Research Institute</td>
<td>CRI</td>
<td>400</td>
<td>6th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Central Utilities Plant</td>
<td>CUP</td>
<td>695</td>
<td>2nd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Davis Hall</td>
<td>DAV</td>
<td>140</td>
<td>7th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Peter H. Wallace Florida Center for Teachers</td>
<td>PRW</td>
<td>599</td>
<td>2nd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Fifth Avenue Parking Facility</td>
<td>FPF</td>
<td>250</td>
<td>5th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Harbor Hall</td>
<td>HBR</td>
<td>1000</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Haney Landing</td>
<td>HNY</td>
<td>825</td>
<td>1st Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Knight Oceanographic Research Center</td>
<td>KRC</td>
<td>840</td>
<td>East Peninsula Drive</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Marine Science Lab</td>
<td>MSL</td>
<td>860</td>
<td>South Peninsula Drive</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Marine Science Warehouse</td>
<td>MSW</td>
<td>865</td>
<td>West Peninsula Drive</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Building One</td>
<td>ONE</td>
<td>100</td>
<td>5th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Piano Man Building</td>
<td>PMN</td>
<td>701</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Plant Operations</td>
<td>POR</td>
<td>830</td>
<td>1st Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Nelson Poynter Library</td>
<td>POY</td>
<td>780</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Police Department</td>
<td>PSD</td>
<td>530</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Student Life Center</td>
<td>SLC</td>
<td>131</td>
<td>6th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Snell House</td>
<td>SNL</td>
<td>501</td>
<td>2nd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Science &amp; Technology</td>
<td>STG</td>
<td>199</td>
<td>7th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Special Services Building</td>
<td>SVB</td>
<td>547</td>
<td>1st Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Terrace</td>
<td>TER</td>
<td>100</td>
<td>7th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>USF Credit Union</td>
<td>FPF</td>
<td>510</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>University Research Lab</td>
<td>URL</td>
<td>705</td>
<td>3rd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Welcome Center</td>
<td>WEL</td>
<td>501 A</td>
<td>2nd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Williams House</td>
<td>WMS</td>
<td>511</td>
<td>2nd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td><strong>On Campus Residence Halls</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residence Hall One</td>
<td>RHO</td>
<td>500</td>
<td>2nd Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>University Student Center</td>
<td>USC</td>
<td>200</td>
<td>6th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td><strong>Non Campus</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fish and Wildlife Research Institute</td>
<td>FWRI</td>
<td>100</td>
<td>8th Avenue Southeast</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>Tavern at Bayboro</td>
<td>TAB</td>
<td>121</td>
<td>7th Avenue South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td>U.S. Geological Survey</td>
<td>USGS</td>
<td>600</td>
<td>4th Street South</td>
<td></td>
<td>St. Pete</td>
<td>FL</td>
</tr>
<tr>
<td><strong>Public Property</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 block of 5th Avenue South to 300 block of 5th Avenue South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 block of 6th Avenue South to 400 block of 6th Avenue South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>300 block of 7th Avenue South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>300 block of 8th Avenue South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 block of 8th Avenue Southeast</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>300 block of 11th Avenue South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>500 block of 1st Street South to 700 block of 1st Street South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>500 block of 2nd Street South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>500 block of 3rd Street South to 1000 block of 3rd Street South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>500 block of 4th Street South to 600 block of 4th Street South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Higher Education Opportunity Act (34 CFR, 668.49) also known as the Campus Right to Know, published October 29, 2009 and effective July 1, 2010, requires all Universities that maintain on campus student housing to develop and publish an Annual Fire Safety Report. Only campuses within the University system that have student housing must publish an Annual Fire Safety Report. This document outlines the University compliance efforts to HEOA Campus Right to Know requirements.

Fire Statistics

The USFSP Facilities Services Department has developed the Building Alarms and Fire Reports to compile and track required fire log statistics for the three most recent calendar years for which data is available.

<table>
<thead>
<tr>
<th></th>
<th># Drills</th>
<th># Alarms</th>
<th># Fires</th>
<th>Related Injuries</th>
<th>Related Deaths</th>
<th>Cause of Fire</th>
<th>Property Damage Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENCE HALL ONE (RHO)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>$0.00</td>
</tr>
<tr>
<td>2012</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>$0.00</td>
</tr>
<tr>
<td>2013</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th># Drills</th>
<th># Alarms</th>
<th># Fires</th>
<th>Related Injuries</th>
<th>Related Deaths</th>
<th>Cause of Fire</th>
<th>Property Damage Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIVERSITY STUDENT CENTER (USC)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012*</td>
<td>2</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>$0.00</td>
</tr>
<tr>
<td>2013</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

*2012 was first year of USC operations.

Fire Log

Residential Life and Housing maintains a Fire Log of all fire related incidents occurring within the residence halls. Inquiries regarding the fire log should be directed to the Assistant Director of Residence Life and Housing, (727) 873-5101.
Building Fire Safety Systems

The USFSP Facilities Services Department has developed the Building Fire Systems and Components Report document that lists the fire safety system devices in the housing buildings.

**USFSP Building Fire System & Component Report**

**Residence Hall One (RHO)**

<table>
<thead>
<tr>
<th>Building Floors</th>
<th>Sq. Ft.</th>
<th>Wet Pipe Sprinkler System</th>
<th>Wet Standpipes</th>
<th>Dry Standpipes</th>
<th>Manual Standpipes</th>
<th>Fire System Panel</th>
<th>Pull Stations</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>125,000</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>Siemens MXLV</td>
<td>16</td>
</tr>
</tbody>
</table>

**USFSP Building Fire System & Component Report**

**University Student Center (USC)**

<table>
<thead>
<tr>
<th>Building Floors</th>
<th>Sq. Ft.</th>
<th>Wet Pipe Sprinkler System</th>
<th>Wet Standpipe</th>
<th>Dry Standpipe</th>
<th>Manual Standpipe</th>
<th>Fire System Panel</th>
<th>Pull Stations</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>70500</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>Notifier</td>
<td>34</td>
</tr>
</tbody>
</table>

**Fire Drills.** USF System Fire and Emergency Drill Policy (number 6-025) addresses procedures and responsibilities of System departments.

**Policies on Open Flames, Portable Electrical Appliances.** The Housing and Residential Education website contains this information (http://www.usfsp.edu/housing/files/2012/11/University-Student-Housing-Guidebook-12-13.pdf). Additionally the University has a Non-Smoking Areas Policy (number 0-606).

**Procedures for Fire Evacuation.** The Housing and Residential Education website contains this information (http://www.usfsp.edu/housing/files/2012/11/University-
Student-Housing-Guidebook-12-13.pdf). Additionally the USF Fire and Emergency Evacuation Drill Policy (number 6-025) addresses procedures and responsibilities.

**Policies on Fire Safety Education and Training.** In conjunction with the USFSP Office of Safety and Compliance, USF Environmental Health and Safety provides fire safety training to Residential Life and Housing staff. The USF Fire and Emergency Evacuation Drill Policy (number 6-025) addresses procedures and responsibilities.

**Fire Reporting.** To reduce response time to a fire, USFSP students and employees should telephone 911 to report all fires. The University Police Department will subsequently respond to investigate and take appropriate action.